

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY, AND
PUBLIC FINANCE AUTHORITY**

Tuesday, April 9, 2019

6:30 pm

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on any item on the agenda will be called at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Time shall be devoted to audience participation early on the agenda.

**CALL TO ORDER/ROLL CALL
MEMBERS OF THE CITY COUNCIL**

Mayor Delmar, Mayor Pro Tem Harabedian, Council Member Arizmendi, Council Member Capoccia, and Council Member Goss

**PLEDGE OF ALLEGIANCE AND
INVOCATION/INSPIRATION**

Council Member John Capoccia

APPROVAL OF AGENDA

Vote of the Council to proceed with City business.

REPORT OUT FROM CLOSED SESSION

City Attorney report from the closed session.

APPROVAL OF MEETING MINUTES

Approval of City Council [minutes from the Regular meeting on March 26, 2019](#)

MAYOR AND CITY COUNCIL REPORTS

Council Member activities relating to City business.

PUBLIC COMMENT

Regarding items not on the agenda

ACTION ITEMS

1. CONSENT

a) **ADOPTION OF RESOLUTION 19-10 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS**

Recommendation that the City Council approve Resolution 19-10 for approval of payment of City warrants in aggregate amount of \$158,991.02; Library warrants in the aggregate amount of \$4,344.44, and payroll transfer in the aggregate amount of \$361,990.01 for the fiscal year ending June 2019.

b) **DECLARATION OF CITY-OWNED VEHICLES AND EQUIPMENT TO BE SURPLUSED**

Recommendation that the City Council approve vehicles and equipment as “surplus” per Attachment “A” of the agenda report.

c) **SECOND READING OF ORDINANCE 1411, AN ORDINANCE OF THE CITY COUNCIL AMENDING TITLE 17, CHAPTER 17.93 (STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES) OF THE SIERRA MADRE MUNICIPAL CODE TO COMPLY WITH FEDERAL REQUIREMENTS FOR SMALL WIRELESS FACILITIES**

Recommendation that the City Council conduct a second reading of Ordinance No. 1411 amending Title 17, chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities; and

CONSIDERATION OF RESOLUTION 19-07 A RESOLUTION OF THE CITY COUNCIL ESTABLISHING A FEE FOR SMALL WIRELESS FACILITY APPLICATIONS AS CONTEMPLATED BY SIERRA MADRE MUNICIPAL CODE CHAPTER 17.93 – STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES

Adopt Resolution 19-07: A Resolution of the City Council of the City of Sierra Madre, California, establishing an application processing fee for Small Cell Wireless Facilities as contemplated by Ordinance 1411.

PUBLIC HEARING

2. **CALL FOR REVIEW OF DISCRETIONARY DEMOLITION PERMIT TO ALLOW DEMOLITION IN PART OR IN WHOLE OF ROOF STRUCTURE, EXTERIOR AND INTERIOR WALLS AND FRAMING; AND DESIGN REVIEW PERMIT TO ALLOW CONSTRUCTION OF 2,080-SQUARE-FOOT ADDITION ONTO THE EXISTING SINGLE FAMILY RESIDENCE TO BE ALIGNED WITH THE EXISTING LEGALLY CONSTRUCTED SIDE YARD SETBACK OF THE PRIMARY STRUCTURE OF THE PROPERTY LOCATED AT 91 E. BONITA AVENUE.**

Recommendation that the City Council approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08, a Resolution of the City Council pursuant to Sierra Madre Municipal Code Section 17.66.040B (Call for Review) approving the Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 to allow demolition in part or in whole of roof structure, exterior and interior walls and framing for the construction of 2,082 square-foot addition to the existing 2,577 square-foot, one story, single family residence; and to allow additions onto existing primary structures to be aligned with the existing legally constructed side yard setback of the primary structure on the property located at 91 E. Bonita Avenue.

DISCUSSION

3. **BRIEF UPDATE FROM MAYOR DENISE DELMAR ON THE STATE OF THE CITY**

Recommendation that the City Council receive and file.

PRESENTATION

PRESENTATION IN RECOGNITION OF OUTGOING MAYOR DELMAR

DISCUSSION

4. **CITY COUNCIL REORGANIZATION; MAYOR AND MAYOR PRO-TEM TERMS**

Recommendation that the City Council reorganize and appoint a Mayor and Mayor Pro-Tem to serve the next rotation.

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

PUBLIC HEARING

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate City Council action.

AVAILABILITY OF AGENDA MATERIALS

Materials related to items on this agenda are available for public inspection on the City's website at www.cityofsierramadre.com, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Clerk's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a Public Hearing at this same place on Tuesday, April 23, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, March 26, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Denise Delmar called the meeting to order at 6:31 p.m. City Clerk Sue Spears called the roll.

Present: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachele Arizmendi, John Capoccia, and Gene Goss

Absent: None

Also Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Edward Delcoure, Police Lieutenant
Vincent Gonzalez, Planning & Community Preservation Director
Joe Ortiz, Police Chief
Christine Smart, City Librarian
Rebecca Silva-Barrón, Community Services Manager
Sue Spears, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Council Member Arizmendi led the Pledge of Allegiance and spoke about a speech by President Jimmy Carter establishing the first Women's History Week in 1980, which was expanded in 1987 to designate March as Women's History Month. She announced that Assemblymember Chris Holden will be recognizing former City Clerk Nancy Shollenberger this Thursday for her service to Sierra Madre over the last 32 years.

APPROVAL OF AGENDA AS PRESENTED:

Mayor Delmar asked for a motion to approve the agenda as presented.

Council Member Capoccia moved to approve the agenda as presented.

Council Member Arizmendi seconded the motion to approve the agenda as presented.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss
Noes: None

The motion to approve the agenda as presented was passed unanimously.

REPORT ON THE CLOSED SESSION SPECIAL MEETING

City Attorney Highsmith reported that there was no Closed Session Special Meeting.

APPROVAL OF MINUTES:

Mayor Delmar asked for the approval of the Minutes of the Regular Council Meeting of March 12, 2019.

Mayor Pro Tem Harabedian noted that there was a typographical error on page 1.

Mayor Pro Tem Harabedian moved to approve the Minutes of the Regular Council Meeting of March 12, 2019 as amended.

Council Member Goss seconded the motion to approve.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve the Minutes of the Regular Council Meeting of March 12, 2019 as amended was passed unanimously.

MAYOR AND CITY COUNCIL REPORTS:

- A. Mayor Denise Delmar reported about the successful Wisteria Festival, which took place on such a beautiful day.
- B. Mayor Pro Tem John Harabedian did not make a report.
- C. Council Member Rachelle Arizmendi reported that (1) Nancy Shollenberger will be recognized as a Women of Distinction for the City of Sierra Madre on Thursday and encouraged people to attend the event, (2) City Treasurer Mike Amerio was recognized by Maryvale Educational Center for his work on the Maryvale Board of Directors, and (3) the Sierra Madre Chamber of Commerce, all of the groups in Sierra Madre, and volunteers deserve recognition, congratulations, and thanks for the amazing Wisteria Festival, which had a great turnout
- D. Council Member John Capoccia said that he attended a performance of "Tuesdays with Morrie" at the Sierra Madre Playhouse, which was fantastic. He encouraged people to become regular patrons of the Playhouse.
- E. Council Member Gene Goss did not make a report.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mayor Delmar opened the meeting for Public Comment on items not on the agenda.

- Renee Cossutta, Sierra Madre, suggested eliminating the street next to Kersting Court in the Kersting Court redesign.
- Debbie Ross, Sierra Madre, expressed that she did not like the two available options for the Kersting Court redesign and requested that other options be provided.
- Marguerite Schuster, Sierra Madre, (1) complimented the Planning Commission for its work in preserving the special character of Sierra Madre while also acknowledging legitimate uses of private property and (2) suggested that more specificity in the building code language would assist the Planning Commission in making decisions.
- Liza Kerrigan, Sierra Madre, expressed that the two Kersting Court redesign options (of adding either a trellis or gazebo) detract from Kersting Court's character and suggested that natural shading be considered.
- Barbara Lee, Sierra Madre, expressed that she did not like the two available options for the Kersting Court redesign and suggested pepper trees and/or something historical be included in the redesign.
- Andrea Lin, Sierra Madre, spoke about difficulties that she has been having with her neighbors and requested accountability.
- Carol Canterbury, Sierra Madre Chamber of Commerce, thanked the City for allowing this year's successful Wisteria Festival, with about 6,000 – 7,000 people in attendance and 84 vendors/food trucks.
- Larry Torres, Sierra Madre and PUSD School Board President, invited everyone to attend the "State of the Schools" speech to be held on Thursday, April 4, 2019, @ 6:00 p.m. at Sierra Madre Middle School.
- Gary Hood, Sierra Madre, commented that side yard setbacks need to be followed closely, as it is a safety issue for first responders.

Mayor Delmar asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Delmar closed Public Comment.

PRESENTATION – POLICE CHIEF JOE ORTIZ – RECOGNITION OF SERVICE TO SIERRA MADRE

Mayor Delmar announced that Police Chief Joe Ortiz is leaving Sierra Madre to assume the position of South Pasadena Police Chief and commented "their win is our loss." Council Members spoke about Chief Ortiz as follows: (1) thanked him for his leadership and service to our community, (2) complimented him about the relationships that he has developed with residents and people in Sierra Madre, (3) recognized him for his commitment to the SMPD during a time in which there was staff loss and during the rebuilding, (4) expressed appreciation for his leadership of the SMPD, which is better than ever, and (5) wished him well.

Mayor Delmar read and presented a proclamation to Chief Ortiz. Chief Ortiz spoke about his nine (9) years (since 2010) with SMPD and expressed his appreciation for the support of the City Manager, City Council, residents, and the staff of the SMPD.

- De Alcorn, Sierra Madre, (1) complimented Chief Ortiz on his professionalism and his heart of the people, (2) thanked Chief Ortiz for his service, and (3) expressed his appreciation to Chief Ortiz.
- Steve Stafford, Temple City, (1) recognized Chief Ortiz has being outstanding in getting the City through some tough times, (2) expressed his appreciation to Chief Ortiz, and (3) wished him the best.

AGENDA ACTION ITEMS:

1. CONSENT CALENDAR:

City Clerk Spears gave the following reports under the Consent Calendar:

- a) ADOPTION OF RESOLUTION 19-08 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council approve Resolution 19-08 for approval of payment of City warrants in aggregate amount of \$245,795.51; Library warrants in the aggregate amount of \$2,760.50, and payroll transfer in the aggregate amount of \$331,404.78 for the fiscal year ending June 2019.
- b) ANNUAL HOUSING ELEMENT PROGRESS REPORT - Recommendation that the City Council receive and file.
- c) CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO GENTRY BROTHERS INC. FOR CONSTRUCTION OF THE FY 2018-2019 STREET MPROVEMENT PROJECT No. ST81901 IN AN AMOUNT NOT TO EXCEED \$720,100 - Recommendation that the City Council award a construction contract to Gentry Brothers Inc., in an amount not to exceed \$720,100 for the FY 2018-2019 Street Improvement Project.

Mayor Delmar asked if any Member of the Council had questions on Consent Items 1a – 1c. Council Members did not ask any questions.

Regarding Consent Item 1c - In a response to a question by Council Member Goss regarding how Gentry Brothers Inc. could bid so low, Public Works Director Cimino said that (1) Staff does a full spread sheet of all the bids, with no apparent rhyme or reason on how bid amounts are established, (2) we trust that contractors have studied the specifications and understand the scope of the work required, and (3) there are other cities that have successfully used Gentry Brothers Inc.

Regarding Consent Item 1b – In response to a question by Council Member Capoccia regarding the housing numbers-units constructed, Planning & Community Preservation Director Gonzalez clarified that the numbers are a compilation of various tables from a number of spreadsheets that data is entered. He displayed a table to clarify the allocation from the assignment from RHNA to where the City currently stands, with 100 units built and 18 remaining to be built. PCP Director Gonzalez said that the timeframe is through 2021, but that, with the six cycle of the regional housing needs assessment, the numbers are likely to go up, which will need to be accounted for with the updated housing element, which will probably begin in 2020.

Council Member Capoccia asked about penalties recommended by the CA Governor for cities that do not make its numbers, PCP Director Gonzalez reported that the CA Governor has filed lawsuits against non-compliant cities and expressed his opinion that larger cities are being targeted.

Mayor Delmar opened the meeting for Public Comment on the Consents Item 1a – 1c. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Mayor Pro Tem Harabedian made a motion to approve Consent Items 1a – 1c as presented.

Council Member Arizmendi seconded the motion for approval.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve Consent Calendar Items 1a – 1c as presented was passed unanimously.

2. **PUBLIC HEARING – ADOPTION OF AN URGENCY ORDINANCE AMENDING TITLE 17 CHAPTER 17.93 OF THE SIERRA MADRE MUNICIPAL CODE TO INCLUDE PERMIT REQUIREMENTS, PROCEDURES, STANDARDS AND LIMITATIONS FOR THE SUBMITTAL AND REVIEW OF SMALL CELL WIRELESS FACILITIES; AND INTRODUCTION OF AN ORDINANCE AMENDING TITLE 17 CHAPTER 17.93 OF THE SIERRA MADRE MUNICIPAL CODE TO INCLUDE PERMIT REQUIREMENTS, PROCEDURES, STANDARDS AND LIMITATIONS FOR THE SUBMITTAL AND REVIEW OF SMALL WIRELESS FACILITIES - Recommendation that the City Council (a) Read by title only and adopt Urgency Ordinance No. 1410-U amending Title 17, Chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities, (b) Introduce and read by title only Ordinance No. 1411 amending Title 17, Chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities, and (c) adopt Resolution 19-07: A resolution of the City of Sierra Madre establishing an application processing fee for Small Cell Wireless Facilities as contemplated by Urgency Ordinance 1410-U.**

Mayor Delmar opened this item for Public Hearing.

Planning & Community Preservation Director Gonzalez reported on this item that included a PowerPoint titled, “Small Cell Wireless Facilities”, with the recommendation that the City Council take the following actions:

- a. Adopt Urgency Ordinance No. 1410-U and Ordinance 1411 amending Title 17, Chapter 17.93 (Standards and Criteria for Wireless Communications Facilities) of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities and
- b. Adopt Resolution 19-07, establishing an application processing fee for small wireless facilities.

As indicated in the Staff Report dated March 26, 2019, for this agenda item, on April 15, 2019, the Federal Communications Commission (FCC) Declaratory Ruling and Order will take effect and will

change local governments' ability to regulate wireless network equipment. The new FCC Order requires the following:

- a. Shortens the "shot clock" (to review applications for siting wireless network equipment) to 60 days for permits to attach 5G small cell sites to existing structure, and 90 days for attaching equipment to new structures.
- b. Limits fees for 5G small cell applications to a "reasonable approximation" of the state and local government costs.
- c. Dictates how cities regulate aesthetics, requiring that cities publish their standards and treat wireless technology the same as other infrastructure deployments.

Mayor Delmar asked if any Member of the Council had questions on this item.

Council Member Goss asked a question about "the public notification within 500 feet" and the remedy if a person(s) or neighborhood does not want it. PCP Director Gonzalez said that there is no remedy for them, as it is a FCC mandate/requirement. City Attorney Highsmith added that (1) the Sierra Madre drafted ordinance includes "the preferred location within 250 feet" as what the City prefers, not what the cell applicant prefers, which may provide some relief for resident(s), (2) the small cell device cannot emit more than the designated EMF, (3) there is a provision that requires compliance with the City's stealth requirements, which have been tightened in the draft ordinance, (4) this is not a discretionary review, it is ministerial, (5) the purpose of the 5G cell site is not for gap closure because people are using smartphones as mini-computers, streaming data, watching videos, etc., all of which requires more data support and speed, (6) as the 5G cell devices get smaller, they need to be placed closer together to be effective, and (7) the proposed ordinance was drafted using a similar ordinance from another city that was upheld in court.

In response to a question by Council Member Goss regarding the numbers of these 5G cell devices, PCP Director Gonzalez said that is unknown at this time because the location requirement is per carrier and their needs, which could change circumstances. He added that this may assist with coverage in the Canyon area and up the hillsides, depending how far up the carriers install and the availability of utility poles.

Mayor Pro Tem Harabedian asked about the application processing fee, as the ordinance mentions \$500 and the City Council established fee is to be \$1,000. PCP Gonzalez said that the language in the two do not conflict.

Mayor Pro Tem Harabedian expressed concern regarding the placement of these devices near schools and daycare locations because of the potential radiation. PCP Director stated that these are FCC requirements and the radio emissions from these units and other cell towers are supposed to be in compliance with the state requirements so that there is not a lot that can be done to restrict locations from specific kinds of facilities. City Attorney Highsmith confirmed that (1) there is no exception for schools and/or daycare centers and (2) it would not harm the ordinance in any way to strike the \$500 and change the sentence to read "an independent consultant fee deposit of an amount as may be established by Council by resolution, etc." Mayor Pro Tem Harabedian suggested that change in the ordinance language.

In response to a question by Council Member Arizmendi regarding preferred location, PCP Director Gonzalez said that it is an internal process. City Attorney Highsmith suggested that written Staff guidelines be established that include what the City defines as preferred locations.

In response to a question by Council Member Capoccia regarding “stealth facilities” and why the preferred is not listed as underground, City Attorney Highsmith said that (1) underground facilities do not work for cell phone service, (2) the preferred location is either an existing or replacement light standard (which equivalent to a new light standard with the cell equipment inside it), and (3) “stealth” relates to aesthetics.

Mayor Delmar clarified that the urgency ordinance must be passed by April 15, 2019, as this is the date when the FCC requirements take effect. PCP Director added that the related non-emergency ordinance is being presented concurrently with the urgency ordinance and the non-emergency ordinance will have a second reading at the next City Council Meeting.

Mayor Delmar asked if anyone would like to come forward to comment on this item.

- Steve Stafford, Temple City, expressed the need to check the utility pole structure and its ability to hold the weight of the small cell equipment.
- Barbara Lee, Sierra Madre, expressed the need for increased cell phone service in Sierra Madre.

Mayor Delmar asked if anyone else would like to come forward to this item. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for discussion.

Council Member Goss suggested considering the condition of the utility pole structure. City Attorney Highsmith said that, as part of the application process, (1) providers must bring a site plan that shows the engineering specifications of what they are proposing to build, including the weight, (2) site plans are generally reviewed by the Planning Department and Public Works, who reviews the site plans for compliance and to ensure that the utility pole structure is adequate to hold the anticipated weight, and (3) the contractor could be compelled to replace the utility pole if it was deemed unable to hold the weight. Public Works Director Cimino added that, after the City issues a permit, the contractor must request approval from Southern California Edison (SCE), which evaluates the condition of its poles every other year. He said that Staff is considering requiring that, as a condition for issuing the permit to actually do the work, the contractor be required to present a certification from SCE regarding the condition of the pole. PW Director Cimino said that SCE is currently in the process of replacing poles throughout Sierra Madre.

Mayor Pro Tem Harabedian made a motion to (1) adopt Urgency Ordinance No. 1410-U (effective immediately and with the discussed changes regarding the application fees), (2) adopt Ordinance 1411 (first reading only by title), (3) adopt Resolution 19-07 (setting the fees), (4) approve the recommendation that Staff Guidelines be developed, and (5) request that the City Attorney review the ordinances to ensure that the numbering is correct.

Council Member Goss seconded the motion.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to (1) adopt Urgency Ordinance No. 1410-U (effective immediately and with the discussed changes regarding the application fees), (2) adopt Ordinance 1411 (first reading only by title), (3) adopt Resolution 19-07 (setting the fees), (4) approve the recommendation that Staff Guidelines be developed, and (5) request that the City Attorney review the ordinances to ensure that the numbering is correct was passed unanimously.

3. DISCUSSION – CONSIDERATION OF YMCA LEASE RENEWAL – Recommendation that the City Council approve a lease renewal with the YMCA for a term of three years, with an effective start date upon execution of the lease agreement.

City Manager Engeland reported on this item, with a recommendation that the City Council approve a lease renewal with the YMCA for a term of three years, with an effective start date upon execution of the lease agreement. The Staff Report Summary dated March 26, 2019, says the following:

- The YMCA has continuously leased the Sierra Madre Recreation Center since January 2012 (more than seven years).
- The YMCA has been an exceptional partner to the City of Sierra Madre and provides needed services and programs to the community.
- The current lease payments by the YMCA are \$3,000 per month and Staff is not seeking an increase in the lease rate for this lease renewal.
- The proposed lease extension makes several small changes and updates, but also suggests larger changes in the following areas:
 - (a) Sierra Madre Room – the YMCA will be responsible for the rental and reservations, will retain Sierra Madre Room rental fees, and will be responsible for the care, cleaning, and maintenance of the Sierra Madre Room. The total impact to the City is anticipated to be \$2,000.
 - (2) The City of Sierra Madre, at its sole discretion, will provide the YMCA funds to create, establish, or enhance programs that are in the best interest of the community, due to lack of current program availability or community desire/demand. All revenues from such programs will be retained by the YMCA. The City will agree to subsidize the programs until they are self-sufficient, discontinued, or by providing 30 days advance written notice of intent to cancel program support. The total funds in any fiscal year provided to the YMCA shall not exceed \$10,000.
 - (3) The YMCA will be responsible for all daily and operational or routine maintenance and repair of the Community Center and all components of the building, with the exception of the lift. These components include, but are not limited to, A/C, lighting, plumbing, and heating elements.
 - (4) The City shall be responsible for all capital items, defined as items exceeding \$5,000 in cost, in addition to the expense and maintenance of the lift.

Mayor Delmar asked if any Member of the Council had questions on this item.

In response to a question by Council Member Capoccia, City Manager Engeland said that the City's use of the Sierra Madre Room for City activities will not change, with four days free of charge, with

advance notice. He said that the change relates to groups contacting the YMCA directly to make a reservation.

Mayor Pro Tem Harabedian asked about the rental fees for use of the Sierra Madre Room. City Manager Engeland stated that Council currently sets the price, with fees reduced substantially two budgets ago, but with this proposal the fees would be set and collected by the YMCA.

Mayor Pro Tem Harabedian asked about plans regarding the \$10,000 set aside for new programming. City Manager Engeland shared that, from a community services standpoint, there are programs we wish were in the community that are currently not offered. He said that this is a way for the YMCA to diversity its revenue stream, while bringing needed programs to the community, and will involve input from the Community Services Commission. Rick Politte, Executive Director, Pasadena-Sierra Madre YMCA, answered that they are looking for more feedback from the community and that the Community Services Commission is a good source of communication for ideas, and their purpose is to serve the needs of the community.

In response to a question by Council Member Goss as to whether Sierra Madre residents would be given preference in use of the Sierra Madre Room, City Manager Engeland responded that, whether it is the City or the YMCA, there cannot be a price preference offered for residents and, if there is a scheduling conflict, it would be up to the YMCA to handle.

Mayor Delmar opened the meeting for Public Comment on this item.

- Pat Alcorn, Sierra Madre, asked about (1) the Sierra Madre Room rental fee for non-profits and (2) after school programs being offered with a fee that families can afford.
- De Alcorn, Sierra Madre, asked about the incentive for the YMCA to offer reasonable, viable, and quality youth programs.
- Barbara Lee, Sierra Madre, asked about (1) what the City gains by providing a subsidy to the YMCA for the establishment of new programs and (2) how many children from Sierra Madre participate.

Mayor Delmar asked City Manager Engeland to address the issues raised during Public Comment as follows:

- What's in it for the City – The fundamentals of the City have not changed about our ability to pay for and operate either a pool or the Community Center. Leasing either facility out, when you combine them, brings in about \$107,000 in annual revenue and avoids the cost of staffing the SM Pool and staffing the Community Center. Staffing the Community Center alone, should the lease not be signed, would likely be 4-6 full-time people. Without the lease, there will be lost lease revenue and increased operating expenses, including utilities, maintenance, and staffing the facility. Leasing provides the City with a substantial cost savings and substantial revenue.
- Programs – Programs were cheap when the City operated the facility because they were heavily subsidized by the City. The proposed subsidy to the YMCA is to try to build up some of the programming that was lost through the outsourcing.
- Quality of Programs – When a private business offers a program, there is an incentive to bring people to that program to increase revenue or to expose them to their mission. When

the City offers a program and people to not come, there is no negative outcome for the City, it is just a program that does not break even.

- Rental Fee – The YMCA does have the ability to charge a different rate for profit versus non-profit and break it out by category, just not by residents vs non-residents. The YMCA has more flexibility in its rentals, as they have more staff that can be assigned. Under this lease, Council does not set the rates by category or for room rentals.
- After School Programs – YMCA Executive Director Politte said that, in Sierra Madre, the YMCA currently operates two after-school programs (1) licensed school-aged child care program for children Kindergarten – Grade 5 and (2) after-school recreation program for middle school students, which is a carryover from the program that the City of Sierra Madre previously provided in the Youth Activity Center (YAC). He said that fees are charged to participate in the programs, considering that the cost is for operating a licensed program with more qualified staff and that the ratios are lower than some other providers. Mr. Politte stated that financial assistance is provided to people who are lower income. He reported that, last year, the Pasadena-Sierra Madre YMCA provided about \$50,000 in financial assistance in childcare, camps, and different programs, although not all programs were in Sierra Madre.

Mayor Delmar asked if anyone else would like to come forward to this item. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for discussion.

Council Member Arizmendi suggested that the YMCA consider differentiating rates for non-profit organizations. Mr. Politte said that, as a non-profit itself, the YMCA is not in a position to subsidize other non-profits but is also not looking to make a profit from other non-profits. He stated that the YMCA would have to look at the exact cost for renting the facility to determine the rate to a non-profit organization for a specific event.

Discussion occurred and Council Members concurred with approving a lease renewal with the YMCA as recommended.

Council Member Arizmendi made a motion to approve a lease renewal with the YMCA for a term of three years, with an effective start date upon execution of the lease agreement.

Council Member Goss seconded the motion to approve.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to approve a lease renewal with the YMCA for a term of three years, with an effective start date upon execution of the lease agreement was passed unanimously.

4. DISCUSSION - CONSIDERATION OF RESOLUTION 19-09 INITIATING FORMATION PROCEEDINGS THE CITY OF SIERRA MADRE DOWNTOWN AND LIGHTING MAINTENANCE DISTRICT - Recommendation that the City Council adopt Resolution 19-09 Initiating Proceedings to form the new Downtown Landscaping and Lighting Maintenance District.

authorizing NBS Government Finance Group to act as the Engineer of Record for the new District, and ordering the preparation of the Engineer's Report.

Public Works Director Cimino reported on this item, with the recommendation that the City Council adopt Resolution 19-09 Initiating Proceedings to form the new Downtown Landscaping and Lighting Maintenance District, authorizing NBS Government Finance Group to act as the Engineer of Record for the new District, and ordering the preparation of the Engineer's Report.

As described in the Staff Report, an alternative was that the City Council may choose to not approve Resolution 19-09 and not authorize the formation of a new District. This would mean that the City would continue to collect special assessments via the four existing special assessment districts in the area.

- Each of the four districts was established to fund the cost of improvements and maintenance of specific benefits in the Downtown District.
- Two of the districts do not collect sufficient funds and are subsidized by expenditures from the General Fund.
- The remaining two districts collect more revenue than is required for the benefit provided and have accumulated a fund balance of \$595,000.
- City Staff has identified the need to correctly balance the amount of revenue collected within the district(s) with necessary expenditures.
- If formed, the new district would (replace the existing four districts) pay for the maintenance of the landscaping and lighting improvements put in place by these existing assessment districts and fund the implementation and associated maintenance of additional similar improvements nearby.
- The new district would collect \$22,676 less than the current combined collection of the four districts.

Mayor Delmar asked if any Member of the Council had questions on this item.

In response to a question by Council Member Arizmendi regarding Prop. 218 and the response time, PW Director Cimino said that, from the date that the ballots go out, it is 45 days. In addition, he said that business/community outreach and communication is part of the process by the consultant, which will be initiated after the engineering report. He said that the engineering report establishes the funds, identifies the necessary funds, and determines the appropriate assessment on each property.

Regarding a question by Council Member Capoccia regarding the new district boundaries, PW Director Cimino responded that the boundary definition includes East Montecito and, from the existing Downtown District, South Baldwin to Suffolk and North Baldwin to Highland. He said that the new district's boundaries include the boundaries of the current four districts plus East Montecito.

Mayor Delmar opened the meeting for Public Comment on this item.

- Barbara Lee, Sierra Madre, thanked the City Council for the new street crossing lights and the new benches in town.

Mayor Delmar asked if anyone else would like to come forward to speak on this item. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for discussion.

City Manager Engeland explained that this plan reduces the overall collection (tax burden) in the district by about 15% and better aligns the benefits to businesses with what the district can offer, while reducing the General Fund subsidy by about \$40,000 per year. In short, he summarized, “we are charging people less to provide better service and reducing a General Fund subsidy”.

Discussion occurred and there was consensus among the Council Members to support the equivalent of a 15% tax cut for those in the new district and that this is definitely a win-win for everyone.

Council Member Capoccia made a motion to adopt Resolution 19-09 as presented.

Mayor Pro Tem Harabedian seconded the motion to adopt.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to adopt Resolution 19-09 as presented was passed unanimously.

5. DISCUSSION – STATE AND DISTRICT SALES TAX MEASURE(S) AND STATUTORY LIMITS – Recommendation that the City Council provide direction.

City Manager Engeland reported on this item that included a PowerPoint titled, “District Sales Tax Collection”, requesting that the City Council provide direction. A summary of which follows:

- Sales Tax Limit
State Tax Cap = 10.25%
District Tax Cap = 2.0%

- Current Collections
State = 7.25% (3% remaining)
District = 2.25% (.75% remaining, 1% exempted by State – Measures M & R)

- LA County (District) Tax History
Since 2008, LA County voters have passed 10 of 11 proposed taxes.
Meaning that, when LA County puts a tax forward for vote, it passes.

- Current Sales Tax Collection
Sierra Madre is a donor to both the State and LA County
For every dollar collected at the State level, Sierra Madre retains 20 cents.
For every dollar collected at the LA County level, Sierra Madre retains 77.5 cents.
Overall, for every dollar collected locally, only 33.6 cents is retained locally.

- Sierra Madre Sales Tax Collection – Sierra Madre retains:

33.6% of all sales tax collected in City
20.0% of all sales tax collected at the State level
77.5% of all sales tax collected at the LA County (District) level

As noted in the report, at the City Council meeting on February 26, 2019, the City Council discussed the statutory limits of sales tax collections in taxing districts and reviewed the current sales tax authorization in Los Angeles County. At that meeting (2-26-19), City Council asked for clarifying information on the types of sales tax elections that are available should Sierra Madre decide to place a local sales tax measure on the ballot, as well as information on joining other San Gabriel Valley cities in a lobbying effort to stop additional sales tax measures from being exempted from the legal sales tax limit.

Per the Staff Report, the City Council has the following options available with regards to a potential sales tax measure:

- a. Do not propose any local sales tax measures within Sierra Madre in 2019 or 2020.
- b. Discuss and vote as the City Council to place a local sales tax measure on the November 2020 general election. A sales tax for general use would require 50% + 1 of all votes cast for approval. A sales tax for a specific use would require a 2/3rd of all votes cast for approval.
- c. Adopt a citizen initiative, should a citizen group decide to collect 15% valid signatures requesting such a local sales tax ordinance.
- d. Accept a ballot measure should a citizen group collect signatures (5% of number of voters in the last gubernatorial election) requesting a sales tax measure be placed on the ballot for a special election and call a special election in November 2019.

Mayor Delmar asked if any Member of the Council had questions on this item.

In response to a question by Council Member Goss, City Manager Engeland said that there are 18 cities that have passed a sales tax with the idea of stopping the District (LA County) or anyone within the District from collecting more, with Arcadia, Duarte, Monrovia, San Marino, South Pasadena, and others in the process of discussing this same issue.

City Attorney Highsmith clarified that the question is really a matter of what capacity is left to tax and is LA County going to take it, i.e. you are going to have to pay the tax anyway, but do you want to keep 100% of it for Sierra Madre or retain less than that. In addition, she said that the only way for Sierra Madre to keep 100% is for Sierra Madre to consider whether it wants a local sales tax and, if we wait, LA County will surely get the excess capacity, which is now only .75%.

City Attorney Highsmith explained that, if Sierra Madre waits until LA County has a sales tax initiative on the ballot (anticipated to be November 2020), the Sierra Madre vote will be very diluted because the vote will be countywide. City Manager Engeland added that there is information from LA County or Districts within LA County that at least two sales tax initiatives are likely to be on the ballot in 2020 or one in 2020 and one in 2022 so the issue is not if, but when will the tax be levied and where will the revenues go.

Regarding a local (Sierra Madre) sales tax, City Attorney Highsmith said the following:

- With a local tax for Sierra Madre, the money stays in Sierra Madre.
- Only Sierra Madre residents get to vote on it.
- It is a form of local control, although it is difficult to think about taxing.

In response to a question by Council Member Capoccia regarding a “Citizen Initiative” and the number of signatures required, City Attorney Highsmith explained that, for a local ballot initiative pertaining to taxes, (1) it would require 5% of the number of people in Sierra Madre who voted in the last gubernatorial election and (2) a tax initiative for general purposes can be on a special election, but the City itself cannot do that, without a declaration of fiscal emergency (which Sierra Madre is not in). She said that elections code law allows that, if 15% of signatures from the registered voters in Sierra Madre were collected for a local tax initiative (submitted on time for it to be on a special election), then the City Council could adopt the local tax initiative without an election, but that this law has not been tested in court.

Mayor Delmar opened the meeting for Public Comment on this item.

- Barbara Lee, Sierra Madre, complemented City Manager Engeland and asked about what happens when the sales tax threshold is reached.

City Manager Engeland said that there are two situations in which taxes could increase, in the hypothetical world where we have reached the district sales tax limit, (1) the state has not reached its sales tax limit, the state has 3% left, and at any time can impose additional taxes and (2) tax measures that are exempted from the district cap limit. He stated that a .75% sales tax collection equals \$215,000 per year.

- Philip Crabbe, Public Affairs Manager, South Coast Air Quality Management District (South Coast AQMD), spoke about (1) AQMD’s focus (including air quality issues & climate change) on a regional level, but that it really impacts local communities, (2) the upcoming AQMD’s sales tax bill would be exempt from the sales tax cap, and (3) if the AQMD does not meet the required air quality standards by the next deadline in 2023, there is a risk of Federal sanctions, (4) Federal sanctions could result in the loss of billions of dollars in highway funding, stricter requirements for new businesses coming into areas, and a potential Federal takeover that could cause more draconian type of measures, such as no-drive days, business shut down days, etc., (5) AQMD is more focused on trying to incentivize as opposed to regulation, and (6) funding would be available for public and private projects so cities would likely be a major beneficiary.

Mayor Delmar asked if anyone else would like to come forward to speak on this item. Seeing no one, Mayor Delmar closed Public Comment and brought the matter back to the Council for discussion.

Mayor Delmar asked that the City Council answer Policy Question #1 – “Should Sierra Madre join with other San Gabriel Valley cities in a coordinated effort to lobby the legislature to limit or eliminate further exemptions from the sales tax district cap?”

Discussion occurred and there was consensus among the Council to answer YES and, if there is a cost involved, to spend in proportion to our population, i.e. pay only Sierra Madre’s fair share.

Mayor Delmar asked that the City Council answer Policy Question #2 – “Should the City Council support a sales tax measure in Sierra Madre in an attempt to eliminate LA County from permanently foreclosing on the City’s ability to collect and retain future sales tax revenues?”

Discussion occurred and there was consensus among the Council to answer YES and were in favor of exploring a Citizen Initiative with the required signatures from 5% of the last gubernatorial election to have the initiative on a special election (signature deadline is May 17, 2019) even if it costs approximately \$200,000, with the knowledge that there will be a need for the City to have new revenues in the future. Council Members were in agreement that the sales tax initiative needs to be on the ballot sooner rather than later to avoid competing with a LA County sales tax measure.

Council Members encouraged citizens to begin the process of a Citizen Initiative and gathering signatures, as this needs to happen quickly. City Manager Engeland said that City Staff cannot be involved or advocate in any way for a Citizen Initiative and Staff can only provide factual answers to questions.

City Attorney Highsmith shared that it is easy for a concerned citizen to borrow a ballot measure from the City of Barstow, which was successful in passing a local tax. She said that City Council members, as private citizens and not through their official position, can participate in a Citizen Initiative process.

Mayor Delmar summarized that the City Council was in agreement that a citizen’s group is going to collect the signatures of 5% of voters in the last gubernatorial election (who voted for governor) and request that a sales tax initiative be placed on the ballot for special election (November 2019).

Mayor Delmar allowed Public Comment on this issue again.

- Gary Hood, Sierra Madre, asked if a Citizen Initiative was begun, could the tax be earmarked for a special purpose and not the General Fund.

City Manager Engeland said that would be possible, but that a special purpose tax requires a two-thirds supermajority to pass, while a general-purpose tax only requires 50% + 1 to pass. He said that the General Fund is essentially community services, fire, library, and police.

- Pat Alcorn, Sierra Madre, asked what is the amount that a Citizen Initiative should ask for.

Mayor Delmar said that the sales tax initiative would be limited to .75%, which would generate \$215,000 annually for the SM General Fund.

Mayor Delmar asked if anyone else would like to come forward to speak on this item. Seeing no one, Mayor Delmar closed Public Comment.

In closing this item, Mayor Delmar invited interested residents (1) to call any of the City Council members for advice or help regarding a Citizen Initiative or (2) contact the Assistant City Clerk regarding questions about the process, timelines, and dates.

NEW ITEMS PLACED FOR FUTURE AGENDA:

Mayor Delmar asked the members of the City Council if there are any new items for future meeting agendas.

Council Members did not suggest any new items.

ADJOURNMENT:

Mayor Delmar asked for a motion to adjourn.

Council Member Goss made a motion to adjourn the meeting.

The motion to adjourn was seconded by Mayor Pro Tem Harabedian.

Ayes: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, and Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss.

Noes: None

Absent: None

Abstain: None

The motion to adjourn was passed unanimously.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 8:59 p.m. to a Regular Meeting to be held on Tuesday, April 9, 2019, in the Sierra Madre City Hall Council Chambers.

Denise Delmar, Mayor

Minutes taken and prepared by:

Sue Spears, City Clerk

RESOLUTION NUMBER 19-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the register of audited demands has been submitted to the City Council for approval; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of \$158,991.02; Sierra Madre Library Warrants in aggregate amount of \$4,344.44; and Payroll Transfer in the aggregate amount of \$361,990.01 for the fiscal year ending June 30, 2019.

APPROVED AND ADOPTED this 9th day of April, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 19-10 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 9th day of April, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

FOR CITY COUNCIL AGENDA _____

AGENDA ITEM#_1A_

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of April 9, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants	\$158,991.02
Sierra Madre Library Warrants	\$4,344.44
Payroll Transfer.....	\$361,990.01

Warrant Register 4/9/19**Attachment 1A**

Fiscal Year	Description	Amount	Page #
FY 1819	Manual Warrants	2,733.73	1-2
FY 1819	General Warrants - Utility Bills	1,564.73	3
FY 1819	General Warrants	154,692.56	4-6
	Total	158,991.02	

FY 1819	Library Warrants	4,344.44	7
	Total	4,344.44	

Date: 4/04/2019	Payroll #7 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	361,990.01	
-----------------	--	------------	--

Check Approval Register

City of Sierra Madre, CA



Check Date: 03/28/2019

Packet: APPKT04497 - MAN32819
Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
VEN03195	GREATAMERICA FINANCIAL SERVICES				429.05
APBWEST	Check	24422368	LASERCARE HP MFP	60003.30000.53210	429.05
0411	UNITED STATES POSTAL SERVICE				2,069.68
APBWEST	Check	INV024317	Election Post Cards	10000.11000.53999	2,069.68
Report Total:					2,498.73

Check Approval Register

City of Sierra Madre, CA

Page 2

Packet: APPKT04504 - MAN40219
Vendor Set: 01 - Vendor Set 01

Check Date: 04/03/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type			Distribution Amount	
<u>0411</u>	UNITED STATES POSTAL SERVICE				235.00
APBWEST	Check	<u>INV024341</u>	Permit #177 Annual Fee	10000.11000.53999	235.00
Report Total:					235.00

Check Approval Register

City of Sierra Madre, CA

Check Date: 04/03/2019

Packet: APPKT04506 - UB40919
 Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
					242.10
0129	AT&T				
APBWEST	Check	INV024340	818 246-3783 591 4	10000.61000.55005	242.10
					587.07
VEN02792	FRONTIER CALIFORNIA INC				
APBWEST	Check	INV024331	310-169-9845-061906-5 Service 3/16 - 4/15	60003.30000.55005	207.05
		INV024332	209-151-5743-051199-5 Service 3/28 - 4/27	10000.50000.55005	240.70
		INV024333	310-001-5763-051199-5 Service 3/28 - 4/27	10000.50000.55005	139.32
					165.28
1749	PACIFIC TELEMAGEMENT SERVICE				
APBWEST	Check	2014934	Police Pay Phone Service 3/01 - 4/30	10000.50000.55005	165.28
					570.28
1439	TIME WARNER CABLE				
APBWEST	Check	0027467032019	8448 30 022 0027467 Service 4/01 - 4/30	10000.61000.52200	63.49
		0164625030219	8448 30 022 0164625 Service 3/12 - 4/11	10000.50000.52200	219.42
		0179789031719	8448 30 022 0179789 Service 3/27 -4/26	10000.50000.52200	287.37
					Report Total: 1,564.73

Check Approval Register

City of Sierra Madre, CA

Page 4

Check Date: 04/04/2019

Packet: APPKT04508 - GEN 40919
Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
<u>VEN01796</u>	Adamson Police Products					1,462.16
APBWEST	Check	INV279778	Armor	10000.50000.53300		1,462.16
<u>0433</u>	ALLSTAR FIRE EQUIPMENT, INC.					2,898.52
APBWEST	Check	213678	Suppression Safety Equipment and PPE	10000.61000.53300		2,443.00
		214266	EMS Equipment and PPE	10000.64000.53300		455.52
						972.26
<u>1644</u>	AMAZON					102.26
APBWEST	Check	111-0151093-321700	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103		8.90
		111-2909811-185862	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103		648.20
		111-3107743-470745	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103		111.11
		111-6418661-584743	FY 18-19 BPO-COMPUTER PERIPHERALS	60003.30000.53103		36.09
		114-0150208-264746	Binder	60007.70100.53999		65.70
		114-3314394-280186	Multport Adapter	10000.70000.53999		195.00
<u>VEN03259</u>	ANDREA LIN					195.00
APBWEST	Check	INV024313	Refund of Public Records Payments	10000.00000.48004		57,725.33
<u>0859</u>	AQUA METRIC					1,743.46
APBWEST	Check	INV0072881	Water meter purchase installation infrastructure	71000.81100.56011		55,981.87
		INV0073020	Water meter purchase installation infrastructure	71000.81100.56011		1,243.73
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC					-140.08
APBWEST	Check	533661523	cREDIT mEMOO	60001.83200.53303		351.24
		534062713	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303		288.34
		534062714	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200		80.63
		534080009	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303		288.34
		534080010	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200		82.11
		534097333	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303		293.15
		534097334	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200		40.00
<u>1550</u>	ARCADIA SMOG TEST ONLY INC					40.00
APBWEST	Check	957	Smog Test Vehicle #2103	60000.83100.53208		200.00
<u>0125</u>	ARROW AUTOMOTIVE SERVICE					40.00
APBWEST	Check	1041706	Remove & Replace customer 2 tires vehicle #20	60000.83100.53208		40.00
		1041709	Remove & replace customer 2 tires	60000.83100.53208		40.00
		1041720	Remove & replace customer 2 tires	60000.83100.53208		80.00
		1041730	Remove & Replace 4 Tires - customer supplied	60000.83100.53208		466.31
<u>VEN03209</u>	ARROW LIFT OF CALIFORNIA					466.31
APBWEST	Check	20190214JN1	Low Pressure Switch	60001.83200.52301		260.00
<u>1206</u>	B & H SIGN CO.					260.00
APBWEST	Check	17930	Repair Signage	37003.70000.53999		6,301.19
<u>0823</u>	BANK OF AMERICA					-143.83
APBWEST	Check	CM0000392	JR - Item Return	71000.81100.53205		71.43
		INV024318	JO - Office Supplies	10000.50000.53100		16.95
		INV024319	JO - Team Building Workshop	10000.50000.53402		165.00
		INV024320	JO - Cardiac Science Powerheart Battery	10000.50000.53999		107.64
		INV024321	JO - Office Equipment	10000.50000.53999		52.06
		INV024322	JO - Volunteer Supplies	10000.50000.53306		700.00
		INV024323	KN - LAAFCO Fire Chiefs' Conference	10000.61000.53402		95.00
		INV024324	VG - APA Membership for Lin	10000.40000.53409		68.70
		INV024325	VG - APA Conference Airfare/C. Lin	10000.40000.53402		72.98
		INV024326	APA Conference Airfare/C. Lin	10000.40000.53402		70.50
		INV024327	H G-L - Interview Panel Lunch	60007.70100.53999		435.00
		INV024328	H G-L - CAFR Applicaiton	60002.30000.53409		25.00
		INV024329	H G-L - Books	60002.30000.53999		152.57
		INV024330	GE - E-Team Employee Workshop Lunch	60007.70100.53999		81.20
		INV024334	GE - General Assembly Registration/Council Mer	10000.11000.53402		660.96
		INV024335	RS - Senor Excursion Farmers Market	10000.79003.52999		811.28
		INV024336	RS - CPRS Conference Airfare	10000.70000.53402		

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
APBWEST	Check	INV024337	RS - CPRS Membership/L.Heinz	10000.70000.53409		145.00
		INV024338	RS - CPRS Membership/C. Lowe	10000.70000.53409		145.00
		INV024339	RS - CPRS Conference Lodging	10000.70000.53402		539.57
		INV024342	CS - Teen Programming Supplies	39006.90000.53999		4.99
		INV024343	CS - Headphones for public use	10000.90000.53103		134.81
		INV024344	CS - Children's Programming Supplies	39006.90000.53999		56.45
		INV024345	CS - Conference Airfare	39002.90000.53402		157.96
		INV024346	CS - Office Supplies	10000.90000.53100		48.00
		INV024347	CS - Children's Programming Supplies	39006.90000.53999		167.06
		INV024348	JR - Parking	71000.81100.53402		54.00
		INV024349	CC - League of CA Cities - PW Conference	10000.82000.53402		575.00
		INV024350	CC - CWEA Membership	72000.81200.53409		280.00
		INV024351	CC - League of CA Cities Conference Travel	10000.82000.53402		71.30
		INV024352	CC - Knox Padlock Model #3771 for Fire Dept	10000.83300.53001		479.61
						44.00
0741	BEAR FRAME & WHEEL #3					
APBWEST	Check	86904	FY 18-19 VEHICLE MAINTENANCE	60000.83100.53208		44.00
VEN02834	BELL POLICE DEPARTMENT					400.00
APBWEST	Check	INV024308	Assistance w/Traffic Control Wisteria Festival	10000.50000.53306		400.00
1200	BLUE DIAMOND MATERIALS					218.34
APBWEST	Check	1430129	Sheet Asphalt and Emulsion Buckets	71000.81100.53206		218.34
VEN01658	BRENT BARTLETT					120.00
APBWEST	Check	INV024316	Reimbursement - EMT Certification	10000.61000.52205		120.00
0146	BYRD INDUSTRIAL ELECTRONICS					840.48
APBWEST	Check	303-19	Weir Repair	71000.81100.52200		840.48
0166	CITY CLERKS ASSOC. OF CALIF.					130.00
APBWEST	Check	2031	Mermbership Renewal through 1-01-2020	10000.12000.53409		130.00
0171	CLINICAL LABORATORY OF SAN BERNARDINO, INC.					2,268.00
APBWEST	Check	967731	Water samples	71000.81100.52200		2,268.00
VEN02953	CPACINC.COM					26,130.64
APBWEST	Check	SI-1285577	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200		2,463.72
		SI-1286033	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200		5,450.00
		SI-1286131	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200		649.50
		SI-1286610	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200		4,666.32
		SI-1286699	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200		12,901.10
						7,130.00
VEN03084	DAVID SPERNOW/DEVLYNE NETWORKS LLC					
APBWEST	Check	3568	Desktop, Server, and Network Support	60003.30000.52100		2,555.00
		3621	Desktop, Server, and Network Support	60003.30000.52100		3,145.00
		CoSM001	Desktop, Server, and Network Support	60003.30000.52100		1,430.00
						456.16
1584	DENRAM PRODUCTS CORP					
APBWEST	Check	18350	Building Permit Application	10000.40000.53102		456.16
VEN03180	DICKS AUTO SUPPLY					233.81
APBWEST	Check	165514	Vehicle maintenance supplies	60000.83100.53208		69.70
		165617	Vehicle maintenance supplies	60000.83100.53208		74.58
		165646	Vehicle maintenance supplies	60000.83100.53208		57.54
		165833	Return	60000.83100.53208		-20.56
		165834	Vehicle maintenance supplies	60000.83100.53208		52.55
						102.60
0551	FOOTHILL LOCK & KEY					
APBWEST	Check	11328	Lock and keys	60001.83200.53200		102.60
VEN02778	FORMLA LANDSCAPING INC					833.33
APBWEST	Check	31201	FY 18-19 CITY HALL LANDSCAPE MAINTENANCE	10000.83300.52200		833.33
0220	GEM PLUMBING					128.00
APBWEST	Check	142891	Fire Department Kitchen Sink	60001.83200.53200		128.00
VEN03012	GREG FIELDS					150.00
APBWEST	Check	INV024311	Reimbursement CPAT Certification	10000.61000.52205		150.00
VEN01500	INLAND WATER WORKS SUPPLY CO.					
APBWEST	Check	S1021075.002	Distribution supplies	71000.81100.53200		321.93
		S1021394.001	Distribution supplies	71000.81100.53200		1,154.29
						198.66
0937	INTERSTATE BATTERY SYSTEM OF					
APBWEST	Check	50144809	Vehicle #4044	60000.83100.53208		198.66
VEN02088	JCL TRAFFIC SERVICES					446.38
APBWEST	Check	99413	SAFETY PRODUCT	10000.83500.53206		232.96

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APBWEST	Check	99482	SAFETY PRODUCT	10000.83500.53206	213.42
1454	JDS TANK TESTING & REPAIR INC				140.00
APBWEST	Check	13010	Monthly Inspection of UST System	60000.83100.55001	140.00
0271	LAWN MOWER CORNER				101.96
APBWEST	Check	13665	Repair	71000.81100.53205	101.96
0277	LIEBERT CASSIDY WHITMORE				2,128.70
APBWEST	Check	1475213	FY 18-19 Legal Services Billing	60007.70100.52201	2,085.70
		INV024307	SGV Employment Relations Consortium	60007.70100.53402	43.00
03255	LRM ASSOCIATES INC.				13,762.50
APBWEST	Check	1012	Kersting Ct. Project	37010.85000.56002	13,762.50
1065	MAIL BOX & POSTAL				24.92
APBWEST	Check	14277	FY 18-19 BLANKET PO	10000.50000.53101	24.92
VEN01031	MAILFINANCE				4,822.17
APBWEST	Check	N7625073	FY 18-19 POSTAGE MACHINE LEASE PAYMENT	60003.30000.53210	4,822.17
VEN02260	MV CHENG & ASSOCIATES INC				4,025.00
APBWEST	Check	March 31, 2019	Interim Finance Manager Services	60002.30000.52100	4,025.00
1642	NBS				5,000.00
APBWEST	Check	219000077	Downtown Business Assesment District Consult:	32006.83000.52200	2,500.00
				32007.83000.52200	2,500.00
VEN03252	PALMER CONSULTING				2,388.56
APBWEST	Check	19005	Core Strengths Training - E Team	60007.70100.52205	1,206.67
		19005a	Core Strengths Training - E Team	60007.70100.53402	1,181.89
0321	PARKHOUSE TIRE, INC.				1,312.49
APBWEST	Check	1010660606	FY 18-19 Tire Purchase and Labor	60000.83100.53208	753.79
		1010664266	FY 18-19 Tire Purchase and Labor	60000.83100.53208	558.70
0124	PATTON SALES CORP.				91.42
APBWEST	Check	3712257	Steel plate and pipe	60001.83200.53200	91.42
VEN02873	RAYMOND SO				197.20
APBWEST	Check	INV024309	Mileage Reimbursement	10000.50000.52005	197.20
0346	RED WING SHOES				2,209.68
APBWEST	Check	20190210014862	FY 18-19 SAFETY BOOTS	60001.83200.53303	2,209.68
1191	RICHARD SNYDER				792.30
APBWEST	Check	INV024314	CFPI Conference	10000.61000.53402	792.30
VEN02381	RUSS BASSETT CORP				800.00
APBWEST	Check	77095	Console furniture detailing and maintenance	10000.50000.52302	800.00
VEN03260	RYAN TORNCHELLO				200.00
APBWEST	Check	INV024315	Reimbursement Medic certification	10000.61000.52205	200.00
1443	SHRED-IT USA LLC				440.22
APBWEST	Check	8126802560	FY 18-19 BLANKET PO	10000.50000.52200	440.22
VEN01256	SKY BLUEPRINT & SUPPILES INC				28.47
APBWEST	Check	B72921	Prints	10000.83500.53102	28.47
0942	TELEPACIFIC COMMUNICATIONS				347.24
APBWEST	Check	114804089-0	T1 Backup Service 3/26 - 4/22	60003.30000.55005	347.24
0216	THE GAS COMPANY				388.58
APBWEST	Check	INV024310	Natural Gas Vehicle Fuel	60000.83100.55001	388.58
1245	THE WORKSHOP				821.25
APBWEST	Check	65923	Electin Information Post Cards	10000.11000.53999	821.25
0404	TOM'S UNIFORMS				358.02
APBWEST	Check	1619	FY 18-19 BLANKET PO	10000.50000.53303	358.02
1799	TYLER TECHNOLOGIES INC				125.00
APBWEST	Check	025-253927	Sensus Analytics	71000.00000.43028	125.00
0158	VULCAN MATERIALS COMPANY				565.76
APBWEST	Check	72124101	Cold Mix	71000.81100.53206	565.76
VEN02951	YOHTEK CORP				550.00
APBWEST	Check	YTK-2072	FY 18-19 BPO-AUVIK NETWORK	60003.30000.52200	550.00
Report Total:					154,692.56



Packet: APPKT04505 - LIB40919
Vendor Set: 01 - Vendor Set 01

Check Date: 04/03/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>1644</u>	AMAZON				406.02
APBWEST	Check	111-0643223-695624	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53406	14.50
		111-0647351-457304	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	84.76
		111-3168945-382902	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53100	98.10
		111-5120857-676585	Stereo Headphones	10000.90000.53103	31.20
		111-7726674-263865	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53406	35.25
		111-7746733-236581	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	14.89
		111-7980183-490025	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53999	30.00
		111-8608863-527624	LIBRARY-various(Books/Ref/Prog/Media/Supplie	39006.90000.53406	29.56
		111-9724914-845703	LIBRARY-various(Books/Ref/Prog/Media/Supplie	10000.90000.53100	67.76
<u>0132</u>	BAKER & TAYLOR, INC.				2,374.97
APBWEST	Check	4012483674	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	99.84
		4012483675	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	18.01
		4012490435	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	759.92
		4012490436	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	25.59
		4012491861	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	506.96
		4012491862	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	10.98
		4012493207	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	367.19
		4012493208	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	17.90
		4012494270	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	83.82
		4012494271	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	2.16
		4012494589	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	74.69
		4012495572	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	74.95
		4012495573	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	2.31
		401249590	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	18.01
		4012498379	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	142.72
		4012498380	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.21
		T01010900	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	12.96
		T01010901	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	15.64
		T01217190	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	22.98
		T01444780	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	10.53
		T88415030	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	103.60
<u>1247</u>	CENTURY SCREEN ARTS				657.00
APBWEST	Check	8429	Signs and stakes	39006.90000.53999	657.00
<u>VENO1043</u>	OVERDRIVE INC				906.45
APBWEST	Check	01148CO19015696	eBooks (2018-19)	39006.90000.53406	286.97
		01148CO19045370	eBooks (2018-19)	39006.90000.53406	619.48
Report Total:					4,344.44



City of Sierra Madre Agenda Report

Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works *CC*

REVIEWED BY: Gabriel Engeland, City Manager *GE*

DATE: April 9, 2019

SUBJECT: **DECLARATION OF CITY OWNED VEHICLES AND EQUIPMENT TO BE SURPLUSED**

STAFF RECOMMENDATION

Staff recommends the vehicles and equipment listed in "Attachment A" be declared surplus by the City Council.

ALTERNATIVES

1. The City Council may declare the City-owned vehicles and equipment listed in "Attachment A" to be surplus.
2. The City Council may choose not to declare the City-owned vehicles and equipment to be surplus.
3. The City Council can provide further direction to staff on this item.

SUMMARY

City policy requires the City Council to declare unused property surplus prior to it being disposed. Staff recommends the City Council declare the vehicles and equipment listed in "Attachment A" to be surplus and approve of the disposal of the items as described.

ANALYSIS

The City has accumulated a number of vehicles and equipment which are no longer being used. City staff has prepared a list of out-of-service vehicles and equipment to designate as surplus. There are two vehicles and various equipment that have been identified as surplus (Attachment A) and staff is requesting authorization to dispose of

DECLARATION OF CITY OWNED VEHICLES AND EQUIPMENT TO BE SURPLUSED

April 9, 2019

Page 2 of 2

these identified assets.

The vehicles to be designated as surplus have reached the end of their useful life due to high repair and maintenance costs. The estimated cost to repair the two vehicles listed in "Attachment A" exceeds the value of the vehicles. The vehicles will be sold for the best value per the requirements of SMMC §3.08.100(C).

FINANCIAL REVIEW

The proceeds from the sale of City vehicles and equipment are recorded as revenue in the Fleet Internal Services Fund. Due to the age, condition and lack of use of the vehicles being recommended for surplus, it is not possible to estimate the amount of revenue that will be realized.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.
Attachment:

Attachment A – List of City Equipment and Vehicles for Surplus

ATTACHMENT - A

Vehicles

1998 Chevrolet 2500- White
Model# C20903
VIN# 1GCGC24R3XF039568
Automatic Transmission
Fuel: Gas
Miles: 115,238
Tires: 65% tread
Engine burns oil up to a quart for every fill
up of fuel. Transmission slips between 1st
and second gears.



2002 Chevy
Tahoe
5.3 liter engine,
police kit,
2WD
128,891 miles
White
Tires 70% tread
Oil leaks from the main engine seal and the
transmission torque converter. Coolant is
leaking from the rear freeze plug.



Coleman Powermate Premium Plus
Electric Generator
Model# Powermate 6250
5000 Running Watts
Model# PM0545005
QTY: 2
Serial# 8968 0550
Serial# 8982 0877



Machines/Equipment

Toro- Groundmaster 224 Rotary deck
riding mower
Model# 30224
Serial# 20122
Color: Red



Dayton Portable Compressor
Model# 9K324J
MTR REF: R603257J
Color: Green



John Deere F680 ztrak
Riding Mower - Green
Hrs: 878
7 Iron Commercial 60
Serial# TC60ZTA020008



ATTACHMENT - A

Craftsman Chipper/Shredder
5HP Shredder
Industrial Plus
Color: Silver and Red



(Obsolete)



Gorman Rupp Fire Fighter pump
Serial# 439390
Model# 62 1/2 A1 23
Exhaust Primed Centrifugal Pump
DATE 1981

Target Concrete Saw
Model + Serial# PACII1145DM-8217A
Kohler engine 14HP
Spec# 60346 /

Serial# 12079847
SASE Vacuum
Color: Red and Grey
Serial# M01-017
Model# M
Date: 2001





City of Sierra Madre Agenda Report

Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Teresa Highsmith, City Attorney

THROUGH: Vincent Gonzalez, Planning & Community Preservation Director 

REVIEWED BY: Gabriel Engeland, City Manager 

DATE: April 9, 2019

SUBJECT: SECOND READING OF ORDINANCE 1411 AMENDING TITLE 17 CHAPTER 17.93 OF THE SIERRA MADRE MUNICIPAL CODE TO INCLUDE PERMIT REQUIREMENTS, PROCEDURES, STANDARDS AND LIMITATIONS FOR THE SUBMITTAL AND REVIEW OF SMALL CELL WIRELESS FACILITIES

RECOMMENDATION

Staff recommends that the City Council:

1. Conduct a second reading of Ordinance No. 1411 amending Title 17, chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards, and limitations for the submittal and review of small cell wireless facilities; and
2. Adopt Resolution 19-07: A resolution of the City Council of the City of Sierra Madre, California, establishing an application processing fee for Small Cell Wireless Facilities as contemplated by Ordinance 1411.

SUMMARY

At the meeting on March 26, 2019, City Council (Council) introduced for first reading recommending adoption of Ordinance No. 1411 regarding amendments to the City's Wireless Telecommunications Ordinance. The amendment is in response to the Federal Communications Commission (FCC) Declaratory Ruling and Order effective April 15, 2019 imposing regulations for small wireless network equipment. The FCC ruling is part

April 9, 2019

Second reading of Ordinance 1411 amending Title 17 Chapter 17.93 of the Sierra Madre Municipal Code to include permit requirements, procedures, standards and limitations for the submittal and review of small cell wireless facilities
Page 2 of 9

of a national strategy to promote the timely buildout of new small cell infrastructure across the country by eliminating regulatory impediments.

Prior to the FCC Implementation Order, cities were under a 60-90- or 150 day “shot clock rule” to review all applications for siting wireless network equipment, depending upon the applications characteristics. Cities could also regulate wireless infrastructure through aesthetic restrictions and charging fees for siting. The new FCC Order shortens the “shot clock” to 60 days for permits to attach 5G small cell sites to existing structure, and 90 days for attaching equipment to new structures. It further limits fees for 5G small cell applications to a “reasonable approximation” of the state and local government costs. Lastly, the order dictates how cities regulate aesthetics, requiring that cities publish their standards and treat wireless technology the same as other infrastructure deployments. In response to the above ruling, staff is providing an amendment to the City’s ordinance to account for 5G small cell sites and their new federal protections.

Staff recommends that the City Council conduct a second reading of Ordinance 1411 to update the City’s standards for wireless facilities and rules for reviewing, processing, and approving wireless facility applications to take into account recent changes to federal and state law. The proposed amendments are intended to make the City’s ordinance consistent with the laws and to ensure that the City has the tools in place to process wireless applications expediently while ensuring that proposed wireless facilities are in keeping with the community’s aesthetic character. Ordinance 1411 is included herein as Attachment A. Staff is also recommending that the City Council adopt Resolution 19-07, establishing an appropriate application fee for processing small cell wireless facilities as presented in Attachment B.

ANALYSIS

Background

Wireless technology is constantly updating, with implementation of the fifth generation (5G) of mobile communication networks now ongoing. Historically, wireless communications have occurred through large tower structures such as those placed on top of buildings or disguised as trees. 5G communication networks, however, can now operate through small radio equipment and antennas, often no larger than a backpack. These are called “small cells.” With smaller size comes lower power, which requires more regular placement for effective use. These small cells are often placed within a few blocks of one another, on existing towers or other sites like telephone poles and streetlights.

Wireless services, and the deployment of infrastructure to support those services, are highly regulated under federal, state and local laws. Federal statutes are written to accommodate large towers. These statutes require that local government act on

wireless siting applications “within a reasonable period of time.”¹ This is called a “shot clock rule.” Prior to the FCC order, there were three shot clocks in place. If an existing wireless tower or base station is being modified [Section 6409 application], the local government has 60 days to decide on an application.² These modifications cannot “substantially change the physical dimensions” of the tower or base.

Any collocation permit application (for one located on an existing structure) that is not a Section 6490 application must be processed within 90 days.³ If the application is for a new structure altogether, then the local government has 150 days to decide. If the local government makes no decision within the shot clock, then the applicant can sue in court to determine whether their delay was reasonable.⁴ The State codified this requirement in Assembly Bill 57.⁵ Under this provision, a permit is deemed approved if the 150 day shot clock expires and the applicant notifies the government this has occurred.

Meanwhile, local governments have limited authority to regulate placement of these wireless devices. Under Public Utilities Code sections 7901 and 7901.1, utilities may install utility poles (and structures on those poles) in the City’s right-of-way, subject to the City’s power to impose reasonable time, place, and manner restrictions on utilities’ access to the rights-of-way. Under federal law, the City cannot deny a permit for a request wireless facility if doing so would “prohibit or have the effect of prohibiting the provision of personal [wireless] services.”⁶ This includes those applications that prevent the provider from closing a gap in coverage. The City can, however, require utilities to comply with reasonable requirements on siting, appearance, structure, and other aspects of the facility.⁷ Specifically, the City can deny a permit on such grounds if that denial does not prohibit the utility from closing a significant coverage gap.

New FCC Order Protecting Small Wireless Facilities

In September 2018, the FCC approved a new declaratory ruling and order. This order has two parts. First, it provides a regulation that sets new shot clocks for 5G small cell siting. Then, the order clarifies the scope and meaning of two sections of the Communications Act. The FCC explained that the rule is “part of a national strategy to promote the timely buildout of this new [5G Small Cell] infrastructure across the country by eliminating regulatory impediments.”⁸ The new rule creates national standards for 5G small cell siting by limiting local authority in several ways. The FCC order stipulates that

1 47 U.S.C. § 332, subd. (c)(7)(B)(ii).

2 47 U.S.C. § 1455, subd. (a).

3 *Petition for Declaratory Ruling to Clarify Provisions of Section 332(c)(7) to Ensure Timely Siting Review, Declaratory Ruling*, 24 FCC Rcd 13994, 14016, para. 56 (2009).

4 *Id.* at 13995, para. 4.

5 Gov. Code, § 65964.1 (added by Stats. 2015, Ch. 685, § 1).

6 47 U.S.C. § 332, subd. (c)(7)(B)(ii).

7 Pub. Util. Code, § 7901.1.

8 Fed. Communications Comm’n., Fact Sheet, FCC-Circ1809-02 (Sept. 5, 2018).

cities may require only objective information to review an application for a small wireless facility, and cannot require an applicant for a small cell wireless facility to demonstrate that there is a significant gap in the carrier's coverage, and that a proposed small wireless facility is the least intrusive means to close that gap. However, that requirement remains in place for other wireless facility types. Finally, the City is required to publish all applicable aesthetic requirements. The new rule defines protected 5G small cell sites as follows:

- "(1) The facilities—
- (i) are mounted on structures 50 feet or less in height including their antennas, or
 - (ii) are mounted on structures no more than 10 percent taller than other adjacent structures, or
 - (iii) do not extend existing structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater;
- (2) Each antenna associated with the deployment, excluding associated antenna equipment, is no more than three cubic feet in volume;
- (3) All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is no more than 28 cubic feet in volume;
- (4) The facilities do not require antenna structure registration under part 17 of this chapter [antennas more than 200' high or near airports requiring FAA registration];
- (5) The facilities are not located on Tribal lands; and
- (6) The facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in section 1.1307(b)."⁹

Limited Shot Clock. First, the new FCC ruling imposes a strict shot clock time for reviewing and acting on 5G small cell applications. Cities now have 60 days to review applications to attach 5G small cells to existing structures, or 90 days to review applications for 5G small cell equipment on new structures.¹⁰ The existing 60 days to act on a Section 6409-protected collocation application, 90 days to act on a non-Section 6409 collocation application, and 150 days to act on new wireless facility applications remain in effect for non-small cell deployments.¹¹ 5G small cell site applications submitted in batches (multiple applications filed simultaneously) must be treated the same as individual applications.¹²

9 47 C.F.R. § 1.6002, subd. (l) [citations omitted].

10 47 C.F.R. § 1.6001 *et seq.*

11 See 47 U.S.C. § 332, subd. (c)(7); 47 U.S.C. § 1455, subd. (a); *In re* Petition for Declaratory Ruling, 24 FCC Rcd. 13994 (2009); *In the Matter of Acceleration of Broadband Deployment by Improving Wireless Facilities Siting Policies*, Report and Order, 29 FCC Rcd. 12865 (2014); Gov't Code § 65964.1.

12 Fed. Communications Comm'n., *Accelerating Wireless Broadband Deployment by Removing Barriers to Infrastructure Investment*, FCC 18-133 (Sept. 26, 2018) par. 114 [FCC Order]. Available at: <http://docs.fcc.gov/public/attachments/FCC-18-133A1.pdf>

The FCC order makes no substantive changes to its prior determination of when the shot clock starts or applications are deemed complete. Under the FCC rules and similar provisions of state law for wireless applications, the shot clock begins to run when the application is submitted, regardless of whether it is complete.¹³ The shot clock period does not, however, include time that applicants take to respond to requests for additional information, if that request is made within 30 days of submission.¹⁴ Unlike the regular Permit Streamlining Act clocks, the City must track the total available time, cumulatively counting each day the application is pending at the City, as the shot clock does not restart upon submission of a new application. Notably, if the City issues an application incompleteness determination within ten days of the application's submittal, then the initial up to ten days spent evaluating the application are not counted against the City's shot clock.¹⁵ The shot clock periods must include any appeal periods and the issuance of all required permits, including building and encroachment permits.

Limited Application and Recurring Fees. The FCC order limits fees that the City can charge to wireless infrastructure applicants.¹⁶ Cities may charge two types of fees for small cell wireless facility siting and operation: application fees and recurring annual fees. The FCC order restricts the application and recurring annual fees that the City can charge. Now, all fees must:

1. Be a reasonable approximation of the state and local government costs;
2. Only factor in objectively reasonable costs; and
3. Can be no higher than fees charged to similarly-situated competitors in similar situations.¹⁷

The FCC order provides that \$500 for a single application that contains up to five 5G small cell sites, and \$100 for each additional 5G small cell site, would be a reasonable application fee. The FCC further stated that \$270 per 5G small cell site is reasonable for an annual permit renewal and right-of-way access fee.¹⁸ This does not set mandatory fees, but approximates what the FCC believes is reasonable — creating a presumption that fees above these levels are excessive and vulnerable to challenge under federal

13 Gov't Code, § 65964.1.

14 FCC Order, *supra*, par. 141.

15 47 C.F.R., § 1.6003, subd. (d).

16 The FCC Ruling interprets two sections of the Communications Act to limit fees charged to a reasonable approximation of costs. 47 U.S.C. §§ 253, 332, subd. (c)(7).

17 FCC Order, *supra*, par. 50.

18 FCC Order, *supra*, par. 79.

law.¹⁹ Cities have leeway to create their own pricing schemes based on actual costs. The FCC, however, has stated that “there should be only very limited circumstances in which localities can charge higher fees consistent with [these] requirements.”²⁰ Staff recommends adjusting the City’s fee schedule to set a fee that is consistent with the FCC’s directive, at approximately \$500 for 5G small cell applications, plus reasonable additional consultant costs directly incurred by the City. Other wireless application types can have a higher fee, if justified by the City’s direct and indirect costs for processing that application, including the full cost of reviewing consultants. The FCC’s order recognizes that cities may have higher than average costs and states that cities may impose such costs if reasonable and non-discriminatory.²¹ To help ensure a defense of its consultant costs as reasonable, we recommend that the City consider setting a lower consultant cost for 5G small cell sites, at approximately the same level as the approximately \$500 application fee, while continuing to charge the full, reasonable costs of its consultants for other wireless applications. Resolution 19-07 provided in Attachment C therein, for City Council consideration establishes an application fee for small cell wireless facilities in reasonable compliance with the FCC order as contemplated by the cost recovery analysis below.

Cost Recovery Analysis				
Personnel	Service	Hourly Billing Rate	Processing Time	Estimated Fee
Administrative Services	Cashier Intake	\$128	15 minutes	\$32
Planning	Application Processing	\$223	120 minutes	\$446
Consultant	Plan Check	60% of application fee	N/A	\$286
Consultant	Building Inspection	70% of application fee	N/A	\$296
Total Fee				\$1,060
Small Wireless Facility Fee Recommendation				
Application	Service	Base Fee	Description	

19 47 U.S.C. § 253, subd. (a) [prohibiting states and cities from effectively prohibiting the provision of interstate telecommunications services], subd. (c) [allowing states and cities to require fair and reasonable compensation for use of rights of way by telecoms]; 47 U.S.C. § 332, subd. (c)(7)(B)(i)(II) [state and local regulations “shall not prohibit or have the effect of prohibiting the provision of personal wireless services”].

20 *Id.* at par. 80.

21 FCC Order, *supra*, par. 80.

Small Cell Site	Application Processing	\$1,000	Base fee up to 5 small cell site installations
Small Cell Site (greater than 5 installations)	Application Processing	\$100	Each additional small cell site (greater than 5 installations)

Staff is recommending to set the application fee per the cost recovery analysis at \$1,000 dollars for up to 5 small cell installations to cover staff and consultant costs, and \$100 each additional installation as reflected in City Council Resolution 19-07.

Limited Aesthetic and Appearance Restrictions. The FCC order limits the City's power to impose local restrictions on aesthetics and site appearance. Appearance restrictions must be (a) objective, (b) reasonable, (c) no more burdensome than those applied to other types of infrastructure deployments, and (d) published in advance.²² The FCC states that the new interpretation leaves room for aesthetic requirements that are "reasonably directed to avoiding or remedying the intangible public harm of unsightly or out-of-character deployments."²³ To make this determination, the FCC looks at whether the local government applies similar restrictions on other infrastructure. An ordinance is certainly a published regulation, but the FCC's comments also support the argument that cities can instead adopt additional aesthetic requirements via regulations or code interpretations, including a resolution as proposed here.

Proposed Urgency Ordinance Setting Rules for Small Wireless Facilities

As a result of the new rules adopted by the FCC, staff recommends that the City adopt an urgency ordinance establishing a clear, objective, reasonable, and published permitting process and procedures for proposed new or collocated wireless facilities that meet the FCC definition of a small wireless facility. In order to meet the strict timelines established by the new rules, the permit type should be non-discretionary and subject only to administrative review and decision. The applicant should also be required to submit any required building, electrical, or encroachment permits, if applicable, concurrently with the small wireless facility permit application to the Planning Department to avoid any unnecessary delays in processing their request.

The proposed amendments maintain the City's existing standards for the installation of any new wireless facility, such as preferred zones, prohibited locations, preferred methods of attachment, and stealth requirements. These standards would apply to all new wireless and small wireless facilities. However, the amendments provide a streamlined permit process for the deployment of a small wireless facility by establishing the same shot clock parameters adopted by the FCC, eliminating subjective findings (i.e. significant gap), and making the Planning and Community Preservation Director the

²² FCC Order, *supra*, par. 86.

²³ *Id.* at par. 88.

decision maker. Decisions on small wireless facilities would not be subject to a public hearing, however, such decisions remain reviewable on appeal, if the appeal is completed within the federal "shot clock" time limits. The proposed resolution also includes a provision for public notice of small wireless facility applications, upon receipt by the City, to all property owners within 500 feet of the site.

The proposed ordinance's new small cell rules have the following eight subsections:

1. Subsection A explains the purpose of providing for a small wireless facility permit, and states directly that the City has added this section to comply with the FCC's rules and order under 47 C.F.R. section 1.6001.
2. Subsection B requires an applicant who proposes deployment of a wireless facility that meets the FCC's definition of a small wireless facility, to apply for a wireless facility permit, along with any other required City permits, from both the Planning and Building and Public Works Departments, as applicable.
3. Subsection C specifies the required components of a small wireless facility permit application. These are similar to the requirements for a regular wireless facility permit, but are limited to the items the City can request. Under the FCC rules and order, the City cannot request information on aspects of the project that are irrelevant to determining whether the proposed deployment meets objective City standards.
4. Section D provides that small wireless facility permits are non-discretionary, and will be reviewed and approved by the Planning and Community Preservation Director. This section requires staff to provide written notice of the receipt of a small wireless facility application to all property owners within 500 feet of the site. This section also includes the time limits consistent with the shot clock periods established by the FCC. Finally, consistent with the FCC's rules, this section allows applicants to submit up to five applications for a small wireless facility permit in a batch.
5. Subsection E establishes the procedure for tolling an application, as allowed by the FCC.
6. Subsection F establishes standards for evaluating an application for a small wireless facility. The standards are consistent with the FCC's definition of a small wireless facility, and specify that all new facilities are required to meet the standards of applicable sections of the City's existing Wireless Ordinance. Additionally, this section adds findings the Planning and Community Preservation Director is required to make in order to approve or deny an application for a small wireless facility. The findings are objective findings. The key requirements are that the proposed small wireless facility be located in the most preferred location, under the City's existing location preferences, within 250' in any direction, and that the proposed facility be designed to be a stealth facility to the maximum extent feasible. Stealth facility is defined as a wireless communication facility designed and constructed to be integrated into a building or other structure, or

placed on or within a building or other structure, so that no portion of any equipment cabinet, transmission equipment, or any other apparatus associated with the facility's function is visible from publicly accessible areas.

7. Subsection G provides required Conditions of Approval for a small wireless facility permit.
8. Subsection H provides that the City will deny a small wireless facility permit, without prejudice to another application, if the findings cannot be made or the project otherwise does not qualify for federal protection. In that case, the applicant can then apply for a full wireless facility permit under the regular provisions of Title 17, Chapter 17.93 of the Sierra Madre Municipal Code.

FINANCIAL REVIEW

There is no fiscal impact from preparing the proposed urgency ordinance, as the staff and City Attorney costs are provided for in the adopted budget. The proposed urgency ordinance establishes a fee for proposed small cell wireless facility applications, which is expected to recoup a portion of the staff costs in processing permit applications. To the extent staff costs for processing permit applications exceed the federally mandated fee limit, the Planning and Community Preservation Department may require additional funding, the magnitude of which will depend on the number of small wireless facility applications received and their complexity.

CEQA FINDINGS

The proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments:

Attachment A – Ordinance 1411

Attachment B – City Council Resolution 19-07

ORDINANCE NO. 1411

ORDINANCE 1411 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AMENDING TITLE 17, CHAPTER 17.93 (STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES) OF THE SIERRA MADRE MUNICIPAL CODE TO COMPLY WITH FEDERAL REQUIREMENTS FOR SMALL WIRELESS FACILITIES

WHEREAS, on September 26, 2018, the Federal Communications Commission adopted a Declaratory Ruling and Report and Order (FCC 18-133) adopting 47 C.F.R. section 1.6001 et seq.; and

WHEREAS, 47 C.F.R. section 1.6001 et seq. implements 47 U.S.C. sections 332(c)(7) and 1455, regulating the collocation, modification, and deployment of wireless facilities; and

WHEREAS, FCC 18-133 is intended to streamline the process of collocating and deploying small wireless facilities necessary to support the 5G network infrastructure; and

WHEREAS, FCC 18-133 shortens the shot clock for reviewing small wireless facility permit applications, limits the amount of fees that can be assessed for the review, regulates aesthetic requirements, among others; and

WHEREAS, FCC 18-133 took effect on January 14, 2019, and preempts any and all conflicting local ordinances and regulations; and

WHEREAS, FCC 18-133 requires cities to have small cell facility regulations in place by April 15, 2019; and

WHEREAS, the adoption of an administrative regulatory process to review, evaluate, and approve if warranted, applications for small wireless facilities is necessary to protect the public's health, safety, and welfare by complying with federal law, thereby preserving to the maximum extent possible the City's ability to regulate the collocation to existing structures and the deployment to new structures; and

WHEREAS, the City Council adopted Urgency Ordinance 1410-U and introduced for first reading Ordinance 1411 on March 26, 2019 amending Title 17, Chapter 17.93; and

WHEREAS, the City Council finds that this Ordinance regulating permits for small cell wireless communications facilities is consistent with the goals, policies, and actions of the General Plan and will not conflict with the General Plan; and

WHEREAS, this Ordinance implements the General Plan's visions and desire for the community, is adopted in the public's interest, and is otherwise consistent with federal and state law; and

WHEREAS, the City Council finds that this Ordinance will not be detrimental to the public interest, health, safety, convenience, or welfare of the City, and is further consistent with Sierra Madre Municipal Code Section 17.93.010, which states that the City intends to regulate wireless facilities to the greatest extent feasible under applicable federal law and regulations; and

WHEREAS, the proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA DOES HEREBY ORDAIN AS FOLLOWS:

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

SECTION 2. Title 17, Chapter 17.93 (Standards and Criteria for Wireless Telecommunications Facilities) of the Sierra Madre Municipal Code is amended to read as follows. Additions are denoted by underlined text and deletions are denoted by ~~struck-through text~~.

Chapter 17.93 - STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATION FACILITIES

17.93.020 - Definitions.

In addition to the other definitions used in this title, the following words and phrases shall have the following meanings when used in this chapter unless the context clearly requires otherwise:

"Accessory equipment" means any equipment installed, mounted, operated or maintained in close proximity to a *wireless* telecommunication facility to provide power to the *wireless* telecommunication facility or to receive, transmit or store signals or information received by or sent from a *wireless* telecommunication facility.

"Antenna" means any system of poles, panels, rods, reflecting disks, wire or similar devices used for the transmission or reception of electromagnetic signals. "Antenna" does not include an antenna structure or any device that is not affixed to land or the exterior of a structure.

"Antenna structure" means any structure, including a pole, mast, or tower, whether freestanding or mounted on another building or structure that supports an antenna or an array of antennas. The height of an antenna structure is measured to the highest point of any antenna mounted upon it or to any higher point of the antenna structure.

"Base station" means a non-tower supporting structure or equipment at a fixed location that enables FCC-licensed or authorized *wireless* communications between user equipment and a communications network. The term does not encompass a tower as defined herein or any equipment associated with a tower. Base station includes, without limitation:

- A. Equipment associated with *wireless* communications services such as private, broadcast, and public safety services, as well as unlicensed *wireless* services and fixed *wireless* services such as microwave backhaul.
- B. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems ("DAS") and small-cell networks).
- C. Any structure other than a tower that, at the time the relevant application is filed with the city under this section, supports or houses equipment described in paragraphs (A) and (B) that has been reviewed and approved under applicable zoning or siting process, or under another state or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing that support.

The term "base station" does not include any structure that, at the time the relevant application is filed with the city under this section, does not support or house equipment described in [subsections] (A), (B) of this definition.

"Changes in height" should be measured from the original support structure in cases where deployments are or will be separated horizontally, such as on buildings' rooftops; in other circumstances, changes in height should be measured from the dimensions of the tower or base station, inclusive of originally approved appurtenances and any modifications that were approved prior to the passage of the Spectrum Act. Title 47, United States Code, section 1455.

"Co-location" means a situation in which a single support structure or building supports more than one antenna, which antennas are owned or operated by more than one public or private entity and includes the mounting or installation of additional *wireless* transmission equipment at an existing *wireless* facility.

"Director" means the Sierra Madre Planning and Community Preservation Director or his or her designee.

"Equipment cabinet" means any transmission or other equipment other than an antenna housed within a protective case. An equipment cabinet may be indoors or outdoors, large or small, movable or immovable. Any equipment case with a heat sink or other cooling mechanism for the equipment inside qualifies as an equipment cabinet.

"Exempt facilities" means those *wireless* telecommunication facilities identified in Section 17.93.030 of this chapter.

"FCC" means the Federal Communications Commission or any successor to that agency.

"Height" means the distance from the existing grade at the base of an antenna structure or, in the case of a roof-mounted antenna, from the grade at the exterior base of the building, to the highest point, when fully extended, of any antenna mounted on that structure or of the antenna structure itself.

"Monopole" means a freestanding antenna structure, with a single continuous footing, designed to be self-supporting without the use of guywires.

"Non-tower supporting structure" means any structure, whether built for *wireless* communications purposes or not, that supports *wireless* transmission equipment under a valid permit at the time an applicant submits an application for a permit under this Code and which is not a *wireless* tower.

"Section 6409" means Title 47, United States Code, section 1455.

"Site" for applications which the applicant contends are protected by Section 6409, Title 47, United States Code section 1455, means, the current boundaries of the leased or owned property surrounding the tower (other than towers in the public rights-of-way) and any access or utility easements currently related to the site, and, for other support structures, is further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground.

"Small wireless facility" means

1. The facilities:
 - a. Are mounted on structures 50 feet or less in height including their antennas,
or
 - b. Are mounted on structures no more than 10 percent taller than other
adjacent structures, or
 - c. Do not extend existing structures on which they are located to a height of
more than 50 feet or by more than 10 percent, whichever is greater;
2. Each antenna associated with the deployment, excluding associated antenna
equipment, is no more than three cubic feet in volume;
3. All other wireless equipment associated with the structure, including the
wireless equipment associated with the antenna and any pre-existing
associated equipment, is no more than 28 cubic feet in volume;
4. The facilities do not require antenna structure registration under 47 C.F.R.
section 17.1 et seq
5. The facilities are not located on Tribal lands, as defined under 36 C.F.R. §
800.16(x); and
6. The facilities do not result in human exposure to radiofrequency radiation in
excess of the applicable safety standards specified in section 1.1307(b).

"Stealth facility" means a *wireless* communication facility designed to blend into the surrounding environment, to be minimally visible and to appear as a natural feature, such

as a tree or rock or other natural or architectural feature, so that no portion of any equipment cabinet, transmission equipment, or any other apparatus associated with facility's function is visible from publicly accessible areas. A stealth facility may be incorporated into an architectural feature such as a steeple, parapet wall, light standard, equipment screen or landscaping.

"Transmission equipment" means equipment that facilitates transmission for any FCC-licensed or authorized *wireless* communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with *wireless* communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed *wireless* services and fixed *wireless* services such as microwave backhaul.

"Tower" or "*wireless* tower" means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for *wireless* communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed *wireless* services and fixed *wireless* services such as microwave backhaul, and the associated site.

"*Wireless*" means any Federal Communications Commission licensed or authorized *wireless* telecommunications service.

"*Wireless* communication facility," "*wireless* facility," or "facility" means any device or system for transmitting and/or receiving electromagnetic signals, including, but not limited to, radio waves and microwaves for cellular technology, personal communication services, mobile services, paging systems and related technologies. Facilities include towers, utility poles, transmitters, microwave dishes, antennas and parabolic antennas, and all other types of equipment used in transmitting or receiving signals; antenna structures, associated buildings, base stations, emergency power systems or cabinets which house support equipment; and other accessory development.

SECTION 3. A new Section 17.93.100 – "Small Wireless Facilities" of Chapter 17.93 of Title 17 of the Sierra Madre Municipal Code is hereby added to read as follows. Additions are denoted by underlined text and deletions are denoted by ~~struck-through text~~.

- A. Purpose. This section is intended to comply with the city's obligations under 47 C.F.R. section 1.6001 et seq., which implements 47 U.S.C. sections 332(c)(7) and 1455. This section creates a process for the city to review an application for a small wireless facility permit submitted by an applicant who asserts that a proposed collocation of a small wireless facility using an existing structure or the deployment of a small wireless facility using a new structure, and the modifications of such small wireless facilities, is covered by federal law and to determine whether the city must approve the proposed collocation or deployment.
- B. Applicability. An applicant seeking approval of a collocation to an existing structure or a deployment to a new structure which the applicant contends is within the protection of Title 47, United States Code, sections 332(c)(7) and 1455 and 47 C.F.R. section

1.6001 et seq. shall apply for the following at the same time: (i) a small wireless facility permit, (ii) an encroachment permit from the public works department (if required by applicable provisions of the city's Municipal Code), and (iii) any other permit required by applicable provisions of the Code including a building permit or an electrical permit.

C. Application Content: All applications for a small wireless facility permit must include the following items:

1. Application Form. The city's standard application form, available on the city's website or from the department, as may be amended.
2. Application Fee. An application fee of \$1,000 to cover staff and consultant costs or such other amount as may be established by the city council by resolution.
3. Site and Construction Plans. Complete and accurate plans, drawn to scale, signed, and sealed by a California-licensed engineer, land surveyor, and/or architect, which include the following items.
 - a. A site plan and elevation drawings for the facility as existing and as proposed with all height and width measurements explicitly stated.
 - b. A depiction, with height and width measurements explicitly stated, of all existing and proposed transmission equipment.
 - c. A depiction of all existing and proposed utility runs and points of contact.
 - d. A depiction of the leased or licensed area of the site with all rights-of-way and easements for access and utilities labeled in plan view.
 - e. For proposed collocation or deployment to wireless towers, the plans must include scaled plan views and all four (4) elevations that depict the physical dimensions of the wireless tower as it existed on
 - f. A demolition plan.
4. Visual Simulations. A visual analysis that includes (1) scaled visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least four (4) angles, together with a map that shows the location of each view angle; (2) a color and finished material palate for proposed screening materials; and (3) a photograph of a completed facility of the same design and in roughly the same setting as the proposed wireless communication facility.
5. Statement Asserting that 47 C.F.R. section 1.6001 et seq. Applies. A written statement asserting that the proposed collocation or deployment meets the federal, state and City standards and qualifications for a small wireless facility and explaining why those standards are met.
6. Prior Permits. True and correct copies of all previously issued permits, including all required conditions of approval and a certification by the applicant that the proposal will not violate any previous permit or conditions of approval or why any violated permit or conditions does not prevent approval under Title 47.

United States Code, section 1455 and the Federal Communications Commission's regulation implementing this federal law.

7. Affirmation of Radio Frequency Standards Compliance. An affirmation, under penalty of perjury, that the proposed installation will be FCC compliant, because it will not cause members of the general public to be exposed to RF levels that exceed the MPE levels deemed safe by the FCC. A copy of the fully completed FCC form "A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance: Appendix A" titled "Optional Checklist for Determination of Whether a Facility is Categorically Excluded" for each frequency band of RF emissions to be transmitted from the proposed facility upon the approval of the application. All planned radio frequency emissions on all frequency bands must be shown on the Appendix A form(s) attached to the application. All planned radio frequency emissions are to be entered on each Appendix A form only in wattage units of "effective radiated power."
 8. Structural Analysis. A structural analysis, prepared, signed, and sealed by a California-licensed engineer, for the proposed small wireless facility including, but not limited to, equipment, such as air conditioning units and back-up generators; or a written statement signed and sealed by a California-licensed engineer indicating that the proposed facility will not alter the existing noise levels or operational equipment which creates noise.
 9. Other Permits. An application for a small wireless facility permit shall include all permit applications with all required application materials for each and every separate permit required by the City for the proposed collocation or deployment, including a building permit, an encroachment permit (if applicable) and an electrical permit (if applicable).
- D. Application Review. Each application for a new or modified small wireless facility permit shall be reviewed by the director. The city must approve or deny an application for a small wireless facility permit, together with any other City permits required for a proposed small wireless facility, within sixty (60) days after the applicant submits an application to collocate a small wireless facility using an existing structure, and within ninety (90) days after the applicant submits an application to deploy a small wireless facility using a new or replacement structure. The director shall provide written notice to all property owners within 500 feet of the site of a proposed small wireless facility upon receipt of an application for a small wireless facility permit.
- E. Tolling Period. Unless a written agreement between the applicant and the city provides otherwise, the application is tolled when the city notifies the applicant within ten (10) days of the applicant's submission of the application that the application is materially incomplete and identifies the missing documents or information. The shot clock may again be tolled if the city provides notice within ten (10) days of the application's resubmittal that it is materially incomplete and identifies the missing documents or information. For an application to deploy small wireless facilities, if the city notifies the applicant on or before the tenth (10th) day after submission that the application is materially incomplete, and identifies the missing documents or information and the

rule or regulation creating the obligation to submit such documents or information, the shot clock date calculation will restart at zero on the date the applicant submits a completed application.

F. Standards Governing Approval by Director

- a. The director shall approve or deny an application to collocate a small wireless facility using an existing structure by evaluating the following standards:
 - i. The existing structure was constructed and maintained with all necessary permits in good standing.
 - ii. The existing structure is fifty (50) feet or less in height, including any antennas, or the existing structure is no more than ten (10) percent taller than other adjacent structures.
 - iii. Each antenna associated with the deployment, excluding associated antenna equipment, is no more than three cubic feet in volume.
 - iv. All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment serving the facility, is no more than 28 cubic feet in volume.
 - v. The small wireless facilities do not extend the existing structure on which they are located to a height of more than fifty (50) feet or by more than ten (10) percent, whichever is greater.
 - vi. The small wireless facility does not require an antenna structure registration under part 47 C.F.R. section 17.1 et seq.
 - vii. The small wireless facility is not located on Tribal lands, as defined under 36 C.F.R. section 800.16(x).
 - viii. The proposed collocation is consistent with the wireless facility permit location requirements of Section 17.93.060.
 - ix. The proposed collocation is consistent with the development requirements and standards of section 17.93.070.
 - x. The proposed collocation is consistent with the conditional use and encroachment permit requirements of section 17.93.080.
 - xi. The proposed collocation is consistent with the operation and maintenance standards provisions of section 17.93.090.
 - xii. The proposed collocation would be in the most preferred location and configuration within 250 feet from the proposed site in any direction or the applicant has demonstrated with clear and convincing evidence in the written record that any more-preferred location or configuration within 250 feet would be technically infeasible, applying the preference standards of this section.

- xiii. The proposed collocation is designed as a stealth facility, to the maximum feasible extent. All facilities shall include appropriate stealth and concealment techniques given the proposed location, design, visual environment, and nearby uses and/or structures. All equipment shall be placed underground to the maximum extent feasible. All wires, cables, and any other connections shall be completely concealed from public view to the maximum extent feasible.

- b. The director shall approve or deny an application to deploy a small wireless facility using a new or replacement structure by evaluating the following standards:
 - i. The new or replacement structure was constructed and maintained with all necessary permits in good standing;
 - ii. The new or replacement structure is fifty (50) feet or less in height, including any antennas, or the new or replacement structure is no more than ten (10) percent taller than other adjacent structures
 - iii. Each antenna associated with the deployment, excluding associated antenna equipment, is no more than three cubic feet in volume;
 - iv. All other wireless equipment associated with the facility, including the wireless equipment associated with the antenna and any pre-existing equipment associated with the facility, is no more than 28 cubic feet in volume;
 - v. The small wireless facility does not require an antenna structure registration under part 47 C.F.R. section 17.1 et seq.
 - vi. The small wireless facility is not located on Tribal lands, as defined under 36 C.F.R. section 800.16(x);
 - vii. The proposed facility is consistent with the wireless facility permit location requirements of Section 17.93.060.
 - viii. The proposed facility is consistent with the development requirements and standards of section 17.93.070.
 - ix. The proposed facility is consistent with the conditional use and encroachment permit requirements of section 17.93.080.
 - x. The proposed facility is consistent with the operation and maintenance standards provisions of section 17.93.090.
 - xi. The proposed facility would be in the most preferred location and configuration within 250 feet from the proposed site in any direction or the applicant has demonstrated with clear and convincing evidence in the written record that any more-preferred location or configuration within 250 feet would be technically infeasible, applying the preference standards of this section.

- xii. The proposed facility is designed as a stealth facility, to the maximum feasible extent. All facilities shall include appropriate stealth and concealment techniques given the proposed location, design, visual environment, and nearby uses and/or structures. All equipment shall be placed underground to the maximum extent feasible. All wires, cables, and any other connections shall be completely concealed from public view to the maximum extent feasible. Stealth and concealment techniques for small wireless facilities do not include incorporating faux-tree designs.
 - c. Small Cell Location and Configuration Preferences. The city prefers that small wireless facilities in the public right of way be configured on the following support structures, in order of preference from most to least preferred: existing or replacement street light standard; existing or replacement concrete or steel utility pole; existing or replacement wood utility pole; new street light standard; new utility pole. The city prefers that small wireless facilities outside the public right of way be configured on the following support structures, in order of preference from most to least preferred: on existing, approved wireless facility support structures operating in compliance with the Municipal Code; on existing buildings or non-tower structures; on existing or replacement utility poles or towers; in new towers meeting the height requirements of the applicable FCC regulations.
- G. Conditions of Approval for Small Wireless Facility Permits. In addition to any other conditions of approval permitted under federal and state law and the Municipal Code that the director deems appropriate or required under this code, all small wireless facility permits under this subsection issued by the City of deemed approved by operation of law shall include the following conditions of approval:
- 1. No Automatic Renewal. The grant or approval of a small wireless facility permit shall not renew or extend the underlying permit term.
 - 2. Compliance with Previous Approvals. The grant or approval of a small wireless facility permit shall be subject to the conditions of approval of the underlying permit.
 - 3. As-Built Plans. The applicant shall submit to the director an as-built set of plans and photographs depicting the entire small wireless facility as modified, including all transmission equipment and all utilities, within ninety (90) days after the completion of construction.
 - 4. Indemnification. To the fullest extent permitted by law, the applicant and any successors and assigns, shall defend, indemnify and hold harmless city, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, related to the wireless facility minor modification permit and

the issuance of any permit or entitlement in connection therewith. The applicant shall pay such obligations as they are incurred by city, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the city reasonably determines necessary to protect the city from exposure to fees, costs or liability with respect to such claim or lawsuit.

5. Compliance with applicable laws. The applicant shall comply with all applicable provisions of the city's municipal code, any permit issued under the Code, and all other applicable federal, state, and local laws. Any failure by the City to enforce compliance with any applicable laws shall not relieve any applicant of its obligations under the Municipal Code, any permit issued under the Code, or all other applicable laws and regulations.
6. Compliance with approved plans. The proposed project shall be built in compliance with the approved plans on file with the planning division.
7. Violations. The small wireless facility shall be developed, maintained, and operated in full compliance with the conditions of the small wireless facility permit, any other applicable permit, and any law, statute, ordinance or other regulation applicable to any development or activity on the site. Failure of the applicant to cease any development or activity not in full compliance shall be a violation of these conditions. Any violation of the code, the conditions of approval for the wireless facility minor modification permit, or any other law, statute, ordinance or other regulation applicable to any development or activity on the site may result in the revocation of this permit. The remedies specified in this section shall be cumulative and the city may resort to any other remedy available at law or in equity and resort to any one remedy shall not cause an election precluding the use of any other remedy with respect to a violation.
8. In the event that a court of competent jurisdiction invalidates or limits, in part or in whole, Title 47, United States Code, section 1455, or the Federal Communications Commission's Declaratory Ruling and Report and Order (FCC18-133) adopting 47 C.F.R. section 1.6001 et seq., such that such statute would not mandate approval for the collocation or deployment granted or deemed granted under a wireless facility minor modification permit, such permit shall automatically expire twelve (12) months from the date of that opinion.
9. The grant, deemed-grant or acceptance of a small wireless facility permit shall not waive and shall not be construed or deemed to waive the city's standing in a court of competent jurisdiction to challenge Title 47, United States Code, section 1455 or the Federal Communications Commission's Declaratory Ruling and Report and Order (FCC18-133) adopting 47 C.F.R. section 1.6001 et seq. or any small wireless facility permit issued pursuant to Title 47, United States Code, section 1455, the Federal Communications Commission's Declaratory Ruling and Report and Order (FCC 18-133) adopting 47 C. F. R. section 16001 et seq., or the City's Municipal Code.

H. Small Wireless Facility Permit Denial Without Prejudice.

1. Grounds for denial without prejudice. The director may deny without prejudice an application for a small wireless facility permit in any of the following circumstances:
 - a. The director cannot make all findings required for approval of a small wireless facility permit;
 - b. The proposed collocation or deployment would cause the violation of an objective, generally applicable law protecting public health or safety;
 - c. The proposed collocation or deployment involves the removal and replacement of an existing building's entire supporting structure; or
 - d. The proposed collocation or deployment does not qualify for mandatory approval under Title 47, United States Code, section 1455, and 47 C.F.R. section 1.6001 et. Seq., as may be amended or superseded, and as may be interpreted by any order of the Federal Communications Commission or any court of competent jurisdiction.
2. Procedures for denial without prejudice. All small wireless facility permit application denials shall be in writing and shall include (i) the decision date; (ii) a statement that the city denies the permit without prejudice; (iii) a short and plain statement of the basis for the denial; and (iv) that the applicant may submit the same or substantially the same permit application in the future.
3. Submittal after denial without prejudice. After the director denies a small wireless facility permit application, and subject to the generally applicable permit application submittal provisions in this chapter, an applicant shall be allowed to:
 - a. submit a new small wireless facility permit application for the same or substantially the same proposed collocation or deployment;
 - b. submit a new wireless facility permit application for the same or substantially the same proposed collocation or deployment; or
 - c. submit an appeal of the director's decision.
4. Costs to review a denied permit. The city shall be entitled to recover the reasonable costs for its review of any small wireless facility permit application. In the event that the director denies a small wireless facility permit application, the city shall return any unused deposit fees within sixty (60) days after a written request from the applicant. An applicant shall not be allowed to submit a small wireless facility permit application for the same or substantially the same proposed modification unless all costs for the previously denied permit application are paid in full.

SECTION 4. Section 17.93.100 – “Duration, revocation, and discontinuance” of Chapter 17.93 of Title 17 of the Sierra Madre Municipal Code is hereby renumbered to be Section 17.93.110.

SECTION 5. California Environmental Quality Act. The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that that the text amendments will not have a significant effect on the environment. The amendments to Chapter 17.93 of this Ordinance is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 1506 (b)(3) of the California Code of Regulations.

SECTION 6. Severability; Continuation of Provisions. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance or the rules adopted hereby. The City Council of the City of Sierra Madre hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable. To the extent the provisions of the Sierra Madre Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 7. Inconsistent Provisions. Any provision of the Sierra Madre Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to the extent necessary to implement the provisions of this Ordinance.

SECTION 8. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

SECTION 9. Publication. The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code Section 36933, shall certify to the adoption of this Ordinance and his/her certification, together with proof of the publication, to be entered in the book of Ordinances of the City Council.

SECTION 10. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code Section 36937.

SECTION 11. Repeal of Urgency Ordinance. Urgency Ordinance No. 1410-U is repealed upon the effective date of this Ordinance.

PASSED, APPROVED and ADOPTED this _____ day of _____,
2019.

Denise Delmar, Mayor

ATTEST:

Sue Spears, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SIERRA MADRE)

I, _____, City Clerk of the City of Sierra Madre, hereby certify that the foregoing Ordinance No. 1411 was approved and adopted by said Council at its regular meeting held on the 26th day of March, 2019 by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sue Spears, City Clerk

ATTACHMENT B

RESOLUTION 19-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, ESTABLISHING A FEE FOR SMALL WIRELESS FACILITY APPLICATIONS AS CONTEMPLATED BY SIERRA MADRE MUNICIPAL CODE CHAPTER 17.93 – STANDARDS AND CRITERIA FOR WIRELESS COMMUNICATIONS FACILITIES

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

WHEREAS, The Federal Communications Commission (FCC) adopted a Declaratory Ruling and Order (FCC 18-133) adopting 47 C.F.R. section 1.6001 et seq., streamlining the process of collocating and deploying small wireless facilities necessary to support network infrastructure; and

WHEREAS, on March 26, 2019 the City Council adopted urgency ordinance (Ordinance 1410-U) and introduced non-urgency ordinance (Ordinance 1411) amending Chapter 17.93 – Standards and Criteria for Wireless Communications Facilities of the Sierra Madre Municipal Code, adding Section 17.93.100 – Small Wireless Facilities; and

WHEREAS, the FCC ruling and order limits fees that the City can charge to wireless infrastructure applications; and

WHEREAS, the amendment and adoption of Section 17.93.100 provides that an application fee shall be set by City Council resolution; and

WHEREAS, the adoption of this resolution is consistent with the Federal Communications Commission Order establishing fees that the city can charge to wireless infrastructure applicants, which is more fully described in the staff report accompanying this resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA DOES RESOLVE, DECLARE, FIND, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Recitals. Section 17.23.100.C – establishes a \$1,000 fee for staff to process an application for up to five (5) small wireless facilities and to cover the cost to retain an independent consultant to review the technical aspects of the application and to conduct a building inspection. An additional \$100 will be charged for each additional small cell site greater than five (5) installations. Exhibit A provides the full cost recovery analysis and recommended processing fees. The Director of Finance is directed to modify the City's fee schedule to include this fee.

SECTION 2. California Environmental Quality Act. The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby

determines that the text amendments will not have a significant effect on the environment. The proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

SECTION 3. Certification. The City Clerk shall certify to adoption of this Resolution and shall cause the same to be processed in the manner required by law.

SECTION 4. This Resolution shall take effect immediately.

PASSED, APPROVED AND ADOPTED, this ____ day of ____, 2019

Denise Delmar, Mayor

I, Sue Spears, City Clerk of the City of Sierra Madre, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 26th day of March 2019, and was adopted at its regular meeting of March 26, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sue Spears, City Clerk

EXHIBIT A

Cost Recovery Analysis				
Personnel	Service	Hourly Billing Rate	Processing Time	Estimated Fee
Administrative Services	Cashier Intake	\$128	15 minutes	\$32
Planning	Application Processing	\$223	2 Hours	\$446
Consultant	Plan Check	60% of application fee	N/A	\$286
Consultant	Building Inspection	70% of Building Permit Fee	N/A	\$296
Total Estimated Fee				\$1,060
Small Wireless Facility Fee Recommendation				
Application	Service	Base Fee	Description	
Small Cell Site	Application Processing	\$1,000	Base fee up to 5 small cell site installations	
Small Cell Site (greater than 5 installations)	Application Processing	\$100	Each additional small cell site (greater than 5 installations)	



City of Sierra Madre Agenda Report

Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor Delmar and Members of the City Council

FROM: Vincent Gonzalez, Director of Planning & Community Preservation

PREPARED BY: Clare Lin, Associate Planner *CL*

REVIEWED BY: Gabriel Engeland, City Manager *GE*

DATE: April 9, 2019

SUBJECT: **CALL FOR REVIEW OF DISCRETIONARY DEMOLITION PERMIT TO ALLOW DEMOLITION IN PART OR IN WHOLE OF ROOF STRUCTURE, EXTERIOR AND INTERIOR WALLS AND FRAMING; AND DESIGN REVIEW PERMIT TO ALLOW CONSTRUCTION OF 2,080-SQUARE-FOOT ADDITION ONTO THE EXISTING SINGLE FAMILY RESIDENCE TO BE ALIGNED WITH THE EXISTING LEGALLY CONSTRUCTED SIDE YARD SETBACK OF THE PRIMARY STRUCTURE OF THE PROPERTY LOCATED AT 91 EAST BONITA AVENUE.**

RECOMMENDATION

Staff recommends that the City Council approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08, subject to the findings in the staff report as there is evidence to support the findings to allow demolition in part or in whole of roof structure, exterior and interior walls and framing; and to allow construction of 2,080-square-foot addition onto the existing single family residence to be aligned with the existing legally constructed side yard setback of the primary structure.

ALTERNATIVES

1. Approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to City Council Resolution 19-08, pursuant to the procedure set forth in Sierra Madre Municipal Code Section 17.66.040B (Call for Review).
2. Deny Discretionary Demolition Permit 18-09 and Design Review Permit 18-04, thereby upholding the Planning Commission decision to deny DRP 18-04, and direct

staff to prepare a City Council resolution to this effect.

3. Remand the matter to the Planning Commission with direction.

SUMMARY

The City Council will conduct a de novo hearing to consider a request for Discretionary Demolition Permit 18-09 (DDP 18-09) and Design Review Permit 18-04 (DRP 18-04) to permit the demolition in part or in whole of roof structure, exterior and interior walls and framing, and to construct a 2,080-square-foot addition onto the 2,577-square-foot one-story single family residence and to align the addition with the existing nonconforming side yard setback of the primary structure at the property located at 91 East Bonita Avenue.

At the March 7th, 2019 meeting, the Planning Commission denied Design Review Permit 18-04, after continuing the project to a date uncertain from the February 7th, 2019 meeting based on design review findings that could not be made by the Planning Commission.

The proposed project design remains the same as the February 7th Planning Commission meeting, and the materials reviewed by the Planning Commission are attached herein as Exhibit C, with supporting evidence that the design review findings can be made.

Pursuant to SMMC Section 17.60.056.C, no structure which was constructed seventy-five years or more prior to the date of application for review shall be demolished without a discretionary demolition permit.

Pursuant to SMMC Section 17.20.027.C.3, approval of a design review permit is required to allow gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area, either by addition or new construction, and SMMC 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

Staff recommends that the City Council approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04. Resolution 19-08 is attached for the City Council's consideration.

ANALYSIS

The subject property is a 27,740-square-foot rectangular lot located in the R-1 Zone (Single Family Residential) with a General Plan Land Use Designation of RL (Residential Low Density). The property is bounded by R-1 Residential uses. The adjacent properties to the north, east, and south are one-story residences, and properties to the west and southwest are two-story residences. The average floor area of the neighboring properties

is 3,068 square feet, and the top one-third of the homes have an average of 4,307 square feet. The Assessor's data excludes the garage floor area from the neighborhood analysis calculation which is included herein as Attachment 6.

Proposed Project

On February 7, 2019 the Planning Commission reviewed the project proposal requesting the demolition of the entire existing roof structure, a portion of the exterior and interior walls, framing, sun room and laundry room, of the existing single story, single family residence to allow the construction of a 2,082-square-foot addition including: 1) an enclosure of a recessed area of the primary façade; 2) two new additions onto the rear of the building; 3) a new detached pool house that will not be visible from public view; and 4) roof of the



Aerial View of 91 E. Bonita Ave. (Property outlined in

enlarged garage is altered to a front-facing gabled roof with round window accent in the gable. Proposed new habitable floor area is 4,588 square feet with new 596-square-foot garage, in sum, total proposed gross floor area is 5,184 square feet. The proposed additions are to be aligned with the existing setbacks of the primary structure in the front and sides, which the side yard setbacks are nonconforming to the current cumulative side yard setback requirement. However, the SMMC allows additions onto an existing structure to be aligned with the legal constructed structure subject to the approval of design review permit.

The proposed one-story single family residence includes 4 bedrooms, 3 bathrooms, powder room, living room, dining room, kitchen, and den with a new detached pool house. Pool house includes a changing room and a bathroom that sets back 120 feet from the front property line. The existing 2-car garage will be enlarged by 71 square feet. The overall height of the primary structure is 18'-0" with a cross gable roof configuration. The front yard setback remains at 50 feet, is compliant with the prevailing front yard setback calculation for the linear block. To align the additions onto the existing primary structure, the side yard setbacks of 9'-3" and 12'-1" are providing 21'-4" (20%) of cumulative side yard. The applicant is seeking relief from the requirement of cumulative side yard setback dimension of not less than 30% (31'-10") of the width of the lot. The rear yard is 77'-8", which is greater than the required 15-foot rear yard setback.

The existing residence is designed in Colonial Revival architectural style. The proposed project intends to enhance the design features of the existing residence by replacing the square posts of the portico with new round columns, recladding exterior wall surfaces with coursed wood shingle siding, replace windows with six over one windows within the existing openings. Existing front entryway with Chippendale-style broken pediment wood will be widened to incorporate sidelights flanking the doorway. The garage with side gable will be altered with front facing gable with clearstory round window in the gable. The new roof will be charcoal asphalt shingles. The pool house will be simple exposed rafter and gable roof construction with shed roof on one side. The overall massing of the building is in proportion to other houses in the neighborhood. The existing structure will remain a single story residence with low pitched roof, thereby minimizing privacy issues for neighbors. The front façade of the house will remain largely the same as constructed in 1942, with the proposed addition hidden behind the front façade and not visible from the public right of way. Existing trees and foliage in the surrounding neighboring yards will negate and obstruction or privacy issues from north, east and west.

A neighborhood analysis (Attachment 6) has been conducted on the 18 properties that were notified within a 300-foot radius with Assessor's data that excludes non-habitable floor area. The analysis indicates that the proposed 4,588 square footage is 281 square feet greater than the average top one-third of the neighboring homes at 4,307 square feet. The site plan, building elevations sections, site photographs, and perspective renderings are attached herein as Attachment 2, 3, 5 and 10.

Arborist Letter

An arborist review letter has been prepared by McKinley & Associates, Certified Arborist, to assess the viability of the proposed additions in relation to an existing sycamore tree. The existing structure is located approximately 10 feet from the margin of the sycamore tree's trunk.

It is the opinion of the arborist that the sycamore tree can be protected in place in the context of the proposed design. The certified arborist's direction and the tree protection plan include: installing a 6 foot chain-link T-Panel fence at dripline of the tree until construction has been completed; avoid exaction within the dripline of the tree; remove any construction equipment, storage, and material within the dripline as illustrated in the landscape plan herein as Attachment 12.

The arborist also reviewed Low Impact Development plans and recommend the infiltration basin to be relocated to at least 20 feet from the east property line. Low Impact Development Plan and Conceptual Water Efficient Landscape plan is attached herein for reference as Attachment 9; Sheet C-1 and LI.2.

PROJECT SUMMARY

Category	Existing	Proposed	Code Requirement / Allowed	Meets Code
Lot size	27,740 sf approximately (118'-7" wide X 233' deep)	No Change	7,500 (minimum)	Yes
Lot Coverage	12%	18.7%	Not to exceed 40%	Yes
Building Height	18'-0"	18'-0"	25 feet	Yes
Gross Floor Area	3,102 sq. ft.	5,184 sq. ft.	5,508 sq. ft.	Yes
Building Setbacks:				
<u>Front</u>	50'-0"	50'-0"	50 feet	Yes
<u>Sides</u>	Cumulative 21'-4" (20%)	No Change	Cumulative 31'-10" (30%)	No*
East	12'-1"	No Change	10'-0"	
West	9'-3"	No Change	21'-10"	
<u>Rear</u>	145'-4"	77'-8"	15 feet	Yes
Parking	2-car garage	2-car garage	2 spaces per dwelling unit in a garage or carport for dwelling units with maximum of four bedrooms	Yes

*Applicant is applying for a Design Review Permit to align to the side yard setback of the existing structure.

Discretionary Demolition Permit

Pursuant to SMMC Section 17.60.056.C, no structure which was constructed seventy-five years or more prior to the date of application for review shall be demolished without

a discretionary demolition permit.

In November 2018, a Historical Resources Evaluation Report was prepared by Sapphos Environmental Inc., included herein as Exhibit C - Attachment 7 for the existing single-story 2,577-square-foot structure and an attached 525-square-foot two-car garage built in 1942. The Report determined the property is not eligible for listing in the National Register, California Register or designation as a City Historic Landmark.

Design Review Permit

Pursuant to Sierra Madre Municipal Code Section 17.20.027.C.3, a Design Review Permit is required to allow any new construction with allowable gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area. Pursuant to Sierra Madre Municipal Code Section 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

Applicant returned to the Planning Commission on March 7, without making any revisions to the proposed project requesting an “up or down” vote from the Planning Commission.

Planning Commission Denial

At the March 7th, 2019 meeting, the Commission denied DRP 18-04, on the basis that the Commission was unable to make finding Number No. 1, 2, 3, 5 (referenced below) in that the proposed project is not consistent with zoning code side yard setback requirement by providing insufficient side yard setback, where the proposed bulk and mass may interfere with use of the surrounding properties.

DRP Finding No. 1 The proposed project is consistent with the general plan, zoning code, and any applicable design standards;

DRP Finding No. 2 The project will not unreasonably interfere with the use, possession, and enjoyment of surrounding adjacent properties;

DRP Finding No. 3 That the height, bulk, scale, mass, and siting of the proposed project be compatible with the existing neighborhood, landforms, and surroundings;

DRP Finding No. 5 That the project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts;

In addition, the Commission was not able to make Finding No. 4 and Finding No. 8:

The Commission was not able to make finding No. 4 in that the proposed project does not reflect the scale of the neighborhood where the analysis states two standard deviations above the mean.

DRP Finding No. 4 That the proposed project reflects the scale of the neighborhood in which it is proposed and does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from foothill village setting;

The Commission was not able to make finding No. 8 as the proposed project was not an exceptional design where the existing structure is not historic and no preservation was needed, and the extensions of the addition were proposed without providing the required setback. The Commission felt that the proposed project did not demonstrate true preservation of the existing structure by installing shingle siding to the facade. Although the proposed addition would not be visible from the public right of way, the Planning Commission could not find that this represented "exceptional design" because the Commission did not view the original 1942 structure as deserving of a finding of exceptional architectural design. For these reasons they could not make finding number 8 Further, the Commission felt that the that the applicant was not clear in explaining the architectural detail that qualifies the project as exceptional design.

DRP Finding No. 8 For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.027(C), 17.30.045(B), (17.28.070(A)1 or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, the following:

No. 8a Innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, or generic, or "cookie-cutter" plans;

No. 8d Siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;

No. 8e High quality architectural details and building materials compatible with the overall project design;

The Planning Commission was able to make the findings for the discretionary demolition application, consistent with the conclusion of the Historical Resource Evaluation Report prepared by Sapphos Environmental, Inc. in November, 2018, stating that the property does not constitute as a historical resource and therefore is not eligible for listing or designation as a local historic landmark.

In summary, the Planning Commission recommended that the applicant revise the plan

to comply with the required cumulative side yard setback requirement. The applicant declined to receive any more specific direction from the Planning Commission regarding the design changes the Commission believed would be necessary to approve the application for Design Review.

City Council Call for Review Request

The City Council requested a call for review of DDP 18-09 and DRP 18-04 on April 9, 2019.

Discretionary Demolition Permit Findings

The Discretionary Demolition Permit is subject to the following findings:

- 1. The structure proposed for demolition a) has no local, state or natural historic significance as determined by the historic resources survey pursuant to Code Section 17.60.056.D.1; or b) is deemed eligible for local listing or designation under the California Historic Resource Code 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted and/or a historical resources evaluation report with identified mitigation measures has been prepared that will allow the project to proceed with a certificate of appropriateness, including, but not limited to construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document; in that the historic resources evaluation report prepared by Sapphos Environmental Inc. in November 2018 concludes that the structure is deemed not eligible for listing in the National Register, California Register, or designation as a City Historic Landmark.**
- 2. That the proposed demolition activities will not unreasonably interfere with the use, possession, and enjoyment of surrounding and adjacent properties; in that demolition is being undertaken according to all applicable requirements for demolition, including limitation to construction hours.**
- 3. That there is a demonstrated need for the demolition activity requested; in that demolition of the roof, exterior and interior wall and framing is needed for the new addition and interior renovation.**
- 4. That the result of the demolition activity is consistent with the objectives of the General Plan; in that the demolition complies with all requirements of the R-1 (Single Family Residential) Zone which codifies and implements the objectives of the General Plan with respect to Residential Low Density development.**

- 5. That the public interest, convenience, and necessity require that the demolition activity be undertaken at the location requested;** in that the demolition is required while meeting all requirements of the California Building Code, the City's Fire Code and Zoning Code.

Design Review Permit Findings

Before a Design Review Permit are granted, the application shall show, to the reasonable satisfaction of the reviewing authority, the existence of the following facts:

- 1. The proposed project is consistent with the general plan, zoning code, and any applicable design standards;** in that the proposed project's use will remain single family residential, and is therefore consistent with the site's current General Plan designation of Residential – Low Density. The project complies with General Plan Objective L6 in that the project protects the privacy of surrounding properties as the proposed structure remains a single-story building with front setback remaining as existing and aligned with neighboring structures, thereby minimizing obstruction of any mountain views.

The legally constructed primary structure encroaches into the required side yard setback, and is therefore a legal non-conforming use as to the side yard setback. The project is proposing to align the new addition with the existing building walls. Pursuant to Sierra Madre Municipal Code Section 17.20.050.B.2b, single-story additions onto existing primary structures, which result in an increase in gross floor area of greater than 50 percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit. The proposed alignment of the addition with the existing legal non-conforming side yard setbacks will not obstruct neighboring views. Existing trees and foliage in the surrounding neighboring yards will negate the obstruction or privacy issues from north, east and west.

- 2. The project will not unreasonably interfere with the use, possession, and enjoyment of surrounding adjacent properties;** in that the proposed addition to the existing single-family residence was designed to maintain the Colonial Revival characteristics of the existing home. The proposed project will remain one-story with the majority of the additions located behind the existing residence providing the same number of bedrooms. There will be no additional impact on off-site parking. The project also complies with the development standards in the R-1 Ordinance in regards to allowable floor area, lot coverage, and angle plane etc. The house has a front setback of 50 feet and the rear yard setback is 77'-8". Although the side yard setbacks

are, 9'-3" and 12'-1" cumulatively 21'-4", the proposed additions remain compatible to its neighboring properties and cannot be seen from the public view, therefore, will not interfere with the project use, possession, and enjoyment of surrounding adjacent properties.

3. **That the height, bulk, scale, mass, and siting of the proposed project be compatible with the existing neighborhood, landforms, and surroundings;** in that, in terms of bulk, scale, and mass, the proposed project occupies 18.6% of the lot, the gross floor area and the height are below the requirement allowed by the Municipal Code. The neighborhood analysis (Exhibit C, Attachment 6) shows that the proposed square footage is consistent with the top one-third of the neighboring homes according to Assessor's data. The propose project also protects the existing sycamore tree on the front yard and is compatible with the existing neighborhood and surroundings. The existing house is a single-story construction and the proposed addition maintains the front façade while adding no visible bulk or mass to the existing property, as the addition cannot be seen from the public view.

4. **That the proposed project reflects the scale of the neighborhood in which it is proposed and does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from foothill village setting;** in that the additions onto existing single family home are consistent with the single story residential character of the adjacent neighborhood. Moreover, the 18'-0" high structure is of a typical height for one-story residential structures, and below the maximum 25'-0" height allowed by the Municipal Code, so it will not visually overpower or impact the privacy of the neighboring properties. The project design is well-proportioned relative to the site as well as to the foothill village setting of Sierra Madre, and will not overpower or dominate the neighborhood. The addition maintains the visible scale of the existing house, as the addition cannot be seen from the public view.

5. **That the project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts;** in that the residence does not unreasonably interfere with public views or the views and privacy of neighbors as the 18'-0" height is typical for single story buildings and below the maximum height allowed by the Municipal Code. Existing trees and foliage in the surrounding neighboring yards will negate the obstruction or privacy issues.

6. **The proposed project exhibits a coherent project-wide design, and each structure or portion thereof (especially additions) on the site is compatible with**

other portions of the project, regardless of whether the same are publicly visible; in that the proposed design is inspired by Colonial Revival architectural detailing depicting supporting design elements including a brick chimney, evenly spaced columns that support the front porch, false shutter, shingle siding and cross gable roof to achieve an overall coherent design that is consistent throughout.

- 7. For proposed projects seeking relief from development standards, where allowed, to accommodate characteristics of an identifiable architectural style (such as additional height, pursuant to section 17.20.027(A)), that the proposed project adheres to the norms of such identifiable architectural style and that such style is consistently carried through on all elevations of the building, regardless of whether the same are publicly visible;** in that the project proposes to apply the existing Colonial Revival design style, details and massing of the house to the rear addition; and whereas the Zoning Code allows the alignment of the addition with the existing legally constructed side yard setback of the primary structure.

- 8. For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.027(C), 17.30.045(B), (17.28.070(A)1 or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, the following:**
 - a. Innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, or generic, or “cookie-cutter” plans;** in that proposed project is thoughtful that it remains as a one-story structure, preserving the existing front façade of the house which has existed since 1942, and the rear additions are not visible from public view. The proposed project is also responsive to the existing site by protecting the existing sycamore tree, and maintaining the existing Colonial Revival architectural style design aesthetic.

 - b. Where applicable, adaptive reuse or other preservation and restoration of historic structures;** in that the finding is not applicable to the proposed project.

 - c. Preservation of the natural landscape to the extent possible by such means as minimizing grade changes and retaining protected specimen trees;** in that the proposed project is built on existing footprints, proposed front enclosure and rear additions are away from protected tree on site. Landscape Plan with planting specimen details. Furthermore, an arborist’s letter has been prepared to provide protective measures and recommended the infatuation basin to be 20 feet away

from the sycamore tree.

- d. Siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;** in that the proposed structure works with the landform, preserves the existing front yard and side yard setbacks, and occupies 18.6% of the lot. The low pitched, single story residence does not impede views and privacy of adjacent properties.
- e. High quality architectural details and building materials compatible with the overall project design;** in that the project will be constructed in high quality material for the addition and renovation. The building material is complimentary to the design elements of the existing structure with references to white coursed wood shingle siding, decorative shutters, six over one double hung windows, exterior lantern lighting, carriage-style wood panel garage doors, clerestory circular window, and new shingle roof. The primary entryway is further enhanced with a portico supported by evenly spaced columns and incorporated sidelights flanking the doorway.
- f. Sustainable building and landscaping practices, especially water-saving features;** in that the proposed project will comply with all applicable building codes to satisfy sustainable building and landscaping practices including the Low Impact Development standards and Water Efficient Landscape Ordinances. The property will be landscaped using drought tolerant and native plants.

FINANCIAL REVIEW / SOURCE OF FUNDING

There is no other financial impact related to this request. Should the project be approved, it would be subject to the plan check and permit fees that are customarily charged for new construction.

CEQA ENVIRONMENTAL

The proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15301 Class 1 (e) Addition to existing structures of the California Environmental Quality Act (CEQA) in that it involves demolition, renovation and addition to one single family residence.

PUBLIC NOTICE PROCESS

The City Council hearing was noticed pursuant to Sierra Madre Municipal Code Section 17.60.100. Residents within 300 feet of the property have been notified of this hearing

and the property has been posted as required by Code. Copies of this report are available at the City Hall public counter, the Sierra Madre Public Library, and the City's website at <http://www.cityofsierramadre.com/>. Notice of the hearing was also published through the City of Sierra Madre Facebook page.

Exhibits (3):

Exhibit A: City Council Resolution 19-08

Exhibit B: PC Resolution 19-02 and Meeting Minutes of March 7, 2019

Exhibit C: PC Staff Report dated March 7, 2019 with attachments (12)

- Attachment 1: Planning Application and Narrative
- Attachment 2: Site Plan, Floor Plans, Elevations and Sections
- Attachment 3: Site Color Photographs
- Attachment 4: Reference to digital files
- Attachment 5: Color Renderings
- Attachment 6: Vicinity Map and Neighborhood Analysis
- Attachment 7: Historic Evaluation Resources Reports
- Attachment 8: Site Survey
- Attachment 9: Conceptual Landscape Plans and LID Plan
- Attachment 10: 3D Perspective Rendering
- Attachment 11: Material Board
- Attachment 12: Arborist Letter, Prevailing Front Yard Setback Calculation, Lot Width Calculation, and Letters of support

CITY COUNCIL RESOLUTION 19-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE PURSUANT TO SIERRA MADRE MUNICIPAL CODE SECTION 17.66.040B (CALL FOR REVIEW) APPROVING THE DISCRETIONARY DEMOLITION PERMIT 18-09 AND DESIGN REVIEW PERMIT 18-04 TO ALLOW DEMOLITION IN PART OR IN WHOLE OF ROOF STRUCTURE, EXTERIOR AND INTERIOR WALLS AND FRAMING FOR THE CONSTRUCTION OF 2,082-SQUARE-FOOT ADDITION TO THE EXISTING 2,577-SQUARE-FOOT ONE-STORY SINGLE FAMILY RESIDENCE; AND TO ALLOW ADDITIONS ONTO EXISTING PRIMARY STRUCTURES TO BE ALIGNED WITH THE EXISTING LEGALLY CONSTRUCTED SIDE YARD SETBACK OF THE PRIMARY STRUCTURE ON THE PROPERTY LOCATED AT 91 EAST BONITA AVENUE

WHEREAS, an application for a Discretionary Demolition Permit and Design Review Permit were filed by:

**Bryson Reaume
91 East Bonita Ave
Sierra Madre, CA 91024**

WHEREAS, the request for DISCRETIONARY DEMOLITION PERMIT 18-09 and DESIGN REVIEW PERMIT 18-04 can be described as:

A request to demolish in part or in whole the roof structure, exterior and interior walls and framing of the existing 2,577-square-foot primary house, storage shed and attached 2-car garage ,pursuant to SMMC Section 17.60.056.C, no structure which was constructed seventy-five years or more prior to the date of application for review shall be demolished without a discretionary demolition permit; and to construction of 2,082-square-foot addition to the existing one-story single family residence; and to allow additions onto existing primary structures to be aligned with the existing legally constructed side yard setback of the primary structure. Pursuant to SMMC Section 17.20.027.C.3, approval of a design review permit is required to allow gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area, either by addition or new construction, and SMMC 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

WHEREAS, public hearings were held before the Planning Commission on February 7 and March 7, 2019 with all testimony received being made part of the public record;

WHEREAS, the Planning Commission received the reports and recommendations of staff, and at its meeting on March 7th, 2019, denied the request based on the finding provided in Planning Commission Resolution 19-02;

WHEREAS, the matter was called up for review by two members of City Council pursuant to SMMC § 17.66.040B;

WHEREAS, the proposed project qualifies for a Categorical Exemption, pursuant to CEQA Guidelines Sections 15061(b)(3), in that it can be seen with certainty that there is not a possibility that the project may have a significant effect on the environment and Guidelines Section 15301(e) Class 1 additions to Existing Facilities provided that the addition will not result in an increase of more than: (1) 50 percent of the floor area of the structures before that addition, or 2,500 square feet, whichever is less; or (2) 10,000 square feet if: (A) The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan; and (B) The area in which the project is located is in not environmentally sensitive.

WHEREAS, the proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15301 Class 1 (e) Addition to existing structures of the California Environmental Quality Act (CEQA) in that it involves demolition, renovation and addition to one single family residence.

NOW THEREFORE, in consideration of the evidence received at the hearing, and for the reasons discussed by the City Council at the April 9, 2019 public hearing, the City Council finds as follows:

A. Pursuant to Code Section 17.60.056, the following findings can be made for approval of a Discretionary Demolition Permit:

- 1. The structure proposed for demolition a) has no local, state or natural historic significance as determined by the historic resources survey pursuant to Code Section 17.60.056.D.1; or b) is deemed eligible for local listing or designation under the California Historic Resource Code 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted and/or a historical resources evaluation report with identified mitigation measures has been prepared that will allow the project to proceed with a certificate of appropriateness, including, but not limited to construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document; in that the historic resources evaluation report prepared by Sapphos Environmental Inc. in November 2018 concludes that the structure is deemed not eligible for listing in the National Register, California Register, or designation as a City Historic Landmark.**
- 2. That the proposed demolition activities will not unreasonably interfere with the use, possession, and enjoyment of surrounding and adjacent properties; in that demolition is being undertaken according to all applicable requirements for demolition, including limitation to construction hours.**
- 3. That there is a demonstrated need for the demolition activity requested; in that demolition of the roof, exterior and interior wall and framing is needed for the new addition and interior renovation.**

4. **That the result of the demolition activity is consistent with the objectives of the General Plan;** in that the demolition complies with all requirements of the R-1 (Single Family Residential) Zone which codifies and implements the objectives of the General Plan with respect to Residential Low Density development.
5. **That the public interest, convenience, and necessity require that the demolition activity be undertaken at the location requested;** in that the demolition is required while meeting all requirements of the California Building Code, the City's Fire Code and Zoning Code.

B. Pursuant to SMMC § 17.20.041D., the following findings can be made for approval of a Design Review Permit:

1. **The proposed project is consistent with the general plan, zoning code, and any applicable design standards;** in that the proposed project's use will remain single family residential, and is therefore consistent with the site's current General Plan designation of Residential – Low Density. The project complies with General Plan Objective L6 in that the project protects the privacy of surrounding properties as the proposed structure remains a single-story building with front setback remaining as existing and aligned with neighboring structures, thereby minimizing obstruction of any mountain views.

The legally constructed primary structure encroaches into the required side yard setback, and is therefore a legal non-conforming use as to the side yard setback. The project is proposing to align the new addition with the existing building walls. Pursuant to Sierra Madre Municipal Code Section 17.20.050.B.2b, single-story additions onto existing primary structures, which result in an increase in gross floor area of greater than 50 percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit. The proposed alignment of the addition with the existing legal non-conforming side yard setbacks will not obstruct neighboring views. Existing trees and foliage in the surrounding neighboring yards will negate the obstruction or privacy issues from north, east and west.

2. **The project will not unreasonably interfere with the use, possession, and enjoyment of surrounding adjacent properties;** in that the proposed addition to the existing single-family residence was designed to maintain the Colonial Revival characteristics of the existing home. The proposed project will remain one-story with the majority of the additions located behind the existing residence providing the same number of bedrooms. There will be no additional impact on off-site parking. The project also complies with the development standards in the R-1 Ordinance in regards to allowable floor area, lot coverage, and angle plane etc. The house has a front setback of 50 feet and the rear yard setback is 77'-8". Although the side yard setbacks are, 9'-3" and 12'-1" cumulatively 21'-4", the proposed additions remain compatible to its neighboring properties and cannot be seen from the public view, therefore, will not

interfere with the project use, possession, and enjoyment of surrounding adjacent properties.

- 3. That the height, bulk, scale, mass, and siting of the proposed project be compatible with the existing neighborhood, landforms, and surroundings;** in that, in terms of bulk, scale, and mass, the proposed project occupies 18.6% of the lot, the gross floor area and the height are below the requirement allowed by the Municipal Code. The neighborhood analysis (Exhibit C, Attachment 6) shows that the proposed square footage is consistent with the top one-third of the neighboring homes according to Assessor's data. The proposed project also protects the existing sycamore tree on the front yard and is compatible with the existing neighborhood and surroundings. The existing house is a single-story construction and the proposed addition maintains the front façade while adding no visible bulk or mass to the existing property, as the addition cannot be seen from the public view.
- 4. That the proposed project reflects the scale of the neighborhood in which it is proposed and does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from foothill village setting;** in that the additions onto existing single family home are consistent with the single story residential character of the adjacent neighborhood. Moreover, the 18'-0" high structure is of a typical height for one-story residential structures, and below the maximum 25'-0" height allowed by the Municipal Code, so it will not visually overpower or impact the privacy of the neighboring properties. The project design is well-proportioned relative to the site as well as to the foothill village setting of Sierra Madre, and will not overpower or dominate the neighborhood. The addition maintains the visible scale of the existing house, as the addition cannot be seen from the public view.
- 5. That the project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts;** in that the residence does not unreasonably interfere with public views or the views and privacy of neighbors as the 18'-0" height is typical for single story buildings and below the maximum height allowed by the Municipal Code. Existing trees and foliage in the surrounding neighboring yards will negate the obstruction or privacy issues.
- 6. The proposed project exhibits a coherent project-wide design, and each structure or portion thereof (especially additions) on the site is compatible with other portions of the project, regardless of whether the same are publicly visible;** in that the proposed design is inspired by Colonial Revival architectural detailing depicting supporting design elements including a brick chimney, evenly spaced columns that support the front porch, false shutter, shingle siding and cross gable roof to achieve an overall coherent design that is consistent throughout.

- 7. For proposed projects seeking relief from development standards, where allowed, to accommodate characteristics of an identifiable architectural style (such as additional height, pursuant to section 17.20.027(A)), that the proposed project adheres to the norms of such identifiable architectural style and that such style is consistently carried through on all elevations of the building, regardless of whether the same are publicly visible;** in that the project proposes to apply the existing Colonial Revival design style, details and massing of the house to the rear addition; and whereas the Zoning Code allows the alignment of the addition with the existing legally constructed side yard setback of the primary structure.

- 8. For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.027(C), 17.30.045(B), (17.28.070(A)1 or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, the following:**

 - a. Innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, or generic, or “cookie-cutter” plans;** in that proposed project is thoughtful that it remains as a one-story structure, preserving the existing front façade of the house which has existed since 1942, and the rear additions are not visible from public view. The proposed project is also responsive to the existing site by protecting the existing sycamore tree, and maintaining the existing Colonial Revival architectural style design aesthetic.
 - b. Where applicable, adaptive reuse or other preservation and restoration of historic structures;** in that the finding is not applicable to the proposed project.
 - c. Preservation of the natural landscape to the extent possible by such means as minimizing grade changes and retaining protected specimen trees;** in that the proposed project is built on existing footprints, proposed front enclosure and rear additions are away from protected tree on site. Landscape Plan with planting specimen details. Furthermore, an arborist’s letter has been prepared to provide protective measures and recommended the infatuation basin to be 20 feet away from the sycamore tree.
 - d. Siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;** in that the proposed structure works with the landform, preserves the existing front yard and side yard setbacks, and occupies 18.6% of the lot. The low pitched, single story residence does not impede views and privacy of adjacent properties.
 - e. High quality architectural details and building materials compatible with the overall project design;** in that the project will be constructed in high quality

material for the addition and renovation. The building material is complimentary to the design elements of the existing structure with references to white coursed wood shingle siding, decorative shutters, six over one double hung windows, exterior lantern lighting, carriage-style wood panel garage doors, clerestory circular window, and new shingle roof. The primary entryway is further enhanced with a portico supported by evenly spaced columns and incorporated sidelights flanking the doorway.

- f. **Sustainable building and landscaping practices, especially water-saving features;** in that the proposed project will comply with all applicable building codes to satisfy sustainable building and landscaping practices including the Low Impact Development standards and Water Efficient Landscape Ordinances. The property will be landscaped using drought tolerant and native plants.

C. PURSUANT TO THE ABOVE FINDINGS, IT IS RESOLVED that the City Council APPROVES Discretionary Demolition Permit 18-09 and Design Review Permit 18-04.

The time in which to seek judicial review of this decision shall be governed by Code of Civil Procedure Section 1094.6. The City Clerk shall certify to the adoption of this resolution, transmit copies of the same to the applicant and his counsel, if any, together with a proof of mailing in the form required by law and shall enter a certified copy of this resolution in the book of resolution of the City.

RESOLUTION APPROVING DISCRETIONARY DEMOLITION PERMIT 18-09 and DESIGN REVIEW PERMIT APPROVED, the 9th Day of April 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Denise Delmar, Mayor
City of Sierra Madre

ATTEST:

Sue Spears, City Clerk

I, Sue Spears, CITY CLERK OF THE CITY OF SIERRA MADRE, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 9th Day of April, 2019.

Sue Spears, City Clerk

**CONDITIONS OF APPROVAL
DISCRETIONARY DEMOLITION PERMIT 18-09 AND
DESIGN REVIEW PERMIT 18-04**

General Conditions:

The applicant and property owner shall:

1. Comply with all applicable provisions of the Sierra Madre Municipal Code, including but not limited to those Chapters pertaining to Zoning, Building and Construction, Vehicles and Traffic, and Health and Safety, and including all such provisions which may be contained in Uniform Codes which have been incorporated by reference within the Sierra Madre Municipal Code.
2. Comply with all applicable provisions of Federal, State and Los Angeles County law and regulations, including but not limited to the California Environmental Quality Act.
3. Execute and deliver to the City's Department of Development Services an Affidavit of Acceptance of Conditions on a form to be provided by such Department within ten business days of the date of this approval. This approval shall not be effective for any purpose until the Applicant complies with this condition.
4. To the fullest extent permitted by law, fully protect the City, its employees, agents and officials from any loss, injury, damage, claim, lawsuit, expense, attorneys' fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this approval, or the activities conducted pursuant to this approval. Accordingly, to the fullest extent permitted by law, the applicant and property owner shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorneys' fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this approval, or the activities conducted pursuant to this approval. Applicant and property owner shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

Planning Conditions

The applicant and property owner shall:

1. Construct the project in substantial conformance with approved Design Review Permit 18-04 and supporting materials presented to the City Council on April 9, 2019. Inaccuracies and misrepresentations will be grounds for immediate

revocation of the Conditional Use Permit.

2. Submit framing plan of the of the replacement structure, for 1st Plan Check within one (1) year of the date of this approval; failure to do so will constitute an abandonment of the entitlement, and shall render this approval null and void.
3. Applicant shall comply with the requirements of the Water Efficient Landscape Ordinance.

Public Works Conditions:

The applicant and property owner shall:

1. The arborist report shall describe proposed pruning impacts that will be required for the construction of the new structure.
2. Provide an arborist's report shall clearly delineate a path of travel for vehicular and construction access to the three buildings. The path of travel shall be respectful of the fenced areas, low branches, and root protection zones of the protected trees;
3. Complete the application for review of construction activities in proximity to protected trees;
4. Review the mitigation guide for protected trees;
5. All tree protective recommendations included in the arborist's report shall be followed throughout the construction process;
6. Prior to issuance of a building permit, applicant shall submit to Public Works a fully executed agreement with the arborist fully describing the arborist's construction monitoring services and preparation of the arborist's final report as to the impacts on the protected trees;
7. Review the procedures for demolition of a building;
8. Review the minimum requirements for construction plans, grading and drainage plans and LID requirements;
9. List of forms to be filled out and submitted for approval;
10. Construction fence shall be off set from the property line not to interfere with sidewalk pedestrian traffic during construction.
11. The addition floor space exceeds 500 square feet, therefore Low Impact Development (LID) standards apply to the entire project. A grading and drainage plan will therefore be required.
12. As of today's date, much of the front and rear yard area is loose, disturbed soil which is subject to wind and storm water erosion. An erosion control plan must be prepared by a licensed civil engineer and submitted to the public works department

for approval prior to issuance of any permits.

13. The revised site shall not redirect, concentrate or increase drainage across adjoining private properties.
14. All trees on and adjacent and overhanging the project site must be shown on the site plan, labeled as to diameter at breast height and species. The trees shall be plotted accurately to scale as measured in the field, and the drip line of each tree within the subject property shall be measured in the field at eight points of the compass and drawn to scale.
15. Elevation drawings shall be submitted demonstrating encroachment of new structures upon existing protected trees.
16. All buildings shall be connected to the public sewer.
17. Driveway approach to be added and abandoned drive approaches to be replaced with curb and gutter, PW permit required.
18. Parkway trees shall be raised to meet City Municipal Code standards, crowns thinner per international Society of Arboriculture standards, and trees shall be evaluated by city staff prior to any improvements.
19. Additional conditions may be determined following a complete submittal.

Fire Department Conditions:

The applicant and property owner shall:

1. Install fire sprinklers in the proposed structures.

(end of conditions)

**PLANNING COMMISSION
RESOLUTION 19-02**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE DENYING DISCRETIONARY DEMOLITION PERMIT 18-09 AND DESIGN REVIEW PERMIT 18-04 TO ALLOW DEMOLITION IN PART OR IN WHOLE OF ROOF STRUCTURE, EXTERIOR AND INTERIOR WALLS AND FRAMING FOR THE CONSTRUCTION OF 2,082-SQUARE-FOOT ADDITION TO THE EXISTING 2,577-SQUARE-FOOT ONE-STORY SINGLE FAMILY RESIDENCE; AND TO ALLOW ADDITIONS ONTO EXISTING PRIMARY STRUCTURES TO BE ALIGNED WITH THE EXISTING LEGALLY CONSTRUCTED SIDE YARD SETBACK OF THE PRIMARY STRUCTURE ON THE PROPERTY LOCATED AT 91 EAST BONITA AVENUE

THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

WHEREAS, an application for a Design Review was filed by:

**Bryson Reaume
91 East Bonita Ave
Sierra Madre, CA 91024**

WHEREAS, the request for a DISCRETIONARY DEMOLITION PERMIT and a DESIGN REVIEW PERMIT can be described as:

A request for a Discretionary Demolition Permit to demolish in part or in whole the roof structure, exterior and interior walls and framing of the existing 2,577-square-foot primary house, storage shed and attached 2-car garage, pursuant to SMMC Section 17.60.056.C, no structure which was constructed seventy-five years or more prior to the date of application for review shall be demolished without a discretionary demolition permit; and to construction of 2,082-square-foot addition including 525-square-foot detached pool house onto the existing one-story single family residence, total floor area to be 5,184 square feet; and to allow additions onto existing primary structures to be aligned with the existing legally constructed side yard setback of the primary structure. Pursuant to SMMC Section 17.20.027.C.3, approval of a design review permit is required to allow gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area, either by addition or new construction, and SMMC 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

WHEREAS, the Planning Commission has received the report and recommendations of staff;

WHEREAS, notice was duly given of the public hearing on the matter, which public hearing was held before the Planning Commission on February 7 and March 7, 2019, with all testimony received being made part of the public record;

WHEREAS, the proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15301 Class 1 (e) Addition to existing structures of the California Environmental Quality Act (CEQA) in that it involves demolition, renovation and addition to one single family residence.

NOW THEREFORE, in consideration of the evidence received at the hearing, and for the reasons discussed by the Commissioners at said hearing, the Planning Commission now finds as follows:

Pursuant to Code Section 17.60.056, approval of a Discretionary Demolition Permit requires that the following findings be made:

- 1. The structure proposed for demolition a) has no local, state or natural historic significance as determined by the historic resources survey pursuant to Code Section 17.60.056.D.1; or b) is deemed eligible for local listing or designation under the California Historic Resource Code 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted and/or a historical resources evaluation report with identified mitigation measures has been prepared that will allow the project to proceed with a certificate of appropriateness, including, but not limited to construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document; in that the historic resources evaluation report prepared by Sapphos Environmental Inc. in November 2018 concludes that the structure is deemed not eligible for listing in the National Register, California Register, or designation as a City Historic Landmark.**
- 2. That the proposed demolition activities will not unreasonably interfere with the use, possession, and enjoyment of surrounding and adjacent properties; in that demolition is being undertaken according to all applicable requirements for demolition, including limitation to construction hours.**
- 3. That there is a demonstrated need for the demolition activity requested; in that demolition of the roof, exterior and interior wall and framing is needed for the new addition and interior renovation.**
- 4. That the result of the demolition activity is consistent with the objectives of the General Plan; in that the demolition complies with all requirements of the R-1 (Single Family Residential) Zone which codifies and implements the objectives of the General Plan with respect to Residential Low Density development.**

5. **That the public interest, convenience, and necessity require that the demolition activity be undertaken at the location requested;** in that the demolition is required while meeting all requirements of the California Building Code, the City's Fire Code and Zoning Code.

Burden of proof for permits for certain noted projects pursuant to Code Section 17.20.041.D

1. **The proposed project is consistent with the general plan, zoning code, and any applicable design standards;** in that the proposed project is not consistent with zoning code where it does not comply with the thirty percent cumulative side yard setback requirement.
2. **The project will not unreasonably interfere with the use, possession, and enjoyment of surrounding adjacent properties;** in that the proposed addition aligned to the side yard setback of the existing nonconforming primary structure without complying with the cumulative side yard setback requirement may interfere with the use, possession, and enjoyment of surrounding and adjacent properties.
3. **That the height, bulk, scale, mass, and siting of the proposed project be compatible with the existing neighborhood, landforms, and surroundings;** in that, in terms of bulk, scale, and mass, the proposed project is not compatible with the existing neighborhood and surrounding where the siting continues to increase the degree of nonconformity.
4. **That the proposed project reflects the scale of the neighborhood in which it is proposed and does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from foothill village setting;** in that the additions onto the existing single family home does not reflect the scale of the neighborhood where the proposed square footage is two standard deviations greater than the top one-third of the neighboring homes according to Assessor's data.
5. **That the project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts;** in that the project where it lacks setback from the neighboring property may unreasonably interfere with views and privacy of neighbors.

- 6. For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.027(C), 17.30.045(B), (17.28.070(A)1 or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, the following:
 - a. **Innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, or generic, or “cookie-cutter” plans;** in that the existing Colonial Revival architectural style is not an innovative or noteworthy architecture, and proposed project is a standard and generic plan that does not further improve the architecture.
 - b. **Siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;** in that the proposed project does not maximize neighbor views and privacy where the siting encroaches onto the required side yard setback.
 - c. **High quality architectural details and building materials compatible with the overall project design;** in that the proposed project does not demonstrate high quality architectural detail and building material that is compatible with the overall project design where the proposed design and wood shingle is not reasonably compatible with Colonial Revival architectural style.

PURSUANT TO THE ABOVE FINDINGS, IT IS RESOLVED that the Planning Commission DENIES Discretionary Demolition Permit 18-09 and Design Review Permit 18-03.

The denial is final, unless appealed to the City Council in writing within ten (10) days following the adoption of this Resolution, pursuant to the provisions of Section 17.60.120 of the Sierra Madre Municipal Code.

The time in which to seek judicial review of this decision shall be governed by Code of Civil Procedure Section 1094.6. The Planning Commission Secretary shall certify to the adoption of this resolution, transmit copies of the same to the applicant and his counsel, if any, together with a proof of mailing in the form required by law and shall enter a certified copy of this resolution in the book of resolution of the City.

RESOLUTION OF DENIAL APPROVED, the 7th day of March, 2019, by the following vote:

Planning Commission Resolution 19-02
March 7, 2019

AYES: 5 (Hutt, Denison, Catalano, Pevsner, Spears)
NOES:
ABSTAIN:
ABSENT: 1 (Desai)



John Hutt, Chairperson
Sierra Madre Planning Commission

ATTEST:

Vincent Gonzalez, Director
Planning & Community Preservation Department

1
2
3
4
5
6
7

CITY OF SIERRA MADRE
PLANNING COMMISSION MINUTES
Regular Meeting of
Thursday, March 7, 2019 at 7:00 p.m.
City Council Chambers, 232 W. Sierra Madre Blvd.

8
9

CALL TO ORDER

10 Chair Hutt called the meeting to order at 7:05 p.m.

11
12

ROLL CALL

13
14 **Present:** Chair Hutt, Vice Chair Denison, Commissioners Catalano, Pevsner,
15 Spears

16 **Absent:** Commissioner Desai

17
18 **Staff:** Vincent Gonzalez, Director of Planning and Community Preservation
19 Clare Lin, Associate Planner
20 Jennifer Peterson, Administrative Analyst
21 Terri Highsmith, City Attorney
22
23

24

APPROVAL OF AGENDA

25 Commissioner Spears moved to approve the agenda. Commissioner Catalano
26 seconded. Motion carried unanimously.
27

28

REPORT OUT FROM CLOSED SESSION

29 City Attorney Highsmith reported that no action was taken.
30

31

APPROVAL OF MINUTES OF FEBRUARY 21, 2019

32 Commissioner Catalano moved to approve the minutes. Vice Chair Denison seconded.
33 Motion carried 4.0 with Commissioner Pevsner abstaining due to his absence.
34

35

AUDIENCE COMMENTS

36
37 David Gordon
38 460 Fairview

39 Mr. Gordon inquired if the Planning Commission will be reviewing any of the Kersting
40 Ct. proposals.
41

42 Director Gonzalez stated that he will reach out to the Community Services Department
43 to see if the Planning Commission is on calendar for a presentation.
44

45 Deb Sheridan
46 Valle Vista Dr.

47 Ms. Sheridan inquired about two building projects that she felt were too large for their
48 respective neighborhoods.

49 Anne Chesterman
50 Brookside Ln.
51 Ms. Chesterman spoke about the same projects as Ms. Sheridan, stating that both
52 projects seem to be taking up 80% of the lot.
53

54 **PUBLIC HEARING**

55
56 **1. DISCRETIONARY DEMOLITION PERMIT 18-09 (DDP 18-09) AND DESIGN**
57 **REVIEW PERMIT 18-04 (DRP 18-04)**

58 **91 E. Bonita Ave.**

59 **Applicant: Bryson Reaume**
60

61 Associate Planner Lin delivered the Staff Report and Power Point presentation.
62

63 Chair Hutt noted that the Commission had received a number of letters in support of the
64 project from neighbors.
65

66 Bryson Reaume

67 Applicant

68 Mr. Reaume shared his qualifications and history of the project.
69

70 Chair Hutt clarified that the project has not changed since the last meeting.

71 Mr. Reaume stated that he was not given clear direction for revision at the last meeting.

72 Chair Hutt clarified that the applicant is requesting a vote tonight, which Mr. Reaume
73 confirmed.
74

75 Marguerite Schuster

76 Mt. Wilson Trail

77 Ms. Schuster spoke against the project.
78

79 **Discussion**
80

81 Commissioner Spears stated that he could not see the colonial style or true
82 preservation of the existing structure. He stated that he did not hear in the staff report
83 about any architectural details that qualify as exceptional design. Commissioner Spears
84 also stated that he did not hear the applicant's defense of exceptional design, therefore
85 he was unable to make that finding.
86

87 Commissioner Denison stated that he has an issue with the request for setback
88 requirement relief, therefore he could not make the finding. He stated also that he felt
89 that putting a new veneer on a cookie cutter house does not qualify as exceptional
90 design and therefore could not make the finding.
91

92 Commissioner Catalano acknowledged the support letters. He stated that he is okay
93 with the demolition, but cannot make the findings for design review. Commissioner
94 Catalano felt that the set back is the primary issue. He also stated that he has less of a
95 problem with the facade, rather than the design quality.
96

97 Commissioner Pevsner stated that he was not present at original review. He stated that
98 the setback is a challenge, but the Colonial style is okay.

99
100 Chair Hutt stated that he is unable to make the findings for a number of reasons. He
101 stated that he is okay with the demolition as the property is not historic and no
102 preservation is necessary and referenced the Historic Resource Report which indicated
103 that this was an “average house.” Chair Hutt felt that the design of the proposed project
104 was not exceptional, and that the extension of the addition along the same building
105 plane without providing the required cumulative side yard setback is not ok. He stated
106 that he is unable to make the finding that this project is an exceptional design.

107
108 **Action: Commissioner Denison moved to deny Discretionary Demolition Permit**
109 **18-09 and Design Review Permit 18-04. Commissioner Spears seconded. Motion**
110 **carried unanimously.**

111
112
113 **2. DISCRETIONARY DEMOLITION PERMIT 19-02 (DDP 19-02), DESIGN REVIEW**
114 **PERMIT 19-01 (DRP 19-01), AND VARIANCE 19-01 (VAR 19-01)**
115 **535 Hermosa Ave.**
116 **Applicant: Michael Ying, Breland-Harper Architects**

117
118 Director Gonzalez delivered the Staff Report
119
120 Applicant
121 Detailed the history and scope of the project

122
123 Chair Hutt inquired if there is not net add in square footage, than a Design Review
124 Permit would not be required.
125 City Attorney Highsmith confirmed that a Design Review Permit is not required if no net
126 add square footage.

127
128 Deb Sheridan
129 Valle Vista Dr.
130 Ms. Sheridan stated that her main concern is the vine.

131
132 Applicant
133 Assured that the vine will be protected, and that they are trying to get ready for the
134 festival.

135
136 **Discussion**

137
138 Chair Spears acknowledged that the vine limits the options on the property, with
139 additions, exposure and parking.
140 Chair Spears stated that he could make the findings.

141
142 Commissioner Denison was in favor of the design, and that he wants to find a way to
143 approve, but that the challenge is the parking space. Commissioner Denison expressed

144 concern with getting a fire engine up and down the street. Commissioner Denison
145 stated that if not for the vine that he would not be able to recommend approval.

146
147 Commissioner Catalano stated that his main concern is the parking.

148
149 Chair Hutt stated that it is hard to make the variance findings, however, the presence of
150 the vine gets me there.

151
152 The Commission discussed the option of replacement of the Variance with a Minor
153 Conditional Use Permit. The Commission reviewed the findings for the Minor
154 Conditional Use permit, and agreed by consensus that a Minor Conditional Use Permit
155 would be more appropriate for this project.

156
157 ACTION – Commissioner Denison moved to approve Discretionary Demolition Permit
158 19-02, Design Review Permit 19-01 and Minor Conditional Use Permit. Commissioner
159 Spears seconded. Motion carried unanimously.

160
161 **Oral Communication**

162
163 **Audience**

164
165 None

166
167 **Planning Commission**

168
169 Commissioner Denison raised Accessory Dwelling Unit / Air BnB concerns.
170 Chair Hutt reminded the Commissioner that their Form 700 is due by April 1, 2019.
171 The Commission discussed their availability for second meeting in March and the first
172 meeting in April.

173
174 **Staff**

175
176 Director Gonzalez stated that there is one item on the agenda for March 21, 2019

177
178 Chair Hutt adjourned the meeting at 9:30 p.m.

179
180
181
182 _____
182 Secretary to the Planning Commission
183 Vincent Gonzalez, Director of Planning & Community Preservation

184
185
186



Planning Commission
STAFF REPORT

John Hutt, Chair
Thomas Denison, Vice-Chair
Joseph Catalano, Commissioner
Manish Desai, Commissioner
William Pevsner, Commissioner
Bob Spears, Commissioner

Vincent Gonzalez, Director
Planning & Community Preservation

DATE: March 7, 2019
TO: Planning Commission
FROM: Vincent Gonzalez, Director
PREPARED BY: Clare Lin, Associate Planner

SUBJECT: Discretionary Demolition Permit 18-09 (DDP 18-09) and Design Review Permit 18-04 (DRP 18-04) to allow demolition in part or in whole of roof structure, exterior and interior walls and framing for the construction of a 2,082-square-foot addition including a detached pool house to the existing 2,577-square-foot one-story single family residence; and to allow additions onto existing primary structures to be aligned with the existing legally constructed side yard setback of the primary structure on the property located at 91 East Bonita Avenue

RECOMMENDATION

Staff recommends that the Planning Commission approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 pursuant to Planning Commission Resolution 19-02, subject to the conditions of approval.

ALTERNATIVES

1. Approve the request for Discretionary Demolition Permit 18-09 and Design Review Permit 18-04, pursuant to Planning Commission Resolution 19-02, subject to the conditions of approval;
2. Approve the request for Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 with modifications;
3. Deny the request for Discretionary Demolition Permit 18-09 and Design Review Permit 18-04 citing the reasons and findings for denial;
4. Continue the subject project, and provide direction to staff and applicant.

EXECUTIVE SUMMARY

The applicant, Bryson Reaume, is requesting that the Planning Commission consider Discretionary Demolition Permit 18-09 (DDP 18-09) to demolish in part or in whole the roof structure, exterior and interior walls and framing of the existing 2,577-square-foot primary structure (house), storage shed and attached 525-square-foot two-car garage; and Design Review Permit 18-04 (DRP 18-04) to allow the construction of a 2,082-square-foot house addition including a 564-square-foot detached pool house onto the existing one-story single family residence; and allow the additions to be aligned with the existing legally constructed primary structure that encroaches into the required side yard setback. Total proposed floor area to be 5,184 square feet.

Pursuant to SMMC Section 17.60.056.C, no structure which was constructed seventy-five years or more prior to the date of application for review shall be demolished without a discretionary demolition permit. Pursuant to SMMC Section 17.20.027.C.3, approval of a design review permit is required to allow gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area, either by addition or new construction, and SMMC 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

At the February 7, 2019 meeting, the Planning Commission continued this matter to a date uncertain. Applicant has returned the project without any modification. Applicant is requesting that the Planning Commission vote accordingly.

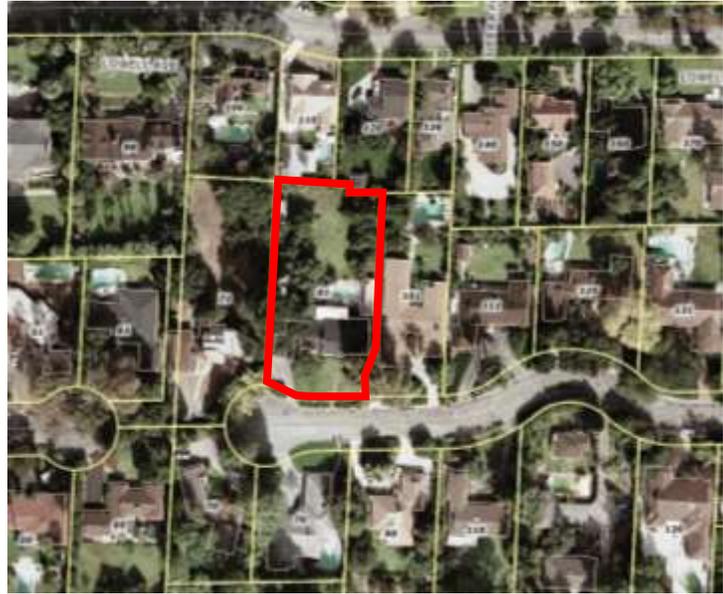
Staff recommends that the Planning Commission approve Discretionary Demolition Permit 18-09 and Design Review Permit 18-03 pursuant to Planning Commission Resolution 19-02, subject to the conditions of approval.

BACKGROUND

The subject property is a 27,740-square-foot rectangular lot located in the R-1 Zone (Single Family Residential) with a General Plan Land Use Designation of RL (Residential Low Density). The property is bounded by R-1 Residential uses. The adjacent properties to the north, east, and south are one-story residences, and properties to the west and southwest are two-story residences. The average floor area of the neighboring properties is 3,068 square feet, and the top one-third of the homes have an average of 4,307 square feet. The Assessor's data excludes the garage floor area from the neighborhood analysis calculation which is included herein as Exhibit C, Attachment 6.

The existing property has a single-story 2,577-square-foot structure and an attached 525-square-foot two-car garage built in 1942. In November of 2018, a Historical Resources

Evaluation Report (Report) were prepared by Sapphos Environmental Inc., included herein as Exhibit C, Attachment 7. The Report determined the property is ineligible for listing in the National Register, California Register or designation as a City Historic Landmark; and the proposed renovation project to the existing structure's potential impacts are less than significant.



*Aerial View of 91 E. Bonita Ave.
(Property outlined in Red)*

PROPOSED PROJECT

The proposed project involves the demolition in part or in whole of roof structure, exterior and interior walls, framing, sun room and laundry room, of the existing single story, single family residence to allow the construction of a 2,082-square-foot addition including: 1) an enclosure of a recessed area of the primary façade; 2) two new additions onto the rear of the building; 3) a new detached 564-square-foot pool house that will not be visible from public view; 4) roof of the enlarged garage altered with front-facing gabled roof with round window accent in the gable. Total proposed new floor area is 4,588 square feet with new 596-square-foot garage. The proposed additions are aligned with the existing building in the front and sides. The proposed two rear additions is aligned to the side of existing nonconforming structure which increases the degree of nonconformity to the side yard setback requirement; however, the rear addition cannot be seen from public view. SMMC allows additions onto an existing structure to be aligned with the legal constructed structure subject to the approval of Design Review Permit.

Pursuant to Sierra Madre Municipal Code Section 17.20.027.C.3, a Design Review Permit is required to allow any new construction with allowable gross floor area for all structures on a single lot that exceeds 3,500 square feet of floor area. Pursuant to Sierra Madre Municipal Code Section 17.20.050.B.2.b, single story additions onto existing primary structures, which result in an increase in gross floor area of greater than fifty percent of the original structure, may be aligned with existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

The proposed residence includes 4 bedrooms, 3 bathrooms, powder room, living room, dining room, kitchen, and den with a new detached pool house. Pool house includes a changing room and a bathroom set back 120 feet from the front property line. The existing 2-car garage will be enlarged by 71 square feet. The overall height of the primary structure

is 18'-0" with a cross gable roof configuration. The front yard setback remains at 50 feet, in compliance with the prevailing front yard setback calculation for the linear block. The side yard setbacks of 9'-3" and 12'-1" are aligned with existing primary structure, in sum, providing 21'-4" (20%) of cumulative side yard. The applicant is seeking relief from the requirement of cumulative side yard setback dimension of not less than (30%) of the width of the lot, totaling 31'-10". The rear yard setback is 77'-8", which is more than the required 15 feet.

The existing residence is designed in Colonial Revival architectural style. The proposed project intends to maintain the single-story volume of the structure while enhancing the Colonial Revival architectural treatments. Those treatments include replacing the supporting square posts of the street facing portico with new round columns, exterior walls reclad with coursed wood shingle siding, windows replaced with six over one within the existing openings. Front entryway with Chippendale-style broken pediment wood will be widened to incorporate sidelights flanking the doorway. The garage with side gable will be altered with a street facing gable with clearstory round window inset at the apex of the gable. The new roof will be charcoal asphalt shingles. The pool house will be simple exposed rafter and gable roof construction with shed roof on one side. The overall massing of the building is compatible and in proportion to other houses in the neighborhood. The existing structure will remain a single-story residence with low pitched roof, thereby minimizing privacy issues for neighbors.

A neighborhood analysis (Exhibit C, Attachment 6) has been conducted on the 18 properties that were notified within a 300-foot radius with Assessor's data. The analysis indicates that the proposed 4,588 square footage is 281 square feet greater than the average top one-third of the neighboring homes at 4,307 square feet, excluding non-habitable floor area. The site plan, building elevations sections, site photographs, and perspective renderings are attached herein as Exhibit C, Attachment 2, 3, 5 and 10.

Arborist Letter

An arborist review letter has been prepared by McKinley & Associates, Certified Arborist, to assess the viability of the proposed additions in relation to an existing sycamore tree. The existing structure is located approximately 10 feet from the margin of the sycamore tree's trunk. It is the opinion of the arborist that the sycamore tree can be protected in place in the context of the proposed design. The certified arborist's direction and the tree protection plan should be followed to include: Installing a 6 foot chain-link T-Panel fence at dripline of the tree until construction has been completed; avoid excavation within the dripline of the tree; remove any construction equipment, storage, and material within the dripline as illustrated in the landscape plan herein as Exhibit C, Attachment 12. The arborist also reviewed Low Impact Development plans and recommend the infiltration basin to be relocated to at least 20 feet from the east property line. Low Impact Development Plan and Conceptual Water Efficient Landscape plan is attached herein for reference as Exhibit C, Attachment 9; Sheet C-1 and LI.2.

PROJECT SUMMARY

Category	Existing	Proposed	Code Requirement / Allowed	Meets Code
Lot size	27,740 sf approximately (118'-7" wide X 233' deep)	No Change	7,500 (minimum)	Yes
Lot Coverage	12%	18.7%	Not to exceed 40%	Yes
Building Height	18'-0"	18'-0"	25 feet	Yes
Gross Floor Area	3,102 sq. ft.	5,184 sq. ft.	5,508 sq. ft.	Yes
Building Setbacks:				
<u>Front</u>	50'-0"	50'-0"	50 feet	Yes
<u>Sides</u>	Cumulative 21'-4" (20%)		Cumulative 31'-10" (30%)	No*
East	12'-1"	No Change	10'-0"	
West	9'-3"	No Change	21'-10"	
<u>Rear</u>	145'-4"	77'-8"	15 feet	Yes
Parking	2-car garage	2-car garage	2 spaces per dwelling unit in a garage or carport for dwelling units with maximum of four bedrooms	Yes

*Applicant is applying for a Design Review Permit to align to the side yard setback of the existing structure. Parcel lot width and side yard calculation is attached herein as Exhibit B.

ANALYSIS

FINDINGS FOR DISCRETIONARY DEMOLITION PERMIT

Pursuant to Code Section 17.60.056, approval of a Discretionary Demolition Permit requires that the following findings be made:

- 1. The structure proposed for demolition a) has no local, state or natural historic significance as determined by the historic resources survey pursuant to Code Section 17.60.056.D.1; or b) is deemed eligible for local listing or designation under the California Historic Resource Code 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted and/or a historical resources evaluation report with identified mitigation measures has been prepared that will allow the project to proceed with a certificate of appropriateness, including, but not limited to construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document;** in that the historic resources evaluation report prepared by Sapphos Environmental Inc. in November 2018 concludes that the structure is deemed not eligible for listing in the National Register, California Register, or designation as a City Historic Landmark.
- 2. That the proposed demolition activities will not unreasonably interfere with the use, possession, and enjoyment of surrounding and adjacent properties;** in that demolition is being undertaken according to all applicable requirements for demolition, including limitation to construction hours.
- 3. That there is a demonstrated need for the demolition activity requested;** in that demolition of the roof, exterior and interior wall and framing is needed for the new addition and interior renovation.
- 4. That the result of the demolition activity is consistent with the objectives of the General Plan;** in that the demolition complies with all requirements of the R-1 (Single Family Residential) Zone which codifies and implements the objectives of the General Plan with respect to Residential Low Density development.
- 5. That the public interest, convenience, and necessity require that the demolition activity be undertaken at the location requested;** in that the demolition is required while meeting all requirements of the California Building Code, the City's Fire Code and Zoning Code.

DESIGN REVIEW PERMIT FINDINGS:

The granting of a Design Review Permit is subject to the following findings pursuant to Code Section 17.60.041.D:

1. The proposed project is consistent with the general plan, zoning code, and any applicable design standards; in that the proposed project's use will remain single family residential, and is therefore consistent with the site's current General Plan designation of Residential – Low Density. The project complies with General Plan Objective L6 in that the project protects the privacy of surrounding properties as the proposed structure remains a single-story building with front setback remaining as existing and aligned with neighboring structures, thereby minimizing obstruction of any mountain views.

The legally constructed primary structure encroaches into the required side yard setback. The project is proposing to align the new addition with the existing building walls. Pursuant to Sierra Madre Municipal Code Section 17.20.050.B.2b, single-story additions onto existing primary structures, which result in an increase in gross floor area of greater than 50 percent of the original structure, may be aligned with the existing legally constructed side yard setback of the primary structure, subject to the approval of a design review permit.

2. The project will not unreasonably interfere with the use, possession, and enjoyment of surrounding adjacent properties; in that the proposed addition to the existing single family residence was designed to maintain the Colonial Revival characteristics of the existing home. The proposed project will remain one-story with the majority of the additions located behind the existing residence providing the same number of bedrooms. There will be no additional impact on off-site parking. The project also complies with the development standards in the R-1 Ordinance in regards to allowable floor area, lot coverage, and angle plane etc. The house has a front setback of 50 feet and the rear yard setback is 77'-8". Although the side yard setbacks are, 9'-3" and 12'-1" cumulatively 21'-4", the proposed additions remain compatible to its neighboring properties and cannot be seen from the public view, therefore, will not interfere with the project use, possession, and enjoyment of surrounding adjacent properties.

3. That the height, bulk, scale, mass, and siting of the proposed project be compatible with the existing neighborhood, landforms, and surroundings; in that, in terms of bulk, scale, and mass, the proposed project occupies 18.6% of the lot, the gross floor area and the height are below the requirement allowed by the Municipal Code. The neighborhood analysis (Exhibit C, Attachment 6) shows that the proposed square footage is consistent with the top one-third of the neighboring homes according to

Assessor's data. The proposed project also protects the existing sycamore tree on the front yard and is compatible with the existing neighborhood and surroundings.

4. That the proposed project reflects the scale of the neighborhood in which it is proposed and does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from foothill village setting; in that the additions onto existing single family home are consistent with the single story residential character of the adjacent neighborhood. Moreover, the 18'-0" high structure is of a typical height for one-story residential structures, and below the maximum 25'-0" height allowed by the Municipal Code, so it will not visually overpower or impact the privacy of the neighboring properties. The project design is well-proportioned relative to the site as well as to the foothill village setting of Sierra Madre, and will not overpower or dominate the neighborhood.

5. That the project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts; in that the residence does not unreasonably interfere with public views or the views and privacy of neighbors as the 18'-0" height is typical for single story buildings and below the maximum height allowed by the Municipal Code. Existing trees and foliage in the surrounding neighboring yards will negate the obstruction or privacy issues.

6. The proposed project exhibits a coherent project-wide design, and each structure or portion thereof (especially additions) on the site is compatible with other portions of the project, regardless of whether the same are publically visible; in that the proposed design is inspired by Colonial Revival architectural detailing depicting supporting design elements including a brick chimney, evenly spaced columns that support the front porch, false shutter, shingle siding and cross gable roof to achieve an overall coherent design that is consistent throughout.

7. For proposed projects seeking relief from development standards, where allowed, to accommodate characteristics of an identifiable architectural style (such as additional height, pursuant to section 17.20.020(A)), that the proposed project adheres to the norms of such identifiable architectural style and that such style is consistently carried through on all elevations of the building, regardless of whether the same are publically visible; in that the project proposes to apply the existing Colonial Revival design style, details and massing of the house to the rear addition; and whereas the Zoning Code allows the alignment of the addition with the existing legally constructed side yard setback of the primary structure.

8. For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.025(C), 17.30.040(B) or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, the following:

- a. Innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, or generic, or “cookie-cutter” plans;** in that proposed project is thoughtful that it remains as a one-story structure and the rear additions are not visible from public view. The proposed project is also responsive to the existing site by protecting the existing sycamore tree, and maintaining the existing Colonial Revival architectural style design aesthetic.
- b. Where applicable, adaptive reuse or other preservation and restoration of historic structures;** in that the finding is not applicable to the proposed project.
- c. Preservation of the natural landscape to the extent possible by such means as minimizing grade changes and retaining protected specimen trees;** in that the proposed project is built on existing footprints, proposed front enclosure and rear additions are away from protected tree on site. Landscape Plan with planting specimen details is attached herein as Exhibit C, Attachment 9. Furthermore, an arborist’s letter has been prepared to provide protective measures and recommended the infatuation basin to be 20 feet away from the sycamore tree.
- d. Siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;** in that the proposed structure works with the landform, preserves the existing front yard and side yard setbacks, and occupies 18.6% of the lot. The low pitched, single story residence does not impede views and privacy of adjacent properties.
- e. High quality architectural details and building materials compatible with the overall project design;** in that the project will be constructed in high quality material for the addition and renovation. The building material is complimentary to the design elements of the existing structure with references to white coursed wood shingle siding, decorative shutters, six over one double hung windows, exterior lantern lighting, carriage-style wood panel garage doors, clerestory circular window, and new shingle roof. The primary entryway is further enhanced with a portico supported by evenly spaced columns and incorporated sidelights flanking the doorway.

- f. Sustainable building and landscaping practices, especially water-saving features;** in that the proposed project will comply with all applicable building codes to satisfy sustainable building and landscaping practices including the Low Impact Development standards and Water Efficient Landscape Ordinances. The property will be landscaped using drought tolerant and native plants included herein as Exhibit C, Attachment 9.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, the Sierra Madre Public Library, and on the City's website.

ENVIRONMENTAL

The proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15301 Class 1 (e) Addition to existing structures of the California Environmental Quality Act (CEQA) in that it involves demolition, renovation and addition to one single family residence.

- Exhibit A: Planning Commission Resolution 19-02
Exhibit B: Parcel lot width and side yard calculation
Exhibit C: Attachments from Planning Commission Meeting February 7, 2019 (12)

- Attachment 1: Planning Application and Narrative
Attachment 2: Plans, Elevations and Section
Attachment 3: Site Photographs
Attachment 4: Reference to digital files
Attachment 5: Color Renderings
Attachment 6: Vicinity Map and Neighborhood Analysis
Attachment 7: Historic Evaluation Resources Reports
Attachment 8: Site Survey
Attachment 9: Conceptual Landscape Plans and LID Plan
Attachment 10: 3D Rendering
Attachment 11: Material Board
Attachment 12: Arborist Letter and Prevailing Front Yard Setback Calculation

ATTACHMENT 1:
PLANNING APPLICATIONS AND NARRATIVE

RECEIVED



City of Sierra Madre Planning Application Form

232 W. Sierra Madre Blvd. Sierra Madre, CA 91024
626-355-7135 Fax: 626-355-2251

Date Received
NOV 20 2018

CITY OF SIERRA MADRE
PLANNING & BUILDING
P.O. Hearing Date

Project Location 91 E. BONITA AVE. SIERRA MADRE, CA 91024

APN # 5767-037-040 **General Plan & Zoning** _____

Applicant Requests: DESIGN REVIEW

DRP Project No.
1804 DRP 1809
#209566

Type of Discretionary Review/Fee

Variance
\$ _____

Minor Variance
\$ _____

Conditional Use Permit
\$ _____

Minor Conditional Use Permit
\$ _____

Design Review (Administrative/
PC)
\$ 4970 /

Zone Change

General Plan
Amendment
\$ _____

Public Facilities Fee
\$ _____

Environmental Fee
\$ 169 /

Noticing Fee

Director 666 /
PC \$ _____
CC \$ _____

TOTAL \$ 5805 /

Applicant Information

Name: BRYSON REAUME

Address: 91 E. BONITA AVE.
SIERRA MADRE, CA 91024

- Owner
- Escrow
- Lessee
- Other



H/G: 213-272-0179
W: 213-272-0179



BRYSON@CITYCONSTRUCTORS.COM

If required:

COVENANTS, CONDITIONS AND/OR RESTRICTIONS:

SIERRA MADRE MUNICIPAL CODE (Sections) (For Office Use Only)

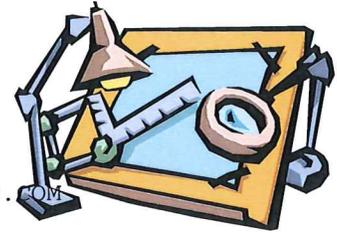
DRP PER SMMC 17.20.627.C.3 EXCEED 3500 SF
17.20.050.B.2.b. 75% ADJ. ALIGN
DRP PER 17.60.056 TO STRUCTURE

Owner Information (if different from Applicant)

Firm: SAME AS OWNER - BRYSON REAUME Contact: BRYSON REAUME

Address: 91 E. BONITA AVE. Phone: 213-272-0179

SIERRA MADRE, CA 91024 E-mail: BRYSON@CITYCONSTRUCTORS.COM



Architect Information

Company: COLE ARCHITECTS Contact: BETSY COLE

Address: 442 S. BOYLE AVE. Phone: 532-400-3306

LOS ANGELES, CA 90033 E-mail: BETSYJCOLE@GMAIL.COM

Engineer Information

Company: TANG ENGINEERS Contact: LONG TANG

Address: 5436 CADBURY ROAD Phone: 818-388-7540

WHITTIER, CA 90601 E-mail: TANG.ENGINEERS@GMAIL.COM

Appeal
If any person is aggrieved by a decision, an appeal may be filed to a higher decision-making body. For further information please contact the Department of Development Services for the procedure and time constraints.

For Office Use Only

Planning Commission

Date: _____

Action: _____

City Council Appeal

Date: _____

Action: _____

Tree Advisory Commission

Date: _____

Action: _____



Application Completeness: Only applications that include all of the required documents described on the following page will be deemed "complete." The Department of Planning and Community Preservation retains the right to review documents and determine that they are adequate in their ability to convey the applicant's request to the decision-making body. Applicants will be notified if the application is not complete within 30 days of filling the application and paying all required fees.

Refund: Applicants will be entitled to refunds of relevant fees only if an application has been submitted and received in error by City Staff. Fees will not be refunded to an applicant who decides not to pursue a project which has been submitted.

The City will work with one individual, or firm, who is the "applicant." It is expected that the applicant will convey all project related information to the individuals involved in the project.



Certification

I certify that I am the duly authorized applicant for this project. Further, I certify that all of the above information is true and correct. (If the undersigned is different from the legal property owner, a letter of authorization must accompany this form.)

I have read and agree to comply with the above stated conditions:

BRYSON KEARNEY
Name of Applicant

[Signature]
Signature

Name of 2nd Applicant

Signature

Design Review,

Variance and

Conditional Use

Permit applications
must include:

Descriptions and/or analysis to the required attached findings, in order to be deemed complete.

PLEASE NOTE: THE ABOVE SIGNATURE(S) MUST BE NOTARIZED.



CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

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

State of California }

County of Los Angeles }

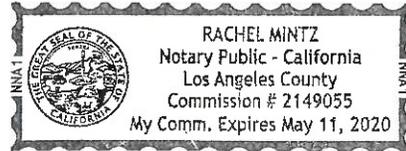
On November 7, 2018 before me, Rachel Mintz, Notary Public
(Here insert name and title of the officer)

personally appeared Bryson Reame,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Notary Public Signature (Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT
Planning Application Form
(Title or description of attached document)

page 3
(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- Individual (s)
 Corporate Officer

(Title)
 Partner(s)
 Attorney-in-Fact
 Trustee(s)
 Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he/she/they~~, is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.



Required Submittal Materials:

- Completed Planning Application Form
- PROJECT DESCRIPTION & ANALYSIS:** On **page 13**, describe the proposal including current use of the property, demolition (if any), proposed construction, proposed use and any other relevant information to the applicant request. Submit all information listed on the analysis form.
- SITE PLAN:** Attach a dimensioned site plan including all property lines indicating existing and proposed structures and the current and proposed use of all structures. Indicate the location of any structures within 5 feet of the abutting site(s). The site plan must indicate a north direction, the architect's name, the owner's name, existing trees & plant materials, internal & external right-of-ways, yard dimensions, and a scale. *To be included in two (2) blue print size (24"x36") sets of plans, due at the time of application submittal.*
- DIMENSIONED FLOOR PLANS:** Must indicate North direction, architect's name, owner's name, and a scale. *To be included in the set of plans, due at the time of application submittal.*
- ELEVATIONS:** Dimensioned elevations must be included for each side of the property. Elevations must identify the relevant property lines, natural & finished grade, and massing of structures on adjacent properties. *To be included in the set of plans, due at the time of application submittal.*
- COLORED PHOTOGRAPHS:** Include pictures of all four (4) directions (N, S, E & W) of existing site and abutting properties looking in and out. *One (1) set of photos due at the time of application submittal.*
- Fourteen (14) copies/sets of the following: 1) 3-hole punched 11"x17" reductions of site plan, floor plans, and elevations; 2) Colored photographs (3-hole punched). *These items to be submitted a minimum 10 days prior to Planning Commission hearing date.*
- ELECTRONIC COPY OF PLANS:** PDF format. *To be submitted a minimum 10 days prior to Planning Commission hearing date.*
- Colored rendering of front elevation
- Owner's Affidavit
- NOTIFICATION:**
A **300-foot-radius** map and the names of the property owners within a 300 foot radius is required.
Submit a master list and 2 (two) sets of typed labels listing all property owners and their addresses for purposes of mailing public hearing notices. *Note: A 150-foot-radius is required for Minor Variances or consent of abutting owners and owner directly across the street from the project site.
- Environmental Information Form
- SITE SURVEY:** The survey must be completed by a licensed surveyor and show existing grades, structures, and other relevant information. (If required by the Planning Department)
- Tree removal plan (if necessary) for review
- Entry onto Private Land. By submitting said form a property owner grants permission to staff and the Planning Commissioners the right to enter private property to evaluate the request.

(Continued on next page)



Required Submittal Materials:

(Continued from previous page)

- Conceptual Landscape Plan
- Three-dimensional perspectives of the proposed project in relation to all adjacent properties.
- Material sample board and catalogue cut sheets.
- Public Facilities Fee: Please check with Planning and Community Preservation staff if this fee applies to your project (Title 15; Chapter 15.52)

**All signatures must be notarized*



CONDITIONAL USE PERMIT FINDINGS

Before any conditional use permit is granted, the applicant shall show, to the reasonable satisfaction of the body hearing such matter, the existence of the following facts:

(Attach additional sheets as necessary)

- 1. That the site for the proposed use is adequate in size, shape, and topography, and location;

- 2. That the site has sufficient access to street which are adequate, in width and pavement type, to carry the quantity and quality of traffic generated by the proposed use;

- 3. That the proposed use is neither detrimental to the public health, safety and general welfare, nor will unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties;

- 4. That there is a demonstrated need for the use requested;

- 5. That the proposed use is consistent with the general plan, zoning and any applicable design standards;

- 6. That the use at the location requested would benefit the public interest and convenience;



ADMINISTRATIVE DESIGN REVIEW AND DESIGN REVIEW PERMIT FINDINGS

Pursuant to Section 17.60.041.D, before an administrative design review permit or a design review permit is granted, the applicant shall show, to the reasonable satisfaction of the reviewing authority, the existence of the following facts: *(Attach additional sheets as necessary)*

1. The proposed project is consistent with the general plan, zoning code and any applicable design standards.

Yes, the project is consistent with all of these items.

2. The proposed project will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties.

No, the project will not interfere with the adjacent properties at all.

All current neighbors have seen an approved project verbally.

3. The height, bulk, scale, mass and siting of the proposed project be compatible with the existing neighborhood, landforms and surroundings.

Yes, the height, bulk, scale and mass are very compatible.

4. The proposed project reflects the scale of the neighborhood in which it is proposed and that it does not visually overpower or dominate the neighborhood and is not ill-proportioned so as to produce either architecture or design that detracts from the foothill village setting.

Yes, the proposed project is in scale with all neighboring properties.

5. The proposed project neither unreasonably interferes with public views or the views and privacy of neighbors, produces unreasonable noise levels, nor causes material adverse impacts;

Yes, the project does not interfere with public views or privacy. It does not produce unreasonable noise levels or cause material adverse impacts.

6. The proposed project exhibits a coherent project-wide design, and each structure or portion thereof (especially additions) on the site is compatible with other portions of the project, regardless of whether the same are publically visible.

Yes, the project exhibits a coherent project wide design. All additions are very compatible with the overall project creating a beautiful home.



ADMINISTRATIVE DESIGN REVIEW AND DESIGN REVIEW PERMIT FINDINGS

(Continued from previous page)

- 7. For proposed projects seeking relief from development standards, where allowed, to accommodate characteristics of an identifiable architectural style (such as additional height pursuant to Section 17.20.027(A)), the proposed project adheres to the norms of such identifiable architectural style and that such style is consistently carried through on all elevations of the building, regardless of whether the same are publicly visible.

Yes, the project adheres to the existing architectural style.

- 8. For proposed projects that require discretionary review due to exceeding size thresholds (pursuant to Sections 17.20.025(C), 17.30.040(B), or similar), that the proposed is a superior project that would enhance its neighborhood and exhibit exceptional design through a combination of most, if not all, of the following:

- a. innovative, thoughtful and/or noteworthy architecture that is responsive to the specific site, rather than standard, generic, or "cookie-cutter" plans;

- b. Where applicable, adaptive reuse or other preservation and restoration of historic structures;

- c. preservation of the natural landscape to the extent possible by such means as minimizing grade changes and retaining protected and specimen trees;

- d. siting of structure in keeping with landforms and so as to maximize open space, public views, and neighbor views and privacy;

- e. high quality architectural details and building materials compatible with the overall project design; and

- f. sustainable building and landscaping practices, especially water-saving features.

This is our "forever" home which we purchased because we loved the original architecture of the building. Having been a historical renovation contractor for over 20 years, I have a very high level of respect for these homes.

We worked tirelessly with a designer, architect and landscape team that specializes in these types of homes to ensure everything that we've done adds value and pays respect to the original design intent and conforms to items A, B, C, D, E & F above. We plan to implement solar and greywater on item F. As you can see in our plans and renderings our architecture is far from cookie-cutter and extremely thoughtful. High quality materials will be used throughout the project.

I believe we have not only met, but exceeded all requirements above as shown in the attached documentation. Thank you again for your consideration.

**ADMINISTRATIVE DESIGN REVIEW AND DESIGN REVIEW PERMIT FINDINGS**

(Continued from previous page)

As used in this section, compatibility is not interpreted to mean simple repetition of existing form, mass, scale and bulk. Nor is compatibility interpreted to mean repetition of building style or detailing. Compatibility is based on consideration of a constellation of associated characteristics including building type, the property site plan, building mass and scale, and architectural material and expression. Compatibility comes from an identification of character-defining features of an area, and an applicant's thoughtful response to them within the design.

This section is not meant to be a perfunctory review of projects which comply with other development standards. Rather it is meant to impose significant, separate, and additional burdens on proposed projects with the understanding that in many cases satisfying such burdens may call for significantly reduced development intensity than is allowed otherwise under this title. By way of illustration and not limitation, (i) so as not to unreasonably interfere with views and privacy, a project proposed on a narrow or irregularly shaped parcel may accommodate significantly less second story floor area than would otherwise be allowed; (ii) so as not to unreasonably interfere with views and privacy, a proposed project with significant second story floor area may need to be set back farther from lot lines than otherwise allowed; (iii) to ensure compatibility with and not to visually overpower or dominate the neighborhood, the floor area of a proposed project in a neighborhood predominated by smaller homes may need to be much lower than allowed by objective criteria; (iv) to ensure compatibility with landforms, a project proposed on a parcel with steep slopes or irregular topography may have much more limited siting options than set back standards would allow and may need reduced height and/or floor area; and (v) to exhibit exceptional design through noteworthy architecture, the floor area of a proposed project may need to be much lower than allowed by objective criteria in order to allow space for articulation, variation in massing, covered porches, and other enhancing architectural features.

Additionally, as standard two-dimensional building elevations and other similar graphic materials typically do a poor job of depicting projects in context, it is recommended that applicants provide materials in addition to those otherwise required in order to demonstrate that their proposed projects satisfy the foregoing burdens. Such materials may include, but are not limited to, three-dimensional perspective renderings from multiple angles; photo simulations showing the sited project in relation to neighboring structures and landforms; comparisons of proposed building size, height, setbacks, etc. to surrounding structures; story poles; material and color boards; information on energy and water saving systems; and colored landscape plans showing protected and specimen trees and illustrating drought-tolerant landscaping, permeable paving and other water-saving features.



MINOR CONDITIONAL USE PERMIT FINDINGS

Upon consideration of any comments received, the Director of Planning and Community Preservation may approve, conditionally approve, or deny the proposed minor conditional use permit pursuant to the following findings:

- 1. That the proposed request will not be detrimental, or otherwise be inconsistent with the residential character of the neighborhood;

- 2. That the site of the proposed request is adequate in size, shape and topography to accommodate the request;

- 3. That the proposed request will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent property owners;

- 4. That here is a demonstrated need for the use requested;

- 5. That the proposed request will be arranged, designed, constructed, operated and/or maintained so as to be compatible with intended character of the surrounding area and shall not change the essential character of the surrounding area from that intended in the general plan.



VARIANCE FINDINGS

Before any zone variance is granted, the applicant shall show, to the reasonable satisfaction of the body hearing such matter, the existence of the following facts:

1. The conditions of the variance will assure that the adjustment thereby authorized will not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is situated.

2. The variance will not authorize a use or activity which is not otherwise expressly authorized by the zone regulation governing the parcel of property.

3. The applicant has shown that there are special circumstances applicable to the property involved, such as size, shape, topography, location or surroundings, which do not generally apply to other adjacent properties included in the same zone as the subject property.

4. The special circumstances make the granting of the zone variance necessary in order to facilitate a reasonable use of the property involved.

5. The variance will be consistent with the objectives of the general plan and the zoning ordinance.



MINOR VARIANCE FINDINGS

Burden of Proof and Conditions of Approval. The director must find or conditions must be imposed to insure that:

- 1. The project does not adversely impact the public health, safety, and welfare;

- 2. The design of the home is improved with the granting of the minor variance.



Project Description & Analysis: Please print a narrative **summary** of the proposed project within the box.

Proposal to renovate an existing 4 bedroom, 2 bathroom home into a 4 bedroom, 3.5 bathroom home. The existing facade to remain almost exactly as it is with the exception of the garage roof line changing. The additions will all be at the rear of the home to include pool house. Having been a historical renovation contractor for the last 15 years I have a deep respect for the history of our home and look forward to breathing new life into our "forever home". See attached narrative for more information about our renovations.

Fill in the following information:

Square Footage of Structures

Existing Dwelling	2,577 s.f.
Existing Garage	525 s.f.
Other Structure(s)	n/a
Proposed Structure	1,447 addition to home. 564 s.f. pool house. 71 s.f. addition to garage

Floor Area

Maximum Allowable Floor Area	5,508 s.f.
Existing Floor Area	3,102 s.f.
Proposed Floor Area	5,184 s.f.

Permissible Lot Coverage

Permitted Lot Coverage	27,740 x 40% = 11,096 s.f.
Existing Lot Coverage	12%
Proposed Lot Coverage	18.6%

Front Yard Setback

Required 50'

Existing 50'

Proposed 50'

Side Yard Setbacks

Required. 35'-6"

Existing 21'-4"

Proposed 21'-5"

Rear yard Setback

Required 15'

Existing 145'-4"

Proposed 77'-8"

Height

Existing 18'-0"

Proposed 18'-0"

Parking

Existing 2 covered

Proposed 2 covered, 1 uncovered





Any trees, shrubs, or vegetation to be removed? _____ NO x YES If YES, please describe type and total numbers.
 4 avocado trees. None of them on the Sierra Madre City protected list.

Proposed Landscaping includes:

New front yard landscape to include 2 new ornamental trees, 1 shade tree and various drought tolerant shrubs, bushes and flowers.
 New backyard landscape to include 1 new shade tree, 2 ornamental trees, 4-6 new fruit trees, and various drought tolerant shrubs, hedges, bushes and flowers.
 (See attached landscape plan.)

Any existing structure(s) to be demolished? _____ NO x YES If YES, please describe structure.
 An existing tin sun room and laundry room, both which were added after the original construction of the home, will be removed for the remodel.

Is the site on the Register of Historic Cultural Landmarks? x NO _____ YES

Will the site be graded? _____ NO x YES

Cubic Yards 30 Cut _____ Fill _____ Import x Export

Will a wall be constructed? _____ NO x YES

 3' Height 148' Length CMU Material

City of Sierra Madre

ENTRY ONTO PRIVATE LAND

In the performance of their functions, the members of the Planning Commission and the staff of the City of Sierra

Madre may enter upon my land located at 91 E. BONITA AVE.

and make examinations provided that the entries and examinations do not interfere with the use of the land by

those persons lawfully entitled to the possession thereof.



Signature of Land Owner

11/6/18

Date



City of Sierra Madre

OWNER'S AFFIDAVIT

I am the owner of the property located at 91 E. BONITA AVE.

I have read the foregoing application for the planning permits and know the contents thereof and give the City of Sierra Madre permission to process such permits.

I certify under penalty of perjury that the foregoing is true and correct.



Signature

Please print: Name BRYSON REAUME
Address 91 E. BONITA AVE.
SIERRA MADRE, CA 91024
Telephone 213-272-0179

PLEASE NOTE: THE ABOVE SIGNATURE MUST BE NOTARIZED.

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

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

State of California }

County of Los Angeles }

On November 7, 2018 before me, Rachel Mintz, Notary Public
(Here insert name and title of the officer)

personally appeared Bryson Deame,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT
Planning Application
(Title or description of attached document)

Form page 17
(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- Individual (s)
- Corporate Officer
_____ (Title)
- Partner(s)
- Attorney-in-Fact
- Trustee(s)
- Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/~~they~~- is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

City of Sierra Madre

OWNERSHIP LIST

I, BRYSON REARME, hereby certify that the attached list contains the Names, Complete Addresses, and Zip Codes of all persons to whom all property is assessed as they appear on the LATEST AVAILABLE ASSESSMENT ROLL OF THE LOS ANGELES COUNTY ASSESSOR*, within the area described and for a distance of three hundred (300) feet from the exterior boundaries of the property described as:

Legal Description:

91 E. BONITA AVE.
SIERRA MADRE, CA 91024

Assessor's Pin: 5767 — 037 — 040
5767 — 037 — 018
5767 — 037 — 036

Signature 

PLEASE NOTE: THE ABOVE SIGNATURE MUST BE NOTARIZED.

*Ownership information from other sources is not acceptable. Ownership roles may only be used for six months.

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

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

State of California }

County of Los Angeles }

On November 7, 2018 before me, Rachel Mintz, Notary Public,
(Here insert name and title of the officer)

personally appeared Bryson Pearce,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Handwritten Signature]

Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT
Planning Application
(Title or description of attached document)

Form page 18
(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- Individual (s)
 Corporate Officer

(Title)

- Partner(s)
 Attorney-in-Fact
 Trustee(s)
 Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he/she/they~~, is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

RECEIVED



City of Sierra Madre
Discretionary Demolition Application

232 W. Sierra Madre Blvd. Sierra Madre, CA 91024
626-355-7135 Fax: 626-355-2251

Date Received
DEC 20 2018

P.C. Hearing Date
CITY OF SIERRA MADRE
PLANNING & BUILDING

Project Location 91 E. BONITA AVE.
APN # 5767-037-040 General Plan & Zoning _____

Project No.

Applicant Requests: DESIGN REVIEW

Type of Discretionary
Review/Fee

Discretionary Demolition Permit
\$ _____

Applicant Information

Name: BRYSON TREAUME

- Owner
- Escrow
- Lessee
- Other

Address: 91 E. BONITA AVE.
SIERRA MADRE, CA 91024



H/C: 213-272-0179
W: 213-272-0179



bryson@cityconstructors.com

If required:

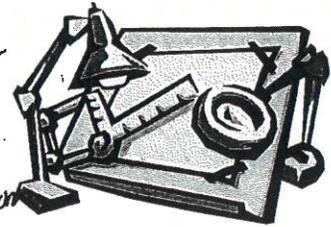
COVENANTS, CONDITIONS AND/OR RESTRICTIONS:

SIERRA MADRE MUNICIPAL CODE (Sections) (For Office Use Only)

Owner Information (if different from Applicant)

Firm: OWNER
 Address: 91 E BONITA AVE.
SIENA MARNE, CA 91024

Contact: Bryson Reaume
 Phone: 213-272-0179
 E-mail: bryson@cityconstructors.com



Architect Information

Company: NEGATIVE ARCHITECTS
 Address: 442 S. BOYLE AVE.
LOS ANGELES, CA 90033

Contact: BETSY COLE
 Phone: 532-400-3306
 E-mail: betsyjcole@gmail.com

Engineer Information

Company: TANG ENGINEERS
 Address: 5436 CADBURY ROAD
WHITTIER, CA 90601

Contact: LONG TANG
 Phone: 818-388-7540
 E-mail: tang.engineers@gmail.com

Appeal
 If any person is aggrieved by a decision, an appeal may be filed to a higher decision-making body. For further information please contact the Department of Planning and Community Preservation for the procedure and time constraints.

For Office Use Only

Planning Commission

City Council Appeal

Date: _____

Date: _____

Action: _____

Action: _____

Application Completeness: Only applications that include all of the required documents described on the following page will be deemed "complete." The Department of Planning and Community Preservation retains the right to review documents and determine that they are adequate in their ability to convey the applicant's request to the decision making body. Applicants will be notified if the application is not complete, within 30 days of filling the application and paying all required fees.

Refund: Applicants will be entitled to refunds of relevant fees only if an application has been submitted and received in error by City Staff. Fees will not be refunded to an applicant who decides not to pursue a project which has been submitted.

The City will work with one individual, or firm, who is the "applicant." It is expected that the applicant will convey all project related information to the individuals involved in the project.



Certification

I certify that I am the duly authorized applicant for this project. Further, I certify that all of the above information is true and correct. (If the undersigned is different from the legal property owner, a letter of authorization must accompany this form.)

I have read and agree to comply with the above stated conditions:

Bryson Reame
Name of Applicant

[Signature]
Signature

Name of 2nd Applicant

Signature

Discretionary Demolition applications must include:

Descriptions and/or analysis to the required attached findings, in order to be deemed complete.

PLEASE NOTE: THE ABOVE SIGNATURE(S) MUST BE NOTARIZED.

— SEE NOTARY IN ORIGINAL DESIGN REVIEW PACKAGE.



Required Submittal Materials:

Completed Discretionary Demolition Permit Application Form

HISTORIC ASSESSMENT: A written historic assessment or survey completed by a qualified historic preservation consultant selected from the listed maintained by the city which concludes that the property proposed to be demolished is not classified under the California Historic Resource Codes 1 to 5—eligible for local listing or designation, or a contributor to an existing or potential district - *SAPPHOS SEE ORIGINAL DESIGN APPLICATION.*

PROJECTS REQUIRING DISCRETIONARY APPROVAL: For projects that require a discretionary approval, e.g., conditional use permit, variance, minor conditional use permit, an application for the replacement development project consistent with the standards and requirements of the applicable zoning district must be submitted with this application. **

PROJECTS REQUIRING MINISTERIAL APPROVAL: For project that require a ministerial approval, e.g. Building Plan Check, please submit construction plans for the replacement development project consistent with the standards and requirements of the applicable zoning district along with this application. **

***Note: both the discretionary demolition permit and the application for the replacement project shall be reviewed concurrently and no discretionary demolition permit shall be approved unless and until the replacement development project is approved.*

AFFIDAVIT OF POSTING: Affidavit of posting of a sign at least 3 (three) feet by 4 (four) feet in size, located in a conspicuous place on the property abutting a public street or alley, identifying the property as the subject of an application for a demolition permit. (*Posting to be provided by City*)

DEMOLITION PLAN: A dimensioned site plan including all property lines showing all the existing structure(s), indicating that which is to be demolished. The site plan must include a north direction, the architect's name, the owner's name, existing trees & plant materials, internal & external right-of-ways, yard dimensions, and scale. *To be included in 2 (two) blue print size (24" x 36") sets of plans, due at the time of application submittal. SEE ORIGINAL DESIGN APPLICATION.*

DESCRIPTION & ANALYSIS: On **page 7**, describe the proposal including current use of the property and a description of the size and location of all structures proposed for demolition, and the proposed replacement project.

Owner's Affidavit

SITE SURVEY: The survey must be completed by a licensed surveyor and show existing grades, structures, and other relevant information. (If required by the Planning Department)

Tree removal plan (if necessary) for review by staff

Entry onto Private Land. By submitting said form a property owner grants permission to staff and the Planning Commissioners the right to enter private property to evaluate the request.

DISCRETIONARY DEMOLITION PERMIT (pursuant to Section 17.60.056)**DEFINITION:**

"Demolition" is defined as the destruction and removal, in part or in whole, of the foundation, exterior walls or roof structure, including supporting members of a single-family dwelling or duplex.

APPLICABILITY:

No single-family dwelling or duplex which was constructed seventy-five years or more prior to the date of the application for review shall be demolished without a discretionary demolition permit.

PROCEDURE:

The reviewing body for a demolition permit and accompanying replacement development project which would not require a conditional use permit under Section 17.60.030 is the planning director.

The reviewing body for a demolition permit and an accompanying replacement development project which would require a conditional use permit or minor conditional use permit is the planning commission.

EXCEPTIONS:

The following applications do not require a discretionary demolition permit:

1. Demolition of up to 25% or less of the exterior walls of the structure, when **all** of the following conditions exist:
 - A. The demolition is required for an addition/alteration to the structure that is permitted by code;
 - B. The addition is permitted at the same time as the requires demolition;
 - C. Neither the demolished portion of the structure nor the addition impacts the original front façade of the structure;
 - D. The site plan and all required permits for the remodel have been approved by the applicable city reviewing authority.
2. Demolition of any interior walls of any structure for the purpose of remodel, repair or maintenance, subject to any required permits;
3. Removal and Replacement, subject to any required permits, of exterior windows, doors, roof covering, foundation, exterior siding, architectural details and other structural or decorative elements deemed by the director of planning and community preservation to be minor alterations, where the materials used for maintenance and replacement do not alter the appearance, size, or character of the existing structure.;
4. Any proposed demolition of a structure constructed less than 75 (seventy-five) years from the date of the applications, which is subject to the provisions of Section 15.04.115;
5. Any proposed demolition of a historic landmark which is subject to the provisions of Section 17.80.090;
6. The director may rely on definitions and permitting processes in the municipal code to consider circumstances which do not meet the exact criteria defined in exceptions 1-5 above, to determine that a specific case meets the intent of one or more exceptions.

DISCRETIONARY DEMOLITION PERMIT—BURDEN OF PROOF

Before any demolition permit is granted, the application shall show, to the reasonable satisfaction of the reviewing body considering such matter, the existence of the following facts:

1. That the structure proposed for demolition:
 - A. Has no local, state or national historic significance as determined by the historic resources survey; or
 - B. Is deemed to be eligible for local listing or designation under the California Historic Resource Codes 1 to 5, or a contributor to an existing or potential district, with identified mitigation measures, including, but not limited to construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document;

CORRECT. ALL CONFIRMED IN SAPPPOS REPORT
DATED 11/19/18

2. That the proposed demolition activities will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties;

CORRECT.

3. That there is a demonstrated need for the demolition activity requested;

CORRECT.

4. That the result of the demolition activity is consistent with the objectives of the general plan;

CORRECT.

5. That the public interest, convenience, and necessity require that the demolition activity be undertaken at the location requested;

CORRECT.

Description & Analysis: Please print a narrative summary of the extent of demolition to include the size and location of all structures proposed for demolition, and the proposed replacement project.

DEMOLITION OF A 378 S.F. SUN ROOM LOCATED ON THE BACK OF THE HOUSE. THE SUN ROOM WAS ADDED ON AND IS NOT ORIGINAL TO THE HOME.

DEMOLITION OF A 56 S.F. LAUNDRY ROOM ON THE SIDE OF THE HOUSE. THE LAUNDRY ROOM WAS ADDED ON AND IS NOT ORIGINAL TO THE HOME.

REPLACEMENT PROJECT. SEE ORIGINAL DESIGN REVIEW APPLICATION WITH ALL DETAIL.

City of Sierra Madre

ENTRY ONTO PRIVATE LAND

In the performance of their functions, the members of the Planning Commission and the staff of the City of Sierra

Madre may enter upon my land located at 91 E BONITA AVE.

and make examinations provided that the entries and examinations do not interfere with the use of the land by

those persons lawfully entitled to the possession thereof.



Signature of Land Owner

11/6/18

Date



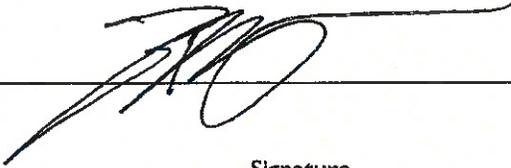
City of Sierra Madre

OWNER'S AFFIDAVIT

I am the owner of the property located at 91 E. BONITA AVE, SIERRA MADRE, CA 91024

I have read the foregoing application for the planning permits and know the contents thereof and give the City of Sierra Madre permission to process such permits.

I certify under penalty of perjury that the foregoing is true and correct.



Signature

Please print:

Name

BRYSON REAUME

Address

91 E. BONITA AVE.

SIERRA MADRE, CA 91024

Telephone

213-272-0179

PLEASE NOTE: THE ABOVE SIGNATURE MUST BE NOTARIZED.

**SEE ORIGINAL APPLICATION FOR NOTARY PAGES.*

City of Sierra Madre

AFFIDAVIT OF POSTING

The undersigned deposes and says:

I, BRYSON REAUME, am the owner, or the authorized agent of the owner, of property subject to _____
(Case Number)

I further state that I posted a notice of pending application at property located at

_____ on _____ pursuant to Code Section 17.60.056 which re-
(Project Address) (Date)
quires posting of a sign at least three feet by four feet in size, located in a conspicuous place on the property abut-
ting a public street or alley, identifying the property as the subject of an application for a demolition permit. A pho-
tograph of the posted notice is attached herein for reference.

Signed this ___ day of _____, 20__.

SIGNED: _____

Mailing Address: _____

Phone No.: _____

PLEASE NOTE: THE ABOVE SIGNATURE MUST BE NOTARIZED.

December 15, 2018

City of Sierra Madre
Planning Department
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

Project Narrative: 91 E. Bonita Ave, Sierra Madre, CA 91024

Renovation of existing home with the addition of a pool and pool house.

Renovation an existing 4-bedroom, 2-bathroom home into a 4-bedroom, 3.5-bathroom home. The existing facade to remain almost exactly as it is with the exception of the garage roof line changing pitch to create more depth and curb appeal for the home.

The additions will all be at the rear of the home to include a 564 s.f. pool house. The materials of the home have been selected to ensure low maintenance, high quality resistance.

The proposed landscape will consist of drought tolerant/ native plants and drip irrigated. Ground cover will consist of gravels in walkable areas and mulch in planters. The landscape plan will conform to current LID standards.

Key notes:

- The driveway leading to the garage will be constructed of concrete and permeable pavers.
- The exterior walls will be covered with plaster and shingle siding. Both wall coverings are highly durable, resistant to rot and insects,
- The existing roof will be removed, framing members and sheathing inspected for damage and repaired as needed and new roof installed.
- The roof will be charcoal asphalt shingle.

- Any damaged material to be repaired or replaced.
- New windows throughout to match the style and history of the home.
- Some Interior walls to be removed and new walls to be installed per plan.
- Existing electrical to be removed and new electrical to be installed.
- Existing HVAC to be removed and new HVAC installed.
- Existing plumbing to be removed and new plumbing installed.
- All drywall to be removed and new drywall installed.
- Batt insulation to be placed in roof and walls.
- Interior to be primed and painted.
- New cabinetry and millwork throughout the home.
- New AV systems throughout the home.

Having been a historical renovation contractor for the last 15 years I have a deep respect for the history of our home and look forward to breathing new life into our "forever home".

We have provided color elevations, 3D renderings, Landscape plans and a design pallet board as well. If you have any other questions please don't hesitate to ask.

Kind regards,

Bryson Reaume

Homeowner

213-272-0179

bryson@cityconstructors.com

ATTACHMENT 2:
PLANS, ELEVATIONS AND SECTIONS

PERSPECTIVE



SCOPE OF WORK

1. REMODEL AND ADDITION OF (E) S.F.D
2. NEW REAR DECK
3. NEW UNUSUWUO

DRAWING INDEX

- GENERAL
- G00 COVER SHEET
 - G30 TITLE 24 REPORT - ADDITION
 - G31 TITLE 24 REPORT - ADU
- CIVIL
- C00 SURVEY
- ARCHITECTURAL
- A10 PROPOSED SITE PLAN & AREA PLAN
 - A11 EXISTING FLOOR PLAN AND ROOF PLAN
 - A12 DEMO FLOOR PLAN AND ROOF PLAN
 - A13 PROPOSED FLOOR PLAN
 - A14 POOL HOUSE FLOOR PLAN
 - A16 PROPOSED ROOF PLAN
 - A20 ELEVATIONS
 - A21 POOL HOUSE ELEVATIONS AND SECTIONS
 - A30 SECTIONS
 - A31 SECTIONS
 - A80 SCHEDULES

PROJECT DATA

HISTORIC: NO
 A.P.N.: 5767-037-040
 LEGAL DESCRIPTION:
 RE SURVEY OF THE G B DAVIS TRACT LOT COM W ON N LINE OF BONITA AVE 90 FT FROM MOST S COR OF LOT 3 TR NO 25185 TH N 3¢ 06'30" E 25.05 FT TH N 20¢25'13" E 33 ... SEE MAPBOOK FOR MISSING PORTION ... 15" W TO SD N LINE TH E THEREON TO BEG

ZONING: R-1-15 (ONE FAMILY RESIDENTIAL, MIN. 15,000)
 TYPE OF CONSTRUCTION: V-B
 ZONING: R-1 - RESIDENTIAL
 LOT SIZE: 27,740 S.F.
 ALLOWABLE FLOOR AREA: 5,508 S.F.
 EXISTING ASSESSOR AREA: 2,577 S.F.
 EXISTING BUILDING AREA:
 (E) HOUSE: 2,577 S.F. (PER ASSESSOR'S RECORDS)
 (E) ATTACHED GARAGE: 525 S.F.
 (E) COVERED FRONT PORCH: 248 S.F. (EXEMPT)
 (E) TOTAL: 3,350 S.F.

PROPOSED NEW BUILDING AREA:
 (N) HOUSE: 3,877 S.F.
 (N) ATTACHED GARAGE: 591 SF
 (N) UNCOVERED REAR PORCH: 730 S.F. (EXEMPT)
 (E) COVERED FRONT PORCH: 248 S.F. (EXEMPT)
 (N) POOL HOUSE 564 S.F.
 (N) TOTAL: 5,111 S.F.

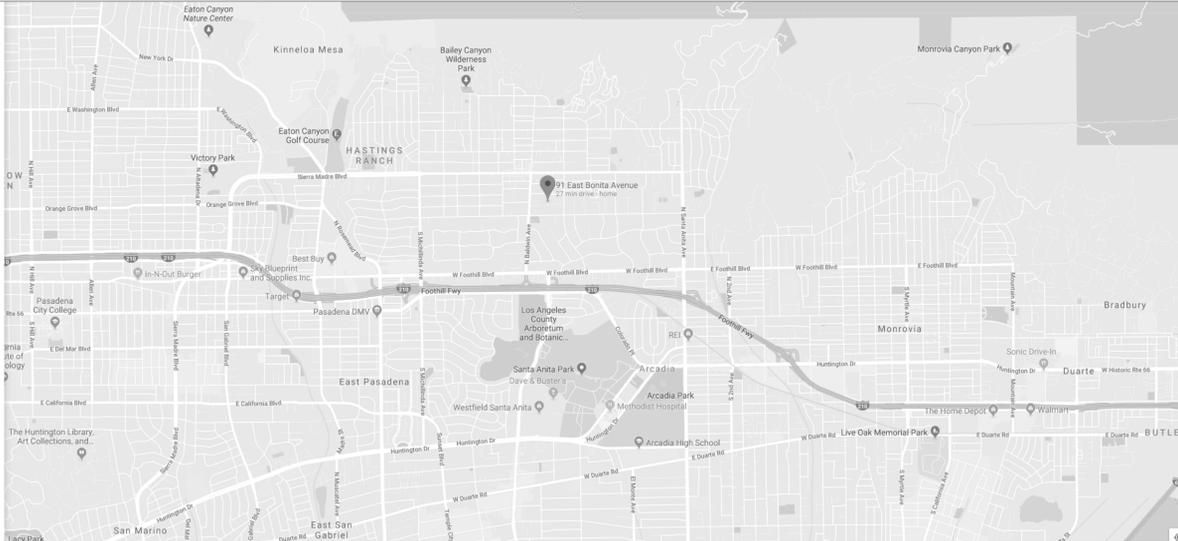
REAUME RESIDENCE

91 E BONITA AVE
 SIERRA MADRE, CA 91024

OWNER:
 BRYSON AND MONICA REAUME
 91 E. BONITA AVE.
 SIERRA MADRE, CA 91024
 213.628.8882

PLAN SET:
 BETSY COLE
 442 S. BOYLE AVE.
 LOS ANGELES, CA 90033
 532.400.3306

VICINITY MAP



PROJECT DIRECTORY

OWNER:
 BRYSON AND MONICA REAUME
 91 E. SIERRA BONITA AVE.
 SIERRA MADRE, CA 91024
 213.628.8882

ENGINEERING:
 LONG TANG
 TANG.ENGINEERS@GMAIL.COM

PLAN SET:
 BETSY COLE
 442 S. BOYLE AVE.
 LOS ANGELES, CA 90033
 562.400.3306
 BETSYJCOLE@GMAIL.COM

DESIGNER:
 ROBERT FRANK INTERIORS
 300 SOUTH RAYMOND AVENUE, SUITE 12
 PASADENA, CALIFORNIA 91105
 626.765.1750
 INFO@ROBERTFRANKINTERIORS.COM

ADDED AREAS
 AREA ADDED TO HOUSE: 1,447 S.F.
 AREA ADDED TO GARAGE: 71 S.F.
 NEW POOL HOUSE: 564 S.F.
 TOTAL ADDED AREA: 2,082 S.F.

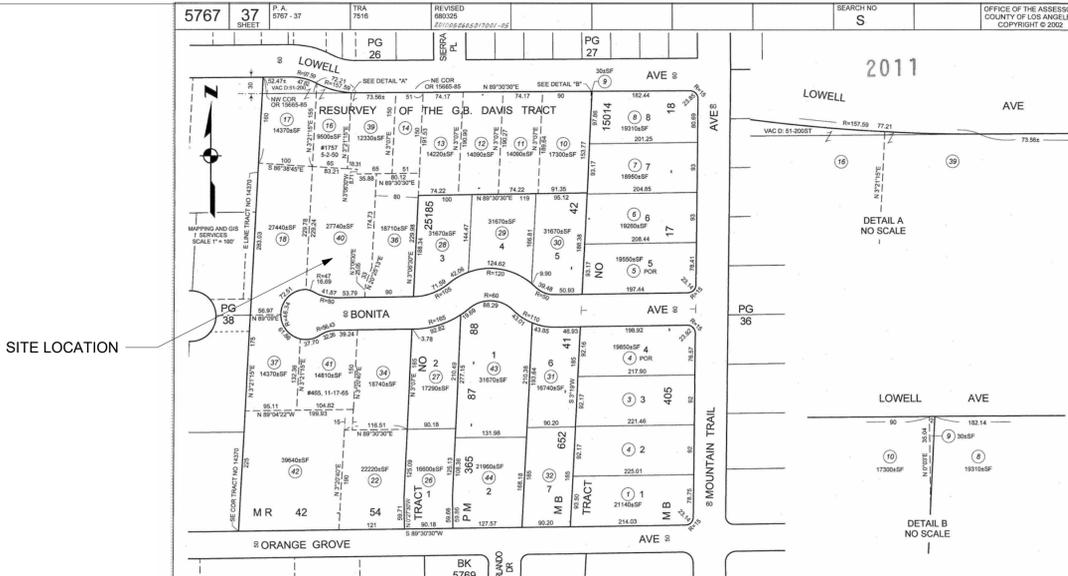
GOVERNING CODES:
 2016 CBC, CEC, CFC, CMC, CPC;
 2016 EES; 2016 TITLE 24 CBC,
 2016 CAL GREEN BUILDING STANDARDS
 AHJ AND LOCAL CODES AND NFPA.

PROPOSED PROJECT TO BE FIRE SPRINKLERED

ISSUES:

NO.	DATE	DESCRIPTION

ASSESSOR MAP



NOT FOR CONSTRUCTION

COVER SHEET

Project Issue Date 11/01/18

G00

Scale

REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

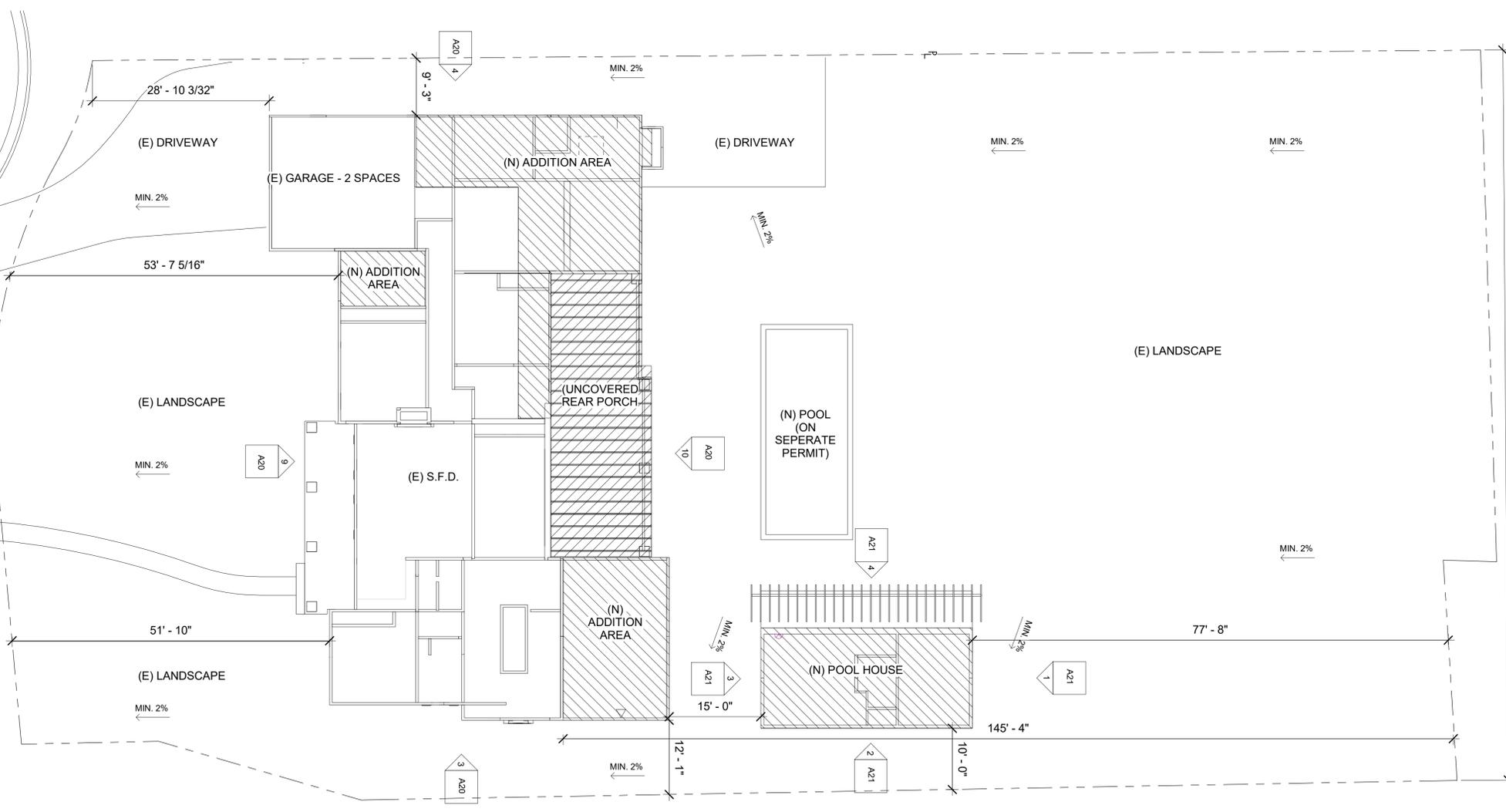
PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

AREA SCHEDULE - UNIT AREAS	
NAME	AREA
(E) HOUSE TO REMAIN	2577SF
(N) HOUSE AREA	810SF
(N) HOUSE AREA	521SF
(N) HOUSE AREA	116SF
(E) GARAGE	525
(N) GARAGE AREA	71
(N) POOL HOUSE	564SF
GRAND TOTAL	5184SF



2 AREA PLAN
1/16" = 1'-0"

E. BONITA AVE



ISSUES:

NO.	DATE	DESCRIPTION

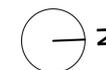
NOT FOR CONSTRUCTION

PROPOSED SITE PLAN & AREA PLAN

Project Issue Date 11/01/18

A10

Scale As indicated



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

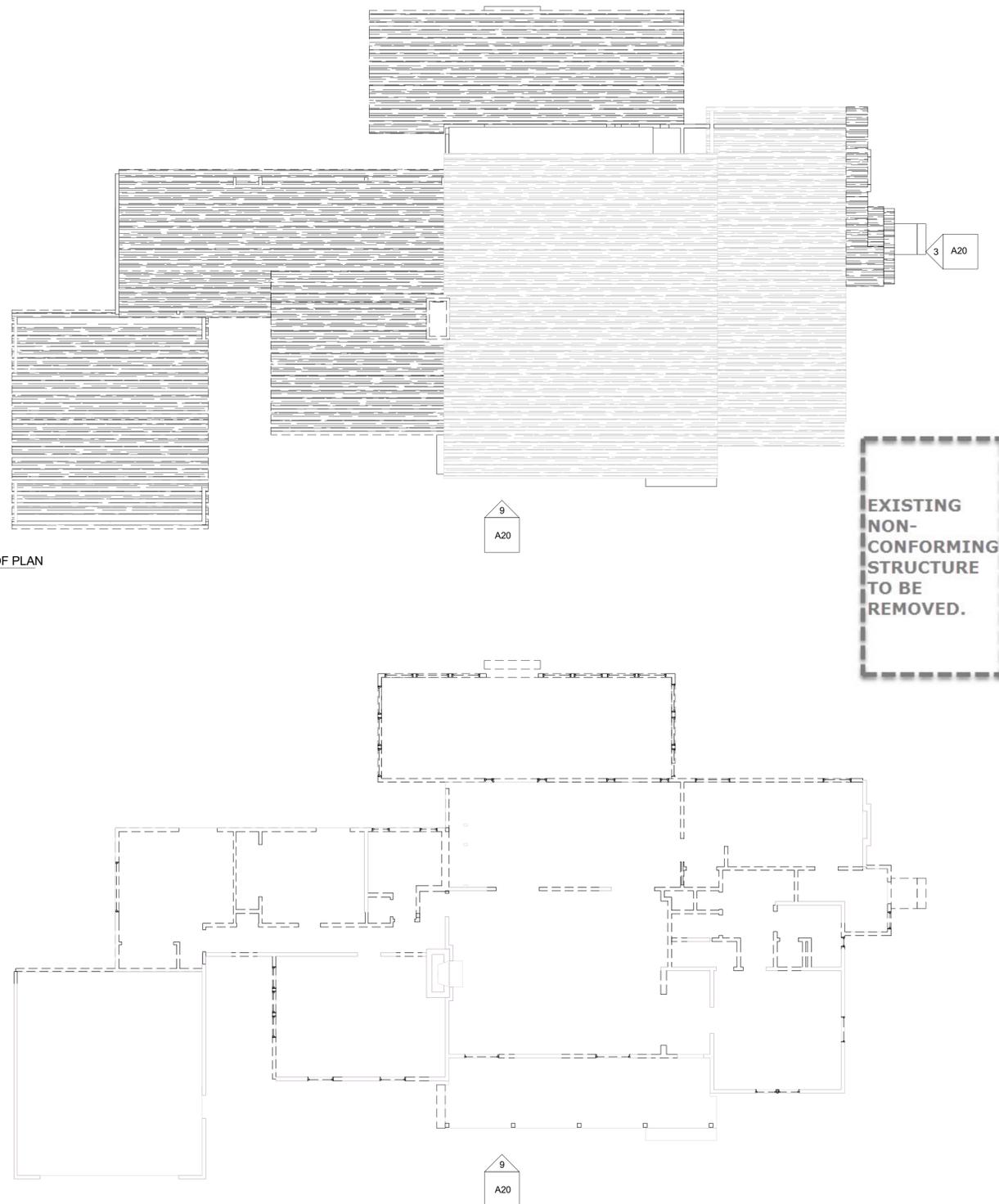
NOT FOR
CONSTRUCTION

DEMO FLOOR PLAN AND ROOF PLAN

Project Issue Date 11/01/18

A12

Scale 1/8" = 1'-0"



② DEMO ROOF PLAN
1/8" = 1'-0"

① DEMO FLOOR PLAN
1/8" = 1'-0"



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

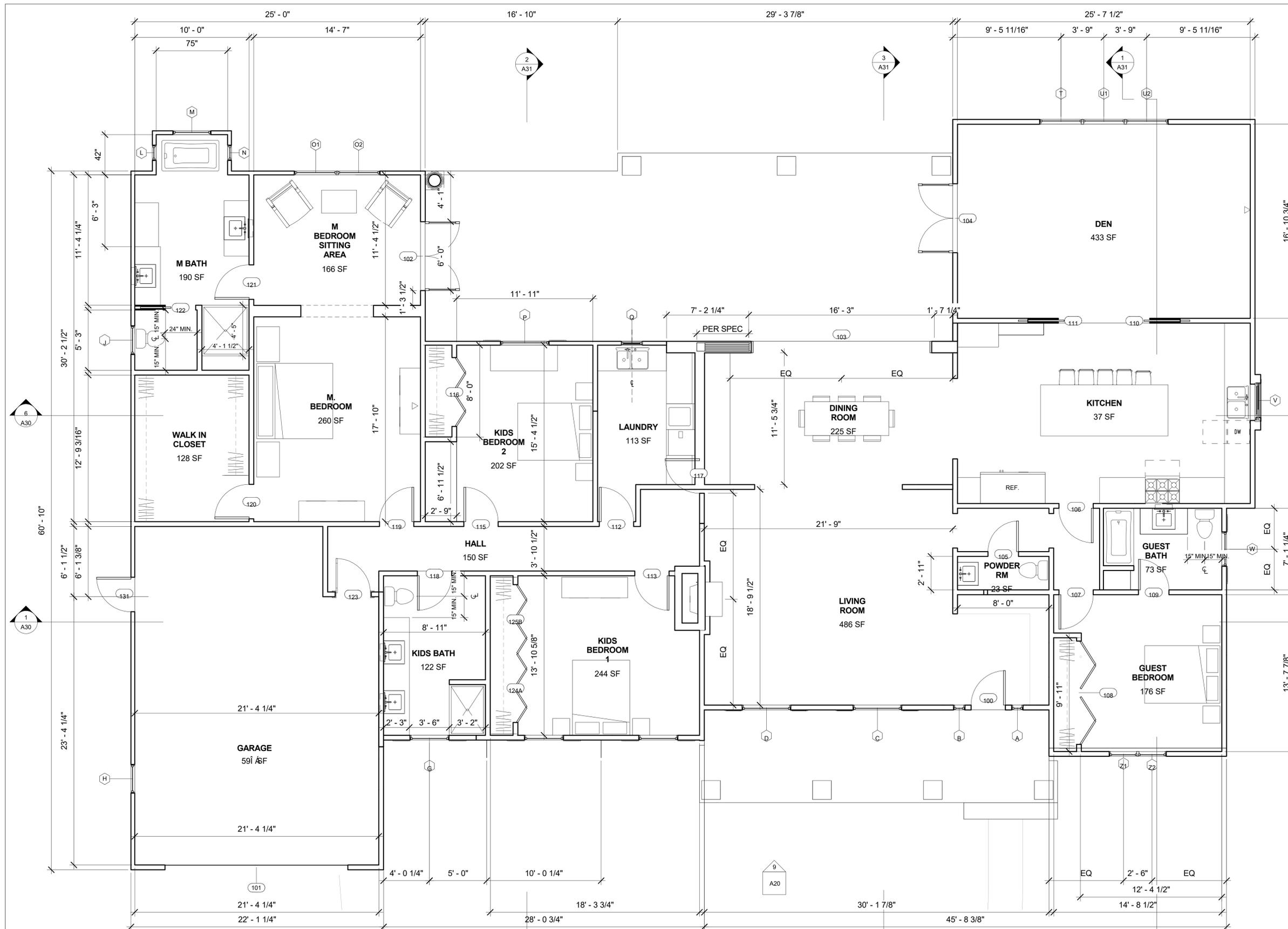
NOT FOR
CONSTRUCTION

PROPOSED FLOOR PLAN

Project Issue Date 11/01/18

A13

Scale 1/4" = 1'-0"



1 PROPOSED 1ST FLOOR PLAN
1/4" = 1'-0"



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

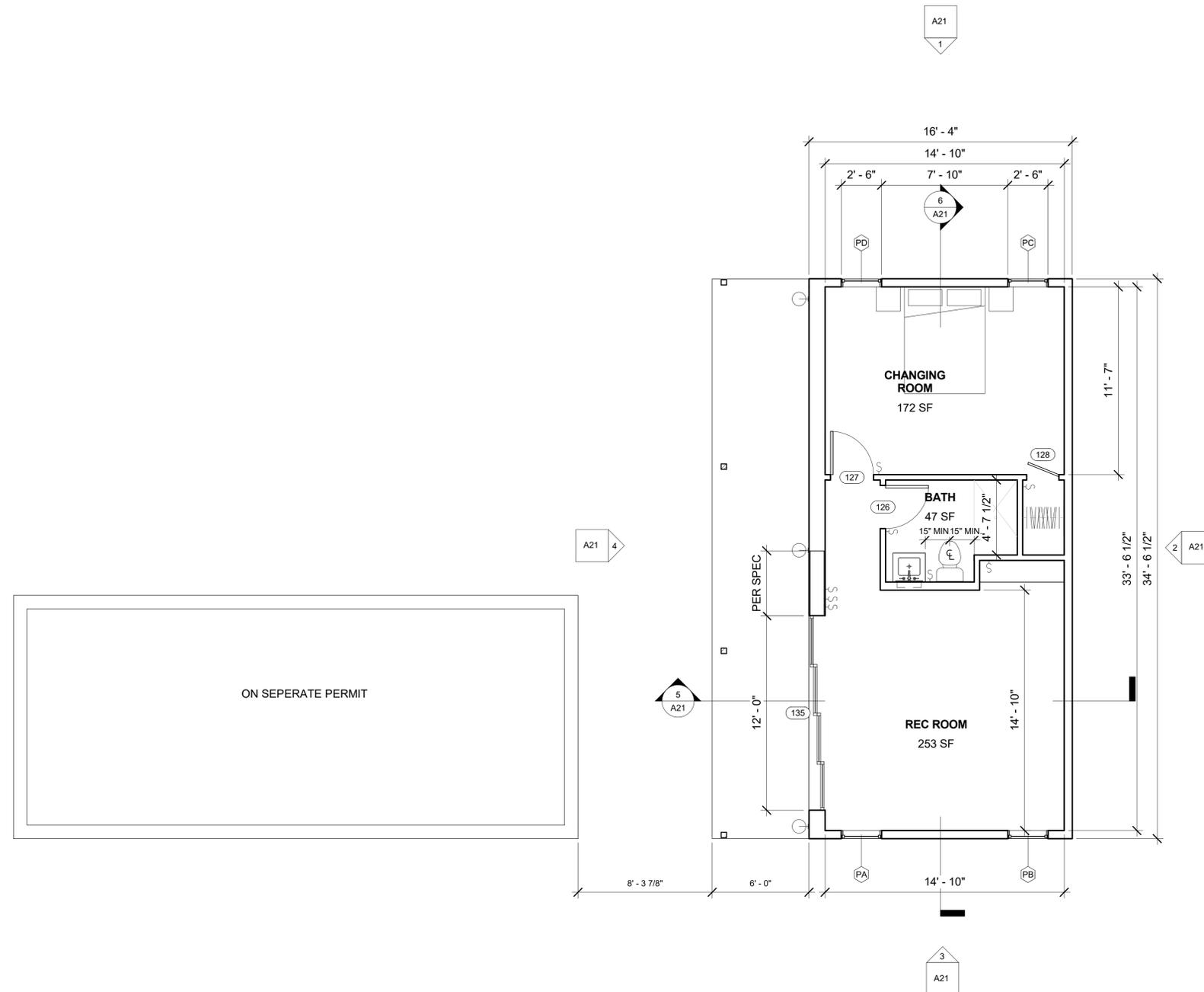
NOT FOR
CONSTRUCTION

POOL HOUSE FLOOR PLAN

Project Issue Date 11/01/18

A14

Scale 1/4" = 1'-0"



PROPOSED 1ST FLOOR PLAN - POOL HOUSE
1/4" = 1'-0"

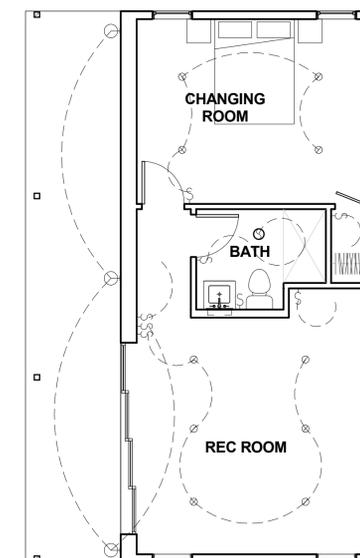


REAUME RESIDENCE

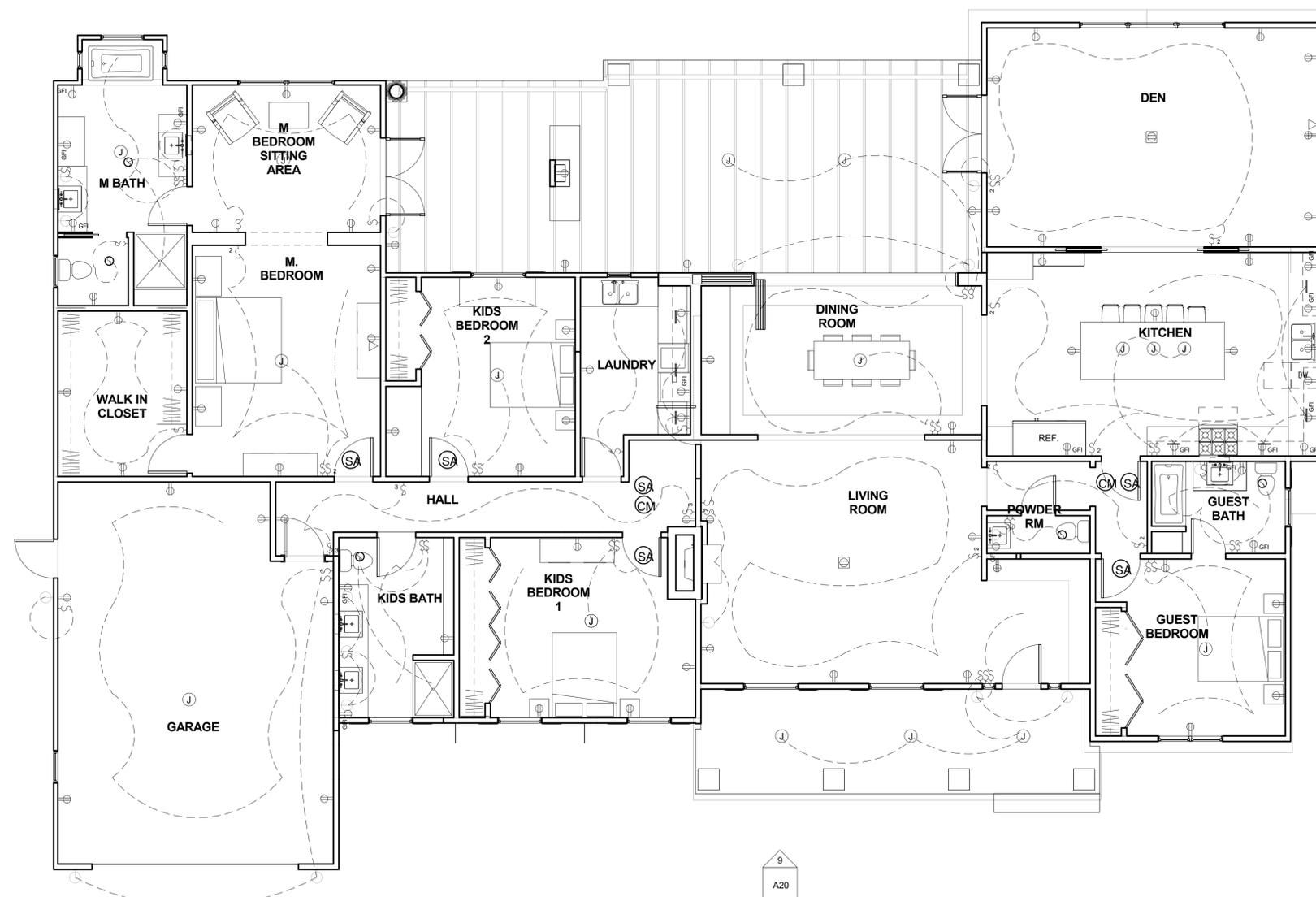
91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306



PROPOSED 1ST FLOOR PLAN - POOL HOUSE ELECTRICAL
② 3/16" = 1'-0"



PROPOSED 1ST FLOOR PLAN - ELECTRICAL
① 3/16" = 1'-0"

ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

POWER AND LIGHTING PLAN

Project Issue Date 11/01/18

ZA17

Scale As indicated



SYMBOL LEGEND

	SMOKE ALARM
	CARBON MONOXIDE ALARM
	EXHAUST FAN
	CAN LIGHT
	OUTLET DUPLEX / TRIPLEX
	FLOOR OUTLET
	SCONCE
	JUNCTION BOX
	WALL SWITCH
	UNDERCOUNTER LIGHTING

- SMOKE DETECTORS:
*SHALL BE 110V INTERCONNECTED W/ BATTERY BACKUP
*SHALL BE INSTALLED ON EACH FLOOR AND IN ALL BEDROOMS
*SHALL BE INSTALLED OUTSIDE EACH SEPERATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF THE BEDROOMS.
*SHALL BE LISTED IN ACCORDANCE WITH UL217 & INSTALLED PER THE HOUSEHOLD FIRE WARNING EQUIPMENT PROVISIONS OF NFPA72.
- BATHROOM EXHAUST FANS TO BE CAPABLE OF 50 CFM. KITCHEN EXHAUST FANS TO BE CAPABLE OF 100 CFM.
- EXHAUST FANS TO COMPLY WITH THE FOLLOWING: FANS SHALL BE ENERGY STAR COMPLIANT AND BE DUCTED TO TERMINATE TO THE OUTSIDE OF THE BUILDING.
- EXTERIOR LIGHTING WILL BE SHIELDED AND DIRECTED AWAY FROM RESIDENTIALLY ZONED LOTS

REAUME RESIDENCE

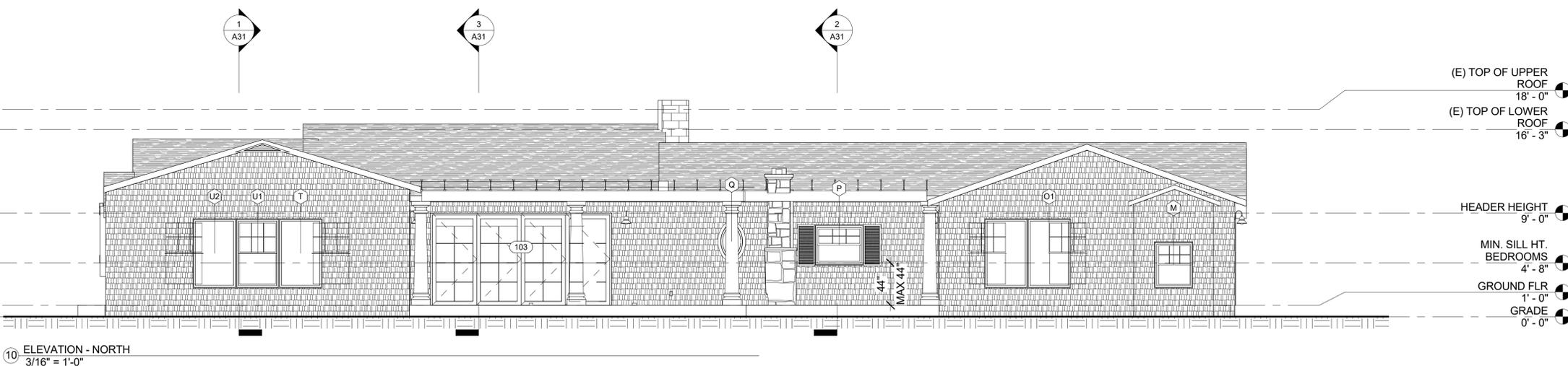
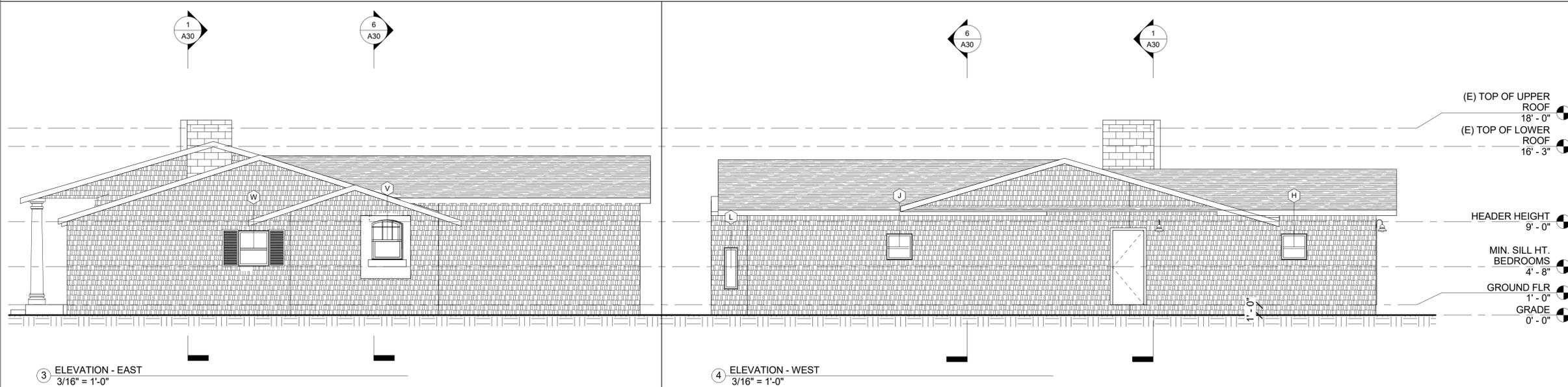
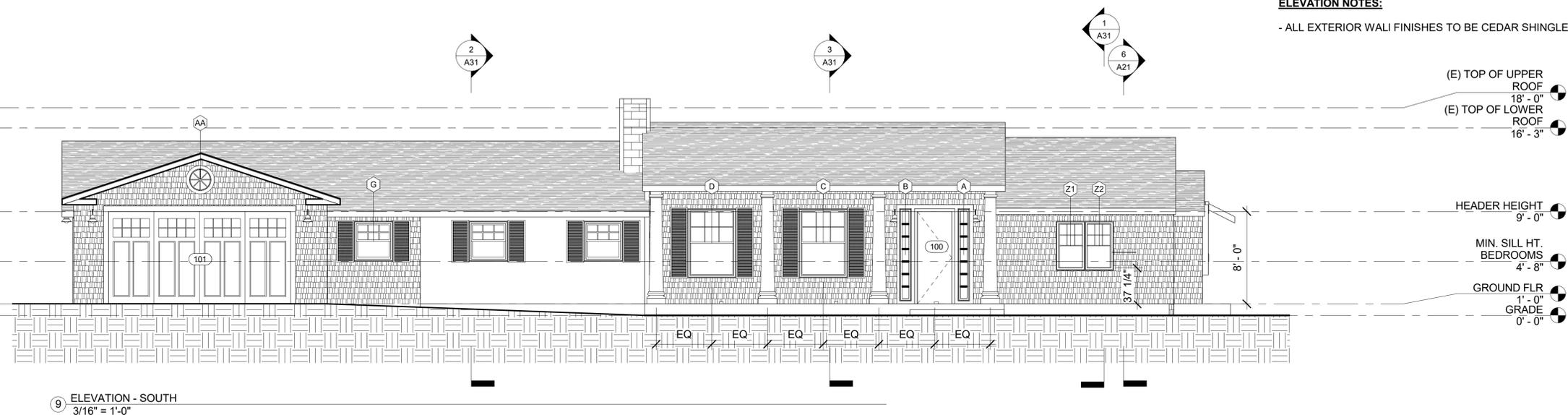
91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ELEVATION NOTES:

- ALL EXTERIOR WALL FINISHES TO BE CEDAR SHINGLE



ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

ELEVATIONS

Project Issue Date 11/01/18

A20

Scale As indicated

REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

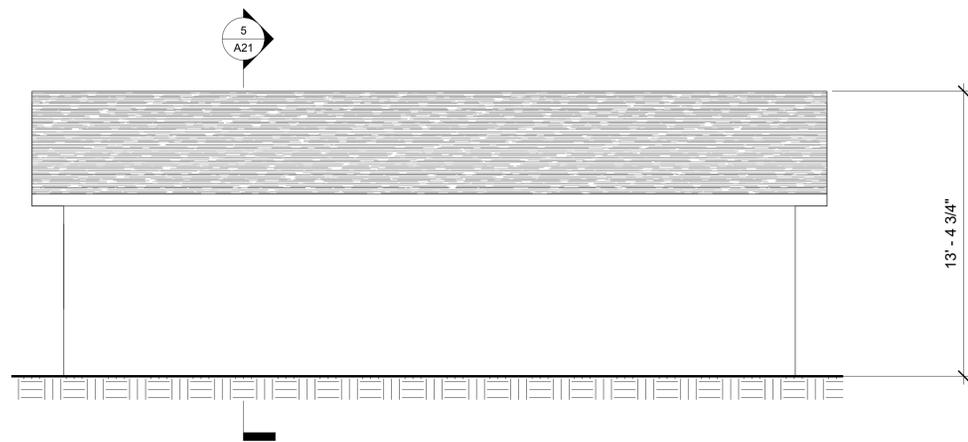
NOT FOR
CONSTRUCTION

POOL HOUSE ELEVATIONS AND SECTIONS

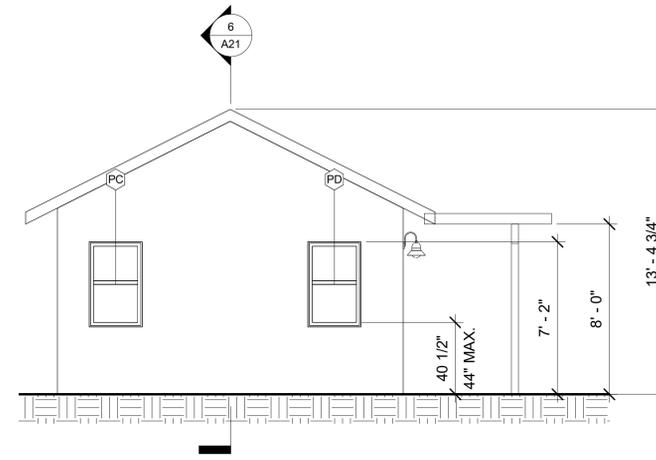
Project Issue Date 11/01/18

A21

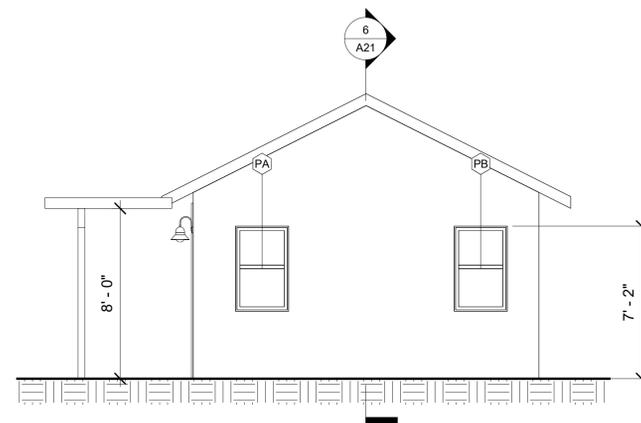
Scale 1/4" = 1'-0"



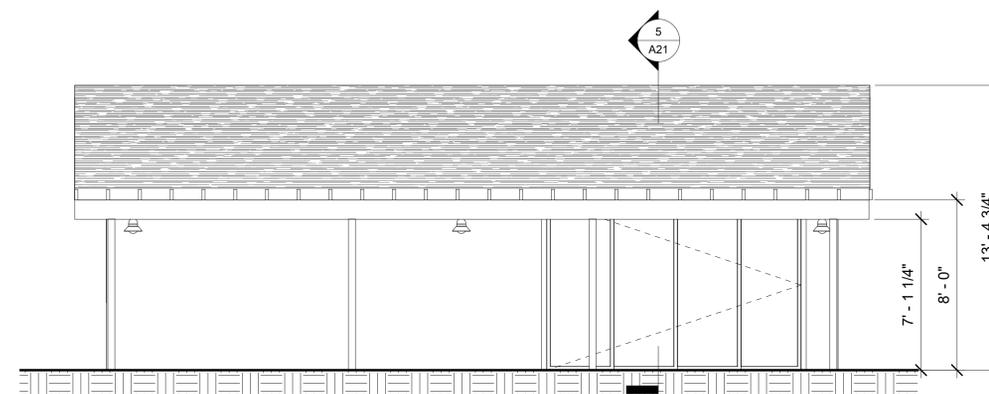
② POOL HOUSE ELEV - EAST
1/4" = 1'-0"



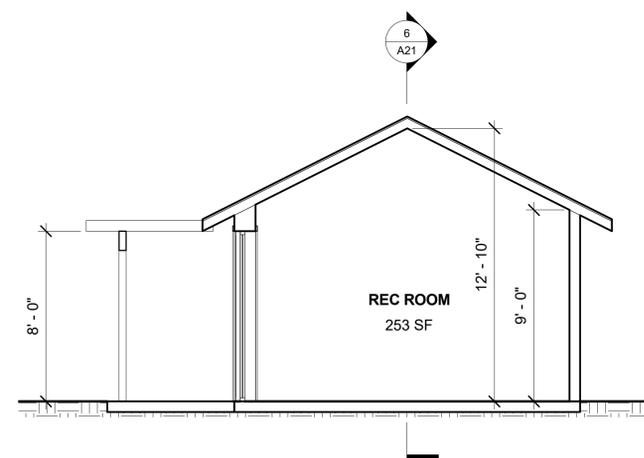
① POOL HOUSE ELEV - NORTH
1/4" = 1'-0"



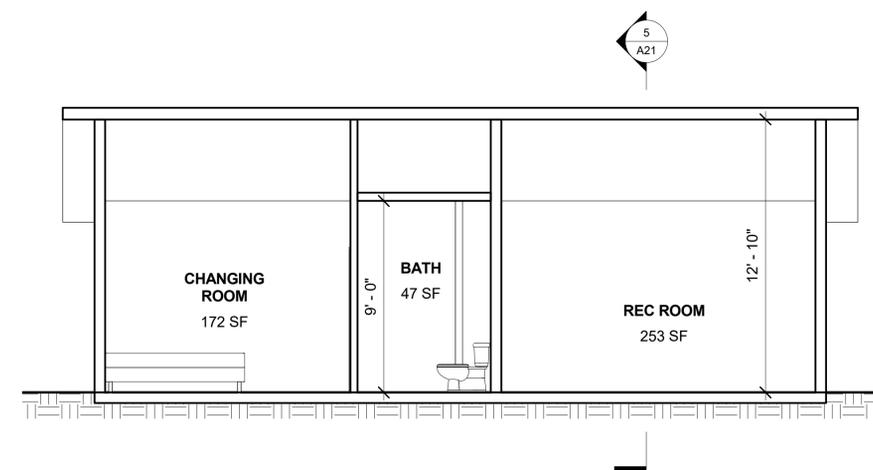
③ POOL HOUSE ELEV - SOUTH
1/4" = 1'-0"



④ POOL HOUSE ELEV - WEST
1/4" = 1'-0"



⑤ SECTION - EW POOL HOUSE
1/4" = 1'-0"



⑥ SECTION - NS POOL HOUSE
1/4" = 1'-0"

ATTACHMENT 3:
SITE PHTOGRAPHS

November 6, 2018

Reaume Residence
91 E. Bonita Ave.
Sierra Madre, CA 91024

RE: North, South, East & West Views

Southern Views:



Northern Views



Eastern Views



Western Views



ATTACHMENT 4:
REFERENCE TO DIGITAL FILES

DIGITAL COPIES

PROPERTY: 91 E. BONITA AVE.
SIERRA MADRE, CA 91024

DIGITAL COPIES OF ALL FILES CAN BE LOCATED ON A GOOGLE DRIVE FILE
LOCATED HERE:

https://drive.google.com/drive/folders/1urfCqxd0w3_aeT0uB4lcYWVln6t5b3Az?usp=sharing

ATTACHMENT 5:
COLOR RENDERINGS

CONSULTANT:
626.765.1750
WWW.ROBERTFRANKINTERIORS.COM

CLIENT:
Bryson Reaume
129 W. Llewellyn
St.
Los Angeles, CA
90012

PROJECT INFO:
91 E. Bonita Ave.
Sierra Madre, CA
91027

SHEET TITLE:

Date:
Drawn by:
Approved by: -
Job Number:
1597-16
File Name:
91 E. Bonita Ave.dwg

SHEET
NO.



OPTION W/ SHINGLES - FRONT FACADE



OPTION W/ SHINGLES - REAR FACADE



OPTION W/ SHINGLES - EAST FACADE



OPTION W/ SHINGLES - WEST FACADE

R|F

ROBERT FRANK INTERIORS

CONSULTANT:
626.765.1750
WWW.ROBERTFRANKINTERIORS.COM

CLIENT:
Bryson Reaume
129 W. Llewellyn
St.
Los Angeles, CA
90012

PROJECT INFO:
91 E. Bonita Ave.
Sierra Madre, CA
91027

SHEET TITLE:

Date:
Drawn by:
Approved by: -
Job Number:
1597-16
File Name:
91 E. Bonita Ave.dwg

SHEET
NO.

ATTACHMENT 6:
VICINITY MAP AND NEIGHBORHOOD ANALYSIS

NEIGHBORHOOD SIZE COMPARISON

Neighboring Houses	Lot Size	Floor Area	Lot to FA Ratio
88 Lowell	32,379	4909	15.16%
71 E. Bonita	27,440	4470	16.29%
101 E. Bonita	18,710	4112	21.98%
118 E. Bonita Ave.	31,673	4023	12.70%
131 E. Bonita	27,510	4023	14.62%
100 Lowell	14,370	3768	26.22%
76 E. Bonita	14,810	3668	24.77%
61 W. Bonita	21,120	2879	13.63%
121 E. Bonita	17,860	2846	15.94%
125 E. Bonita	20,584	2714	13.18%
111 E. Bonita	16,530	2597	15.71%
70 E. Bonita	14,370	2488	17.31%
110 E. Bonita	17,290	2434	14.08%
110 Lowell	9,500	2434	25.62%
90 E. Bonita	18,740	1852	9.88%
140 Lowell	14,220	1846	12.98%
60 W. Bonita	23,650	1817	7.68%
126 Lowell Ave.	7,650	1310	17.12%
120 Lowell	12,330	1174	9.52%
		AVERAGE:	16.02%

Current Property	Lot Size	Floor Area	Lot to FA Ratio
91 E. Bonita Ave	27740	2577	9.29%

Proposed Addition	Lot Size	Floor Area	Lot to FA Ratio
91 E. Bonita Ave.	27,740	4,440	16.01%

GENERAL NOTES
The average floor area of neighboring homes is 3,068s.f.
The average floor area of the top 1/3 is 4,307s.f.
The proposed floor area is 4,440 s.f.
The proposed floor area is greater than average by 1,372 s.f.
The proposed floor area is greater than the top 1/3 by 133 s.f.
<i>*Based on lot size, square footage and the corresponding neighborhood ratios we fall right below the "average" for this area in terms of lot size vs. coverage. The high side for the neighborhood being almost 26%, 10% higher than our new build.</i>

ATTACHMENT 7:
HISTORIC EVALUATION REPORTS

November 19, 2018
Job Number: 2393-001
Design Review for 91 E. Bonita Avenue,
Sierra Madre, California 91024

MEMORANDUM FOR THE RECORD

2.6 2393-001.M01

TO: City Constructors, Inc.
3125 N. Broadway
Los Angeles, CA 90031
(Mr. Bryson Reaume)

FROM: Sapphos Environmental, Inc.
(Ms. Carrie Chasteen)

SUBJECT: Design Review for 91 E. Bonita Avenue, Sierra Madre,
California 91024

ATTACHMENTS: A. Resume of Key Personnel
B. Architectural Plans and Rendering

EXECUTIVE SUMMARY

This Memorandum for the Record (MFR) was undertaken on behalf of City Constructors, Inc. (Mr. Bryson Reaume) for the property located at 91 E. Bonita Avenue, Sierra Madre, Los Angeles County, California (APN 5767-037-040). The building is a 1-story Colonial Revival-style building that was constructed in 1942. The property is assumed to be eligible for designation as a Landmark and is assumed to be a historical resource for the purposes of the California Environmental Quality Act (CEQA; Section 15064.5(a) of the CEQA Guidelines). The project proposes to construct additions, replace the windows, reconfigure the primary entry, and re-clad the building in shingles. Section 15064.5(b)(3) of the CEQA Guidelines states that a project that complies with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Standards) is considered mitigated to a level of less than significant. Therefore, the design of the proposed project was evaluated for compliance with the Standards. Sapphos Environmental, Inc. (Ms. Carrie Chasteen) determined that the proposed project complies with the Standards. Ms. Chasteen meets the Secretary of the Interior's *Professional Qualification Standards* in the fields of History and Architectural History. The review was based on a site visit, review of building permits, and a review of the architectural plans for the project.

Corporate Office:
430 North Halstead Street
Pasadena, CA 91107
TEL 626.683.3547
FAX 626.628.1745

Billing Address:
P.O. Box 655
Sierra Madre, CA 91025

Web site:
www.sapphosenvironmental.com

INTRODUCTION

This Memorandum for the Record (MFR) documents the design review undertaken by Sapphos Environmental, Inc. (Ms. Carrie Chasteen; Attachment A, *Resume of Key Personnel*) for the property located at 91 E. Bonita Avenue, Sierra Madre, Los Angeles County, California (APN 5767-037-040). The building is a 1-story Colonial Revival-style building that was constructed in 1942. The property is assumed to be eligible for designation as a Landmark and is assumed to be a historical resource for the purposes of the California Environmental Quality Act (CEQA; Section 15064.5(a) of the CEQA Guidelines). The project proposes to construct additions, replace the windows, reconfigure the primary entry, and re-clad the building in shingles. Section 15064.5(b)(3) of the CEQA Guidelines states that a project that complies with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Standards) is considered mitigated to a level of less than significant. Therefore, the design of the proposed project was evaluated for compliance with the Standards.

This MFR includes a summary of the property's setting, identification of the building's character-defining features, and an assessment of the proposed project's design for compliance with the Standards. Sapphos Environmental, Inc. finds that the proposed design for the renovation of the subject property is a complimentary but distinct design from the existing building and meets the Standards.

SETTING

The subject property is located near the intersection of Mountain Trail Avenue and Orange Grove Avenue on Bonita Avenue. Neighboring buildings generally were constructed in the 1960s and are Ranch-style single-family residential buildings.

BUILDING DESCRIPTION

The primary residence is set back from the street approximately 50 feet and is located above the street due to topography. The 1-story Colonial Revival style is irregular in plan. The cross-gabled roof is clad in composition shingles. The primary façade features three bays. The easternmost and westernmost bay are similar, and both features brick veneer and paired four-over-four wood sash windows with false shutters. A brick chimney pierces the roof near the ridge line of the western bay. The central bay features five evenly spaced columns that support the roof which overhangs to shelter the porch which spans this bay. The porch is raised and accessed via brick-clad stairs. The bay is asymmetrical with a pair of eight-over-eight wood windows with wood surrounds. The primary entrance is located near the eastern end of this bay and features a wood door with Chippendale-style broken pediment wood surround. A pendant light illuminates the entryway and it is not known if it is original to the building. The central bay is clad in smooth-textured stucco (Figure 1, *Primary Residence, 91 E. Bonita Avenue*). In 1967, a permit was issued for an addition of a bedroom and lanai.¹ This addition was constructed on the rear of the building and altered the building's footprint. A permit was issued for the installation of an aluminum patio cover with screen and acrylic enclosure in 1992.² This addition is also on the rear of the building and further altered the building's footprint.

¹ City of Sierra Madre. Building Permit No. 4024. Issued June 9, 1967

² City of Sierra Madre. Building Permit No. 28750. Issued February 24, 1992.



Figure 1. Primary Residence, 91 E. Bonita Avenue
SOURCE: *Sapphos Environmental, Inc., 2018*

An attached vernacular garage is located west of the primary residence. The original garage was demolished and replaced with a 24-foot by 24-foot garage in 1963.^{3,4} The two-car garage features a side-gabled roof clad in composition shingles. The building is clad in smooth textured stucco. The door was replaced with a modern metal with glazing roll-up door at an unknown date (Figure 2, *Garage, 91 E. Bonita Avenue*).



Figure 2. Garage, 91 E. Bonita Avenue
SOURCE: *Sapphos Environmental, Inc., 2018*

³ City of Sierra Madre. Building Permit No. 86. Issued May 8, 1963

⁴ City of Sierra Madre. Building Permit No. 55. Issued April 1, 1963.

CHARACTER-DEFINING FEATURES

The following table summarizes and rates the character-defining features of the property (Table 1, *Character-Defining Features*).

TABLE 1
CHARACTER-DEFINING FEATURES

Type	Feature	Ranking
Shape/Form	Irregular foot print	NHNS
	1 story	MS
Roof	Cross Gable	MS
	Brick Chimney	S
	Composition shingles	NHNS
Fenestration	Four-over-four wood sash windows	MS
	Eight-over-eight wood sash windows	MS
	Shutters	NS
	Wood door with Chippendale-style broken pediment wood surround	MS
	Roll-up garage door	NHNS
Materials	Smooth-textured stucco	S
	Painted brick veneer	S
Setting	Setback from E. Bonita Avenue	S
	Wood fencing	NS
	Single-family residential neighborhood	S

KEY: MS = Most Significant; NHNS = Not Historic; Not Significant; HNS = Historic; Not Significant; S = Significant; CU = Common and Utilitarian;

Table 1 summarizes the character-defining features of the subject property to better inform an accurate consideration of potential impacts of the proposed project. After considering the character-defining features, the design review was completed to ensure the project would not affect these features in an adverse manner. Section 15064.5(b)(3) of the CEQA Guidelines states that a project that complies with the Standards is considered mitigated to a level of less than significant.

PROJECT COMPLIANCE WITH THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

Project Description

The proposed project would construct two additions on the rear of the building and will not be visible from the public right-of-way. The proposed project would enclose a recessed area of the primary façade adjacent to the garage. The building would be reclad in coursed wood shingles. The windows would be replaced with six-over-one windows within the existing window openings. The primary entrance would be widened to incorporate sidelights flanking the doorway. A simple wood surround will frame the modified entryway.

The garage would be altered with a front-facing gabled roof with round accent in the gable. The door will be replaced with carriage-style doors. Two sconces will be installed flanking the garage door for security purposes.

Standards Review

Sapphos Environmental, Inc. (Ms. Chasteen) reviewed the project to determine if the proposed alterations comply with the Standards for Rehabilitation. In order to evaluate potential impacts, each alteration was considered using the applicable Standard for Rehabilitation.⁵ *Standard Nos. 9 and 10* were referenced:

9. *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

The rear additions will not be visible from the public right-of-way and will not impact the spatial relationships, or set back, of the property. If the rear additions are removed at a future date, the essential form and integrity of the historic building and its environment will be restored and unimpaired. The enclosed recessed area on the primary façade will be differentiated through the use of modern materials and will be compatible with the historic features, size, scale, and proportions of the building. Coursed shingles are compatible with this style of architecture.⁶ The proposed shingles are compatible with the historic materials, size, scale, and proportion of the building. Additionally, the shingles will essentially be a veneer and can be removed at a future date. The existing window openings will be retained, and the wood sash can be restored at a future date. Doors commonly have sidelights in this style of architecture.⁷ The proposed modification of the primary entrance is compatible with the historic materials, features, size, scale, and proportions of the existing building.

The proposed modification to the garage roof will be executed maintaining the existing ridge line and slope of the residence which will not destroy historic features and spatial relationships that characterize the property. The proposed garage doors are in keeping with this style of architecture and are more appropriate than the existing door. The vent detail will be differentiated from the historic fabric of the building through the use of modern materials and can be easily removed at a future date. The proposed sconces are also in keeping with this style of architecture and easily removed at a future date. Therefore, the proposed project which modifies some of the most significant features of the building complies with the Standards.

⁵ "Secretary of the Interior's Standards for Rehabilitation." National Park Service, U.S. Department of the Interior. Accessed November 8, 2018. Available at: <https://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>

⁶ McAlester, Virginia and Lee. 1984. *A Field Guide to American Houses*. New York, NY: Alfred A. Knopf.

⁷ McAlester, Virginia and Lee. 1984. *A Field Guide to American Houses*. New York, NY: Alfred A. Knopf.

CONCLUSION

Sapphos Environmental, Inc. determined the proposed renovation project for the residential building located at 91 E. Bonita Avenue, complies with the Standards for Rehabilitation. Therefore, potential impacts to this historical resource are considered mitigated to a level of less than significant (Section 15064.5(b)(3) of the CEQA Guidelines).

Should there be any questions regarding the information contained in this MFR, please contact Ms. Carrie Chasteen at (626) 683-3547, extension 102.

***ATTACHMENT A
RESUME OF KEY PERSONNEL***

Carrie E. Chasteen, MS

Historic Resources Manager

Master of Science, (Historic Preservation), School of the Art Institute of Chicago, Chicago, Illinois

Bachelor of Arts (History and Political Science), University of South Florida, Tampa, Florida

- Cultural resource management and legal compliance
- History of California
- Architectural History
- Cultural History
- Identification and evaluation of the built environment
- Archival documentation
- Historic preservation consultation
- Certified Oregon Transportation Investment Act (OTIA) III CS3 Technical Lead
- Historic Preservation Commissioner, City of Pasadena
- Phi Alpha Theta National Honor Society

Years of Experience: 16

Relevant Experience:

- *Historic Evaluation for 54 Parks, Golf Course, and Arboreta Project*
- *Historic Evaluation and Design Review for Fries Avenue Elementary School*
- *Los Angeles Union Station Forecourt and Esplanade Project*
- *Los Angeles Music Center*

Ms. Carrie Chasteen has more than 16 years of experience in the field of cultural resources management and the built environment, including project management, agency coordination, archival research, managing large surveys, preparation of Environmental Impact Statement/ Environmental Impact Report (EIS/EIR) sections, Mitigated Negative Declaration (MND) and Initial Study (IS) sections, peer review, and regulatory compliance. She has served as Principal Investigator / Principal Architectural Historian on projects throughout Los Angeles County. Ms. Chasteen meets and exceeds the Secretary of the Interior's *Professional Qualification Standards* in the fields of History and Architectural History. She has extensive experience with the City of Los Angeles Office of Historic Resources (OHR), California Office of Historic Preservation, California Department of Transportation (Caltrans), County of Los Angeles Department of Parks and Recreation, and various other state, county, and local government agencies.

On behalf of the County of Los Angeles (County) Department of Parks and Recreation, Ms. Chasteen is managing the documentation and evaluation of 54 parks, golf courses, and arboreta. The historic evaluations assess County facilities that were identified as priorities due to the age of the facility, architect of record, or affiliation with event of importance to the history of development of Los Angeles County. The historic evaluations consider eligibility for listing on the National Register of Historic Places, the California Register of Historical Resources, the standards provided in CEQA, and the County Register of Landmarks and Historic Districts. The results documented in the historic evaluations were used by the County to address future projects in the facilities, alter plans as needed, and to inform a Cultural Resources Treatment Plan (CRTP) and Worker Environmental Awareness Program (WEAP) training.

On behalf of the Los Angeles Unified School District (LAUSD), Ms. Chasteen prepared a historical evaluation of the Fries Avenue Elementary School. The evaluation tiered off the historic context and registration criteria developed for the award-winning LAUSD Historic Context Statement, 1870 to 1969. The property was determined to be a historical resource pursuant to CEQA. As a result, Ms. Chasteen also reviewed the design of the proposed campus revisions to determine if the proposed project complied with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

On behalf of the County of Los Angeles, Ms. Chasteen reviewed plans for the proposed renovation of the plaza at the Los Angeles Music Center. Design refinements were suggested and implemented in order to reduce impacts to the plaza and its character-defining features.

Ms. Chasteen is a member of the Society of Architectural Historians, National Trust, California Preservation Foundation, Los Angeles Conservancy, Pasadena Heritage, and currently serves as a City of Pasadena Historic Preservation Commissioner.

ATTACHMENT B
ARCHITECTURAL PLANS AND RENDERING

REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR
CONSTRUCTION

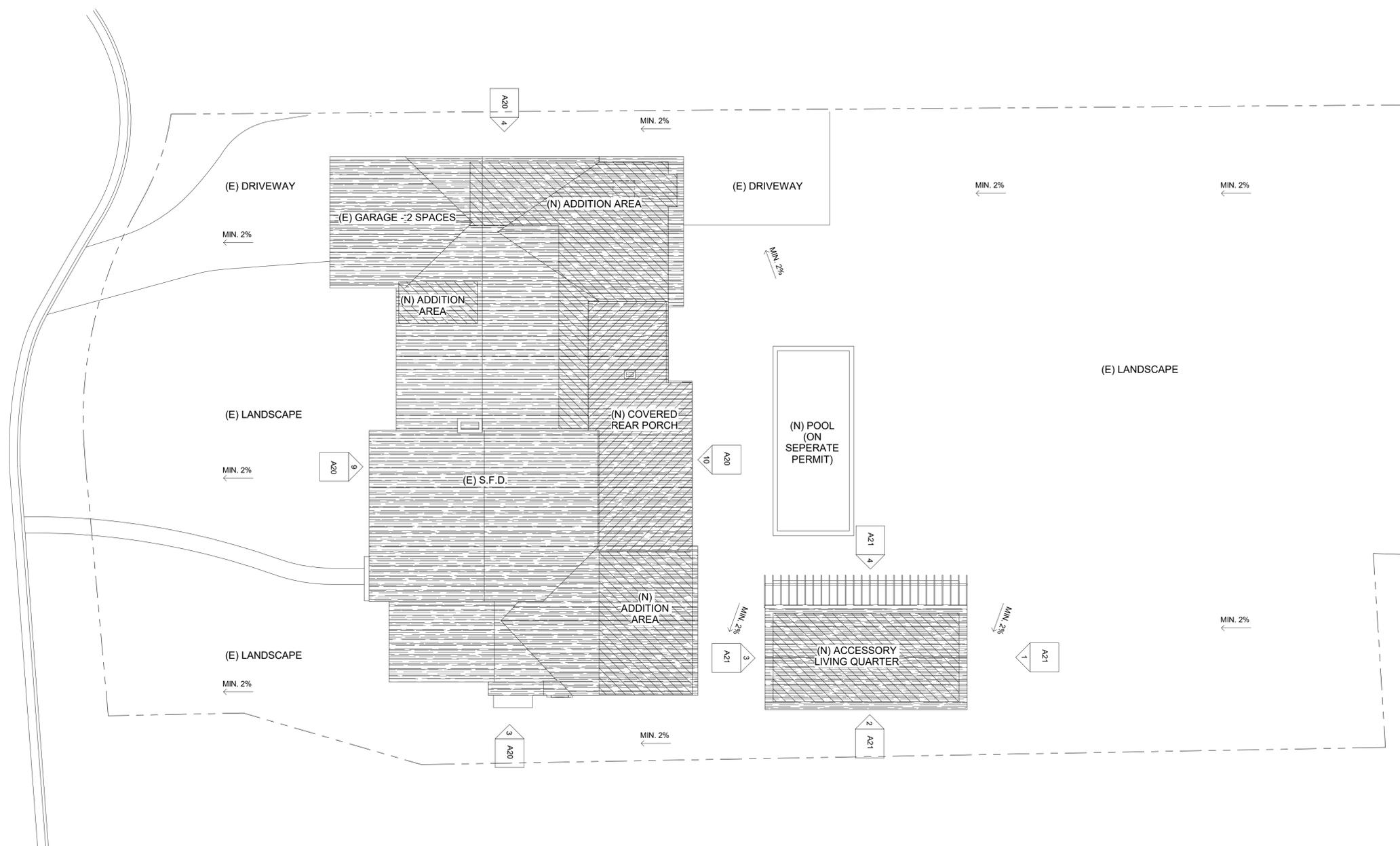
PROPOSED SITE PLAN

Project Issue Date 11/01/18

A10

Scale 3/32" = 1'-0"

E. BONITA AVE



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

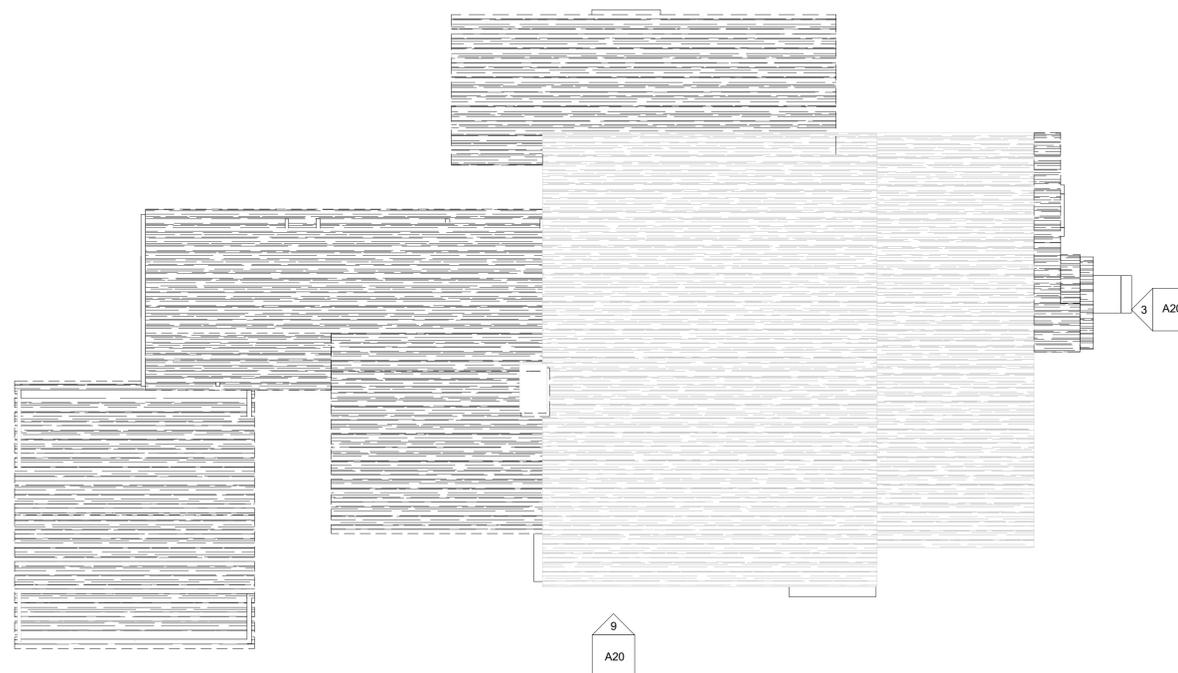
NOT FOR
CONSTRUCTION

DEMO FLOOR PLAN AND ROOF PLAN

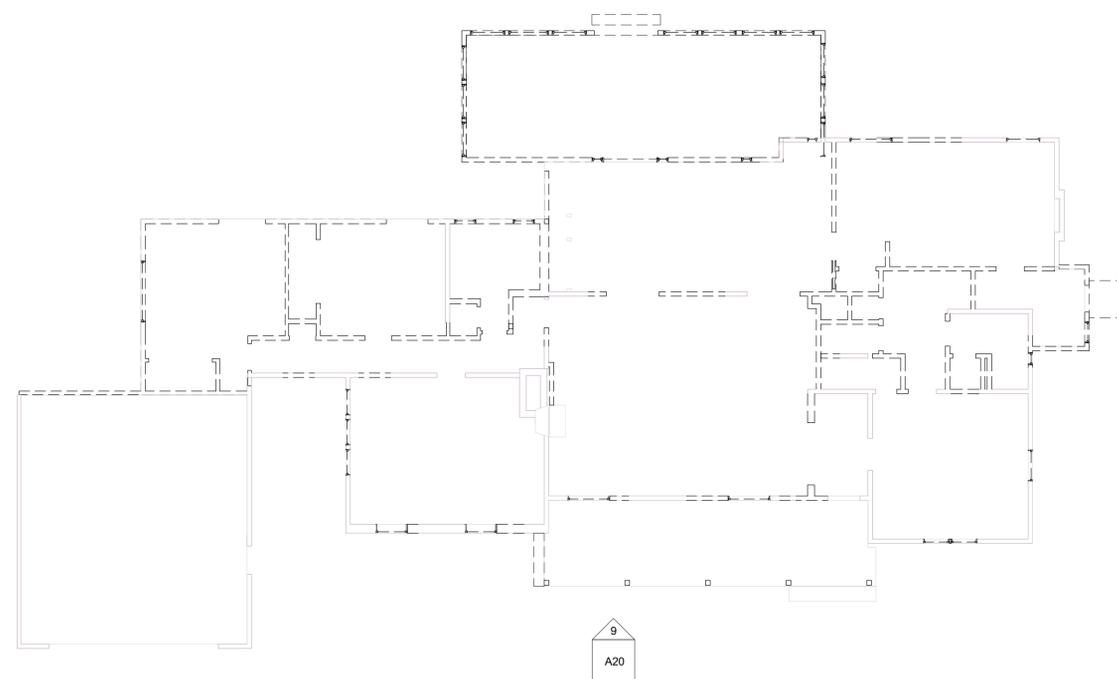
Project Issue Date 11/01/18

A12

Scale 1/8" = 1'-0"



② DEMO ROOF PLAN
1/8" = 1'-0"



① DEMO FLOOR PLAN
1/8" = 1'-0"



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

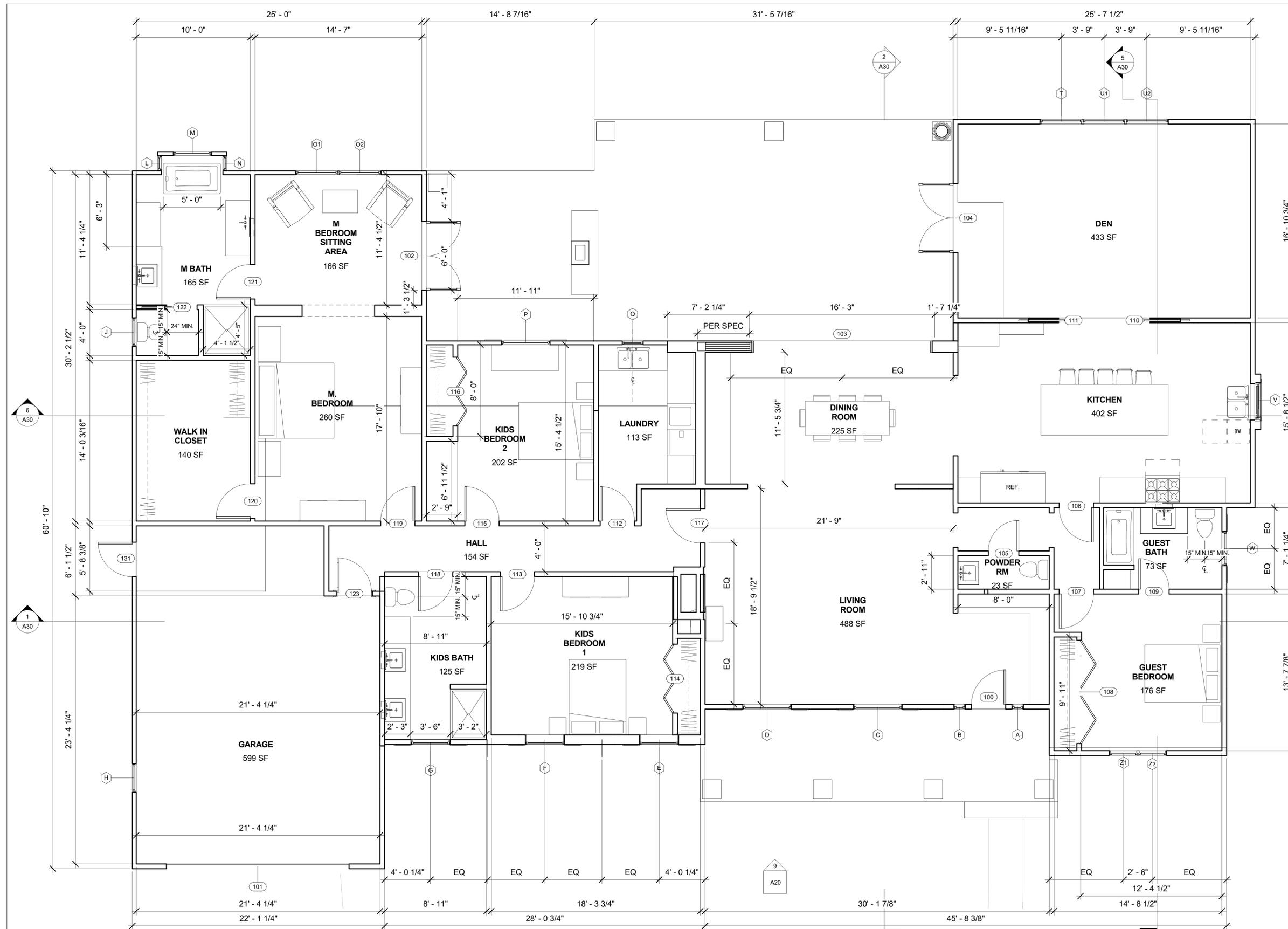
NOT FOR
CONSTRUCTION

PROPOSED FLOOR PLAN

Project Issue Date 11/01/18

A13

Scale 1/4" = 1'-0"



1 PROPOSED 1ST FLOOR PLAN
1/4" = 1'-0"



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

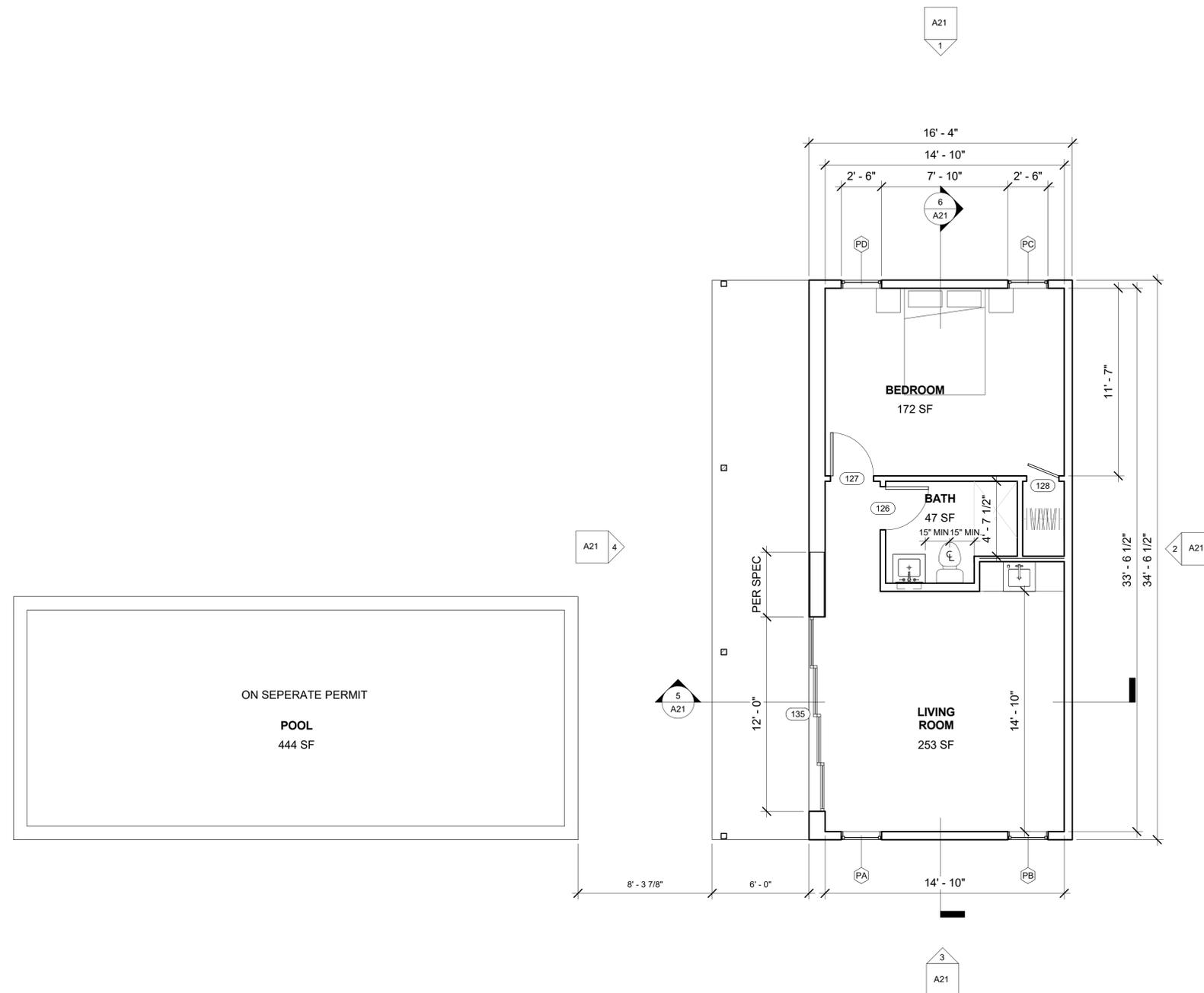
NOT FOR
CONSTRUCTION

POOL HOUSE FLOOR PLAN

Project Issue Date 11/01/18

A14

Scale 1/4" = 1'-0"



PROPOSED 1ST FLOOR PLAN - POOL HOUSE
1/4" = 1'-0"



REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

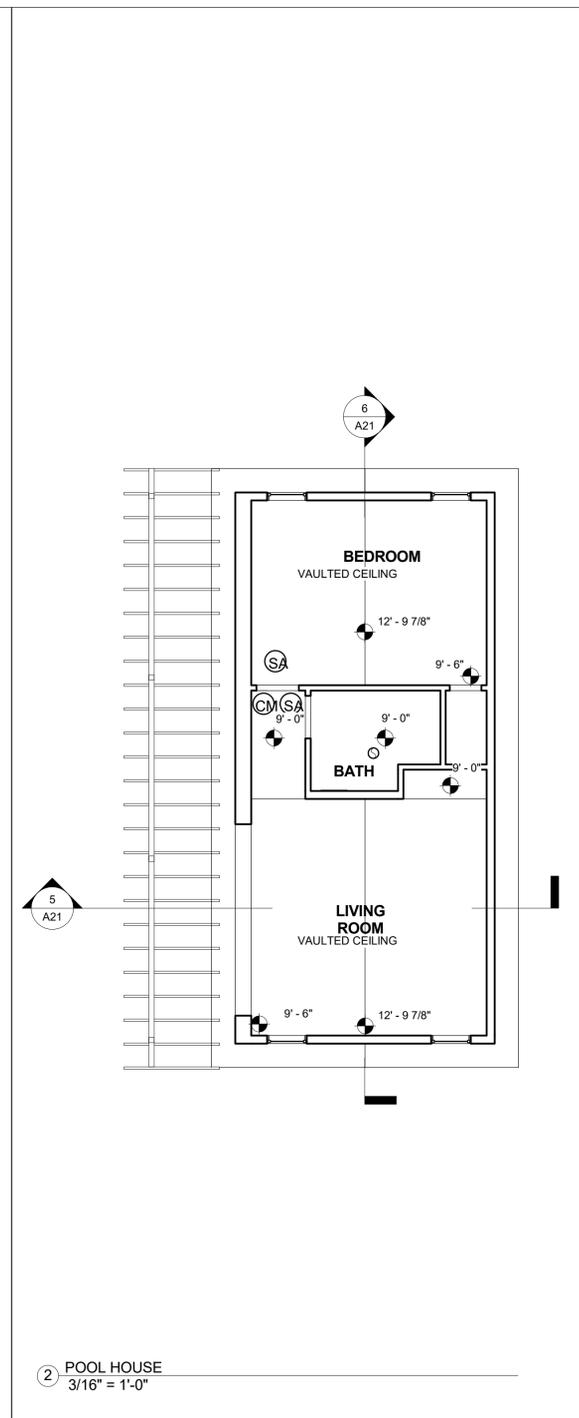
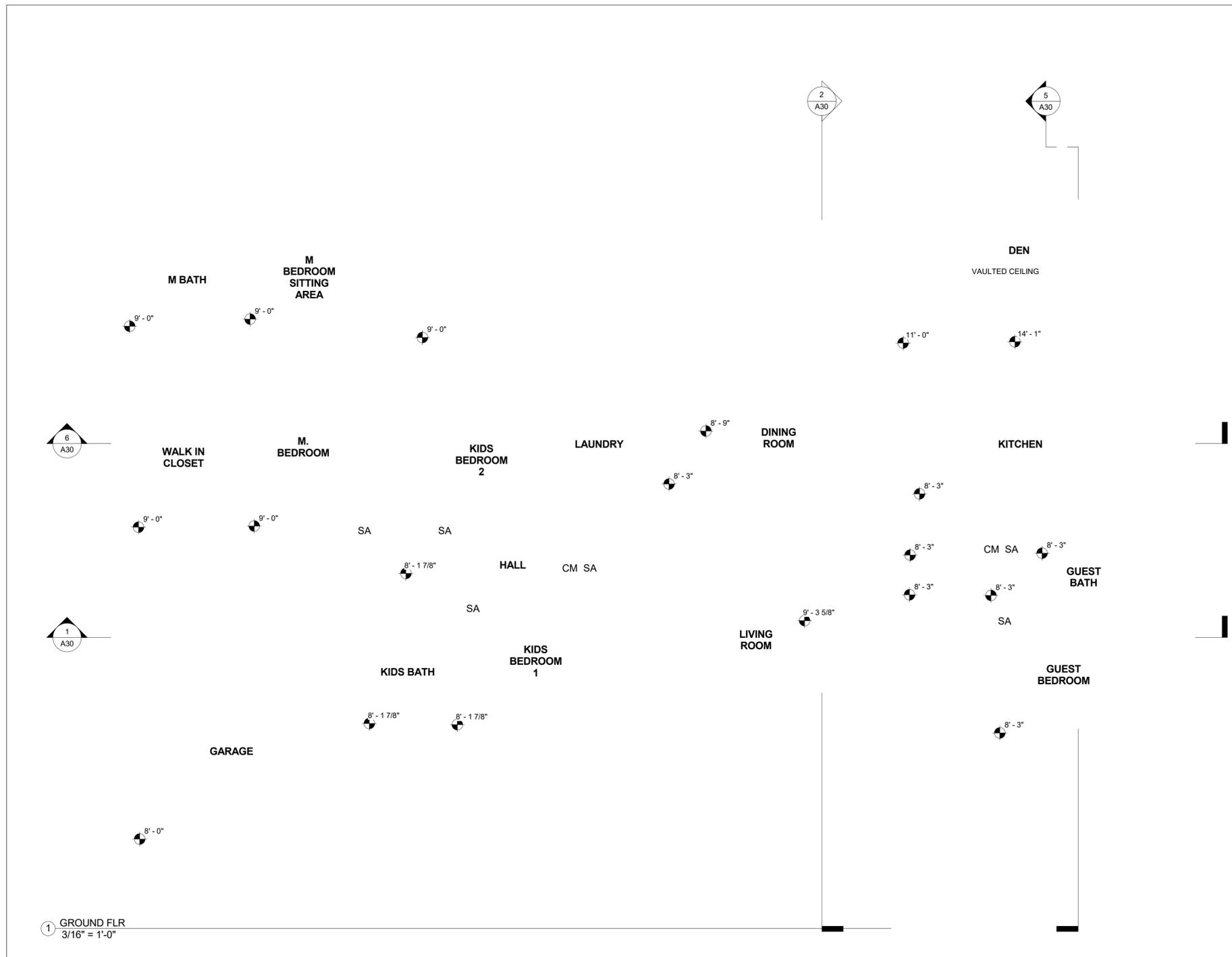
NOT FOR
CONSTRUCTION

PROPOSED CEILING PLAN

Project Issue Date 11/01/18

A15

Scale As indicated



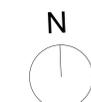
1 GROUND FLR
3/16" = 1'-0"

2 POOL HOUSE
3/16" = 1'-0"

CEILING FIXTURE LEGEND

- (SA) SMOKE ALARM
- (CM) CARBON MONOXIDE ALARM
- BE: BATH FAN
KE: KITCHEN FAN
DE: DRYER EXHAUST

1. SMOKE DETECTORS:
*SHALL BE 110V INTERCONNECTED W/ BATTERY BACKUP
*SHALL BE INSTALLED ON EACH FLOOR AND IN ALL BEDROOMS
*SHALL BE INSTALLED OUTSIDE EACH SEPERATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF THE BEDROOMS.
*SHALL BE LISTED IN ACCORDANCE WITH UL217 & INSTALLED PER THE HOUSEHOLD FIRE WARNING EQUIPMENT PROVISIONS OF NFPA72.
3. BATHROOM EXHAUST FANS TO BE CAPABLE OF 50 CFM. KITCHEN EXHAUST FANS TO BE CAPABLE OF 100 CFM.
4. EXHAUST FANS TO COMPLY WITH THE FOLLOWING: FANS SHALL BE ENERGY STAR COMPLIANT AND BE DUCTED TO TERMINATE TO THE OUTSIDE OF THE BUILDING.
6. EXTERIOR LIGHTING WILL BE SHIELDED AND DIRECTED AWAY FROM RESIDENTIALLY ZONED LOTS



REAUME RESIDENCE

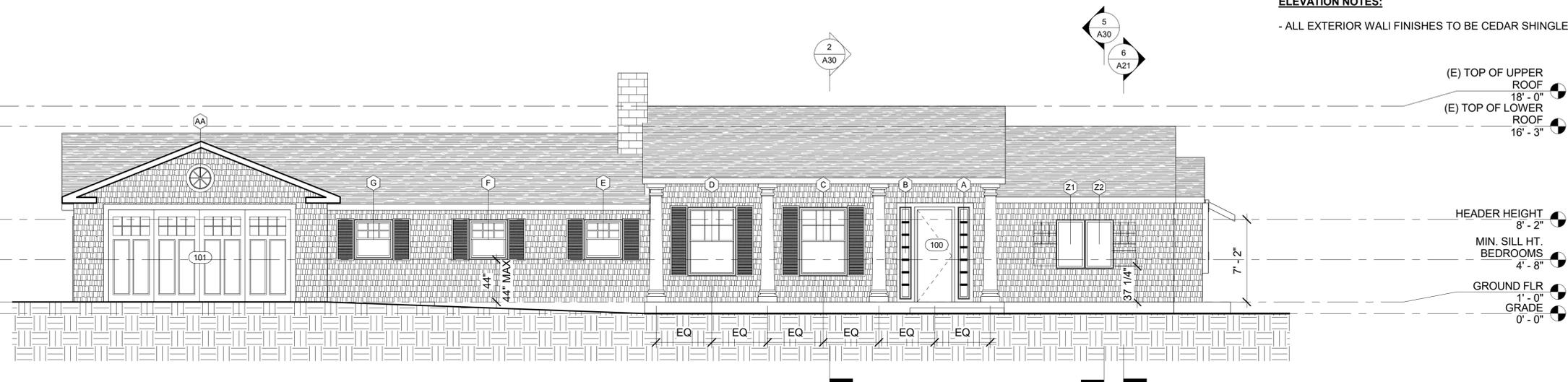
91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

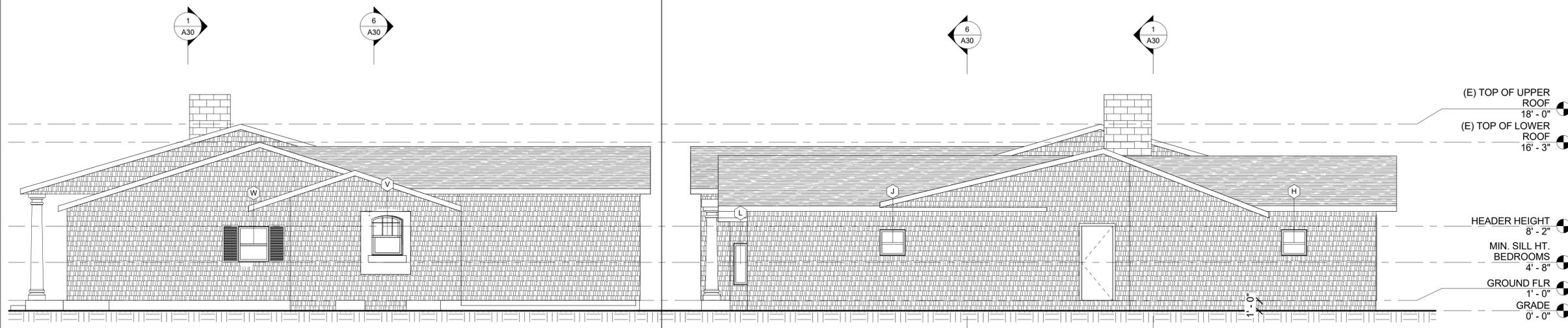
PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ELEVATION NOTES:

- ALL EXTERIOR WALL FINISHES TO BE CEDAR SHINGLE

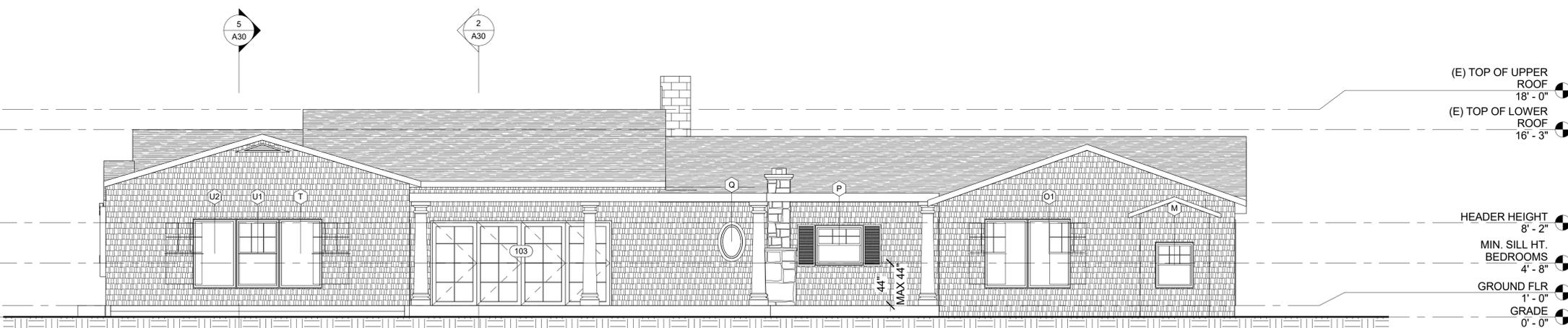


9 ELEVATION - SOUTH
3/16" = 1'-0"



3 ELEVATION - EAST
3/16" = 1'-0"

4 ELEVATION - WEST
3/16" = 1'-0"



10 ELEVATION - NORTH
3/16" = 1'-0"

ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR
CONSTRUCTION

ELEVATIONS

Project Issue Date 11/01/18

A20

Scale As indicated

REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR
CONSTRUCTION

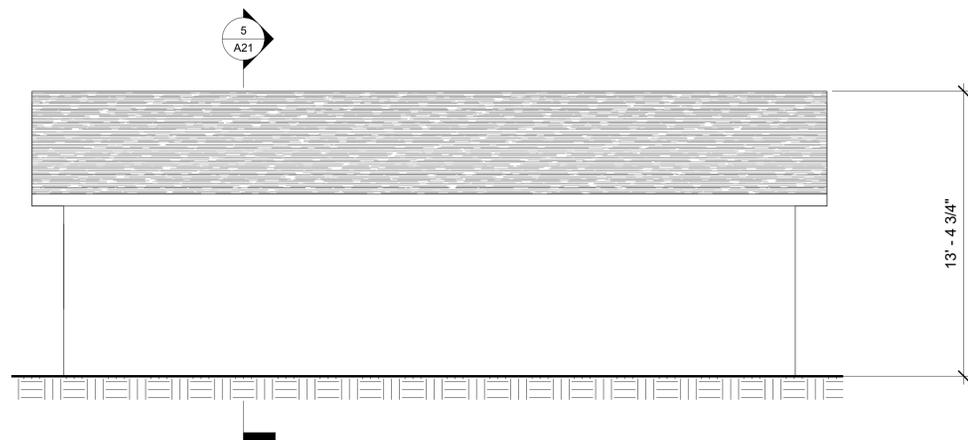
POOL HOUSE ELEVATIONS AND SECTIONS

Project Issue Date 11/01/18

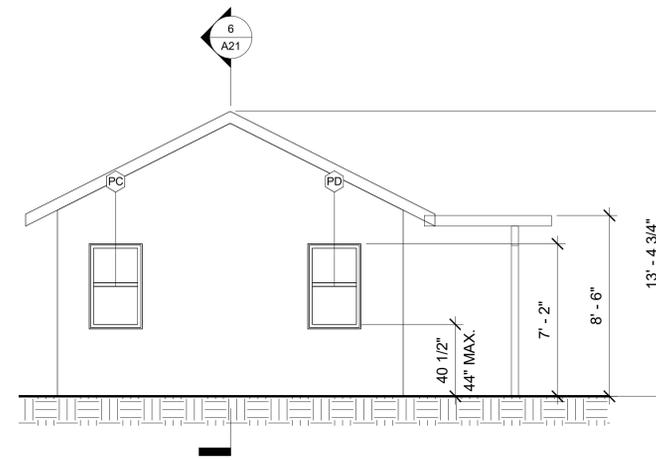
A21

Scale 1/4" = 1'-0"

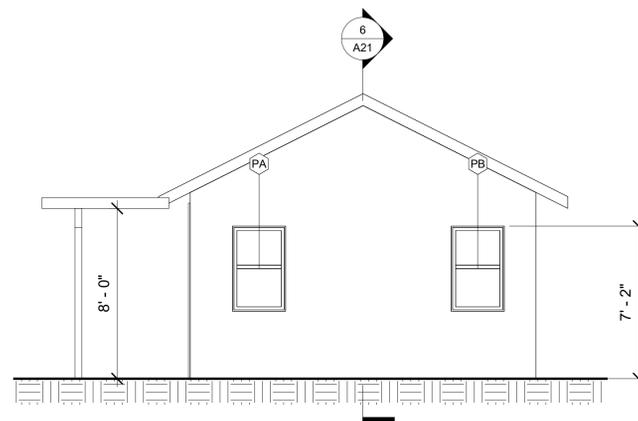
10/29/2018 6:43:26 PM



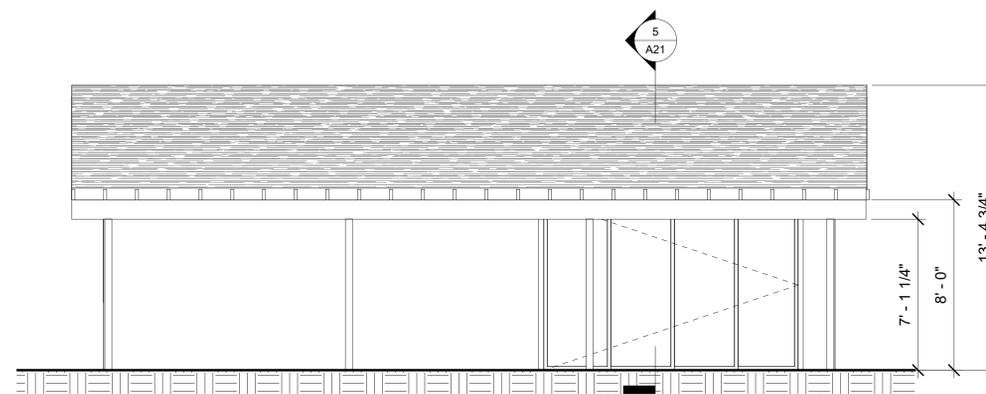
2 POOL HOUSE ELEV - EAST
1/4" = 1'-0"



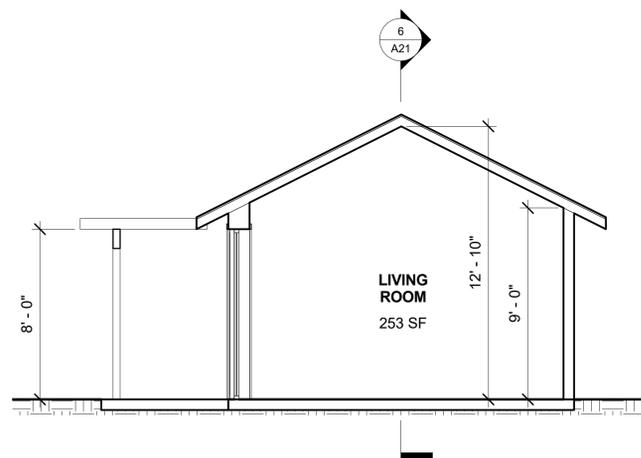
1 POOL HOUSE ELEV - NORTH
1/4" = 1'-0"



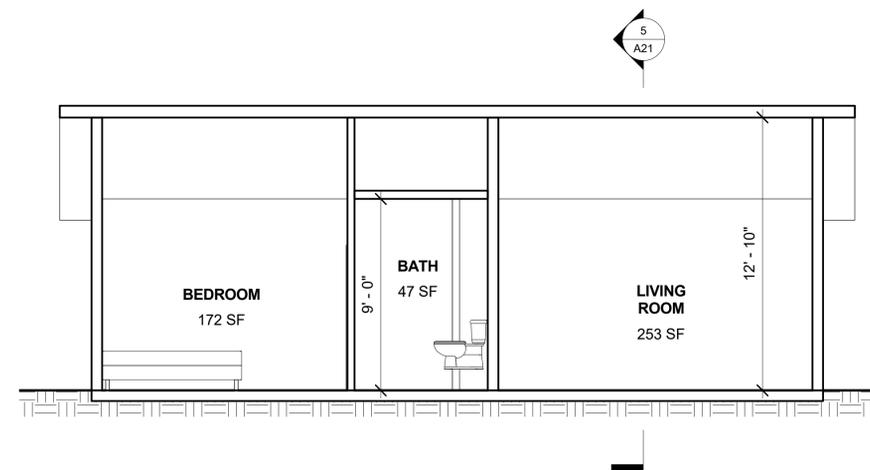
3 POOL HOUSE ELEV - SOUTH
1/4" = 1'-0"



4 POOL HOUSE ELEV - WEST
1/4" = 1'-0"



5 SECTION - EW POOL HOUSE
1/4" = 1'-0"



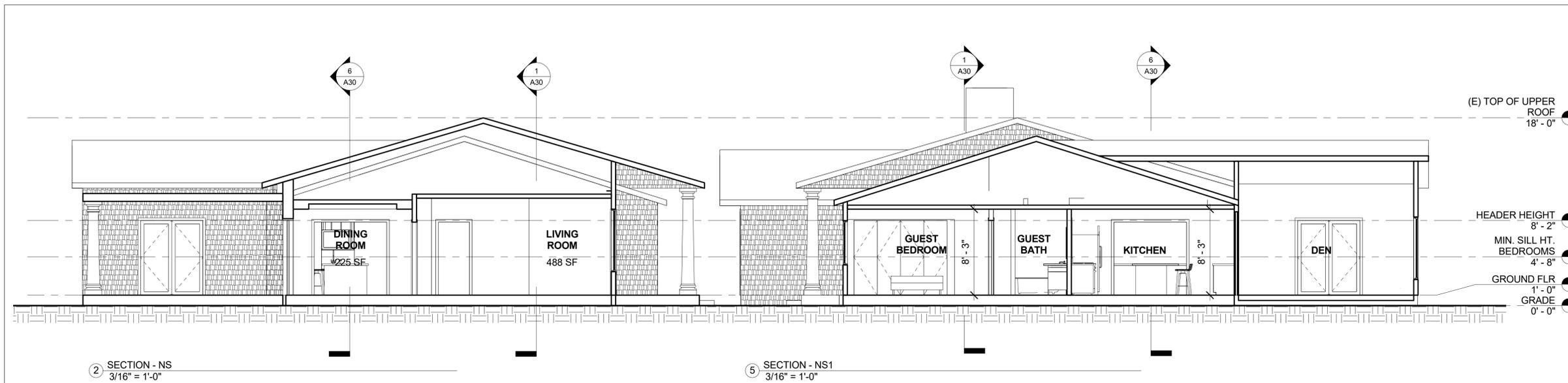
6 SECTION - NS POOL HOUSE
1/4" = 1'-0"

REAUME RESIDENCE

91 E BONITA AVE
SIERRA MADRE, CA 91024

OWNER:
BRYSON AND MONICA REAUME
91 E. BONITA AVE.
SIERRA MADRE, CA 91024
213.628.8882

PLAN SET:
BETSY COLE
442 S. BOYLE AVE.
LOS ANGELES, CA 90033
532.400.3306

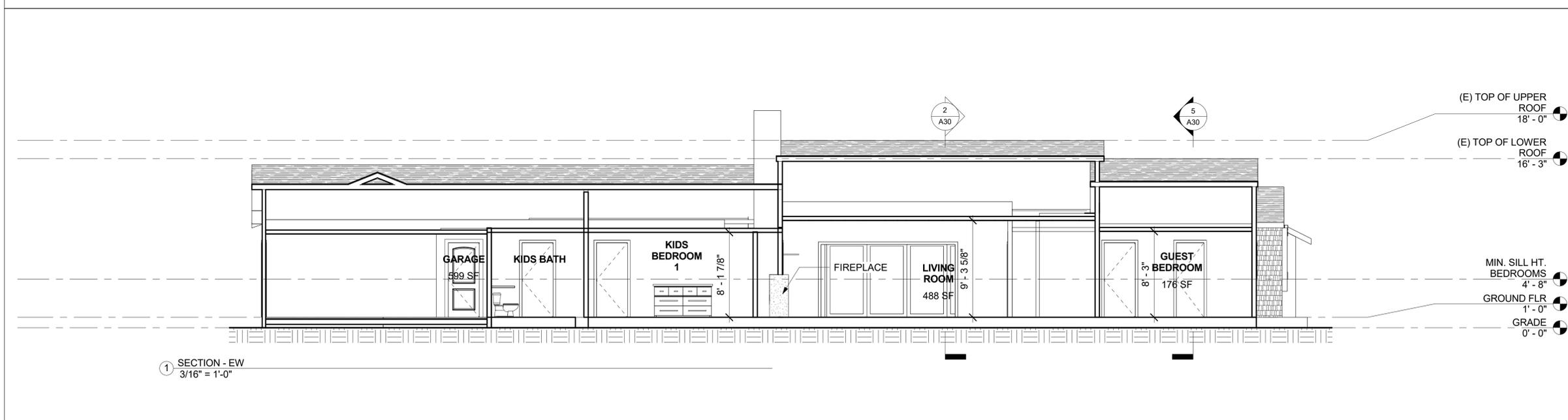


2 SECTION - NS
3/16" = 1'-0"

5 SECTION - NS1
3/16" = 1'-0"



6 SECTION - EW1
3/16" = 1'-0"



1 SECTION - EW
3/16" = 1'-0"

ISSUES:

NO.	DATE	DESCRIPTION

NOT FOR
CONSTRUCTION

SECTIONS

Project Issue Date 11/01/18

A30

Scale 3/16" = 1'-0"



91 East Bonita Avenue, Sierra Madre

R|F ROBERT FRANK INTERIORS
300 South Raymond Avenue, Suite 12
Pasadena, California 91105



November 29, 2018
Job Number: 2393-001
Historical Evaluation for
91 E. Bonita Avenue, Sierra Madre, California 91024

DRAFT MEMORANDUM FOR THE RECORD

2.6 2393-001.M01

TO: City Constructors, Inc.
3125 N. Broadway
Los Angeles, CA 90031
(Mr. Bryson Reaume)

FROM: Sapphos Environmental, Inc.
(Ms. Carrie Chasteen)

SUBJECT: Historical Evaluation for 91 E. Bonita Avenue, Sierra
Madre, California 91024

ATTACHMENTS: A. Resumes of Key Personnel
B. DPR 523 Series Forms

Corporate Office:
430 North Halstead Street
Pasadena, CA 91107
TEL 626.683.3547
FAX 626.628.1745

Billing Address:
P.O. Box 655
Sierra Madre, CA 91025
Web site:
www.sapphosenvironmental.com

EXECUTIVE SUMMARY

This Memorandum for the Record is undertaken on behalf of City Constructors, Inc. (Mr. Bryson Reaume) for the property located at 91 E. Bonita Avenue, Sierra Madre, California (APN 5767-037-040). The property contains one 2,577-square-foot, 1-story, single-family Colonial Revival-style residential building and attached garage. The project proposes to construct front and rear additions, replace the windows, reconfigure the primary entry, and re-clad the building in shingles, an act that requires clearance from the City of Sierra Madre under the California Environmental Quality Act (CEQA). Sapphos Environmental, Inc. understands that the subject property is greater than 75 years of age as it was constructed in 1942 according to the Los Angeles County Assessor's Property Assessment Information System. Therefore, a survey and evaluation of the property was required in order to determine whether the property meets the definition of a "historical resource" as defined in Section 15064.5(a) of the CEQA Guidelines. Sapphos Environmental, Inc. (Ms. Carrie Chasteen) determined the property is not eligible for inclusion in the National Register of Historic Places, the California Register of Historical Resources, or for designation as a Sierra Madre Historic Landmark. Therefore, the property does not constitute as a historical resource pursuant to CEQA (Section 15064.5(a) of the CEQA Guidelines). Ms. Chasteen meets the Secretary of the Interior's *Professional Qualification Standards* in the fields of History and Architectural History.

INTRODUCTION

This Memorandum for the Record (MFR) documents the historical evaluation undertaken by Sapphos Environmental, Inc. (Ms. Carrie Chasteen) for the property located at 91 E. Bonita Avenue, Sierra Madre, Los Angeles County, California (APN 5767-037-040). The property contains one 2,577-square-foot, 1-story, single-family Colonial Revival-style residential building and attached garage. The subject property is located in the central region of the City of Sierra Madre (City). The subject property is not part of an existing City-designated historic district and was not previously identified as an individual historical resource. The property was not shown in the 1927–1941 Sanborn Fire Insurance Maps.¹ The current footprint of the primary residence is similar to the original, with the exception of the addition of an attached garage (Figure 1, *91 E. Bonita Avenue Footprint, 2018*).

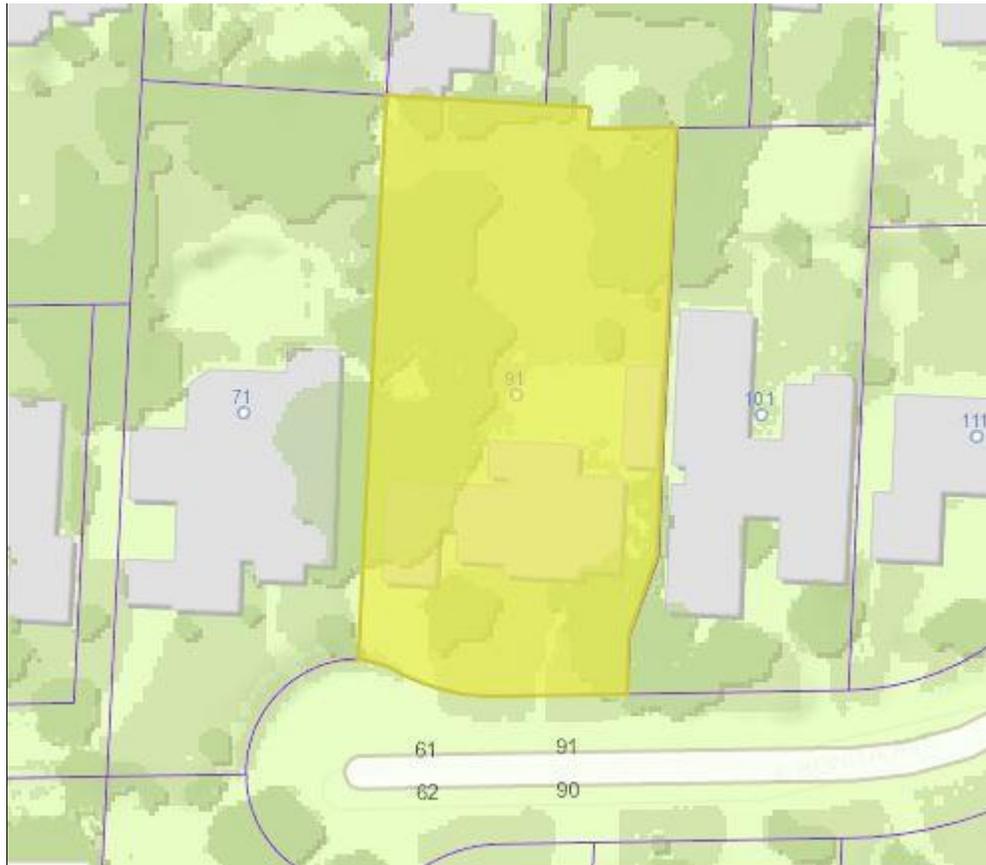


Figure 1. 91 E. Bonita Avenue Footprint, 2018

SOURCE: Los Angeles County Assessor, Property Assessment Information System, November 28, 2018

This historical evaluation was prepared for City Constructors, Inc. to determine whether the subject residence with attached garage is considered a “historical resource” as defined in Section 15064.5(a) of the California Environmental Quality Act (CEQA) Guidelines. Sapphos Environmental, Inc. (Ms. Chasteen) conducted a site visit on November 14, 2018, to document the building. Ms. Chasteen also conducted research for purposes of evaluating whether the residence

¹ Sanborn-Perris Map Company. March 1927. Sierra Madre Index.

meets the criteria for inclusion in the National Register of Historic Places (National Register), the California Register of Historical Resources (California Register), or for designation as a City Historic Landmark (City Landmark). Ms. Chasteen meets the Secretary of the Interior's *Professional Qualification Standards* in the fields of History and Architectural History (Attachment A, *Resumes of Key Personnel*).

This MFR includes a summary of the property's setting; the findings of a field survey; and an assessment of the residence's eligibility for listing in federal, state, and/or local registers. Sapphos Environmental, Inc. finds that the dwelling located at 91 E. Bonita Avenue, Sierra Madre does not possess sufficient significance to merit listing in the National Register, the California Register, or for designation as a City Landmark as an individual resource and would not contribute to a potential historic district. Therefore, the property does not constitute as a historical resource pursuant to CEQA.

PROJECT DESCRIPTION

The proposed project would construct two additions on the rear of the building that will not be visible from the public right-of-way. The proposed project would enclose a recessed area of the primary façade adjacent to the garage. Additionally, the project would re clad the building in coursed wood shingles. The windows would be replaced with six-over-one windows within the existing window openings. The primary entrance would be widened to incorporate sidelights flanking the doorway. A simple wood surround would frame the modified entryway.

The garage would be altered with a front-facing gabled roof with round accent in the gable. The door would be replaced with carriage-style doors. Two sconces would be installed flanking the garage door for security purposes.

ELIGIBILITY CRITERIA

Federal

The National Historic Preservation Act of 1966, as amended, defines the criteria to be considered eligible for listing in the National Register:

The quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association and

- A. *that are associated with events that have made a significant contribution to the broad patterns of our history; or*
- B. *that are associated with the lives of persons significant in our past; or*
- C. *that embody distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or*
- D. *that have yielded, or may be likely to yield, information important in prehistory or history (36 Code of Federal Regulations [CFR] Section part 63).*

State of California

Section 5024.1(c), Title 14 CCR, Section 4852 of the California Public Resources Code defines the criteria to be considered eligible for listing in the California Register:

A resource may be listed as an historical resource in the California Register if it meets any of the following [National Register] criteria:

1. *Is associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage; or*
2. *Is associated with the lives of persons important in our past; or*
3. *Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or*
4. *Has yielded, or may be likely to yield, information important in prehistory or history.*

Section 15064.5(b) of the CEQA Guidelines identifies the following criteria which may result in a substantial adverse change to a historical resource:

- b) *A project with an effect that may cause a substantial adverse change in the significance of an historical resource is a project that may have a significant effect on the environment.*
 - (1) *Substantial adverse change in the significance of an historical resource means physical demolition, destruction, relocation, or alteration of the resource or its immediate surroundings such that the significance of an historical resource would be materially impaired.*
 - (2) *The significance of an historical resource is materially impaired when a project:*
 - (A) *Demolishes or materially alters in an adverse manner those physical characteristics of an historical resource that convey its historical significance and that justify its inclusion in, or eligibility for, inclusion in the California Register of Historical Resources; or*
 - (B) *Demolishes or materially alters in an adverse manner those physical characteristics that account for its inclusion in a local register of historical resources pursuant to section 5020.1(k) of the Public Resources Code or its identification in an historical resources survey meeting the requirements of section 5024.1(g) of the Public Resources Code, unless the public agency reviewing the effects of the project establishes by a preponderance of evidence that the resource is not historically or culturally significant; or*

- (C) *Demolishes or materially alters in an adverse manner those physical characteristics of a historical resource that convey its historical significance and that justify its eligibility for inclusion in the California Register of Historical Resources as determined by a lead agency for purposes of CEQA.*
- (3) *Generally, a project that follows the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings or the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (1995), Weeks and Grimmer, shall be considered as mitigated to a level of less than a significant impact on the historical resource.*

City of Sierra Madre

Chapter 17.82. of the Zoning section for the Sierra Madre Municipal Code provides the following designation criteria:

For the purposes of this chapter, an improvement, natural feature, or site may be designated a historic landmark by the city council upon a recommendation by the commission if it meets at least one of the following criteria:

- A. *Historic. It was the site of, or is associated with local, state or national cultural, social, economic, political or natural history, events or persons significant to the history of Sierra Madre, or it reflects significant geographical patterns, including those associated with different eras of settlement and growth, particular transportation modes, or distinctive examples of park or community planning.*
- B. *Architectural. It is representative of the work or is one of a few remaining examples of a notable builder, designer or architect, or, it embodies distinctive characteristics of a style, type, period or method of construction, or, is a valuable example of architectural achievement or innovation such as the use of indigenous materials or craftsmanship.*

HISTORIC CONTEXT

Early Development of Sierra Madre

The Spanish entered the San Gabriel Valley area in 1761, displacing the native Tongva villages and creating the Mission San Gabriel Arcangel. Sierra Madre was initially developed by Nathaniel Carter, after whom Carter Avenue is named, and purchased 1,103 acres of land for the town in 1881 from Elias "Lucky" Baldwin. Baldwin was a trader who had purchased valuable properties in San Francisco, eventually acquiring the former Spanish *Santa Anita Rancho* from one of the land speculators who were acquiring Foothill Region land short term which they sold for a quick profit. Baldwin became well known for creating the first Santa Anita horse race track.

Significant infrastructure was initiated to form the town. Between 1882 and 1900, a firehouse was constructed, followed by the Sierra Madre Water Company, a schoolhouse, a cigar factory, a church, a library, and the first town hall. Just after the Pacific Electric Railway (Red Car) line was

constructed in 1906, the first electric lights and telephone lines were installed, and Baldwin Avenue was paved. The name of Central Avenue, the Red Car line's path, was changed to Sierra Madre Boulevard on January 8, 1936.²

Street Car Development

The Red Car line in the San Gabriel Valley was developed and reached Sierra Madre in early 1906. Its last stop was near the Mount Wilson Trail. Stated the *Los Angeles Times*, "...during the Great Hiking Era (1895–1938), thousands of Southern Californians rode the Pacific Electric red cars to Sierra Madre." The Red Car line was responsible for encouraging Sierra Madre's continued period of development early in the 20th century after that line was constructed into Sierra Madre along Central Avenue, now known as Sierra Madre Boulevard.

Throughout the United States, the introduction of the electric streetcar dramatically changed suburbanization patterns by allowing people to travel the equivalent of a 30-minute walk in 10 minutes. Residential tracts sprouted up near each of the streetcar stops, typically no further than a 10-minute walk from the station.

The impact that the early Red Car line transportation system had on the development of Sierra Madre preceded the subject property at 91 E. Bonita Avenue, as most of the City's related residential development attributable to the improvement of the City's transportation infrastructure occurred between 1906 and 1930. Nevertheless, the Red Car line was not only responsible for encouraging Sierra Madre's largest period of development; it also became a beloved mode of pre-war and war-time transportation through the 1940s during the period when the subject property was improved with its current residence. On October 6, 1950, local residents traveled to see a Red Car make its last run out of the City. Angelinos and Sierra Madre residents alike filmed the event, and in the past decades, books, and documentaries have been created about the popularity of the line.

PROPERTY HISTORY

Site and Building History

The subject property is not located within a platted tract and the original building permit was not available. The original architect, if any, and builder are unknown. In 1963, a permit was issued for the demolition of a garage and guest room.³ A permit for the construction of a 24-foot by 24-foot garage was issued the same year.⁴ In 1967, a permit was issued for the construction of a rear bedroom and lanai.⁵ In 1992, a permit was issued for the construction of a rear aluminum patio with screen and acrylic enclosure.⁶ No additional permits have been issued for the property.

Ownership History

² "Sierra Madre Historical Timeline." City of Sierra Madre. Accessed September 2017. Available at: http://cityofsierramadre.hosted.civicle.com/services/library/local_history/sierra_madre_timeline/

³ City of Sierra Madre. Building Permit No. 86. Issued May 8, 1963.

⁴ City of Sierra Madre. Building Permit No. 55. Issued April 1, 1963.

⁵ City of Sierra Madre. Building Permit No. 4021. Issued June 9, 1967.

⁶ City of Sierra Madre. Building Permit No. 26750. Issued February 24, 1992.

Based upon a review of the Los Angeles County Assessor’s parcel data, the property changed ownership several times between 1926 and 2015 (Table 1, *Assessor Data*, APN 5767-037-040).

TABLE 1
ASSESSOR DATA, APN 5767-037-040

Map Book No.	Page No.	Date	Name
303	25	1926–1939	Robert D. Dodge
303 pt. 1	25	1939–1950	Robert D. and Harriet M. Dodge
303 pt. 2	201	1951–1955	Robert D. and Harriet M. Dodge
303 pt. 2	201	1956–1960	Robert D. and Harriet M. Dodge
5767	37	1961	Robert D. and Harriet M. Dodge
		2011*	Anna M. Hession
		2014*	Mary A. Golden
		2014*	Mursol Real Estate LLC
		2015*	Bryson V. Reaume

* Denotes information obtained from the Los Angeles County Assessor’s public counter.

Based upon a review of the Assessor tax rolls, the property was improved in 1950. However, the original building permit is not available to confirm if the subject property was developed in 1942 or 1950. Robert D. Dodge was a native of Canada and worked as an “organizing salesman” in the medical records industry. Harriet M. Dodge was a native of Illinois and did not work outside the home.⁷ No information was available for Anna M. Hession, Mary A. Golden, or Mursol Real Estate LLC. The current owner of the property is Bryson V. Reaume.

FIELD SURVEY FINDINGS

Sapphos Environmental, Inc. Historic Resources staff (Ms. Chasteen; Attachment A) conducted an intensive-level field survey of 91 E. Bonita Avenue and its setting on November 14, 2018. Ms. Chasteen meets the Secretary of the Interior’s *Professional Qualification Standards* in the fields of History and Architectural History.

Research was also conducted in the building permits on file at the City of Sierra Madre Building and Safety Department and the Sierra Madre public library. Additional research was conducted in online resources including newspapers, Ancestry.com, and Sanborn Fire Insurance Maps.

BUILDING DESCRIPTION

The primary residence is set back from the street approximately 50 feet and is located above the street due to topography. The 1-story Colonial Revival-style residence is irregular in plan and has a cross-gabled roof clad in composition shingles. The primary façade features three bays. The easternmost and westernmost bays are similar, and both feature brick veneer and paired four-over-four wood sash windows with false shutters. A brick chimney pierces the roof near the ridge line of the western bay. The central bay features five evenly-spaced columns that support the roof which overhangs to shelter the porch spanning this bay. The porch is raised and accessed via brick-clad stairs. The bay is asymmetrical with a pair of eight-over-eight wood windows with wood surrounds. Located near the eastern end of this bay is the primary entrance which features a wood door with

⁷ Year: 1940; Census Place: Monrovia, Los Angeles, California; Roll: m-t0627-00237; Page: 16A; Enumeration District: 19-384

Chippendale-style broken pediment wood surround. A pendant light illuminates the entryway; it is unclear if the pendant light is original to the building. The central bay is clad in smooth-textured stucco (Figure 2, *Primary Residence, 91 E. Bonita Avenue*).



Figure 2. Primary Residence, 91 E. Bonita Avenue
SOURCE: *Sapphos Environmental, Inc., 2018*

The two-car garage features a side-gabled roof clad in composition shingles. The building is clad in smooth textured stucco. The door was replaced with a modern metal with glazing roll-up door at an unknown date (Figure 3, *Garage, 91 E. Bonita Avenue*).

An ancillary building is located in the central eastern portion of the parcel and is not visible from the public right-of-way.



Figure 3. Garage, 91 E. Bonita Avenue
SOURCE: *Sapphos Environmental, Inc., 2018*

Setting

Neighboring residences were largely constructed in the 1960s in the Ranch style of architecture.

EVALUATION

Criterion A/1/A

The subject property is not located within a platted tract. The current residence was constructed in 1942 according to the Los Angeles County Property Assessment Information System, during a period when Southern California experienced little real estate development as a result of World War II. The residence is not associated with a significant period of growth and is not individually significant in the early development of Sierra Madre. Therefore, the property is not eligible for listing under Criterion A/1/A for the National Register, California Register, or as a City Landmark.

Criterion B/2/A

Persons who made demonstrably significant contributions to the history of the nation, state, or region are not known to be associated with this property. Therefore, the property is not eligible for listing under Criterion B/2/A for the National Register, the California Register, or as a City Landmark.

Criterion C/3/B

The residence located on the subject property is a Colonial Revival-style building. Although there are few examples of this style of architecture in the City, this building is a low-style example of this architectural style. The only character-defining features that reflect this architecture style are the front porch with columns and the Chippendale-style broken pediment door surround on the primary entryway. The remainder of the building has minimal architectural detail and style. Because the building is a low-style example of Colonial Revival architecture, it does not embody the distinctive characteristics of a type, period, or method of construction and does not possess

high artistic value. The building is not known to be the work of a master. Therefore, the property is not eligible for listing under Criterion C/3/B for the National Register, the California Register, or as a City Landmark.

Criterion D/4

The subject property is ineligible for the National Register or the California Register under Criteria D/4, as it is not anticipated to yield, nor may be likely to yield, information important in prehistory or history (Attachment B, *DPR 523 Series Forms*).

Statement of Integrity

The subject property was evaluated against the seven aspects of integrity as outlined in the California Code of Regulations (Section 4852 [C]),⁸ and described in the National Register Program. The seven aspects of integrity include *location, design, setting, materials, workmanship, feeling, and association*. As described above, the building has been altered with rear additions which are not visible from the public right-of-way. However, the attached garage is an addition that has not achieve 75 years of age. The building has not been moved. Therefore, the building retains integrity of *design, materials, workmanship, feeling, association, and location*. Neighboring buildings were constructed in the 1960s and in 2005. Therefore, the property does not retain integrity of *setting*. Although the building possesses sufficient integrity for consideration for listing in a historical register, it does not meet one or more eligibility criteria for listing in the National Register, California Register, or for designation as a City Historic Landmark.

CONCLUSION

Sapphos Environmental, Inc. determined the property located at 91 E. Bonita Avenue is ineligible for listing in the National Register, California Register, or designation as a City Historic Landmark. Therefore, the subject property does not constitute as a historical resource as defined in Section 15064.5(a) of the CEQA Guidelines.

Should there be any questions regarding the information contained in this MFR, please contact Ms. Carrie Chasteen at (626) 683-3547, extension 102.

⁸ California Office of Historic Preservation. 1999. *California State Law and Historic Preservation*, 4853 (c), p. 66.

***ATTACHMENT A
RESUMES OF KEY PERSONNEL***

Carrie E. Chasteen, MS

Historic Resources Manager

Master of Science, (Historic Preservation), School of the Art Institute of Chicago, Chicago, Illinois

Bachelor of Arts (History and Political Science), University of South Florida, Tampa, Florida

- Cultural resource management and legal compliance
- History of California
- Architectural History
- Cultural History
- Identification and evaluation of the built environment
- Archival documentation
- Historic preservation consultation
- Certified Oregon Transportation Investment Act (OTIA) III CS3 Technical Lead
- Historic Preservation Commissioner, City of Pasadena
- Phi Alpha Theta National Honor Society

Years of Experience: 16

Relevant Experience:

- *Historic Evaluation for 54 Parks, Golf Course, and Arboreta Project*
- *Historic Evaluation and Design Review for Fries Avenue Elementary School*
- *Los Angeles Union Station Forecourt and Esplanade Project*
- *Los Angeles Music Center*

Ms. Carrie Chasteen has more than 16 years of experience in the field of cultural resources management and the built environment, including project management, agency coordination, archival research, managing large surveys, preparation of Environmental Impact Statement/ Environmental Impact Report (EIS/EIR) sections, Mitigated Negative Declaration (MND) and Initial Study (IS) sections, peer review, and regulatory compliance. She has served as Principal Investigator / Principal Architectural Historian on projects throughout Los Angeles County. Ms. Chasteen meets and exceeds the Secretary of the Interior's *Professional Qualification Standards* in the fields of History and Architectural History. She has extensive experience with the City of Los Angeles Office of Historic Resources (OHR), California Office of Historic Preservation, California Department of Transportation (Caltrans), County of Los Angeles Department of Parks and Recreation, and various other state, county, and local government agencies.

On behalf of the County of Los Angeles (County) Department of Parks and Recreation, Ms. Chasteen is managing the documentation and evaluation of 54 parks, golf courses, and arboreta. The historic evaluations assess County facilities that were identified as priorities due to the age of the facility, architect of record, or affiliation with event of importance to the history of development of Los Angeles County. The historic evaluations consider eligibility for listing on the National Register of Historic Places, the California Register of Historical Resources, the standards provided in CEQA, and the County Register of Landmarks and Historic Districts. The results documented in the historic evaluations were used by the County to address future projects in the facilities, alter plans as needed, and to inform a Cultural Resources Treatment Plan (CRTP) and Worker Environmental Awareness Program (WEAP) training.

On behalf of the Los Angeles Unified School District (LAUSD), Ms. Chasteen prepared a historical evaluation of the Fries Avenue Elementary School. The evaluation tiered off the historic context and registration criteria developed for the award-winning LAUSD Historic Context Statement, 1870 to 1969. The property was determined to be a historical resource pursuant to CEQA. As a result, Ms. Chasteen also reviewed the design of the proposed campus revisions to determine if the proposed project complied with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

On behalf of the County of Los Angeles, Ms. Chasteen reviewed plans for the proposed renovation of the plaza at the Los Angeles Music Center. Design refinements were suggested and implemented in order to reduce impacts to the plaza and its character-defining features.

Ms. Chasteen is a member of the Society of Architectural Historians, National Trust, California Preservation Foundation, Los Angeles Conservancy, Pasadena Heritage, and currently serves as a City of Pasadena Historic Preservation Commissioner.

ATTACHMENT B
DPR 523 SERIES FORMS

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary #
HRI #
Trinomial
NRHP Status Code: 6Z

Other Listings
Review Code

Reviewer

Date

Page 1 of 5

*Resource Name or # (Assigned by recorder): 91 E. Bonita Avenue

P1. Other Identifier: None

*P2. Location: Not for Publication Unrestricted

*a. County: Los Angeles and (P2b and P2c or P2d. Attach a Location Map as necessary.)

*b. USGS 7.5' Quad: Mount Wilson Date: 1995

T1N; R11W; ___ of ___ of Sec; ___ B.M.

c. Address: 91 E. Bonita Avenue

City: Sierra Madre Zip: 91024

d. UTM (Give more than one for large and/or linear resources) Zone: ___, ___ mE/ ___ mN

e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate): APN 5767-037-027

*P3a. Description (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries):

The primary residence is set back from the street approximately 50 feet and is located above the street due to topography. The 1-story Colonial Revival-style residence is irregular in plan and has a cross-gabled roof clad in composition shingles. The primary façade features three bays. The easternmost and westernmost bays are similar, and both feature brick veneer and paired four-over-four wood sash windows with false shutters. A brick chimney pierces the roof near the ridge line of the western bay. The central bay features five evenly-spaced columns that support the roof which overhangs to shelter the porch spanning this bay. The porch is raised and accessed via brick-clad stairs. The bay is asymmetrical with a pair of eight-over-eight wood windows with wood surrounds. Located near the eastern end of this bay is the primary entrance which features a wood door with Chippendale-style broken pediment wood surround. A pendant light illuminates the entryway; it is unclear if the pendant light is original to the building. The central bay is clad in smooth-textured stucco. (See Continuation Sheet page 4)

*P3b. Resource Attributes (List attributes and codes): HP2 Single-family residence

*P4. Resources Present: Building Structure Object Site District Element of District Other (Isolates, etc.)

P5a. Photo or Drawing (Photo required for buildings, structures, and objects.)



P5b. Description of Photo (view, date, accession #): Facing northeast; November 14, 2018; IMG_2350

*P6. Date Constructed/Age and Source:
 Historic Prehistoric Both

*P7. Owner and Address:
Bryson Reaume
91 E. Bonita Avenue
Sierra Madre, CA 91024

*P8. Recorded by (Name, affiliation, and address): Carrie Chasteen
Sapphos Environmental, Inc.
430 N. Halstead Street
Pasadena, CA 91107

*P9. Date Recorded: November 14, 2018

*P10. Survey Type (Describe): Intensive

*P11. Report Citation (Cite survey report and other sources, or enter "none"): Sapphos

Environmental, Inc. 2017. Historic Evaluation for 91 E. Bonita Avenue, Sierra Madre, California 91024.

Attachments: NONE Location Map Sketch Map Continuation Sheet Building, Structure, and Object Record
 Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record
 Artifact Record Photograph Record Other (List):

BUILDING, STRUCTURE, AND OBJECT RECORD

*Resource Name or # (Assigned by recorder): 91 E. Bonita Avenue
Page 2 of 5

*NRHP Status Code: 6Z

B1. Historic Name: Robert D. and Harriet M. Dodge Residence

B2. Common Name: 91 E. Bonita Avenue

B3. Original Use: Single-family residence

B4. Present Use: Single-family residence

***B5. Architectural Style:** Colonial Revival

***B6. Construction History:** (Construction date, alterations, and date of alterations)

The subject property is not located within a platted tract and the original building permit was not available. The original architect, if any, and builder are unknown. In 1963, a permit was issued for the demolition of a garage and guest room. A permit for the construction of a 24-foot by 24-foot garage was issued the same year. In 1967, a permit was issued for the construction of a rear bedroom and lanai. In 1992, a permit was issued for the construction of a rear aluminum patio with screen and acrylic enclosure. No additional permits have been issued for the property.

***B7. Moved?** No Yes Unknown Date: N/A

Original Location: N/A

***B8. Related Features:** Ancillary building

B9a. Architect: N/A

b. Builder: N/A

***B10. Significance: Theme:** Residential architecture

Area: Sierra Madre

Period of Significance: 1942

Property Type: Residential

Applicable Criteria: N/A

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

Criterion A/1/A

The subject property is not located within a platted tract. The current residence was constructed in 1942 according to the Los Angeles County Property Assessment Information System, during a period when Southern California experienced little real estate development as a result of World War II. The residence is not associated with a significant period of growth and is not individually significant in the early development of Sierra Madre. Therefore, the property is not eligible for listing under Criterion A/1/A for the National Register, California Register, or as a City Landmark.

Criterion B/2/A

Persons who made demonstrably significant contributions to the history of the nation, state, or region are not known to be associated with this property. Therefore, the property is not eligible for listing under Criterion B/2/A for the National Register, the California Register, or as a City Landmark. (See Continuation Sheet page 5)

B11. Additional Resource Attributes (List attributes and codes): N/A

***B12. References:** See Continuation Sheet page 5.

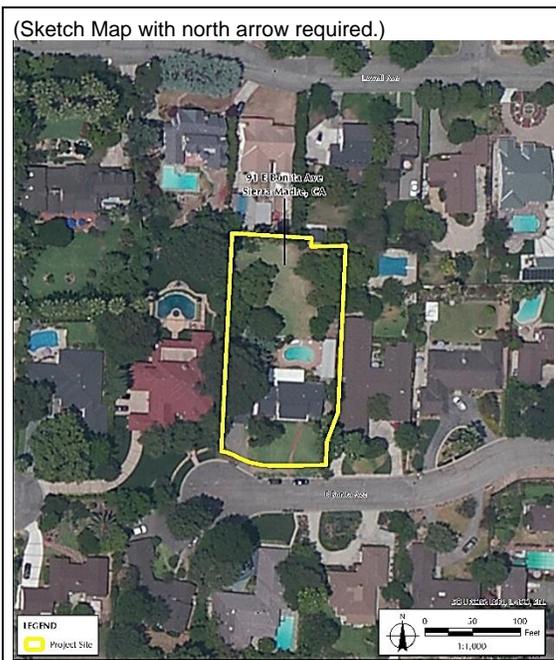
***B13. Remarks:** N/A

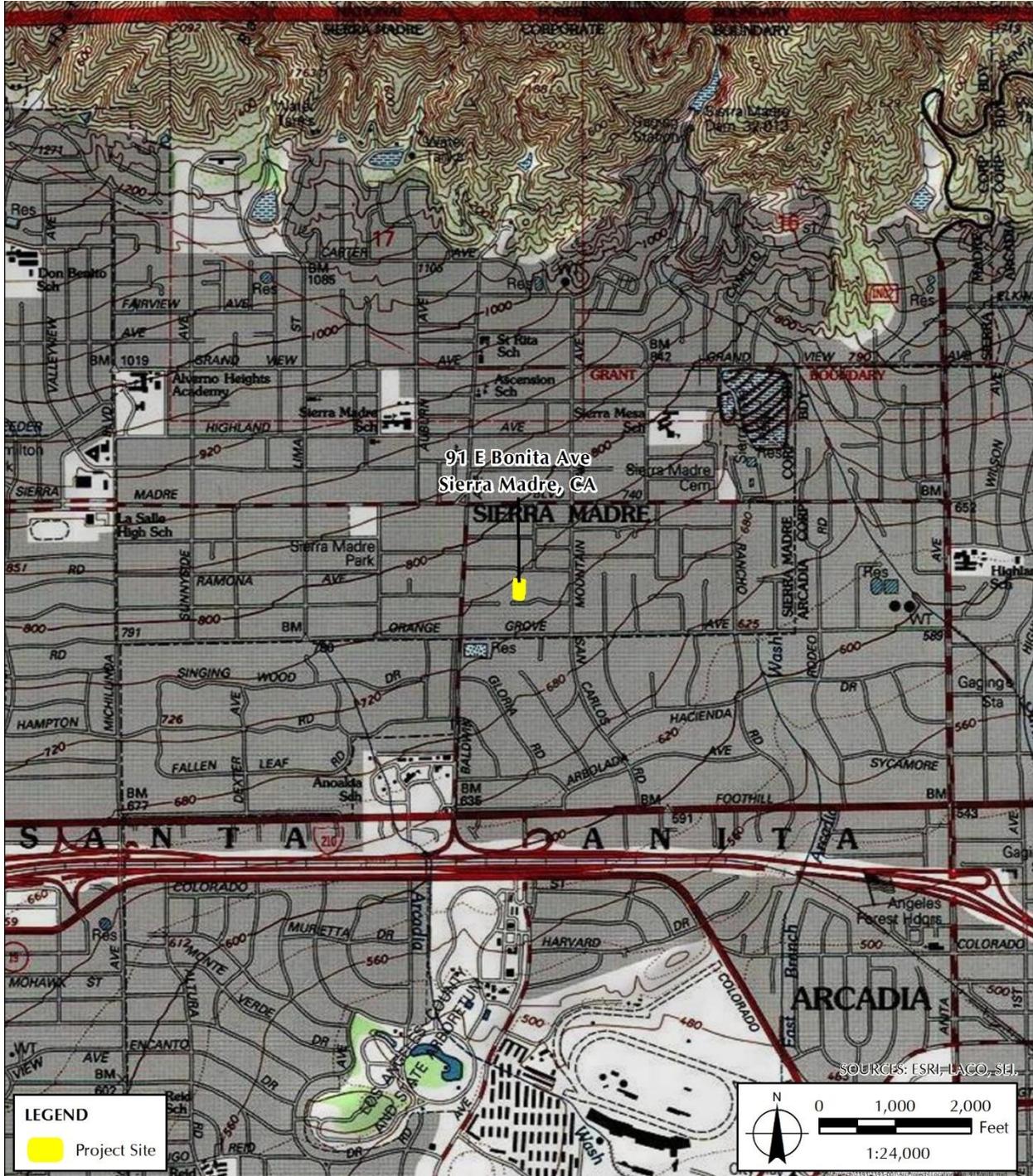
***B14. Evaluator:**

Carrie Chasteen
Sapphos Environmental, Inc.
430 N. Halstead Street
Pasadena, CA 91107

***Date of Evaluation:** November 30, 2018

(This space reserved for official comments.)





*P3a. Description: (Continued from Primary Record page 1)



The two-car garage features a side-gabled roof clad in composition shingles. The building is clad in smooth textured stucco. The door was replaced with a modern metal with glazing roll-up door at an unknown date.



An ancillary building is located in the central eastern portion of the parcel and is not visible from the public right-of-way.

*B10. Significance: (Continued from Building, Structure, and Object Record page 2)

Criterion C/3/B

The residence located on the subject property is a Colonial Revival-style building. Although there are few examples of this style of architecture in the City, this building is a low-style example of this architectural style. The only character-defining features that reflect this architecture style are the front porch with columns and the Chippendale-style broken pediment door surround on the primary entryway. The remainder of the building has minimal architectural detail and style. Because the building is a low-style example of Colonial Revival architecture, it does not embody the distinctive characteristics of a type, period, or method of construction and does not possess high artistic value. The building is not known to be the work of a master. Therefore, the property is not eligible for listing under Criterion C/3/B for the National Register, the California Register, or as a City Landmark.

Criterion D/4

The subject property is ineligible for the National Register or the California Register under Criteria D/4, as it is not anticipated to yield, nor may be likely to yield, information important in prehistory or history*B12. References:

*B12. References: (Continued from Building, Structure, and Object Record page 2)

City of Sierra Madre. Building Permit No. 86. Issued May 8, 1963.

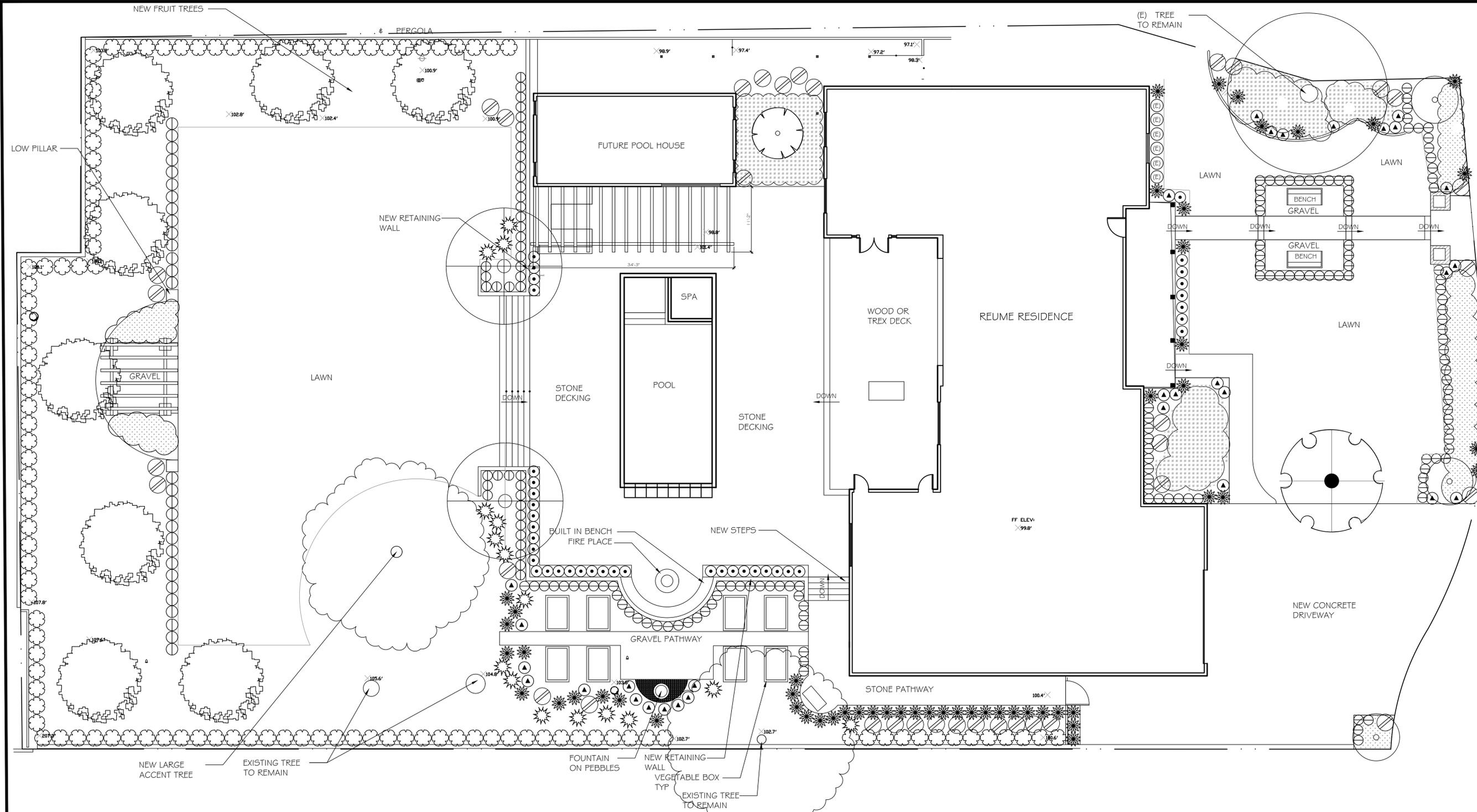
City of Sierra Madre. Building Permit No. 55. Issued April 1, 1963.

City of Sierra Madre. Building Permit No. 4021. Issued June 9, 1967.

City of Sierra Madre. Building Permit No. 26750. Issued February 24, 1992.

**ATTACHMENT 8:
SITE SURVEY MAP**

ATTACHMENT 9:
CONCEPTUAL LANDSCAPE AND LID PLAN



PLANT LEGEND:

SHRUBS:

Symbol	Botanical Name	Common Name	Quantity - Size
⊖	<i>Buxus sempervirens</i> 'Suffruticosa'	Dwarf English Boxwood	212 - 1 gal
⊕	<i>Echinacea purpurea</i> 'Flame Thrower'	Flame Thrower Echinacea	40 - 1 gal
⊙	Pink Mist Pincushion Flower	<i>Scabiosa columbana</i> 'Pink Mist'	30 - 1 gal
⊗	Dwarf Pincushion Bush	<i>Scabiosa fannosa</i>	54 - 1 gal
⊘	<i>Agastache foeniculum</i> 'Golden Jubilee'	Golden Jubilee Anise Hyssop	34 - 1 gal
⊙	<i>Juniperus squamata</i> 'Blue Star'	Blue star juniper	16 - 1 gal
(E)	Existing Hedge to remain		
⊙	<i>Podocarpus macrophyllus</i>	Yew Podocarpus	118 - 5 gal
⊙	<i>Hydrangea quercifolia</i>	Oakleaf Hydrangea	1 - 5 gal

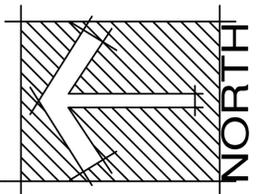
TREES:

Symbol	Botanical Name	Common Name	Quantity - Size
⊙	Citrus Tree	Citrus Tree	8 - 5 gal.
⊙	<i>Sophora secundiflora</i>	Texas Mountain Laurel	3 - 24" Box
⊕	<i>Pistacia chinensis</i>	Chinese Pistachio	1 - 24" Box
⊕	<i>Tabebuia impegitnosa</i>	Pink Trumpet Tree	2 - 24" gal.
⊙	Live Oak	Live Oak	1 - 36" Box

GROUNDCOVERS:

Symbol	Botanical Name	Common Name	Quantity - Size - Notes
⊙	<i>Aegopodium podagrana</i> 'Vanegatum'	Vanegated Bishop's weed	220 sq. ft. - 18" o.c. - In flats, triangular spacing
⊙	<i>Sweet Alyssum Lobulana</i> hybrid	Snow Princess	15 sq. ft. - 10" o.c. - In flats, triangular spacing
⊙	<i>Trachelospermum Jasminoides</i>	Star Jasmine	455 sq. ft. - 6" o.c. - In flats, triangular spacing

NOTE: NO PROTECTED TREES ON SITE



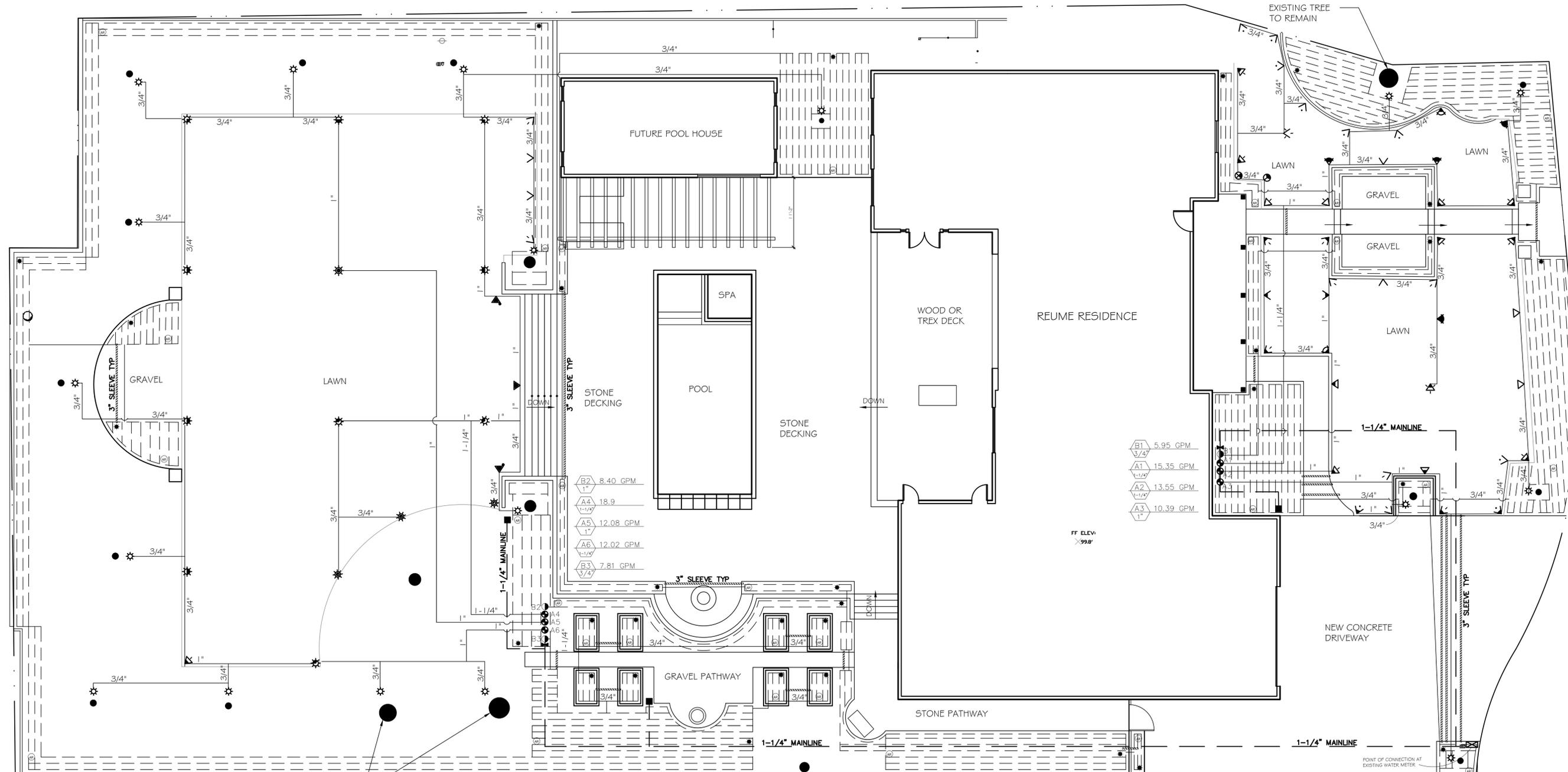
PLANTING PLAN
SCALE 1/8" = 1'-0"

SINCE 1988
HUNTINGTON
 Pools Inc.
 L.I.C. C53 985267

300 S. WALNUT AVE STE. 401
 SAN DIMAS CA 91773
 OFFICE: 626.332.1527
 FAX: 909.305.0109
 CA LIC. C53 985267

A NEW LANDSCAPE DESIGN FOR:
REUME RESIDENCE
 91 BONITA AVENUE
 SIERRA MADRE, CA

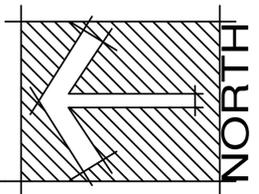
DESIGN BY: EAE
 SCALE: AS SHOWN
 REVISION:
 SHEET:
L1.2



B1	5.95 GPM
A1	15.35 GPM
A2	13.55 GPM
A3	10.39 GPM

MANUFACTURER	SYMBOL	MODEL NUMBER	DESCRIPTION/REMARKS
RANBRD	●	100-PGA-PRS	ELECTRIC PRESSURE REGULATING REMOTE CONTROL VALVE ON SO 80 RISERS
RANBRD	○	KCZ-100-PRF	LOW FLOW CONTROL VALVE WITH PRESSURE REGULATING FILTER
NECO	○	45-UP SERIES BALL VALVE	BALL VALVE, LINE SIZE, INSTALL PER DETAIL
CHAMPION	○	R-401 HOSE BIBB	HOSE BIBB ON 3/4" GALVANIZED PIPE WITH BACKFLOW DEVICE
NETAFM	○	POINT OF CONNECTION	CONNECT MAINLINE TO EXISTING WATER METER, VERIFY LOCATION
NETAFM	○	AIR RELIEF VALVE-TLAVRY	INSTALL PER MANUFACTURER'S INSTRUCTIONS
NETAFM	○	FLUSH VALVE-TL000P-1	INSTALL PER MANUFACTURER'S INSTRUCTIONS
RANBRD	○	1800-SAM-PRS POP-UP	1800-SAM AT ALL PAVING SURFACES, CURBS, AND DRIVES
RANBRD	○	1804-SAM	1804-SAM IN ALL LAWN AREAS 1800-SAM IN ALL PLANTER AREAS
RANBRD	○	50	30 .10 90 8"
RANBRD	○	51	30 .13 VARIES 8"
RANBRD	○	52	30 1.05 360 8"
RANBRD	○	53	30 0.52 180 8"
RANBRD	○	54	30 0.38 90 8"
RANBRD	○	55	30 0.35 120 8"
RANBRD	○	56	30 1.19 VARIES 8"
RANBRD	○	57	30 1.98 360 10"
RANBRD	○	58	30 0.78 180 10"
RANBRD	○	59	30 0.53 120 10"
RANBRD	○	60	30 0.39 90 10"
RANBRD	○	61	30 1.45 VARIES 10"
RANBRD	○	62	30 2.80 360 12"
RANBRD	○	63	30 1.30 180 12"
RANBRD	○	64	30 0.85 90 12"
RANBRD	○	65	30 0.87 120 12"
RANBRD	○	66	30 1.30 VARIES 12"
RANBRD	○	67	30 3.10 360 15"
RANBRD	○	68	30 1.85 180 15"
RANBRD	○	69	30 0.92 90 15"
RANBRD	○	70	30 1.85 VARIES 15"
RANBRD	○	71	30 0.81 4' X 15'
RANBRD	○	72	30 1.21 4' X 30'
RANBRD	○	73	30 0.49 4' X 15'
RANBRD	○	74	30 0.48 4' X 15'
RANBRD	○	75	30 1.08 180 18"
RANBRD	○	76	30 .54 90 18"
RANBRD	○	77	30 2.03 180 18"
RANBRD	○	78	30 1.02 90 24"
RANBRD	○	79	30 1.35 120 24"
RANBRD	○	80	30 1.00 360 24"
PACIFIC PLASTICS OR EQUAL	○	PVC 1120 SOH 40, CELL CLASS 1245A, SOLVENT WELD, HP APPROVED, MAINLINE PIPE	SIZE PER PLAN, INSTALL @ MIN. 18" COVER
PACIFIC PLASTICS OR EQUAL	○	PVC 1120 SOH 40, CELL CLASS 1245A, SOLVENT WELD, HP APPROVED, SLEEVE	1 1/2 TIMES DIAMETER OF PIPE, MIN. 24" COVER
PACIFIC PLASTICS OR EQUAL	○	PVC 1120 SOH 40, CELL CLASS 1245A, SOLVENT WELD, HP APPROVED, LATERAL PIPE	SIZE PER PLAN, INSTALL MIN. 12" COVER
NETAFM	○	3DL-8 GPH-18" TECHLINE PRESSURE COMPENSATING DRIPPER LINE	SIZE PER PLAN, INSTALL MIN. 4" COVER, MAX. 6" DEPTH

NOTE: NO PROTECTED TREES ON SITE



IRRIGATION PLAN
SCALE 1/8" = 1'-0"

300 S. WALNUT AVE STE. 401
SAN DIMAS CA 91773
OFFICE: 626.332.1527
FAX: 909.305.0109
CA LIC. C53 985267

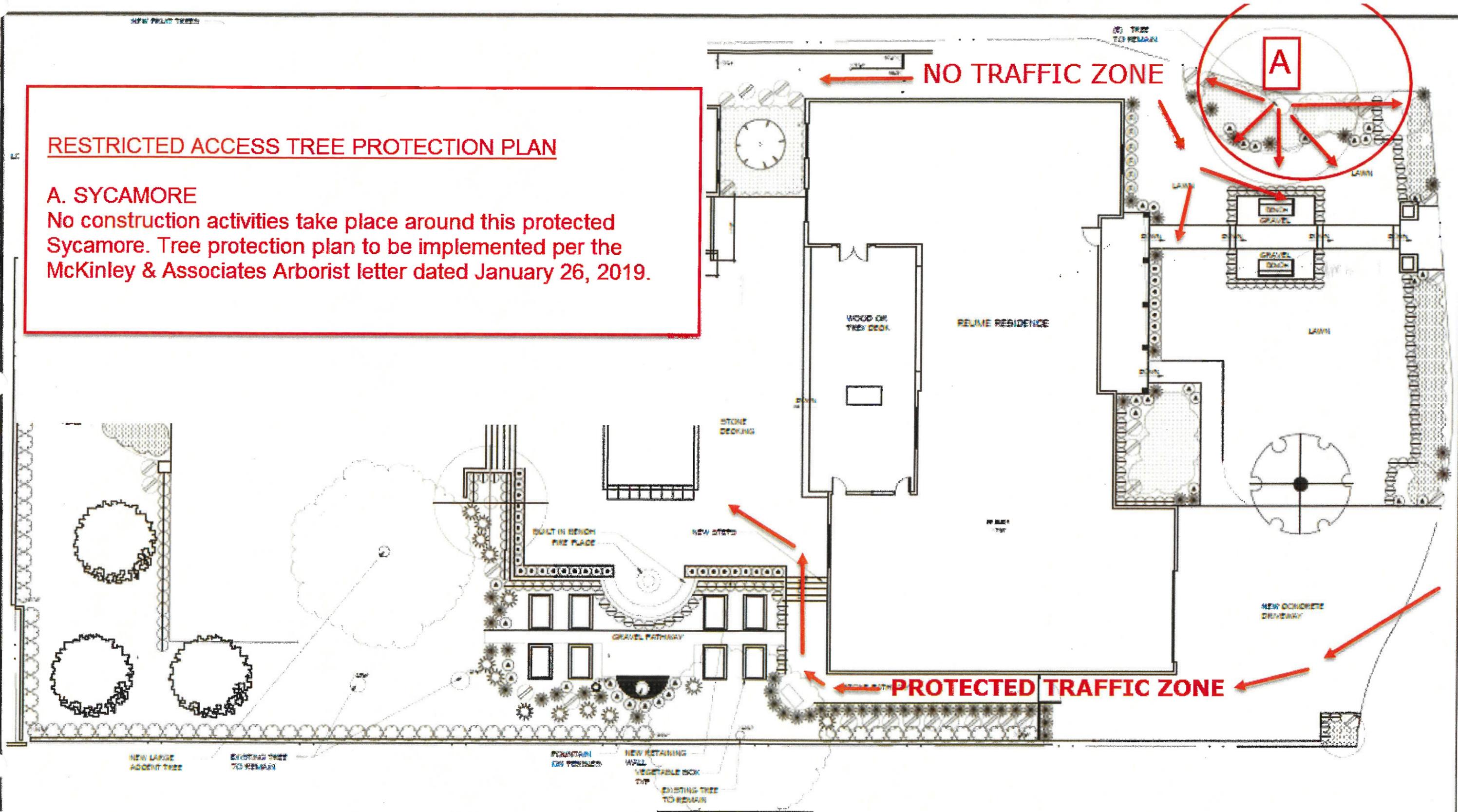
A NEW LANDSCAPE DESIGN FOR:
REUME RESIDENCE
91 BONITA AVENUE
SIERRA MADRE, CA

DESIGN BY: EAE
SCALE: AS SHOWN
REVISION:
SHEET: **L1.3**

RESTRICTED ACCESS TREE PROTECTION PLAN

A. SYCAMORE

No construction activities take place around this protected Sycamore. Tree protection plan to be implemented per the McKinley & Associates Arborist letter dated January 26, 2019.



EGL ASSOCIATES
11819 Goldring Road, Unit A, Arcadia, CA 91006
Tel.: 626-263-3588; Fax: 626-263-3599; E-mail: mail@egl88.com

Hydrology Analysis / LID

Building Address: 91 E. Bonita Ave
Sierra Madre, CA 91024

EGL JOB NO. 18-AA-102
DATE: 01/16/19



DRAINAGE CONCEPT

Pre-Development

Existing drainage pattern flows from northwest to southeast towards Bonita Avenue.

Post-Development

At post development, the project site will maintain the existing drainage pattern draining from northwest to southeast, and site drainage will be captured by catch basins and flow through drainage pipes to a underground infiltration basin located southeast of the existing house. Peak flows will bypass and discharge to the parkway drain and and curb and gutter on Bonita Avenue.

Calculation Background:

This calculation analyzes the storm run-off for Q50, in order to verify that this development will not adversely impact the downstream properties, and that natural & existing drainage pattern will be maintained.

As per attached HydroCalc Results, the run-off is as follows.

Pre-Development

Maximum flow in a 50 yr period

AREA (ACRES)	IMP. (%)	FREQUENCY	SOIL TYPE	LENGTH	SLOPE	Isohyet
0.64	30	50	7	308	0.048	9.45

Pre-Development $Q_{50} = 3.05$ c.f.s.

Post-Development

Maximum flow in a 50 yr period

AREA (ACRES)	IMP. (%)	FREQUENCY	SOIL TYPE	LENGTH	SLOPE	Isohyet
0.23	44	50	7	302	0.048	9.45

Post-Development $Q_{50} = 3.09$ c.f.s.

LID Requirement

TOTAL AREA = 0.64 AC (See attached LID Tributary Map)

Required Retention Volume

Per City of Sierra Madre Municipal Code Chapter 15-5B, the First 1.12" (85th percentile) of rainfall over the entire Post development impervious areas will be detained on-site:
1.12" = 0.0933 ft.

$\Delta A_i = 12,148$ SF Impervious Areas per Post Development Hydrology Map

$$V_{LID} = (0.0933 \text{ ft}) \times (12,148 \text{ ft}^2) = 1133.41 \text{ cf}$$

Underground Infiltration Basin Design

Use 34'(L) x 21'(W) x 4'(D)

$$A = 34' \times 21' = 714 \text{ sf}$$

Assume 40% porosity, $n_t = 0.40$

$$V_{CAP} = A \times D \times n_t = 714 \text{ sf} \times 4 \text{ ft} \times 0.40 = 1142.4 \text{ cf} > 1133.41 \text{ cf} \quad (\text{ok})$$

Hydrology Map

A GIS viewer application to view the data for the hydrology manual.

LAYERS

- 50yr Two Tenths (Rainfall)
- DPA Zones
- Soils 2004
- Final 85th Percentile, 24-hr Rainfall
- Final 95th Percentile, 24-hr Rainfall
- 1-year, 1-hour Rainfall Intensity

SEARCH

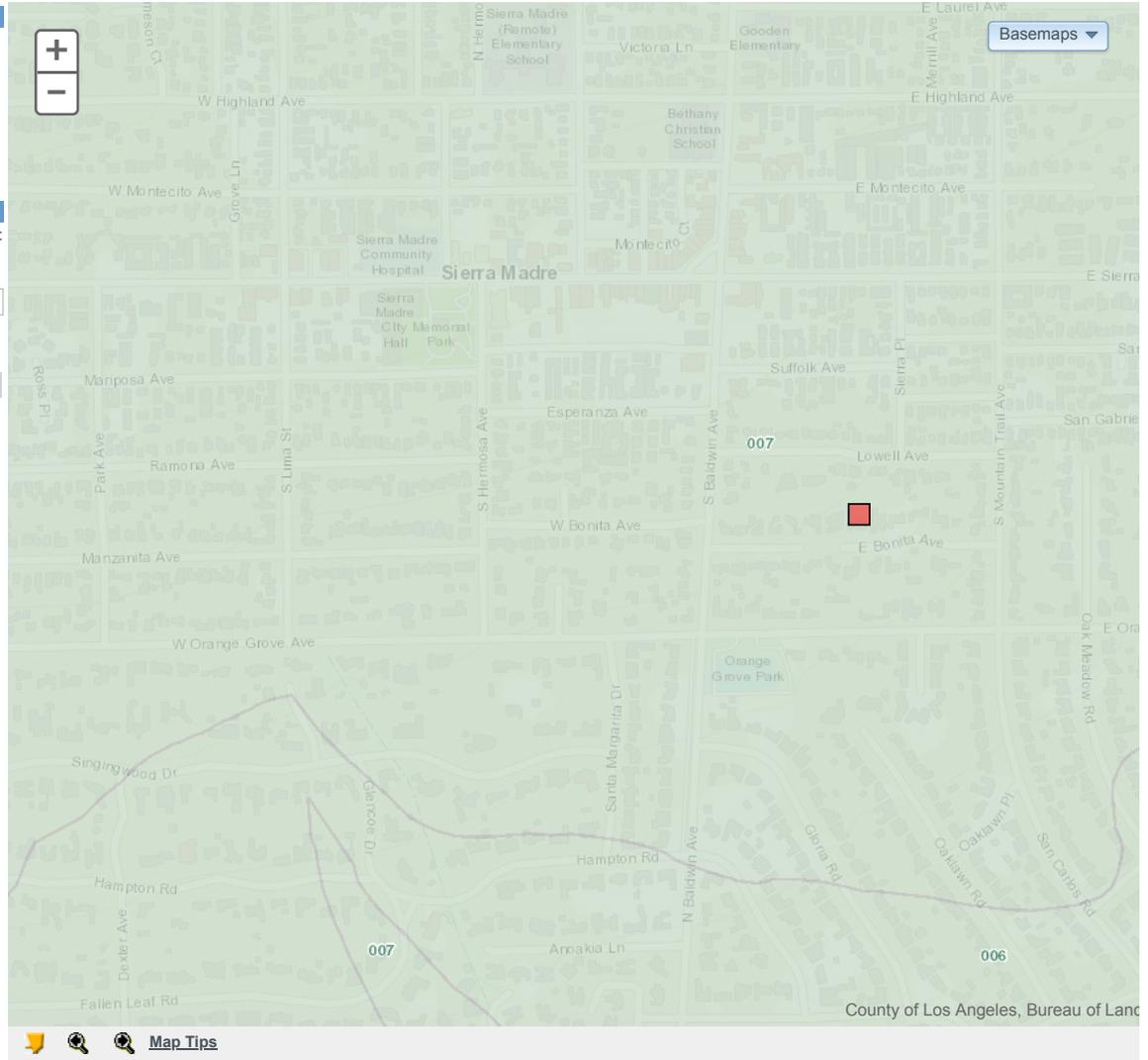
Enter Address, Cross Street, or Parcel No.:
(ex: 900 S. Fremont Ave., Fremont@Valley, 5342005904)

91 E. Bonita Ave, Sierra Madre

Search

Address Search Results:

91 E Bonita Ave Sierra Madre



Hydrology Map

A GIS viewer application to view the data for the hydrology manual.

LAYERS

- 50yr Two Tenths (Rainfall)
- DPA Zones
- Soils 2004
- Final 85th Percentile, 24-hr Rainfall
- Final 95th Percentile, 24-hr Rainfall
- 1-year, 1-hour Rainfall Intensity

SEARCH

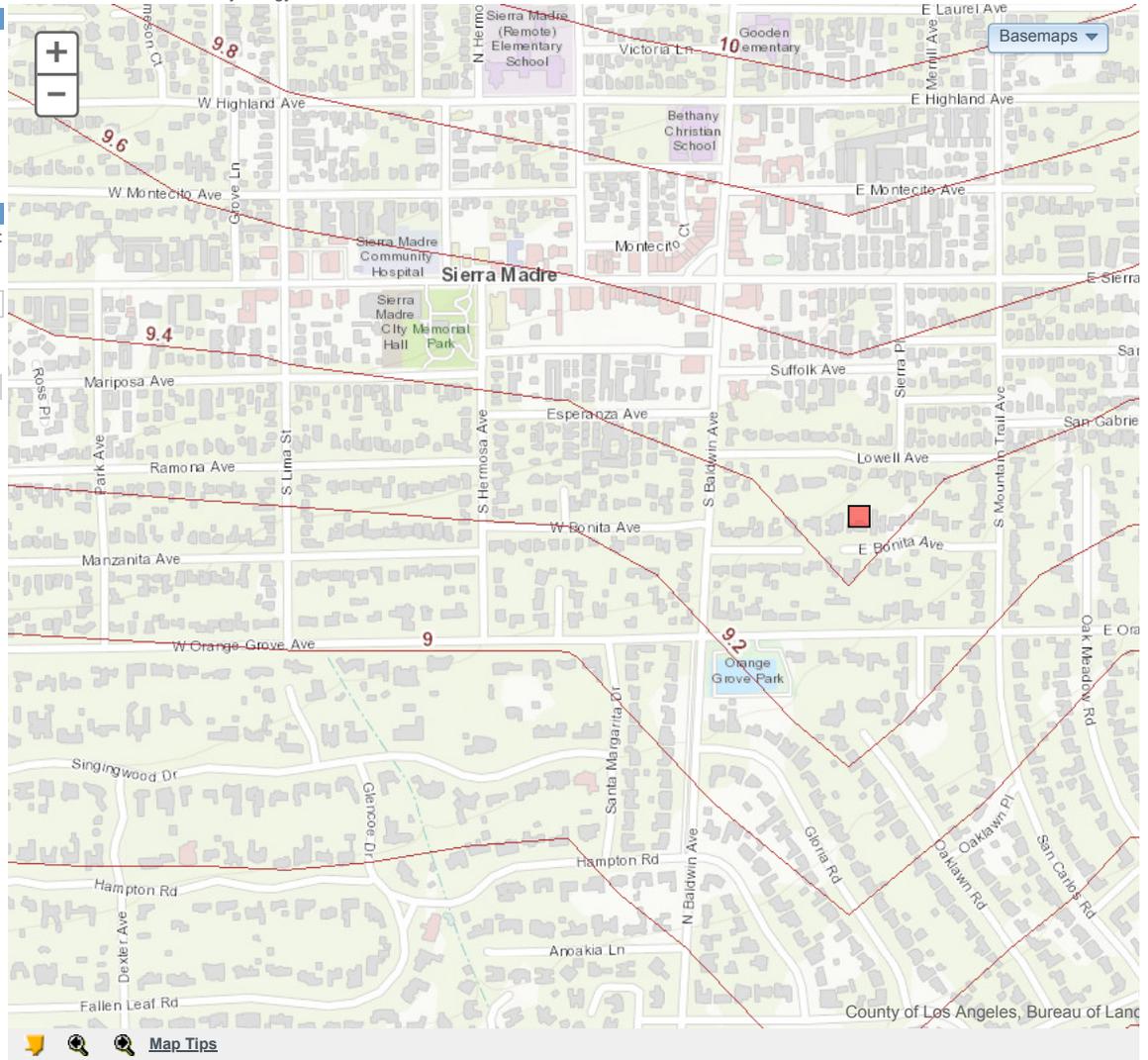
Enter Address, Cross Street, or Parcel No.:
(ex: 900 S. Fremont Ave., Fremont@Valley, 5342005904)

91 E. Bonita Ave, Sierra Madre

Search

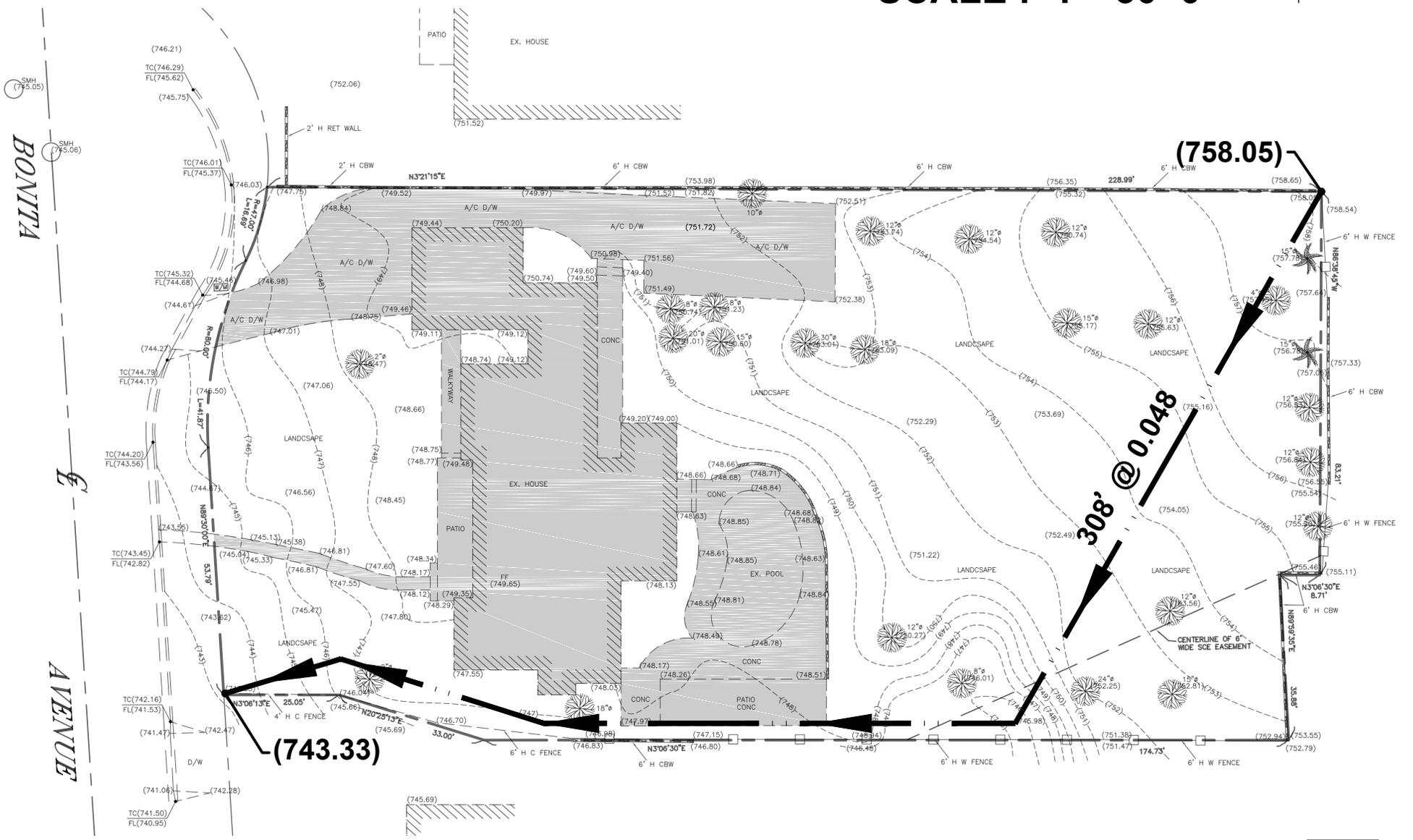
Address Search Results:

91 E Bonita Ave Sierra Madre



PRE-DEVELOPMENT HYDROLOGY MAP

SCALE : 1"=30'-0"



(743.33)

308' @ 0.048

(758.05)

TOTAL AREA= 0.64 AC

IMPERVIOUS AREA=0.19 AC
IMPERVIOUS RATIO 0.19/0.64= 0.30



Peak Flow Hydrologic Analysis

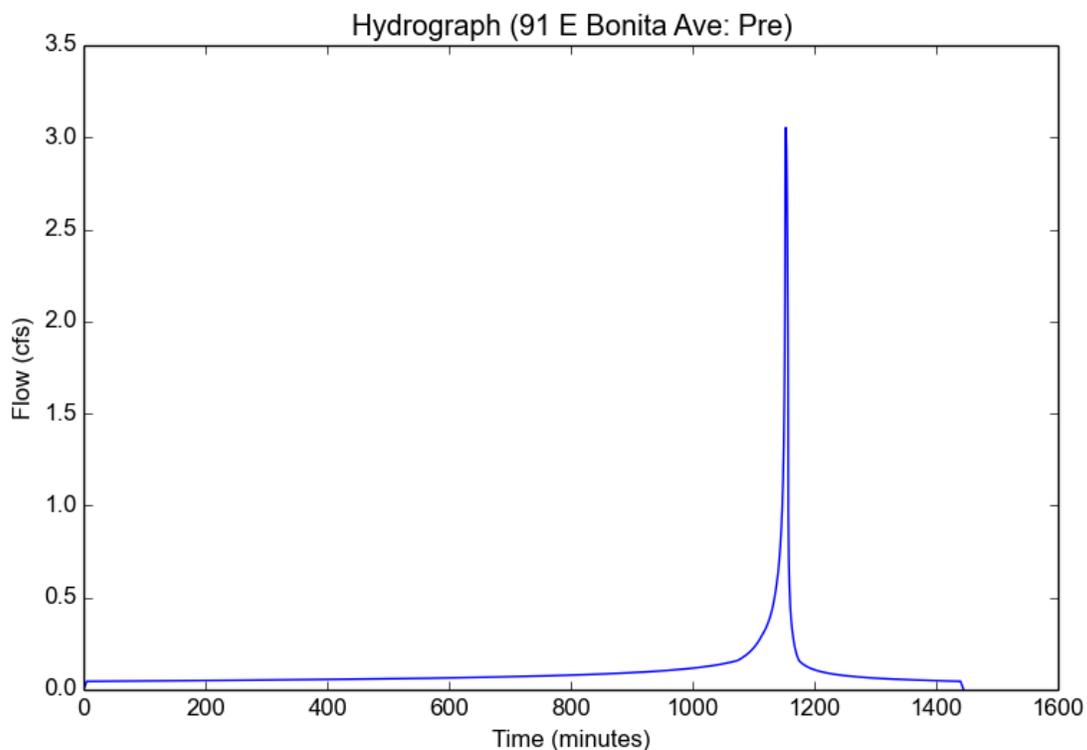
File location: Z:/Hank/ACAD/Misc/2018/18AA102/Conceptual Grading/91 E Bonita Ave - Pre.pdf
Version: HydroCalc 1.0.2

Input Parameters

Project Name	91 E Bonita Ave
Subarea ID	Pre
Area (ac)	0.64
Flow Path Length (ft)	308.0
Flow Path Slope (vft/hft)	0.048
50-yr Rainfall Depth (in)	9.45
Percent Impervious	0.3
Soil Type	7
Design Storm Frequency	50-yr
Fire Factor	0
LID	False

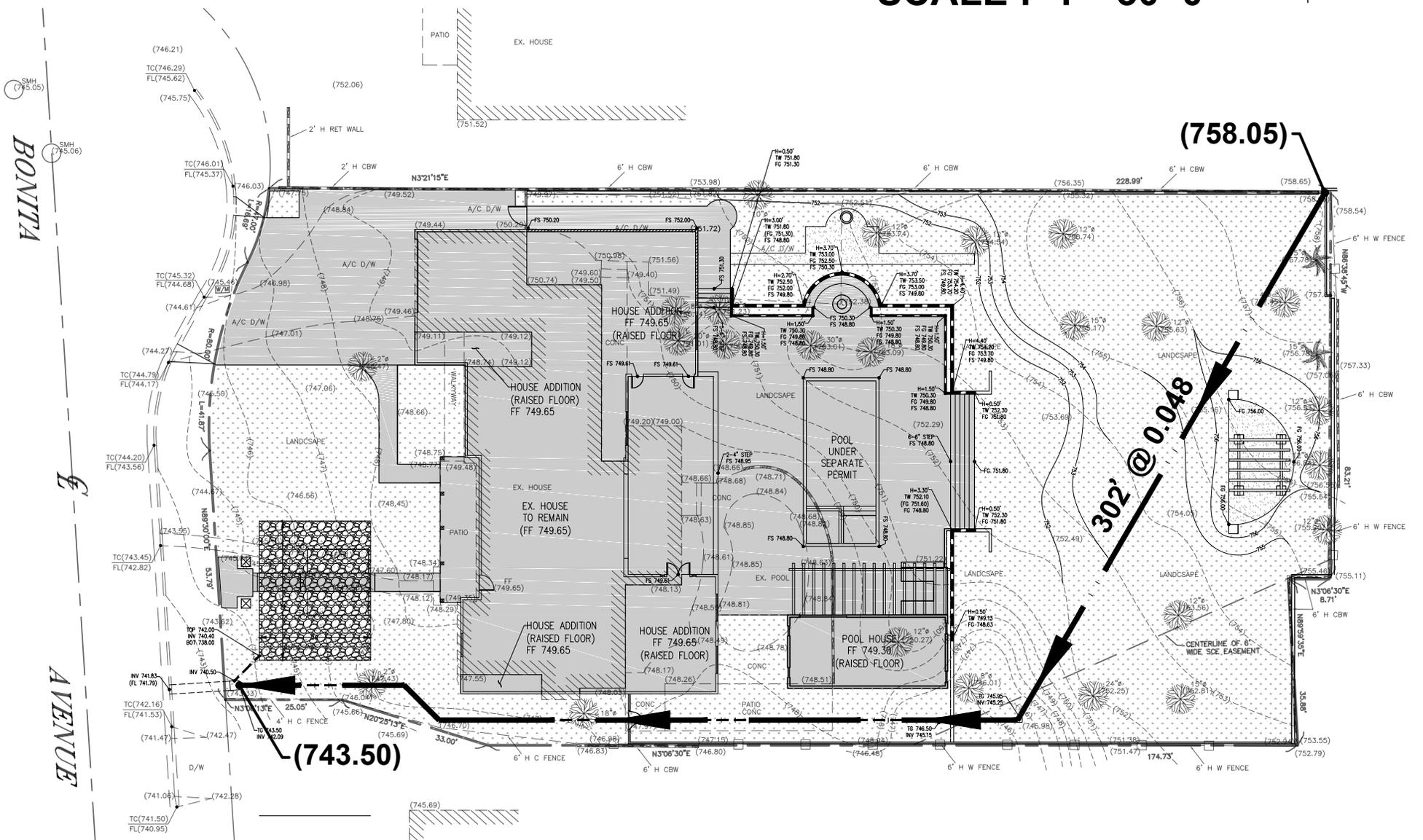
Output Results

Modeled (50-yr) Rainfall Depth (in)	9.45
Peak Intensity (in/hr)	5.6381
Undeveloped Runoff Coefficient (Cu)	0.8228
Developed Runoff Coefficient (Cd)	0.846
Time of Concentration (min)	5.0
Clear Peak Flow Rate (cfs)	3.0527
Burned Peak Flow Rate (cfs)	3.0527
24-Hr Clear Runoff Volume (ac-ft)	0.1984
24-Hr Clear Runoff Volume (cu-ft)	8643.9223



POST-DEVELOPMENT HYDROLOGY MAP

SCALE : 1"=30'-0"



TOTAL AREA = 0.64 AC

IMPERVIOUS AREA = 0.28 AC 
 IMPERVIOUS RATIO 0.28/0.64= 0.44

BONITA

AVENUE

Peak Flow Hydrologic Analysis

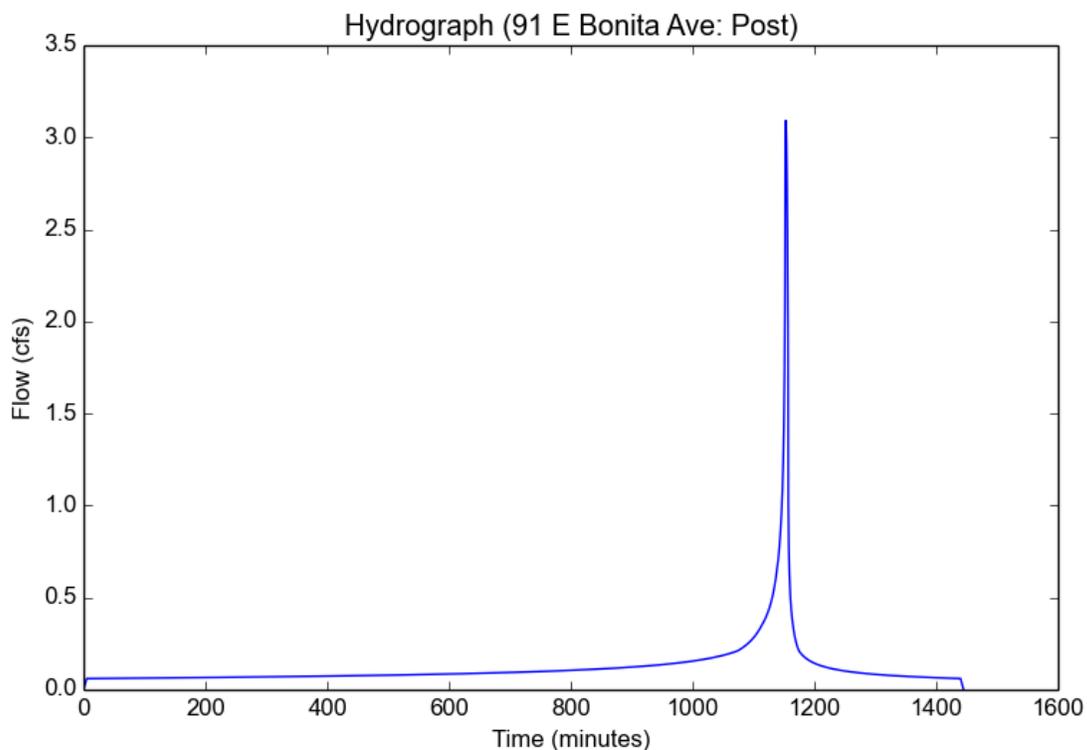
File location: Z:/Hank/ACAD/Misc/2018/18AA102/Conceptual Grading/91 E Bonita Ave - Post.pdf
Version: HydroCalc 1.0.2

Input Parameters

Project Name	91 E Bonita Ave
Subarea ID	Post
Area (ac)	0.64
Flow Path Length (ft)	302.0
Flow Path Slope (vft/hft)	0.048
50-yr Rainfall Depth (in)	9.45
Percent Impervious	0.44
Soil Type	7
Design Storm Frequency	50-yr
Fire Factor	0
LID	False

Output Results

Modeled (50-yr) Rainfall Depth (in)	9.45
Peak Intensity (in/hr)	5.6381
Undeveloped Runoff Coefficient (Cu)	0.8228
Developed Runoff Coefficient (Cd)	0.8568
Time of Concentration (min)	5.0
Clear Peak Flow Rate (cfs)	3.0917
Burned Peak Flow Rate (cfs)	3.0917
24-Hr Clear Runoff Volume (ac-ft)	0.2487
24-Hr Clear Runoff Volume (cu-ft)	10834.2431



ATTACHEMNT 10:
3D RENDERING



ATTACHEMNT 11:
MATERIAL BOARDS



Exterior Painted Finishes

Shingle Siding and Trim:
Cabot Solid Stain
White

Garage Door and Accents:
Cabot Solid Stain
Black

Front Door:
Farrow and Ball Paint
Hague Blue

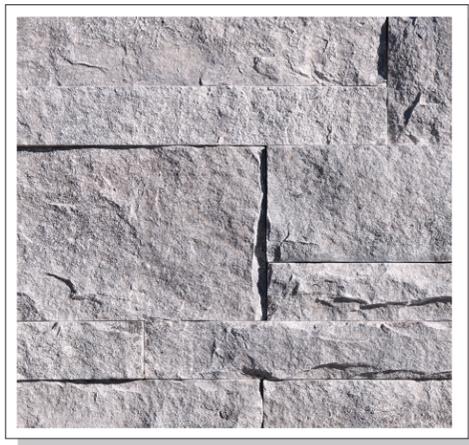
Exterior Fixtures and Finishes



Exterior Concept Rendering, Street View



Roofing Material: Owens Corning Duration Premium Architectural Shingles, Black Onyx



Chimney Cladding: El Dorado Stone Cut Coarse Stone, Cannondale



Garage Door: Custom Wood Panel Garage Door To Be Stained Cabot Solid Stain, Black



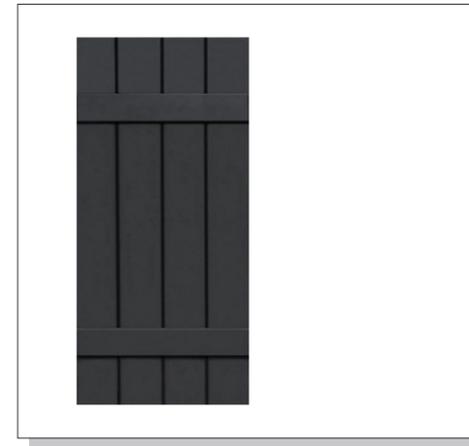
Exterior Light Fixtures: Visual Comfort Linear Lantern, Bronze Finish



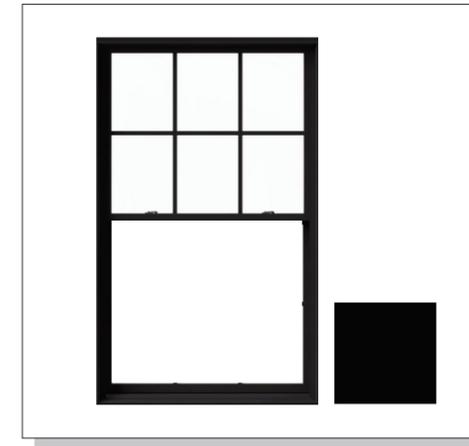
Exterior Stain Color: Cabot Solid Stain White



Exterior Siding: Cedar Valley Shingle Panels, 7 1/8 Exposure To Be Stained Cabot Solid Stain, White



Decorative Shutters: To Be Stained Cabot Solid Stain, Black



Windows: Milgard Essence Series Windows 3/4" Simulated Divided Lite (SDL), Aluminum Cladding, Twilight Finish

East Bonita Avenue, Sierra Madre

R|F ROBERT FRANK INTERIORS
300 South Raymond Avenue, Suite 12
Pasadena, California 91105



Home sweet home.

It's the place where you want to feel the most comfortable. Safe. Protected. But no matter how much you love your house, it seems the work is never completely done. And if purchasing a new roof is on your to-do list, it may seem like a daunting task.

But you don't have to worry about it anymore. We're here to help.

You can feel confident about choosing Owens Corning® Roofing products — Owens Corning has been a recognized leader in the building materials industry for over 75 years. We're known for making homes comfortable, beautiful and durable. And it's likely you've invited our mascot, The Pink Panther,™ into your home already — our building products and famous PINK® Insulation have been used in millions of homes across the country.

Owens Corning Roofing and your contractor can make this a positive experience — an opportunity, really. This is your chance to choose a roof that not only has outstanding performance, but also has exceptional beauty. One that can transform the look of your entire home. So for years to come, you'll feel great every time you pull in the driveway.

Protected. Proud. Home.



Duration® Premium Shingles

Duration® Premium Shingles with patented SureNail® Technology have it all — bold, thick, dimensional appearance with impressive durability. These beautiful shingles are designed for long-lasting performance and carry a Limited Lifetime Warranty^{*/†} (for as long as you own your home) and a 130-MPH Wind Resistance Limited Warranty*. Duration® Premium Shingles are produced with StreakGuard™ Protection to inhibit the growth of airborne blue-green algae* that can cause unsightly dark streaks on your roof. Owens Corning provides a 10-year Algae Resistance Limited Warranty.*



Desert Tan†



Brownwood†



Teak†



Driftwood†



Estate Gray†

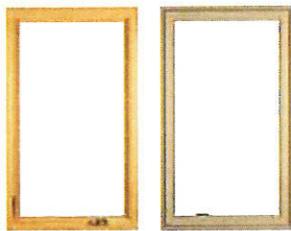


Onyx Black†

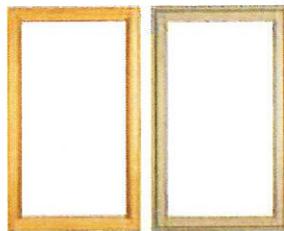
Essence™ Series Wood Windows. Re-imagined.

The new Essence Series is the embodiment of style and innovation, offering seemingly limitless option configurations with proven design and durability. The series features natural, solid wood interiors, strong fiberglass exteriors and more options to customize your Milgard windows and patio doors than ever before. The state-of-the-art design also allows us to offer something not found on other wood windows and patio doors, a Full Lifetime Warranty with Glass Breakage Coverage. With the Essence Series your customers no longer have to sacrifice the options they want, for the dependability they deserve. For complete warranty details, visit pro.milgard.com

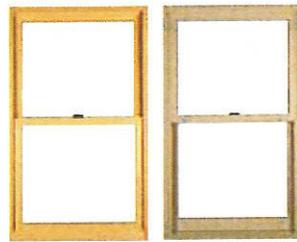
Operating Styles



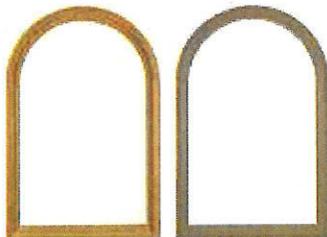
Casement



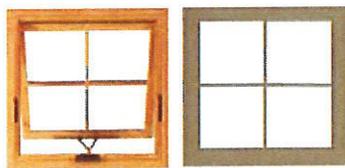
Picture Window



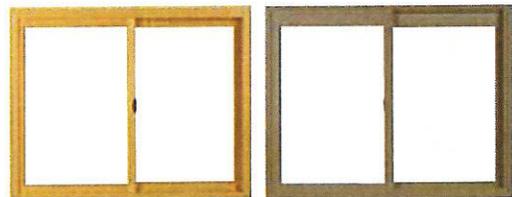
Double Hung



Radius

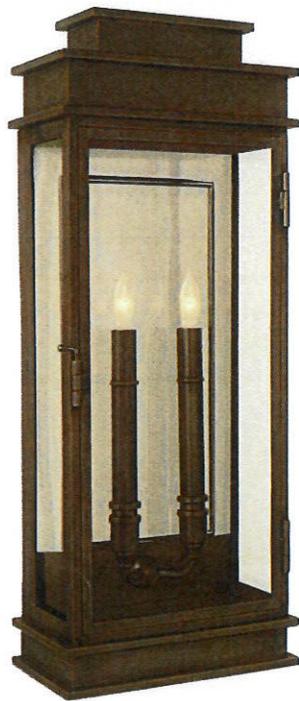


Awning



Glider

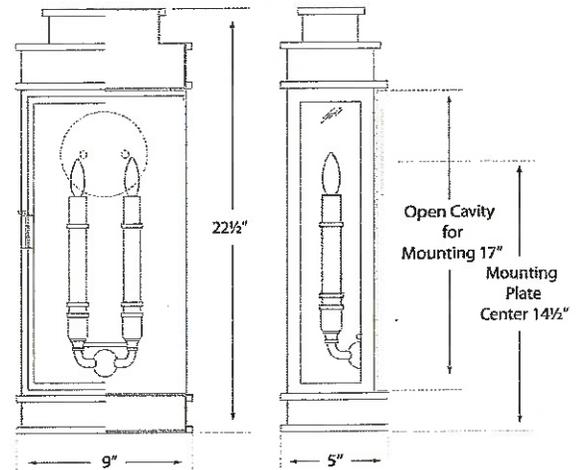
SPEC SHEET



Linear Lantern Tall
Item # CHO 2910BZ

Designer: E. F. Chapman

Height: 22.5"
Width: 9"
Extension: 5"
Backplate: 9" x 20" Rectangle
Finishes: AB, BZ
Glass Options: CG
Socket: 2 - E12 Candelabra
Wattage: 2 - 60 C
©EFC DESIGNS



circa LIGHTING®

ATTACHEMNT 12:
ARBORIST LETTER AND PREVAILING FRONT YARD
SETBACK CALCULATION



McKinley & Associates (818) 240-1358

Arborist Letter

January 26, 2019

Mr. Bryson Reaume
91 East Bonita Avenue
Sierra Madre, CA 91024

Dear Mr. Reaume:

Recently you contacted me and indicated that the City of Sierra Madre had requested a Tree Protection Plan for a Sycamore and Oak tree located on your property at 91 East Bonita Avenue, Sierra Madre. I was informed that you had plans for house addition improvements in the front, side and rear areas of your existing home and that a underground infiltration system was proposed to be constructed in the front yard. I was asked to comment on the impact that this project would have on these two trees and to develop a Tree Protection Plan.

On Friday, January 25, 2019 at approximately 10:00 a.m. I arrived at your property located at 91 East Bonita Avenue, Sierra Madre. Your wife kindly directed me to the location of the two trees and provided me with access to the property so that I could begin my tree inspection. The tree inspection data is contained in the following Tree Inspection Section:

Tree Inspection Section

Tree #1 is a Platanus racemosa or California Sycamore. The tree measures 18 and 33 inches in diameter at D.B.H. (Diameter Breast Height or Diameter at 4.5 feet above the ground). The dripline measures 29 feet and the spread is 49 feet. The height is estimated to be roughly 50 feet. Canopy measurements: (N)20',(S)29',(E)10',(W)18',(NE)15',(NW)19',(SE)20'(SW)24'. The tree is located 42 feet north of the curb along Bonita Avenue and up against a chain-link fence which runs along the eastern boundary of the subject property. The tree is also located 16 feet south of the southeast corner of the existing house. It is surrounded by a small planter bed. A large irrigated lawn area is situated beyond the planter bed. The base of the Sycamore tree measures approximately 5 feet in diameter. It is a multi-trunk tree with two unequal size trunks which form a union at a point 3 feet above the ground. There is included bark tissue at the union creating weak structure. The tree's crown has been pruned and raised. It has also been previously topped and headed back. Weakly attached epicormic or sucker growth was produced at these heading cut sites. Severe Western Sycamore Borer insect damage was observed on the lower trunk and heading cut sites. The tree was going dormant and deciduous at the time of my inspection. This tree is in slightly below average health and condition. Rating: C-

Tree #2 is a Quercus ilex or Holly Oak. The tree measures 9 inches in diameter at D.B.H. The dripline measures 15 feet and the spread is 29 feet. The height is estimated to be roughly 40 feet. Canopy measurements: (N)15',(S)14',(E)13',(W)10',(NE)14',(NW)13',(SE)13',(SW)12'. The tree is located in the back yard 50 feet north of the far northwest corner of the existing garage.

Arborists and Environmental Consultants



Tree Inspection Section-Continued

The trunk presses up against the western boundary concrete block wall. The tree is situated in a small cut-out planter tree well in the asphalt. No irrigation was observed near the tree. There is epicormic sprouting or suckering near the base of the trunk. The tree's crown has been pruned and raised. The foliage size, color and crown density are normal. The tree is in above average health and condition. Rating: B-

Observations

The California Sycamore tree in the front yard appears stressed. Decay is present in the large limbs and stems where the tree was previously topped and headed back. The chain-link fence will soon become embedded in the eastern side of the tree's trunk unless it is moved or modified. The union of the two unequal size trunks is weakly attached and would be prone to breakage and failure unless steps are taken to strengthen this union through the use of rods and cables. The proposed underground infiltration system is too close to the California Sycamore. The plan shows that this system would be excavated at a point only 10 feet west of the eastern property line. The tree's trunk is already 5 feet in diameter at ground level which means that the excavation would take place only 5 feet from the tree's trunk. The ANSI A-300 Root Pruning Standards specify that root pruning and excavation on one side of a tree cannot encroach closer than 3 times the trunk diameter. The excavation and cutting of roots closer than this will most likely make the tree unstable and cause it to fall over. In this case no excavation and root cutting must take place closer than 15 feet from the nearest edge of the trunk of the Sycamore tree. This means that the proposed underground infiltration system must begin no closer than 20 feet from the eastern property line. The west dripline is 18 feet from the nearest edge of the trunk. The placement of the system beyond the west dripline would be preferable and would retain even more of the tree's root system. The Holly Oak tree located in the back yard is not a protected tree species according to the City of Sierra Madre Tree Ordinance. The Holly Oak is not native or indigenous to this area. It is an exotic, imported species of Oak. The tree's location is poor. If it is retained it will eventually begin to crack and push over the boundary wall. The proposed house addition improvements do not appear to impact or encroach upon this tree.

Tree Protection Plan

The following tree preservation recommendations should be followed:

Prior to demolition or construction a temporary 6 foot chain-link T-Panel fence should be installed at the dripline or the farthest point possible from the trunk of the trees. Orange plastic safety fence should be zip-tied to the chain-link fence for added visibility. The tree protection fences should remain around the trees until construction has been completed.

Excavation or digging within the dripline of the trees should be avoided or minimized. Torn, ripped and tattered root ends which are exposed must be cut back to the side of the excavation area with clean, sharp pruning tools and then covered with moist burlap and wetted twice per day until the excavation areas can be backfilled with clean soil.

Prohibit the parking of tractors and vehicles within the dripline of the trees.

Prohibit the storage of portable restrooms, building materials and other equipment within the dripline of the trees.



McKinley & Associates (818) 240-1358

Tree Protection Plan-Continued

Prohibit dumping excess soil, paint, stucco, concrete, cement and other foreign materials within the dripline of the trees.

Designate a washout area for the above stated foreign materials outside and away from the dripline of the trees.

The branches of the trees do not appear to conflict with this project however if it should become necessary to prune the branches then I would recommend that a State of California Licensed Tree Contractor with current Worker's Compensation and Liability Insurance be hired to perform the tree pruning.

The pruning of tree branches and roots must conform to ANSI A-300 Standards and follow Best Management Practices.

Future irrigation should not be installed or trenched within the driplines of the trees. Surface mounted irrigation systems should be utilized where irrigation must be installed inside the driplines of the trees. The trunks of the trees should not be wetted.

The use of organic mulch should be used under the canopy or driplines of the trees where possible. A layer of 2 to 4 inches of wood chips, wood shavings or landscape bark should be utilized wherever possible within the driplines of the trees. Mulch should not be permitted to touch the trunks of the trees. A six-inch gap should be maintained around the tree trunks.

Summary/Conclusion

The proposed house addition project as proposed should not impact these two trees if the above stated tree preservation recommendations are followed. The proposed underground infiltration system must be moved or relocated to at least 20 feet from the east property line. Moving the system outside the west dripline of the Sycamore tree would be preferable in order to minimize root loss. Finally, while the Holly Oak is generally in good condition and should not conflict with this project the long-term future of this tree is in doubt. At some point in the future it will become necessary to remove the tree as it begins to crack and damage the boundary wall.

Thank you for the opportunity to serve you with this home improvement project. If you have questions, please feel free to contact me on my business cell phone at (818) 426-2432 or you may call my office (818) 240-1358.

Sincerely,

William R. McKinley

William R. McKinley, Consulting Arborist
American Society of Consulting Arborists
Certified Arborist #WE-4578A
International Society of Arboriculture

Arborists and Environmental Consultants

December 15, 2018

City of Sierra Madre
Planning Department
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

Side Yard Set-back Variance Request

Subject Property: 91 E. Bonita Ave.

We are requesting a reduction to the cumulative side yard setback at our home for our upcoming renovation. Our renovation consists of turning an existing 4-bedroom, 2-bathroom home into a 4-bedroom, 3.5-bathroom home. The existing facade to remain almost exactly as it is with the exception of the garage roof line changing pitch to create more depth and curb appeal for the home. The additions will all be at the rear of the home.

The reason for our request is that our existing set-backs are non-conforming due to the age of the home. To keep with the original design intent and to respect the history of the home we would need to the additions to be aligned with the existing home.

Due to this we are requesting the cumulative side yard set-back be reduced to 20%. SMMC
 $17.20.050B.3.c. 20\% \text{ of } 107.37 = 21.47.$

We request this with the following in mind.

1. The majority of the homes in our neighborhood only have a 20' cumulative sideyard setback. Granting this request only allows us to have setbacks that are the same as our neighbors.
2. Sierra Madre Preservation code states: *"Preservation and renovation of existing single-family units of historical character or of quality design is encouraged. Where existing homes are preserved and incorporated into the development, the design of the development should respect the character and siting of the home to minimize impact on the neighborhood. The planning commission may consider some relaxation of setback and other zoning requirements for developments that incorporate existing units, providing that the development is not materially detrimental to adjoining properties."*

3. The majority of other local neighborhood ordinances state: *"additions to the rear of non-conforming setback are allowed with limitation to 1/3 the length of the structure."*
4. This variance will not negatively impact our neighbors as we are only aligning with our current set-backs. It will also not negatively affect the community in anyway as this only happens at the rear of the home.

We truly appreciate your consideration and hope that this small variance will be granted as we renovate our forever home in beautiful Sierra Madre, CA

Kind regards,

Bryson, Monica, Lane & Emerson Reaume.

Homeowner & Family

213-272-0179

bryson@cityconstructors.com

PREVAILING FRONT YARD SETBACK
SUBJECT PROPERTY: 91 E. BONITA
 $43+50+44+52+54+58 = 301 / 6 = 50.1$
Average front yard setback on the street is 50'-1"
If you remove the high and low (43 & 58) it is an even 50'

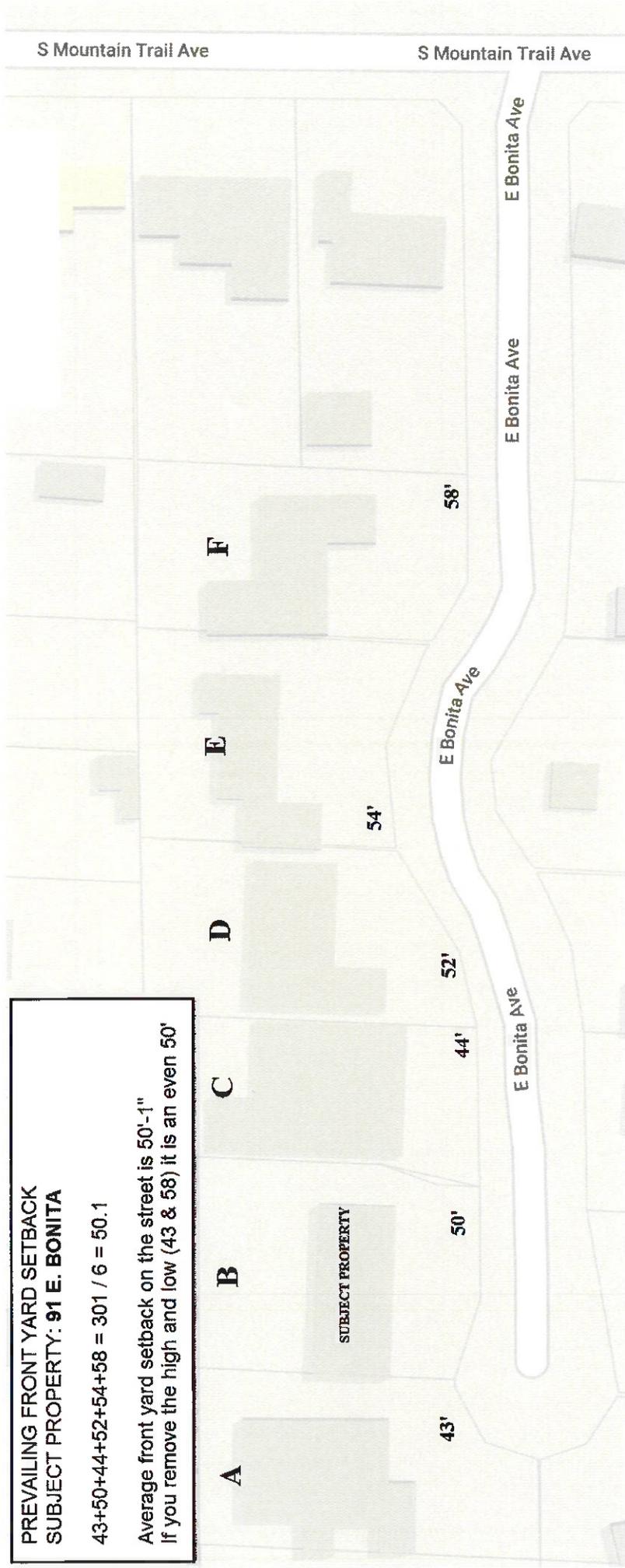
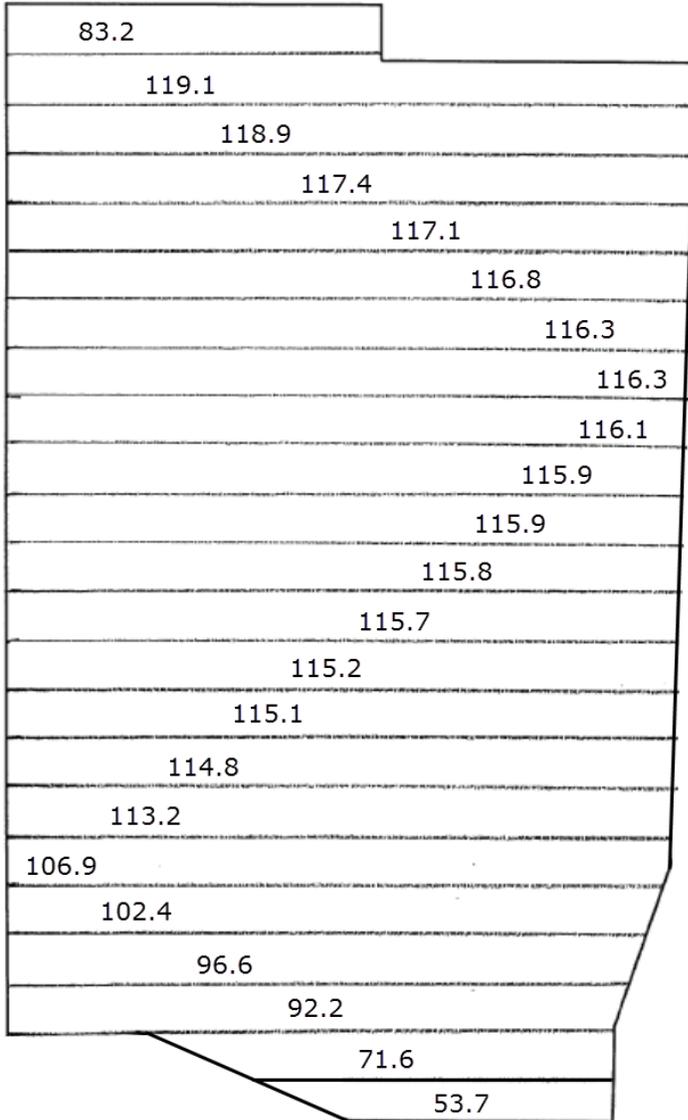


EXHIBIT B

83.1



Project: 91 E. Bonita

Computation: Side Yard Setback

Sum of Widths = 2549.3

Avg. Lot Width = $2549.3/24 = 106.22$

30% OF 106.22 = 31'.8"

20% OF 106.22 = 21'.2"

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,


SIGNATURE

Ellen K. Hoffman
PRINTED NAME (HOMEOWNERS)

110 E. Bonita Ave
ADDRESS
Sierra Madre, CA

626-355-4049
PHONE NUMBER

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

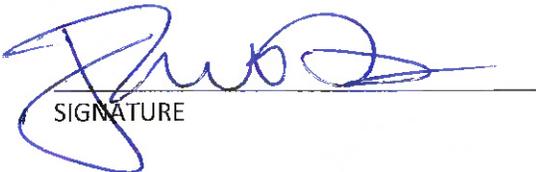
As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,


SIGNATURE

Jamie O'Brien
PRINTED NAME (HOMEOWNERS)

70 E. Bonita Ave
ADDRESS
Sierra Madre CA. 91024

(626) 216 9403
PHONE NUMBER

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,

Annie Marbach

SIGNATURE

Annie Marbach

PRINTED NAME (HOMEOWNERS)

76 E. Bonita Ave

ADDRESS

626-355-8438

PHONE NUMBER

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,


SIGNATURE


PRINTED NAME (HOMEOWNERS)


ADDRESS


PHONE NUMBER

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

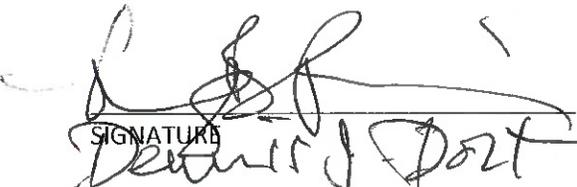
As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,


SIGNATURE
DENNIS J. DORT
101 E. BONITA AVE
ADDRESS

NANCY B. PETERSON
PRINTED NAME (HOMEOWNERS)
DENNIS J. DORT
(626) 355-4599
PHONE NUMBER
(626) 298-1021

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RECEIVED

FEB 25 2019

CITY OF SIERRA MADRE
PLANNING & BUILDING

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,


SIGNATURE

THOMAS GRIFFITHS
PRINTED NAME (HOMEOWNERS)

120 LOWELL AVE
ADDRESS

(626) 388-7464
PHONE NUMBER

2/11/19

City of Sierra Madre
Planning Commission
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

RE: Renovations at 91 E. Bonita Ave.

To Whom It May Concern:

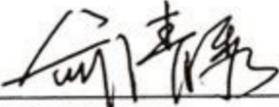
As a direct neighbor within 100' of this project, we are writing to offer our full support of the upcoming renovation at 91 E. Bonita in Sierra Madre, CA.

The street of 91 E. Bonita is a small, beautiful, cul-de-sac and after reviewing the plans and renderings attached, we fully support this build and appreciate everything they have done to ensure it fits in with the history and feeling of this street.

We have reviewed the plans attached and understand the overall square footage as well as the existing setbacks and are in full support of all the current requests. We appreciate the current home owner's dedication to not changing the look and feel of this street or this community while preserving a piece of Sierra Madre's architectural history. We also feel the design is exceptional as well as architecturally extraordinary and will bring positive value to our community.

We fully support and approve of this project. If you have any questions, please feel free to contact us.

Kind regards,



SIGNATURE

Qingxin Yu

PRINTED NAME (HOMEOWNERS)

71 E Bonita Ave, Sierra Madre

ADDRESS

626 807 3468

PHONE NUMBER



City of Sierra Madre Agenda Report

Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio, City Treasurer

TO: Honorable Members of the City Council
FROM: Mayor Denise Delmar
DATE: April 9, 2019
SUBJECT: **BRIEF UPDATE ON STATE OF CITY**

Mayor Denise Delmar will provide a brief update and summary on the state of the City. This report is intended to provide information only. No action is required.

FINANCIAL REVIEW

There is no financial impact associated with this report.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at www.cityofsierramadre.com, at the City Hall public counter, and the Sierra Madre Public Library.



City of Sierra Madre Agenda Report

Denise Delmar, Mayor
John Harabedian, Mayor Pro Tem
Rachelle Arizmendi, Council Member
John Capoccia Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio, City Treasurer

TO: Honorable Mayor Delmar and Members of the City Council

FROM: Gabe Engeland, City Manager 

INITIATED BY: Laura M. Aguilar, Assistant City Clerk 

DATE: April 9, 2019

SUBJECT: CITY COUNCIL REORGANIZATION; MAYOR AND MAYOR PRO TEM TERMS

RECOMMENDATION

It is recommended that the City Council reorganize and appoint a Mayor and Mayor Pro Tem to serve the next rotation.

SUMMARY

At the February 26, 2019 Council meeting, a request was made by Mayor Delmar that the Council consider rescheduling the reorganization from the regularly scheduled date of April 23, 2019 to April 9, 2019. At the March 12, 2019 the Council approved the rescheduling of the City Council reorganization.

The Council may choose to make the appointment of the Mayor and Mayor Pro Tem's term effective April 9 or April 23.

Additionally, on March 12, 2019 the Council approved the consolidation of the local municipal election with the County to coincide with Statewide elections, which will extend the terms of the current Council Members by approximately 6 months.

ANALYSIS

Pursuant to Sierra Madre Municipal Code 02.04.020, the City Council shall reorganize and select one of its members as mayor and one as mayor pro tempore at its second regularly scheduled meeting in April of every year or at any other time as that the City Council shall direct.

CITY COUNCIL REORGANIZATION; MAYOR AND MAYOR PRO TEM TERMS

April 9, 2019

Page 2 of 2

The City Council approved the change of the Council's reorganization from April 23, 2019 to April 9, 2019 at their March 12, 2019 meeting.

At the March 12, 2019 meeting the City Council also authorized the change of election date to consolidate with elections in Los Angeles County to coincide with Statewide elections effective November 2020, pursuant to SB 415, signed into law by Governor Brown in 2015. This change will extend the term of each current Council member by approximately 6 additional months. The extension of terms impacts the traditional April to April Mayor and Mayor Pro Tem terms

FINANCIAL REVIEW

There is no financial impact associated with this request.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at www.cityofsierramadre.com, at the City Hall public counter, and the Sierra Madre Public Library.