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**CITY OF SANTA FE SPRINGS**  
**SPECIAL MEETINGS OF THE PUBLIC FINANCING**  
**AUTHORITY, WATER UTILITY AUTHORITY, HOUSING**  
**SUCCESSOR, SUCCESSOR AGENCY, AND CITY COUNCIL**  
**AGENDA**

**TUESDAY, JANUARY 23, 2024**  
**AT 6:00 P.M.**

**CITY HALL COUNCIL CHAMBERS**  
**11710 TELEGRAPH ROAD**  
**SANTA FE SPRINGS, CA 90670**

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**CITY COUNCIL**

**Jay Sarno, Mayor**  
**William K. Rounds, Mayor Pro Tem**  
**Juanita Martin, Councilmember**  
**Annette Rodriguez, Councilmember**  
**Joe Angel Zamora, Councilmember**

**CITY MANAGER**

**René Bobadilla, P.E.**

**CITY ATTORNEY**

**Ivy M. Tsai**

**CITY STAFF**

**Assistant City Manager**  
**Fire Chief**  
**Police Chief**  
**Director of Community Services**  
**Director of Finance**  
**Director of Planning**  
**Director of Police Services**  
**Director of Public Works**  
**City Clerk**

**Nicholas Razo**  
**Chad Van Meeteren**  
**Aviv Bar**  
**Maricela Balderas**  
**Lana Dich**  
**Wayne Morrell**  
**Dino Torres**  
**James Enriquez**  
**Janet Martinez**

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**NOTICES**

This City Council Meeting ("Council") will be held in person and will meet at City Hall – City Council Chambers, 11710 E. Telegraph Road, Santa Fe Springs, California. The meeting will be live streamed on the City's YouTube Channel and can be accessed on the City's website via the following link:

[https://santafesprings.org/city\\_council/city\\_council\\_meetings/index.php](https://santafesprings.org/city_council/city_council_meetings/index.php)

**Americans with Disabilities Act:** In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

**SB 1439:** Effective January 1, 2023, City Council Members are subject to SB 1439 and cannot participate in certain decisions for a year after accepting campaign contributions of more than \$250 from an interested person. The Council Member would need to disclose the donation and abstain from voting.

**Public Comments:** The public is encouraged to address City Council on any matter listed on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council on the day of the meeting, please fill out a speaker card provided at the door and submit it to City Clerk staff. You may also submit comments in writing by sending them to the City Clerk's Office at [cityclerk@santafesprings.org](mailto:cityclerk@santafesprings.org). All written comments received by 12:00 p.m. the day of the City Council Meeting will be distributed to the City Council and made a part of the official record of the meeting. Written comments will not be read at the meeting, only the name of the person submitting the comment will be announced. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

**Please Note:** Staff reports and supplemental attachments are available for inspection at the office of the City Clerk in City Hall, during regular business hours 7:30 a.m. – 5:30 p.m., Monday – Thursday. Telephone: (562) 868-0511.

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS**

**PRESENTATIONS**

1. **PRESENTATION BY ASOCIACION DE JALISCIENSES UNIDOS EN ACCION (AJUA) (COMMUNITY SERVICES)**
2. **INTRODUCTION OF CITY'S NEW CREATIVE MEDIA COMMUNICATIONS TEAM (COMMUNITY SERVICES)**
3. **PLANNING PHOTO CONTEST WINNERS (PLANNING)**

**CHANGES TO AGENDA**

**PUBLIC COMMENTS ON NON-AGENDA AND AGENDA ITEMS**

At this time, the general public may address the City Council on both non-agenda *and* agenda items. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per speaker. State Law prohibits the City Council from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Mayor.

**STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST**

PUBLIC FINANCING AUTHORITY, WATER UTILITY AUTHORITY, HOUSING  
SUCCESSOR, SUCCESSOR AGENCY, AND CITY COUNCIL AGENDA

**PUBLIC HEARING**

4. **PUBLIC HEARING FOR APPROVAL OF ALCOHOL SALES CONDITIONAL USE PERMIT CASE NO. 87 AND ADOPTION OF RESOLUTION NO. 9894: AN ALCOHOL SALES CONDITIONAL USE PERMIT REQUEST TO ALLOW THE OPERATION AND MAINTENANCE OF THE STORAGE AND DISTRIBUTION OF AN ALCOHOLIC BEVERAGE USE (POLICE SERVICES)**

**RECOMMENDATION: It is recommended that the City Council:**

- 1) Open the Public Hearing and receive the written and oral report and any comments from the public regarding Alcohol Sales Conditional Use Permit (ASCUP) Case No. 87, and thereafter, close the Public Hearing; and

- 2) Find that the applicant's ASCUP request meets the criteria set forth in §§155.628 and 155.716 of the City's Zoning Ordinance, for the granting of a Conditional Use Permit; and
- 3) Approve Alcohol Sales Conditional Use Permit Case No. 87, subject to the conditions of approval as contained within Resolution No. 9894; and
- 4) Adopt Resolution No. 9894, which incorporates the City Council's findings and actions regarding this matter.

**OLD BUSINESS – NONE**

**REGULAR BUSINESS – NONE**

**CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine. Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion. Such approval will also waive the reading of any Ordinance.

PUBLIC FINANCING AUTHORITY

**5. MINUTES OF THE DECEMBER 5, 2023 PUBLIC FINANCING AUTHORITY MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Public Financing Authority:

- 1) Approve the minutes as submitted.

**6. MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY (PFA) (FINANCE)**

**RECOMMENDATION:** It is recommended that the Public Financing Authority:

- 1) Receive and file the report.

WATER UTILITY AUTHORITY

**7. MINUTES OF THE DECEMBER 5, 2023 WATER UTILITY AUTHORITY MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Approve the minutes as submitted.

8. **MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY AUTHORITY (WUA) (FINANCE)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Receive and file the report.

9. **STATUS UPDATE OF WATER-RELATED CAPITAL IMPROVEMENT PROJECTS (PUBLIC WORKS)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Receive and file the report; and
- 2) Take such additional, related action that may be desirable.

HOUSING SUCCESSOR

10. **MINUTES OF THE DECEMBER 5, 2023 HOUSING SUCCESSOR MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Housing Successor:

- 1) Approve the minutes as submitted.

SUCCESSOR AGENCY

11. **MINUTES OF THE DECEMBER 5, 2023 SUCCESSOR AGENCY MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Successor Agency:

- 1) Approve the minutes as submitted.

CITY COUNCIL

12. **MINUTES OF THE DECEMBER 5, 2023 SPECIAL AND REGULAR CITY COUNCIL MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Approve the minutes as submitted.

13. **WAIVE SECOND READING AND ADOPT ORDINANCE NO. 1134, APPROVING ZONE TEXT AMENDMENTS TO ENSURE THAT THE CITY'S ZONING ORDINANCE IS ALIGNED WITH THE STATE'S ACCESSORY DWELLING UNIT**

**(ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) STATUTES AND FIND THAT THE AMENDMENTS ARE EXEMPT FROM CEQA (PLANNING)****RECOMMENDATION: It is recommended that the City Council:**

- 1) Find and determine that this Ordinance No. 1134 is exempt from California Environmental Quality Act (CEQA) pursuant to Public Resource Code (PRC) Section 21080.17 which provides an exemption for the adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (the state ADU law); and
- 2) Waive the second reading and adopt Ordinance 1134 approving Zone Text Amendments to ensure that the City's Zoning Ordinance is aligned with the State's Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) statutes; and
- 3) Take such additional, related action that may be desirable.

**14. LIBRARY AND CARRIAGE BARN MISSION STATEMENTS (COMMUNITY SERVICES)****RECOMMENDATION: It is recommended that the City Council:**

- 1) Approve the new Mission Statements for the Library and the Carriage Barn.

**15. RESIDENTIAL ALLEY IMPROVEMENTS – AWARD OF CONTRACT (PUBLIC WORKS)****RECOMMENDATION: It is recommended that the City Council:**

- 1) Award a construction contract to R.J. Noble Company of Orange, California in the amount of \$2,031,630.75 for the construction of the Residential Alley Improvements Project; and
- 2) Appropriate an additional \$2,000,000 from the Utility Users Tax (UUT) Capital Improvements Fund to the Residential Alley Improvements project account (PW230008); and
- 3) Take such additional, related action that may be desirable.

**16. LITTLE LAKE PARK PARKING LOT IMPROVEMENTS – FINAL PAYMENT (PUBLIC WORKS)****RECOMMENDATION: It is recommended that the City Council:**

- 1) Approve the Final Payment to L.M.T. Enterprises Inc., dba: Tyner Paving Co. (Tyner Paving) of Alhambra, California for \$164,155.34 (Less 5% Retention) for the subject project; and
- 2) Approve the final contract amount with Tyner Paving in the amount of \$950,404.16, including the aggregate change order amount of \$102,256.26; and
- 3) Take such additional, related action that may be desirable.

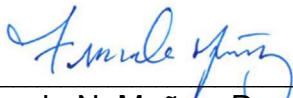
**APPOINTMENTS TO BOARDS, COMMITTEES, AND COMMISSIONS**

**COUNCIL COMMENTS/AB1234 COUNCIL CONFERENCE REPORTING**

Council member announcements; requests for future agenda items; conference/meetings reports. Members of the City Council will provide a brief report on meetings attended at the expense of the local agency as required by Government Code Section 53232.3(d).

**ADJOURNMENT**

I, Fernando N. Muñoz, Deputy City Clerk for the City of Santa Fe Springs hereby certify that a copy of this agenda has been posted no less than 24 hours at the following locations; City's website at [www.santafesprings.org](http://www.santafesprings.org); Santa Fe Springs City Hall, 11710 Telegraph Road; Santa Fe Springs City Library, 11700 Telegraph Road; and the Town Center Plaza (Kiosk), 11740 Telegraph Road.



Fernando N. Muñoz, Deputy City Clerk



**CITY OF SANTA FE SPRINGS**  
**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** Dino Torres, Director of Police Services

**SUBJECT: PUBLIC HEARING FOR APPROVAL OF ALCOHOL SALES  
CONDITIONAL USE PERMIT CASE NO. 87 AND ADOPTION OF  
RESOLUTION NO. 9894: AN ALCOHOL SALES CONDITIONAL USE  
PERMIT REQUEST TO ALLOW THE OPERATION AND MAINTENANCE  
OF THE STORAGE AND DISTRIBUTION OF AN ALCOHOLIC  
BEVERAGE USE**

**DATE:** January 23, 2024

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**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Open the Public Hearing and receive the written and oral report and any comments from the public regarding Alcohol Sales Conditional Use Permit (ASCUP) Case No. 87, and thereafter, close the Public Hearing; and
- 2) Find that the applicant's ASCUP request meets the criteria set forth in §§155.628 and 155.716 of the City's Zoning Ordinance, for the granting of a Conditional Use Permit; and
- 3) Approve Alcohol Sales Conditional Use Permit Case No. 87, subject to the conditions of approval as contained within Resolution No. 9894; and
- 4) Adopt Resolution No. 9894, which incorporates the City Council's findings and actions regarding this matter.

**BACKGROUND/DISCUSSION:**

The Applicant, Bay Cities Container Corporation was founded in 1956 and is a growing business in the City of Santa Fe Springs with the occupation of four warehouse buildings. Additionally, on November 1, 2021, the business took occupancy of a 151,000 SF building



**Alcohol Sales Conditional Use Permit Case No. 87**

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at 9206 Santa Fe Springs Road, and now occupy three of the four buildings located on a 16.58 acre parcel located at 14404 Best Avenue (see Location Map Attachment-B) for a total occupancy of 158,000 SF. Bay Cities Container Corporation is a leading designer and manufacturer of corrugated packaging and displays for several retail products which includes cosmetics, tools, electronics, food, special promotional products and alcoholic beverages. Their display/package products can be seen in stores such as Walmart, Kroger, Target, Home Depot, Costco and others.

Considering that Bay Cities Container Corporation proposes to also package alcoholic beverages and/or store alcoholic beverages within the three buildings at 14404 Best Avenue, the Applicant is required to comply with Ordinance No. 834 pertaining to alcoholic beverage uses and storage.

In accordance with Section 155.628, the Applicant is requesting approval of Alcohol Sales Conditional Use Permit Case No. 87 to allow the operation and maintenance of an alcoholic beverage storage use. Concurrent with this request, the applicant is also in the preliminary review process of adding the subject location to their valid Type 14 Public Warehouse License from the State Alcoholic Beverage Control (“ABC”). Staff does not foresee that the ABC License addition will be denied to the Applicant. Nevertheless, should ASCUP Case No. 87 be approved and the ABC license addition be denied, the Applicant will have up to one-year to make alternative arrangements to satisfy ABC’s requirements and obtain the necessary licenses, otherwise this Permit will become null and void pursuant to Section 155.811 of the City Code.

On December 18, 2023, the Planning Commission conducted a public hearing to review and consider ASCUP Case No. 87. After evaluating the written report (Attachment-C) and Staff’s oral report, the Planning Commission unanimously adopted Resolution No. 253-2023 (Attachment-D) which contains a recommendation to the City Council to approve ASCUP Case No. 87 subject to the conditions contained in Resolution No. 9894 (Attachment-E).

**ENVIRONMENTAL**

The Planning Commission has confirmed that this request is a categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law. Additionally, the project site is not listed on the Hazardous Waste and Substance Site List (also known as the Cortese List) and is therefore not subject to the requirements set forth in Government Code Section 65962.5.

**LEGAL NOTICE OF PUBLIC HEARING**

Legal notice of the Public Hearing for the proposed Alcohol Sales Conditional Use Permit was sent by first class mail to all property owners whose names and addresses appear on the latest County Assessor’s Roll within 500 feet of the exterior boundaries of the subject property. The legal notice was also posted in Santa Fe Springs City Hall, the City Library and Town Center on January 11, 2024, as required by the State Zoning and

**Alcohol Sales Conditional Use Permit Case No. 87**

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Development Laws and by the City's Zoning Regulations. A Notice was also published in the Whittier Daily Newspaper on January 11, 2024 (Exhibit A). Staff will report any inquiries received for this matter at the time of the Council's meeting.

**SUMMARY/NEXT STEPS**

Staff finds that the proposed alcohol beverage activities, if approved, will not be detrimental to persons or property in the immediate vicinity and will not adversely affect the City in general. Moreover, the proposed use is consistent with the warehouse and office activities already present in the general area. Staff believes that the business activities along with the alcohol storage activities will have minimal to no impacts to the general area if the business operates in compliance with the City's Municipal Codes, Conditions of Approval, and with the Regulations imposed by the California Department of Alcoholic Beverage Control (ABC).

**ATTACHMENT(S):**

1. Attachment A - Newspaper Public Hearing Notice
2. Attachment B – Location Aerial
3. Attachment C - Planning Staff Report with Zoning Ordinance Requirements
4. Attachment D – Approved Planning Resolution No. 253-2023
5. Attachment E – Resolution No. 9894-2023 with Conditions of Approval

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
<b>DENIED:</b>	<input type="checkbox"/>
<b>TABLED:</b>	<input type="checkbox"/>
<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>

**Attachment A**

**Whittier Daily News**

Local. News. Matters.

whittierdailynews.com

Whittier Daily News

181 W. Huntington Drive Suite#209

Monrovia, California 91016

(626) 544-0885

**FILE NO. 0011641685  
PROOF OF PUBLICATION  
(2015.5 C.C.P.)**

**STATE OF CALIFORNIA  
County of Los Angeles County**

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not party to or interested in the above-entitled matter. I am the principal clerk of the printer of WHITTIER DAILY NEWS, a newspaper of general circulation for the City of Whittier, by the Superior Court of the County of Los Angeles County, State of California, on the date of October 10, 1960, Case Number 369393. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**01/11/2024**

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

Executed at Monrovia, California  
On this 11th day of January, 2024.



Signature

**CITY OF SANTA FE SPRINGS  
NOTICE OF PUBLIC HEARING  
ALCOHOL SALE CONDITIONAL USE PERMIT CASE  
NO. 87**

**NOTICE IS HEREBY GIVEN:** that the City Council of the City of Santa Fe Springs will hold a Public Hearing on **Tuesday, January 23, 2024, at 6:00 p.m.** to consider Alcohol Sales Conditional Use Permit Case No. 87, a request for approval to allow the operation and maintenance of alcoholic beverage use involving the storage and distribution of alcoholic beverages at Bay Cities Packaging & Design within the Heavy Manufacturing (M-2) Zone.

**PROJECT SITE:** The subject site is located at 14404 Best Avenue. The property is not listed on the Hazardous Waste and Substance Site List (Cortese List) as set forth in Government Code Section 65962.6.

**APPLICANT:** Bay Cities 5138 Industry Avenue, Pico Rivera, CA 90660

**ALL INTERESTED PERSONS** are invited to attend the Public Hearing before the City Council to express their opinion on the subject items listed above. You should note that if you challenge the afore-mentioned project in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence received prior to, the Public Hearing.

**PUBLIC COMMENTS** may be submitted in writing to the City Clerk at [cityclerk@santafesprings.org](mailto:cityclerk@santafesprings.org). Please submit your written comments by 12:00 p.m. on the day of the City Council meeting. You may also contact the City Clerk's Office at (562) 868-0511, ext. 7314, if you have any questions regarding this matter.

**Whittier Daily News  
Published: 1/11/24**

**Alcohol Sales Conditional Use Permit Case No. 87**

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**Attachment B**

**Location Map**



**Alcohol Sales Conditional Use Permit Case No. 87**

**Bay Cities Container Corporation**

**14404 Best Avenue  
Santa Fe Springs, CA**



**Attachment C**



**ITEM # 2**

**CITY OF SANTA FE SPRINGS**

**PLANNING COMMISSION AGENDA STAFF REPORT**

**TO:** Members of the Planning Commission

**FROM:** Dino Torres, Director of Police Services

**BY:** Luis Collazo, Code Enforcement Inspector

**SUBJECT:** **Alcohol Sales Conditional Use Permit Case No. 87 and Adoption of Resolution No. 253-2023: a request to allow the operation and maintenance of the storage, wholesale sales, and distribution of alcohol beverages.**

**DATE:** December 18, 2023

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**RECOMMENDATION(S):**

It is recommended that the Planning Commission:

- 1) Open the Public Hearing and receive the written and oral report and any comments from the public regarding Alcohol Sales Conditional Use Permit (ASCUP) Case No. 87, and thereafter, close the Public Hearing; and
- 2) Find that the applicant's ASCUP request meets the criteria set forth in §155.628 and §155.716 of the City's Zoning Ordinance, for the granting of a Conditional Use Permit; and
- 3) Find and determine that pursuant to §15301, Class 1 (Existing Facility) of the California Environmental Quality Act (CEQA), the project Categorical Exempt; and
- 4) Recommend to the City Council the approval of Alcohol Sales Conditional Use Permit Case No. 87 subject to the conditions of approval as contained within Resolution No. 253-2023; and
- 5) Adopt Resolution No. 253-2023, which incorporates the Planning Commission's findings and actions regarding this matter.

**BACKGROUND/DISCUSSION:**

The Applicant, Bay Cities Container Corporation was founded in 1956 and is now a growing business in the City of Santa Fe Springs with the occupation of four warehouse buildings. On November 1, 2021, they took occupancy of a 151,000 SF building at 9206 Santa Fe Springs Road, and recently signed a lease agreement to occupy three of the four buildings located on a 16.58 acre parcel located at 14404 Best Avenue (see Site Plan Attachment-A) for a total occupancy of 158,000 SF. Bay Cities Container

PLANNING COMMISSION AGENDA REPORT – MEETING OF DECEMBER 18, 2023

**Alcohol Sales Conditional Use Permit Case No. 87**

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Corporation is a leading designer and manufacturer of corrugated packaging and displays for several retail products which includes cosmetics, tools, electronics, food, special promotional products and alcoholic beverages. Their display/packaging products can be seen in stores such as Walmart, Kroger, Target, Home Depot, Costco, and others.

Considering that Bay Cities Container Corporation proposes to also package alcoholic beverages and/or store alcoholic beverages within the three buildings at 14404 Best Avenue, the Applicant is required to comply with Ordinance No. 834 pertaining to alcoholic beverage uses and storage.

In accordance with Section 155.628, the Applicant is requesting approval of Alcohol Sales Conditional Use Permit Case No. 87 to allow the operation and maintenance of an alcoholic beverage storage use. Concurrent with this request, the applicant is also in the preliminary review process of adding the subject location to their valid Type 18 Distilled Spirits Wholesaler License from the State Alcohol Beverage Commission ("ABC"). Staff does not foresee that the ABC License addition will be denied to the Applicant. Nevertheless, should ASCUP Case No. 87 be approved and the ABC license addition be denied, the Applicant will have up to one-year to make alternative arrangements to satisfy ABC's requirements and obtain the necessary licenses, otherwise this Permit will become null and void pursuant to Section 155.811 of the City Code.

**ANALYSIS AND FINDINGS:**

Section 155.628, regarding the warehousing, sale or service of alcoholic beverages, states the following:

"A Conditional Use Permit shall be required for the establishment, continuation or enlargement of any retail, commercial, wholesale, warehousing or manufacturing business engaged in the sale, storage or manufacture of any type of alcoholic beverage meant for on or off-site consumption. In establishing the requirements for such uses, the City Planning Commission and City Council shall consider, among other criteria, the following":

- a. Conformance with parking regulations.** *The subject property was built in 1974 with four industrial warehouse buildings. The total square footage of the buildings is 340,000 SF. Bay Cities Container Corporation will co-exist with other tenants on the property, but will occupy three of the four buildings as follows:*

*Building 1: 40,000 SF of 60,000 SF  
Building 2: 68,000 SF – Full occupancy  
Building 3: 50,000 SF of 100,000 SF  
Building 4: No Occupancy*

*330 parking on-site spaces are provided in compliance with Section 155.481(4).*

- b. Control of vehicle traffic and circulation.** *Unobstructed on-site vehicular circulation is available on the property. The property has two access driveways on*



PLANNING COMMISSION AGENDA REPORT – MEETING OF DECEMBER 18, 2023

**Alcohol Sales Conditional Use Permit Case No. 87**

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*Best Avenue for ingress and egress.*

- c. **Hours and days of operation.** *The applicant has noted that the hours of operation will be conducted Monday through Friday from 8:00 a.m. to 5:00 p.m.*
- d. **Security and/or law enforcement plans.** *A security plan will be required as part of the conditions of approval.*
- e. **Proximity to sensitive and/or incompatible land uses, such as schools, religious facilities, recreational or other public facilities attended or utilized by minors.** *The subject site is located approximately .5-mile walking distance to Ramona Pre-School located at 14616 Dinard Avenue in the City of Norwalk, and 1-mile walking distance to St. Linus Catholic Church located at 13915 Shoemaker Avenue, also in the City of Norwalk. The facility will not be maintaining an on-site retail element at the location and all alcohol beverages will be stored in locked areas within each warehouse. Consequently, Staff believes that the proposed alcoholic beverage storage use will not have a negative impact to the sensitive uses listed.*
- f. **Proximity to other alcoholic beverage uses to prevent the incompatible and undesirable concentration of such uses in an area.** *The proposed alcoholic beverage use will not be permitted to have any on-site consumption or on-site retail sales. As a result, staff does not feel that the alcohol beverage activities will have a negative impact and/or create or contribute an undesirable concentration of alcoholic beverages sales to the general area. Moreover, the warehouse is located in area developed with other warehouse buildings with the closest retail seller of alcoholic beverages being approximately less than a half-mile away at an ARCO Station at 13340 Rosecrans Avenue in the City of Norwalk.*
- g. **Control of noise, including noise mitigation measures.** *The subject use will operate a merchandise packaging operation and as a warehouse use with the storage of alcoholic beverages and other merchandise inside the building. Noise control measures or mitigation measures to minimize noise are not foreseen as a requirement at this time. It should be noted that the City Code has in place maximum allowable ambient noise requirements, all land use activities are required to operate under those requirements.*
- h. **Control of littering, including litter mitigation measures.** *As part of the Conditions of Approval, and pursuant to the City's Public Nuisance Ordinance, the applicant is required to maintain the property free of trash and debris at all times.*
- i. **Property maintenance.** *As part of the conditions of approval, the applicant is required to maintain the property in compliance with the City's Public Nuisance Ordinance. An inspection of the site revealed that the property is well maintained and the landscaping is being cared for on an on-going basis.*

PLANNING COMMISSION AGENDA REPORT – MEETING OF DECEMBER 18, 2023  
**Alcohol Sales Conditional Use Permit Case No. 87**  
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- j. **Control of public nuisance activities, including, but not limited to, disturbance of the peace, illegal controlled substances activity, public drunkenness, drinking in public, harassment of passersby, gambling, prostitution, sale of stolen goods, public urination, theft, assaults, batteries, acts of vandalism, loitering, curfew violations, sale of alcoholic beverages to a minor, lewd conduct or excessive police incident responses resulting from the use.** *The subject proposed alcohol warehouse/distribution facility is a low-key operation. Consequently, Staff does not foresee that the business or its respective activities will generate any of the listed public nuisances. Nevertheless, a compliance review will be conducted within the first year from the approval of this permit, and every five years thereafter. If any of the listed items occur, and if the applicant is unresponsive to address them, staff has the authority to bring this matter back to the Commission with a request to revoke the Permit.*

**CEQA FINDINGS**

Considering that the building and property in which the Applicant will be occupying is fully built and will not have any alterations, Staff finds and determines that this proposed Alcohol Sales Conditional Use Permit request before the Planning Commission is a categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law. Additionally, the project site is not listed on the Hazardous Waste and Substance Site List (also known as the Cortese List) and is therefore not subject to the requirements set forth in Government Code Section 65962.5.

**LEGAL NOTICE OF PUBLIC HEARING**

This matter was set for Public Hearing in accordance with the requirements of Section 65090 and 65091 of the State Planning, Zoning and Development Laws and the requirements of Sections 155.860 through 155.864 of the City's Municipal Code.

Legal notice of the Public Hearing for the proposed Alcohol Sales Conditional Use Permit was sent by first class mail to all property owners whose names and addresses appear on the latest County Assessor's Roll within 500 feet of the exterior boundaries of the subject property on December 7, 2023. The legal notice was also posted in Santa Fe Springs City Hall, the City Library and Town Center on December 7, 2023, as required by the State Zoning and Development Laws and by the City's Zoning Regulations. A Notice was also published in the Whittier Daily Newspaper on December 7, 2023. Staff will report any inquiries received for this matter at the time of the Commission's meeting

**ZONING AND LAND USES**

Developed in 1974, the property maintains four tilt-up buildings used for warehousing and distribution with incidental office space. The property as well as the surrounding properties to the north, east and south are within the Heavy Manufacturing (M-2) Zone. The properties to the west, across Best Avenue, are within the City of Norwalk and are developed with similar warehouse buildings.



PLANNING COMMISSION AGENDA REPORT – MEETING OF DECEMBER 18, 2023

**Alcohol Sales Conditional Use Permit Case No. 87**

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**SUMMARY/NEXT STEPS**

Based on Staff's findings listed within this report and the proposed conditions of approval listed within Resolution 253-2023 as Exhibit-B within this report, the Commission can recommend to the City Council the approval of Alcohol Sales Conditional Use Permit Case No. 87.

**ATTACHMENT(S):**

1. Attachment A – Site Plan
2. Attachment B – Location map
3. Attachment C – Resolution No. 253-2023 with Conditions of Approval

**ITEM STATUS:**

**APPROVED:** ☐

**DENIED:** ☐

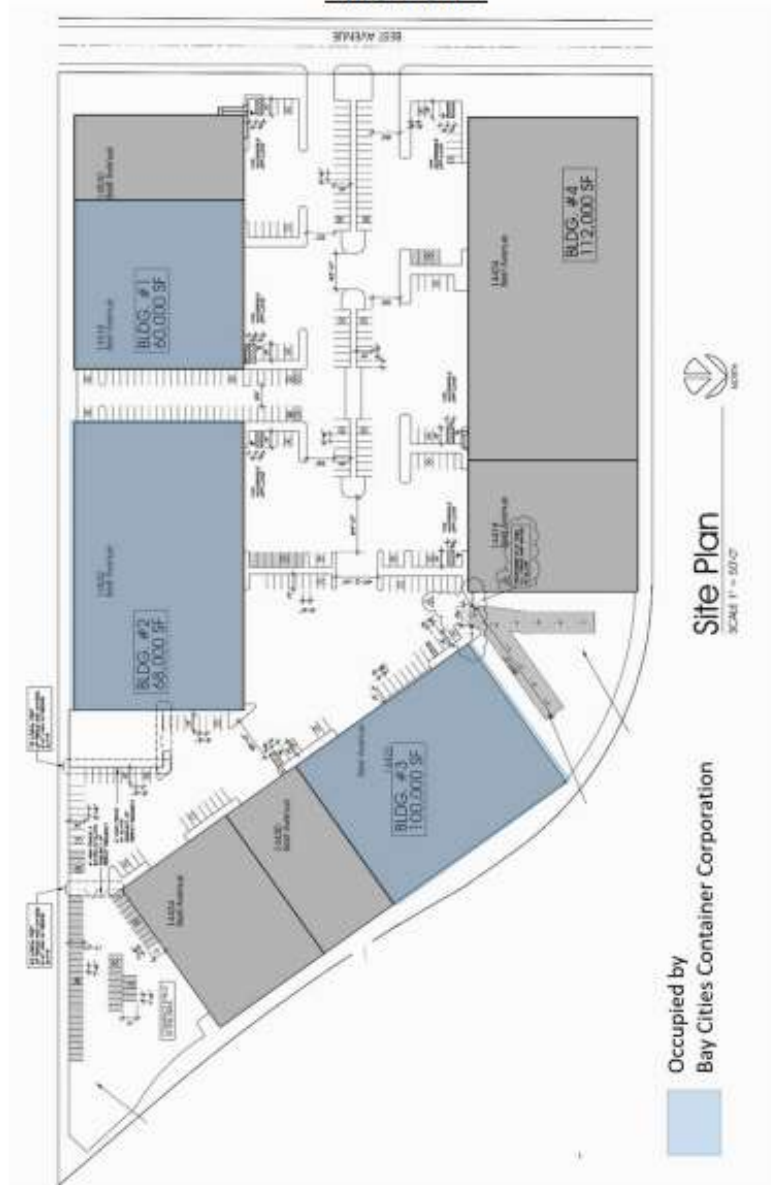
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**Alcohol Sales Conditional Use Permit Case No. 87**

**Alcohol Sales Conditional Use Permit Case No. 87**

**Attachment A**



**Attachment B**

**Location Map**



**Alcohol Sales Conditional Use Permit Case No. 87**

**Bay Cities Container Corporation**

**14404 Best Avenue  
Santa Fe Springs, CA**

**Attachment D**

**Attachment C**

**CITY OF SANTA FE SPRINGS**  
**RESOLUTION NO. 253-2023**

**A RESOLUTION OF THE PLANNING COMMISSION OF  
THE CITY OF SANTA FE SPRINGS REGARDING  
ALCOHOL SALES CONDITIONAL USE PERMIT CASE NO. 87**

WHEREAS, a request was filed for an Alcohol Sales Conditional Use Permit Case No. 87 to allow the operation and maintenance of an alcoholic beverage use involving the warehousing and distribution of alcoholic beverages at Bay Cities Container Corporation, located at 14404 Best Avenue, within the Heavy Manufacturing (M-2) Zone; and

WHEREAS, the subject property is identified as Accessor's Parcel Number 8069-001-038, as shown in the latest rolls of the Los Angeles County Office of the Assessor; and

WHEREAS, the property owner is Best Avenue Centre, LLC; and

WHEREAS, the proposed request is categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law; and

WHEREAS, the City of Santa Fe Springs Department of Police Services on December 7, 2023, published a legal notice in the *Whittier Daily News*, a local paper of general circulation, indicating the date and time of the public hearing, and also mailed said public hearing notice on December 7, 2023, to each property owner within a 500 foot radius of the project site in accordance with state law; and

WHEREAS, the City of Santa Fe Springs Planning Commission has considered the application, the written and oral staff report, the General Plan and Zoning of the subject property, the testimony, written comments, or other materials presented at the Planning Commission Meeting on December 18, 2023, concerning Alcohol Sales Conditional Use Permit Case No. 87.

NOW, THEREFORE, be it RESOLVED that the PLANNING COMMISSION of the CITY OF SANTA FE SPRINGS does hereby RESOLVE, DETERMINE and ORDER AS FOLLOWS:

**SECTION 1. ENVIRONMENTAL FINDINGS AND DETERMINATION**

The request of Alcohol Sales Conditional Use Permit Case No. 87 is considered a project under the California Environmental Quality Act (CEQA) and as a result, the project is subject to the City's environmental review process. Staff finds and determines that because the building is now built and the establishment consists of an approved warehouse and distribution business, this proposed Alcohol Sales Conditional Use Permit request



before the Planning Commission is a categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law.

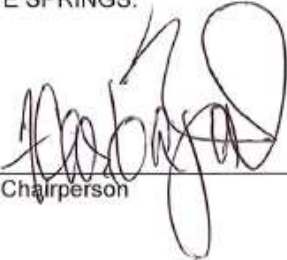
SECTION II. COMMISSION CONSIDERATION

Pursuant to Section 155.628 of the Zoning Regulations, the Planning Commission has considered the criteria in approving Alcohol Sales Conditional Use Permit Case No. 87 and finds that the proposal will not be detrimental to persons or property in the immediate vicinity and will not have an adverse effect on the City in general.

SECTION III. PLANNING COMMISSION ACTION

That the Planning Commission hereby adopt Resolution 253-2023 and to recommend approval of Alcohol Sales Conditional Use Permit Case No. 87 to the City Council, subject to the attached conditions hereby attached as Exhibit A, and find and determine that the proposed project is a categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law.

ADOPTED and APPROVED this 18th day of December 2023 BY THE PLANNING COMMISSION OF THE CITY OF SANTA FE SPRINGS.

  
Chairperson

ATTEST:

  
Teresa Cavallo, Planning Secretary

**Attachment E**

**RESOLUTION NO. 9894**

**A RESOLUTION OF THE SANTA FE SPRINGS CITY COUNCIL APPROVING  
ALCOHOL SALES CONDITIONAL USE PERMIT CASE No. 87**

**WHEREAS**, the subject property is identified as Accessor's Parcel Number 8069-001-038, as shown in the latest rolls of the Los Angeles County Office of the Assessor; and

**WHEREAS**, the property owner is Best Avenue Centre, LLC, located at P.O. Box 2423, Santa Ana, CA 92707

**WHEREAS**, the proposed request is a categorically-exempt project pursuant to Section 15301 (Class 1, Existing Facilities) of the California Environmental Quality Act (CEQA); consequently, no other environmental documents are required by law; and

**WHEREAS**, on January 11, 2024, the City of Santa Fe Springs Department of Police Services published a legal notice in the Whittier Daily News, a local paper of general circulation, indicating the date and time of the public hearing, and also mailed said public hearing notice to each property owner within a 500 foot radius of the project site in accordance with state; and

**WHEREAS**, at their Adjourned Meeting of December 18, 2023, the City of Santa Fe Springs Planning Commission considered the application, the written and oral staff report, the General Plan designation, and the Zoning designation of the subject property, the testimony by the applicant, and other materials concerning Alcohol Sales Conditional Use Permit Case No. 87; and

**WHEREAS**, at their Adjourned Meeting of December 18, 2023, the City of Santa Fe Springs Planning Commission received from the applicant and staff findings as required by Section 155.628 (listed on the accompanying Staff Report) and after their review of said findings determined that the proposed project will have a minimal to no adverse impact on the City or to the public in general; and

**Alcohol Sales Conditional Use Permit Case No. 87**

Page 16 of 20

**WHEREAS**, at their Adjourned Meeting of December 18, 2023, the City of Santa Fe Springs Planning Commission unanimously voted to recommend to the City Council to approve Alcohol Sales Conditional Use Permit Case No. 87.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY FINDS, DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:

**SECTION 1.** The City Council of Santa Fe Springs finds that the facts in this matter are as follows:

1. That the fact in this matter are as stated in the staff report to the Planning Commission, and Planning Commission Resolution No. 253-2023. The staff report provided the following subject matter: the background of the request, the General Plan Land Use designation and Zoning of the subject property and the surrounding area, the streets and highways, reference to the environmental document and the public hearing requirements. The referenced staff report and resolution are on file and copies are available upon request.
2. That Alcohol Sales Conditional Use Permit Case No. 87 satisfies the criteria provided in Section 65090-65091 of the State Planning, Zoning and Development Laws as it pertains to Public Hearings.

**SECTION 2.** The City Council of the City of Santa Fe Springs further finds as follows:

Pursuant to Section 155.628 of the Zoning Regulations, the City Council has considered the criterial in approving Alcohol Sales Conditional Use Permit Case No. 87 and finds that the proposed use will not be detrimental to persons or property in the immediate vicinity and will have minimal to no adverse effect on the City in general.

**SECTION 3.** Based on the application, the written and oral staff report, the testimony, written comments, the Planning Commission's recommendation for approval, and/or other materials presented at the City Council Meeting and findings made by the City Council, the City Council hereby adopts Resolution No. 9894 to approve Alcohol Sales Conditional Permit Case No. 87, subject to the conditions of approval hereby attached as "Exhibit A".

**APPROVED AND ADOPTED** this 23<sup>rd</sup> day of January, 2024, by the following roll call vote:

AYES: Councilmembers Martin, Rodriguez, Zamora, Mayor Pro Tem Rounds, and Mayor Sarno

NOES: None

Absent: None

Abstain: None

By: \_\_\_\_\_  
Jay Sarno, Mayor

Attest:

\_\_\_\_\_  
Fernando N. Munoz, Deputy City Clerk



EXHIBIT A

**CONDITIONS OF APPROVAL**

1. That if the State Alcoholic Beverage Control (ABC) does not grant the applicant's request to add the subject location to an existing Type 14 Public Warehouse License, the Applicant will be provided one-year to reapply otherwise this Permit will become null and void.
2. That the building, including any lighting, fences, walls, cabinets, and poles shall be maintained in good repair, free from trash, debris, litter and graffiti and other forms of vandalism. Any damage from any cause shall be repaired within 72 hours of occurrence, weather permitting, to minimize occurrences of dangerous conditions or visual blight. Paint utilized in covering graffiti shall be a color that matches, as closely possible, the color of the existing and/or adjacent surfaces.
3. That the applicant shall be responsible for maintaining control of litter, debris, boxes, pallets and trash on the subject property, and shall implement a daily clean-up program to maintain the leased area clean and orderly.
4. That alcoholic beverages shall not be sold to the general public from the subject site.
5. That it shall be unlawful to maintain on the premises any alcoholic beverages other than the alcohol beverages which the licensee is authorized to store and/or distribute under their Type 14 License Public Warehouse.
6. That alcoholic beverages shall be shipped to the Applicant's customer by the use of commercial trucks and/or licensed commercial transportation companies and not by passenger-type vehicles or domestic type vehicles.
7. That the required off-street parking areas shall not be encroached on, reduced or used for outdoor storage of trucks, trailers, equipment or any other related material. Overnight parking of trucks and trailers associated with the business are exempt from this condition.
8. That the applicant and/or his employees shall prohibit the public consumption of alcoholic beverages on the subject property at all times.
9. That this permit is contingent upon the approval by the Department of Police Services of a security plan that, within thirty (30) days of the effective date of this approval, shall be submitted by the applicant and shall address the following for the purpose of minimizing risks to the public health, welfare and safety:

**Alcohol Sales Conditional Use Permit Case No. 87**

Page 19 of 20

- (A) A description of crime prevention barriers in place at the subject premises, including, but not limited to, placement of signage, landscaping, ingress and egress controls, security systems and site plan layouts;
  - (B) A description of how the permittee plans to educate employees on their responsibilities, actions required of them with respect to enforcement of laws dealing with the sale of alcohol to minors and the conditions of approval set forth herein;
  - (C) A business policy requiring employees to notify the Police Services Center of any potential violations of the law or this Conditional Use Permit occurring on the subject premises and the procedures for such notifications.
  - (D) The City's Director of Police Services may, at his discretion, require amendments to the Security Plan to assure the protection of the public's health, welfare and safety.
10. That the applicant shall, at all times, maintain in working order an alarm system and/or service that notifies the Whittier Police Department immediately if a breach occurs.
  11. That the owner, corporate officers and managers shall cooperate fully with law enforcement personnel, or their representatives, and shall not obstruct or impede their entrance into the licensed premises while in the course of their official duties.
  12. That in the event the owner(s) intend to sell, lease or sublease the subject business operation or transfer the subject Permit to another party or licensee, the Director of Police Services shall be notified in writing of said intention not less than (60) days prior to signing of the agreement to sell or sublease.
  13. That Alcohol Sales Conditional Use Permit Case No. 87 shall be subject to a compliance review within one year, from the date of approval by the City Council, to ensure that the alcohol sales activity are still operating in strict compliance with the original conditions of approval. Thereafter, a compliance review shall be conducted every five years if the Applicant continues to maintain the premises in full compliance with these Conditions and all applicable codes, regulations and state laws.
  14. That all other applicable requirements of the City Zoning Ordinance, Uniform Building Code, Uniform Fire Code, the determinations of the City and State Fire Marshall, the security plan as submitted under Condition No. 9 and all other applicable regulations shall be strictly complied with.
  15. That Alcohol Sales Conditional Use Permit Case No. 87 shall not be valid until approved by the City Council and shall be subject to any other conditions the City Council may deem necessary to impose.

**Alcohol Sales Conditional Use Permit Case No. 87**

Page 20 of 20

16. That it is hereby declared to be the intent that if any provision of this Permit is violated or held to be invalid, or if any law, statute or ordinance is violated, the Permit shall be subject to the revocation process pursuant to Sections 155.810-155.814 of the Santa Fe Springs Municipal Code.

**FOR ITEM #5, PLEASE SEE ITEM #12**



**CITY OF SANTA FE SPRINGS**

**PUBLIC FINANCING AUTHORITY AGENDA STAFF REPORT**

**TO:** Honorable Chair and Board Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** Lana Dich, Director of Finance & Administrative Services

**SUBJECT: MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS  
ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC  
FINANCING AUTHORITY (PFA)**

**DATE:** January 23, 2024

---

**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Receive and file the report.

**FISCAL IMPACT**

None.

**BACKGROUND/DISCUSSION**

The Santa Fe Springs Public Financing Authority (PFA) is a City entity that has periodically issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the PFA.

**Consolidated Redevelopment Project 2006-A Tax Allocation Bonds**

Financing proceeds available for appropriation at 12/31/2023

None

Outstanding principal at 12/31/2023

\$35,908,028

**Bond Repayment**

The former Community Development Commission (CDC) issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 which are administered by the City acting as Successor Agency under the oversight of the appointed Oversight Board. The Successor Agency no longer receives tax increment.

**Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)**

Page 2 of 3

Instead, distributions from the Redevelopment Property Tax Trust Fund (RPTTF) are received based on approved obligations. It is anticipated that sufficient allocations from the RPTTF will continue to be made to the Successor Agency to meet ongoing debt service obligations.

Unspent Bond Proceeds

Under an approved Bond Expenditure Agreement, unspent bond proceeds of the former CDC in the amount of approximately \$19 million were transferred to the City in July 2014. The funds are to be spent in accordance with the original bond documents. The unspent proceeds continue to be a source of funding within the City's capital improvement program (CIP).

2016 Bond Refunding

In July 2016, the Successor Agency issued its 2016 Tax Allocation Refunding Bonds, which paid off several bond issuances of the former CDC. The bonds were originally issued through the Public Financing Authority and included the 2001 Series A, 2002 Series A, 2003 Series A, the current interest portion of the 2006 Series A, and 2006 Series B bond issuances.

2017 Bond Refunding

In December 2017, the Successor Agency issued its 2017 Tax Allocation Refunding Bonds, which paid off the 2007 Tax Allocation Bonds of the former CDC. The 2007 Bonds were originally issued through the Public Financing Authority.

**ANALYSIS**

The report is presented for informational purposes only.

**ENVIRONMENTAL**

N/A

**SUMMARY/NEXT STEPS**

The Successor Agency will continue to request sufficient distributions from the RPTTF to make required bond payments through maturity on September 1, 2028.

**ATTACHMENT(S):**

None.

**Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)**

Page 3 of 3

<u>ITEM STATUS:</u>	
APPROVED:	<input type="checkbox"/>
DENIED:	<input type="checkbox"/>
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DIRECTION GIVEN:	<input type="checkbox"/>

**FOR ITEM #7, PLEASE SEE ITEM #12**





**CITY OF SANTA FE SPRINGS**

**WATER UTILITY AUTHORITY AGENDA STAFF REPORT**

**TO:** Honorable Chair and Board Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** Lana Dich, Director of Finance & Administrative Services

**SUBJECT: MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS  
ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY  
AUTHORITY (WUA)**

**DATE:** January 23, 2024

---

**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Receive and file the report.

**FISCAL IMPACT**

None.

**BACKGROUND/DISCUSSION**

The Santa Fe Springs Water Utility Authority (WUA) is a City entity that has issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the WUA.

**Water Revenue Bonds, 2013**

Financing proceeds available for appropriation at 12/31/2023	None
Outstanding principal at 12/31/2023	\$6,890,000

**Water Revenue Bonds, 2018**

Financing proceeds available for appropriation at 12/31/2023	None
Outstanding principal at 12/31/2023	\$610,000

In May 2013 the Water Utility Authority issued the 2013 Water Revenue Bonds in the amount of \$6,890,000. The bonds refunded the existing 2003 Water Revenue Bonds

**Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority (WUA)**

Page 2 of 2

(issued through the Public Financing Authority) and provided additional funds for water improvement projects in the amount of \$2,134,339. The funds were restricted for use on water system improvements. In August 2013 the Water Utility Authority Board appropriated the proceeds for the Equipping Water Well No. 12 Project and all proceeds were since used on this project.

In January 2018 the Water Utility Authority issued the 2018 Water Revenue Bonds in the amount of \$1,800,000. The bonds refunded the existing 2005 Water Revenue Bonds (issued through the Public Financing Authority). No additional funds were raised through the issuance of the 2018 Water Revenue Bonds.

The WUA was formed in June of 2009. Water revenue bonds issued prior to this date were issued through the City of Santa Fe Springs Public Financing Authority.

**ANALYSIS**

The report is presented for informational purposes only.

**ENVIRONMENTAL**

N/A

**SUMMARY/NEXT STEPS**

The WUA budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2013 and 2018 Water Revenue Bonds.

**ATTACHMENT(S):**

None.

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
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**CITY OF SANTA FE SPRINGS**

**WATER UTILITY AUTHORITY AGENDA STAFF REPORT**

**TO:** Honorable Chair and Board Members

**FROM:** René Bobadilla, P.E., Executive Director

**BY:** James Enriquez, P.E., Director of Public Works

**SUBJECT: STATUS UPDATE OF WATER-RELATED CAPITAL IMPROVEMENT PROJECTS**

**DATE:** January 23, 2024

---

**RECOMMENDATION:**

It is recommended that the Water Utility Authority:

- 1) Receive and file the report; and
- 2) Take such additional, related action that may be desirable.

**FISCAL IMPACT**

N/A

**BACKGROUND**

This report is for informational purposes only. The following is a listing of current active water projects.

**ANALYSIS**

N/A

**ENVIRONMENTAL**

N/A

**Status Update of Water-Related Capital Improvement Projects**

PAGE 2 OF 3

**DISCUSSION**

Water Utility SCADA Programming and Maintenance Update

The Water Utility's Supervisory Control and Data Acquisition (SCADA) software and system components are vital in operating and monitoring the drinking water system pressure, imported water connections, and the City's five underpass pump stations. SCADA allows staff to remotely monitor and make changes to specific system parameters.

The City has received one proposal to bring in a qualified firm to assist the Water Utility Authority in meeting its normal SCADA operational and maintenance needs. The single proposal received has been rejected; staff will modify the RFQ before re-advertising it to ensure the City is able to select a firm that is not only well qualified, but will also be able to meet the City's current and future needs. A firm within the Southern California region will be sought to ensure minimal downtime of any of the City's critical infrastructure.

Water Well No. 2 Status Update

On July 20, 2021, the City Council approved awarding the contract to General Pump Company Inc. to assess Water Well No. 2. The contractor completed the initial assessment and has submitted to the City their final report, which confirmed one contaminant, and provided two scenarios for treatment. As part of the Water Utilities seven-year Capital Improvement Program to bring City-owned water wells into service, this project moves the City closer to becoming less dependent on imported water supplies.

The City received one proposal for the engineering design of a temporary water treatment system for Water Well No. 2; the contract for Water Well No. 2 Treatment Engineering and Design was awarded to Hoch Consulting of Oceanside, California. Staff is verifying City permit limitations and working with Hoch Consulting to confirm the City will be in compliance with water discharge permit requirements before starting the pilot testing. Staff will inform the City Council once pilot testing is set to begin.

Water Well No. 12 Status Update

Drilled and constructed in August of 2012, the water produced by Water Well No. 12 has not met State and Federal drinking water standards due to various contaminants. The well has been evaluated several times over the last several years with no decision to implement treatment. With new and emerging contaminants of concern detected in water wells throughout the region, it is imperative to fully assess the current water quality produced by Water Well No. 12 to ensure a treatment system is designed to meet all Federal and State water quality requirements.

The City received one proposal for the assessment of Water Well No. 12 and preparation of technical specifications to aid in the design of a treatment system; the contract for the Water Well No. 12 Assessment was awarded to Best Environmental Subsurface Sampling Technologies (BESST) Inc. of San Rafael, California. Before assessment work

**Status Update of Water-Related Capital Improvement Projects**

PAGE 3 OF 3

can begin, staff needs to modify existing piping at the Water Well No. 12 site to allow for full-flow testing; this work includes adding a secondary discharge line to the storm drain to ensure compliance with discharge permits.

**SUMMARY/NEXT STEPS**

N/A

**ATTACHMENTS:**

None.

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
<b>DENIED:</b>	<input type="checkbox"/>
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<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>

**FOR ITEM #10, PLEASE SEE ITEM #12**

**FOR ITEM #11, PLEASE SEE ITEM #12**



**CITY OF SANTA FE SPRINGS**  
**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** Fernando N. Muñoz, CMC, Deputy City Clerk

**SUBJECT:** **MINUTES OF THE DECEMBER 5, 2023 SPECIAL AND REGULAR CITY COUNCIL MEETINGS**

**DATE:** January 23, 2024

---

**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Approve the minutes as submitted.

**FISCAL IMPACT**

N/A

**BACKGROUND**

Staff has prepared minutes for the following meeting:

- Regular City Council Meeting of December 5, 2023
- Special City Council Meeting of December 5, 2023

**ANALYSIS**

N/A

**ENVIRONMENTAL**

N/A

**DISCUSSION**



N/A

**SUMMARY/NEXT STEPS**

N/A

**ATTACHMENT(S):**

- A. December 5, 2023 Regular Meeting Minutes
- B. December 5, 2023 Special Meeting Minutes

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
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<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>



APPROVED:

## MINUTES OF THE REGULAR MEETINGS OF THE CITY COUNCIL

December 5, 2023

### CALL TO ORDER

Mayor Martin called the meeting to order at 6:00 p.m.

### ROLL CALL

**Members present:** Councilmembers/Directors: Rounds, Zamora, Mayor Pro Tem/Vice Chair Sarno, and Mayor/Chair Martin.

**Members absent:** Councilmember/Director Rodriguez

### INVOCATION

Cindy Jarvis led the invocation.

### PLEDGE OF ALLEGIANCE

Lakeview Elementary students Ava, Paisley, Riley, and Colton Perry led the pledge of allegiance.

### INTRODUCTIONS

Mayor Martin introduced the following members from the Chamber of Commerce:

1. Kathie Fink, CEO, Santa Fe Springs Chamber of Commerce

### PRESENTATIONS

1. **RECOGNITION FOR OUTGOING MAYOR FROM LEGISLATIVE, BUSINESS, AND EDUCATIONAL REPRESENTATIVES**
2. **MAYOR YEAR-END RECAP**

### INSTALLATION OF MAYOR AND MAYOR PRO TEM

Fernando Muñoz, Deputy City Clerk declared the office of the Mayor to be vacant and opened nominations.

Mayor Pro Tem Sarno and Councilmember Zamora received nominations for Mayor. Councilmember Zamora declined his nomination.

It was moved by Councilmember Rounds, seconded by Councilmember Martin, to close nominations and appoint Mayor Pro Tem Sarno as Mayor, by the following vote:

AYES: Councilmembers Martin, Rounds, Zamora, and Mayor Pro Tem Sarno.

ABSENT: Councilmember Rodriguez

Deputy City Clerk Muñoz announced Jay Sarno as the new Mayor.

Deputy City Clerk Muñoz declared the office of the Mayor Pro Tem to be vacant and

opened nominations.

Councilmember Rounds received a nomination for Mayor Pro Tem.

It was moved by Councilmember Zamora, seconded by Mayor Sarno, to close nominations and appoint Councilmember Rounds as Mayor Pro Tem, by the following vote:

AYES: Councilmembers Martin, Rounds, Zamora, and Mayor Sarno.

ABSENT: Councilmember Rodriguez

Deputy City Clerk Muñoz announced William K. Rounds as the new Mayor Pro Tem.

### **CHANGES TO AGENDA**

City Manager, René Bobadilla announced that Item No. 4 would be tabled to the next council meeting. Deputy City Clerk, Fernando Muñoz announced a typo on Item No. 12 to correctly be reflected as Resolution No. SA-2023-002.

### **PUBLIC COMMENTS**

The following persons spoke under public comments: Bruce Crow. Jonathan Hawes submitted an email for public comment.

### **STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST**

None

## **PUBLIC FINANCING AUTHORITY, WATER UTILITY AUTHORITY, HOUSING SUCCESSOR, SUCCESSOR AGENCY, AND CITY COUNCIL**

### **CITY COUNCIL**

### **PUBLIC HEARING**

3. **PUBLIC HEARING FOR THE APPROVAL OF ALCOHOL SALES CONDITIONAL USE PERMIT CASE NO. 86 AND ADOPTION OF RESOLUTION NO. 9889 – AN ALCOHOL SALES CONDITIONAL USE PERMIT REQUEST TO ALLOW THE OPERATION AND MAINTENANCE OF THE STORAGE AND DISTRIBUTION OF AN ALCOHOLIC BEVERAGE USE (POLICE SERVICES)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Open the Public Hearing and receive the written and oral report and any comments from the public regarding Alcohol Sales Conditional Use Permit (ASCUP) Case No. 86, and thereafter, close the Public Hearing; and
- 2) Find that the applicant's ASCUP request meets the criteria set forth in §§155.628 and 155.716 of the City's Zoning Ordinance, for the granting of a Conditional Use Permit; and

- 3) Approve Alcohol Sales Conditional Use Permit Case No. 86, subject to the conditions of approval as contained within Resolution No. 9889; and
- 4) Adopt Resolution No. 9889, which incorporates the City Council's findings and actions regarding this matter.

Mayor Sarno opened the public hearing at 7:21 p.m.

There was no one wishing to speak.

Mayor Sarno closed the public hearing at 7:21 p.m.

It was moved by Councilmember Zamora, seconded by Councilmember Martin, to find that the applicant's ASCUP request meets the criteria set forth in §§155.628 and 155.716 of the City's Zoning Ordinance, for the granting of a Conditional Use Permit, approve Alcohol Sales Conditional Use Permit Case No. 86, subject to the conditions of approval as contained within Resolution No. 9889, and adopt Resolution No. 9889, which incorporates the City Council's findings and actions regarding this matter, by the following vote:

**Ayes:** Martin, Zamora, Rounds, Sarno

**Nays:** None

**Absent:** Rodriguez

**Recused:** None

## **REGULAR BUSINESS**

### **4. APPOINTMENTS TO CITY COMMISSIONS/COMMITTEES AND EXTERNAL ORGANIZATIONS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Review and make appointments to City commissions and committees as desired; and
- 2) Review and make appointments to City Council liaisons to advisory committees as desired; and
- 3) Review and make appointments to City Council subcommittees as desired; and
- 4) Review and make appointments to external organizations as desired; and
- 5) Take such additional, related, action that may be desirable.

*Item No. 4 was tabled to the next council meeting.*

## **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine. Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion. Such approval will also waive the reading of any ordinance.

PUBLIC FINANCING AUTHORITY

5. **MINUTES OF THE NOVEMBER 21, 2023 PUBLIC FINANCING AUTHORITY MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Public Financing Authority:

- 1) Approve the minutes as submitted.

6. **MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY (PFA) (FINANCE)**

**RECOMMENDATION:** It is recommended that the Public Financing Authority:

- 1) Receive and file the report.

WATER UTILITY AUTHORITY

7. **MINUTES OF THE NOVEMBER 21, 2023 WATER UTILITY AUTHORITY MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Approve the minutes as submitted.

8. **MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY AUTHORITY (WUA) (FINANCE)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Receive and file the report.

9. **STATUS UPDATE OF WATER-RELATED CAPITAL IMPROVEMENT PROJECTS (PUBLIC WORKS)**

**RECOMMENDATION:** It is recommended that the Water Utility Authority:

- 1) Receive and file the report; and
- 2) Take such additional, related action that may be desirable.

HOUSING SUCCESSOR

10. **MINUTES OF THE NOVEMBER 7 AND 21, 2023 REGULAR CITY COUNCIL MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Housing Successor:

- 1) Approve the minutes as submitted.

SUCCESSOR AGENCY

**11. MINUTES OF THE NOVEMBER 7 AND 21, 2023 REGULAR CITY COUNCIL MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the Successor Agency:

- 1) Approve the minutes as submitted.

**12. RESOLUTION NO. SA-2023-002, CONFIRMING THE CONTINUED EXISTENCE OF THE DISPOSITION AND DEVELOPMENT AGREEMENT DATED MAY 11, 1995 WITH THE SCHORK FAMILY PARTNERSHIP AND AUTHORIZING THE EXECUTION AND DELIVERY OF A GRANT DEED CONVEYING THE SUCCESSOR AGENCY PROPERTIES LOCATED AT APN: 8082-002-914 AND 8082-002-915 TO THE SCHORK FAMILY PARTNERSHP (PLANNING)**

**RECOMMENDATION:** It is recommended that the Successor Agency:

- 1) Confirm the continued existence of that certain Disposition and Development Agreement (“DDA”) dated May 11, 1995, between the Santa Fe Springs Community Redevelopment Commission/Redevelopment Agency and the Schork Family Partnership.
- 2) Adopt Resolution No. SA-2023-002, authorizing the execution of a Grant Deed of the Successor Agency properties located at APN: 8082-002-914 and 8082-002-915 to the Schork Family Partnership.
- 3) Recommend to the Oversight Board the approval of the transfer of the properties located at APN: 8082-002-914 and 8082-002-915 to the Schork Family Partnership pursuant to the DDA.
- 4) Take such additional, related action that may be desirable.

CITY COUNCIL

**13. MINUTES OF THE NOVEMBER 7 AND 21, 2023 REGULAR AND SPECIAL CITY COUNCIL MEETINGS (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Approve the minutes as submitted.

**14. RESOLUTION NO. 9891 – SUPPORT OF THE L.A. CADA LYNWOOD PROJECT (CITY CLERK)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Adopt Resolution No. 9891, expressing support for the L.A. CADA Lynwood Project.

**15. ADOPT RESOLUTION NO. 9890, A REPLACEMENT RESOLUTION FOR RESOLUTION 9754, SPECIFICALLY REMOVING THE CITY MANAGER'S NAME, BUT RETAINING THE TITLE OF CITY MANAGER, WITH ALL OTHER ESSENTIAL PROVISIONS OF RESOLUTION NO. 9754 REMAINING IN FULL FORCE AND EFFECT (PLANNING)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Adopt Resolution No. 9890, replacing Resolution No. 9754, specifically removing the prior City Manager's name, but retaining the title of City Manager with all other provisions remaining the same as in Resolution No. 9754.
- 2) Take such additional, related action that may be desirable.

**16. CALIFORNIA HIGHWAY PATROL (CHP) – REQUEST FOR APPROVAL OF TRAFFIC CONTROL PLANS FOR OPERATION JINGLE ALL THE WAY (POLICE SERVICES)**

**RECOMMENDATION:** It is recommended that the City Council:

- 1) Approve the traffic control plans prepared for the closure of several City streets in the immediate vicinity of the California Highway Patrol located on Orr and Day Road for the detouring of traffic for Operation Jingle all the Way to be held on Saturday, December 16, 2023.

It was moved by Councilmember Martin, seconded by Mayor Pro Tem Rounds, to approve the consent calendar, by the following vote:

**Ayes:** Martin, Zamora, Rounds, Sarno  
**Nays:** None  
**Absent:** Rodriguez  
**Recused:** None

**COUNCIL COMMENTS/AB1234 COUNCIL CONFERENCE REPORTING**

Mayor Pro Tem Rounds wished everyone Happy Holidays.

Councilmember Zamora wished everyone Merry Christmas and Happy New Year.

Councilmember Martin thanked staff and Cindy Jarvis for the invocations at the council meetings.

Mayor Sarno wished everyone a Merry Christmas and looked forward to the upcoming year.

**ADJOURNMENT**

Mayor Sarno adjourned the meeting at 7:25 p.m. in memory of Marilyn Smith, a member of the Norwalk/Santa Fe Springs Soroptimist for over 25 year.

\_\_\_\_\_  
Jay Sarno  
Mayor

***ATTEST:***

\_\_\_\_\_  
Fernando N. Muñoz  
Deputy City Clerk

\_\_\_\_\_  
Date





APPROVED:

## MINUTES OF THE SPECIAL MEETINGS OF THE CITY COUNCIL

December 5, 2023

### CALL TO ORDER

Mayor Martin called the meeting to order at 5:33 p.m.

### ROLL CALL

**Members present:** Councilmembers Rounds, Zamora, Mayor Pro Tem Sarno, and Mayor Martin.

**Members absent:** Councilmember Rodriguez.

### PUBLIC COMMENTS

There was no one wishing to speak during public comments.

### CITY COUNCIL

#### 1. CLOSED SESSION

##### CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Pursuant to California Government Code Section 54956.9(d)(2)): One Case

***Mayor Martin recessed the meeting at 5:34 p.m.***

***Mayor Martin reconvened the meeting at 6:00 p.m.***

#### 2. CLOSED SESSION REPORT

City Attorney, Ivy M. Tsai provided a closed session report: Direction was given to staff and no reportable action was taken.

### ATTEST:

\_\_\_\_\_  
Jay Sarno  
Mayor

\_\_\_\_\_  
Fernando N. Muñoz  
Deputy City Clerk

\_\_\_\_\_  
Date



**CITY OF SANTA FE SPRINGS**  
**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** Wayne Morrell, Director of Planning and Development

**SUBJECT:** **WAIVE SECOND READING AND ADOPT ORDINANCE NO. 1134, APPROVING ZONE TEXT AMENDMENTS TO ENSURE THAT THE CITY'S ZONING ORDINANCE IS ALIGNED WITH THE STATE'S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) STATUTES AND FIND THAT THE AMENDMENTS ARE EXEMPT FROM CEQA**

**DATE:** January 23, 2024

---

**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Find and determine that this Ordinance No. 1134 is exempt from California Environmental Quality Act (CEQA) pursuant to Public Resource Code (PRC) Section 21080.17 which provides an exemption for the adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (the state ADU law); and
- 2) Waive the second reading and adopt Ordinance 1134 approving Zone Text Amendments to ensure that the City's Zoning Ordinance is aligned with the State's Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) statutes; and
- 3) Take such additional, related action that may be desirable.

**FISCAL IMPACT**

Adoption of the proposed Ordinance No. 1134, which implement zoning text amendments to the City's Zoning Ordinance is not expected to have any immediate fiscal impact.

### **CITY COUNCIL FIRST READING AND RECOMMENDATION**

On January 11, 2024, the City Council held a duly noticed public hearing to review and consider the Zone Text Amendments. After evaluating the written and oral reports, along with the public input received prior to and during the City Council meeting, the City Council voted 5-0 in favor of waiving further reading and introducing Ordinance No. 1134 by title, adopting the Zone Text Amendments to ensure that the City's Zoning Ordinance is aligned with the State's Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) statutes.

### **PLANNING COMMISSION PUBLIC HEARING AND RECOMMENDATION**

On November 13, 2023, the Planning Commission conducted a duly noticed public hearing to review and consider the proposed Zone Text Amendment (ZTA). The purpose of the amendment was to align the City's Zoning Ordinance with the State's Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) statutes. Following a thorough evaluation of written and oral reports, input from the Southern California Association of Government (SCAG) ADU consultant, and public discussions during the Planning Commission meeting on November 13, 2023, the Commissioners voted 4-1, with Commissioner Flores voting 'nay', to approve and adopt Resolution No. 252-2023. This resolution recommends that the City Council approve and adopt Ordinance No. 1134 to effectuate the proposed amendments to the text of the City's Zoning Ordinance; and determined that the proposed ZTA is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code (PRC) Section 21080.17.

### **BACKGROUND**

On March 9, 2017, in response to changes in the State's ADU and JADU regulations, the City Council adopted Ordinance No. 1084, which updated the City's Zoning Ordinance to comply with the State's regulations at that time.

Since the adoption of Ordinance No. 1084 in March of 2017, a new set of State ADU laws (SB-897, AB-2221, and AB-916) took effect on January 1, 2023, as well as AB 1033 which took effect on January 1, 2024, which invalidated certain provisions of the City's Zoning Ordinance related to ADUs and JADUs.

In 2021, the City of Santa Fe Springs the City was selected to participate in Southern California Association of Government (SCAG) Regional Early Action Program (REAP) for Advanced ADU Implementation. City staff collaborated closely with SCAG consultant, Woodsong Associates, and the City Attorney's Office to develop a proposed ZTA that aligns the City's Zoning Ordinance regulations for ADUs and JADUs with recent State Laws. This update will amend the City's Zoning Ordinance regulations for both ADUs and JADUs.

## **ANALYSIS**

According to California Government Code Section 65852.2, local ordinances failing to meet the requirements of State ADU/JADU Laws may be deemed null and void in their entirety. Subsequently, the local jurisdiction will be limited to applying only State Law standards without local refinements to all local ADU and JADU development projects.

The proposed ZTA will establish updated City procedures and development standards for ADUs and JADUs that align with recent State Laws. This serves to protect the City from legal challenges to the validity of its ADU ordinance while maintaining local control in regulating these projects.

## **ENVIRONMENTAL**

Pursuant to California Public Resources Code (PRC) Section 21080.17, adoption of the Zone Text Amendment and Ordinance is exempt from the California Environmental Quality Act (CEQA). Under PRC Section 21080.17, CEQA does not apply to the adoption of an Ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (State ADU law). The ZTA implements California Government Code Sections 65852.2 and 65852.22 within the City of Santa Fe Springs in a manner that is consistent with the requirements of State ADU/JADU Laws. As such, the proposed ZTA and Ordinance is exempt from CEQA.

## **DISCUSSION**

As mentioned previously, the City was selected to participate in SCAG REAP for Advanced ADU Implementation. City staff collaborated closely with SCAG consultant, Woodsong Associates, and the City Attorney's Office to develop a proposed Zone Text Amendment aligning the City's Zoning Ordinance regulations for ADUs and JADUs with recent State Laws. This update will enhance the City's Zoning Ordinance regulations for both ADUs and JADUs.

In addition to the essential updates mandated by State Laws, Woodsong Associates proposed further amendments to the City's Zoning Ordinance to promote the production of ADUs and JADUs. After careful review, City staff determined that certain amendments proposed by Woodsong Associates did not align with the goals and policies of the residential land-use designations in Santa Fe Springs. Consequently, these changes were not included in the final draft Zone Text Amendment recommended by staff and the Planning Commission.

## **SUMMARY**

Staff is therefore recommending that the City Council waive the second reading and adopt Ordinance No. 1134 to effectuate the proposed amendments to the text of the City's Zoning Ordinance and determined that the proposed ZTA is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code (PRC)

Section 21080.17.

**ATTACHMENT(S):**

A. Ordinance 1134

- a. Exhibit A - Definitions Text Amendment
- b. Exhibit B - Accessory Dwelling Unit and Junior Accessory Dwelling Unit Text Amendments

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
<b>DENIED:</b>	<input type="checkbox"/>
<b>TABLED:</b>	<input type="checkbox"/>
<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>

## **ORDINANCE NO. 1134**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS ADOPTING ZONE TEXT AMENDMENT TO ENSURE THAT THE CITY'S ZONING ORDINANCE IS ALIGNED WITH THE STATE'S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) STATUTES**

WHEREAS, on March 9, 2017, the City Council adopted Ordinance No. 1084, which updated the City's Zoning Ordinance to comply with the State's statutes in connection with Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU); and

WHEREAS, in 2021, the City of Santa Fe Springs applied for and was selected by the Southern California Association of Government (SCAG) and the State of California Department of Housing and Community Development (CA HCD) to participate in the SCAG 2020/2021 Sustainable Communities Program (SCP) as part of the Regional Early Action Program (REAP) for Advance Accessory Dwelling Unit Implementation; and

WHEREAS, one of the project's primary deliverables is the update of the City's ADU and JADU ordinance to align with State Laws and promote ADU and JADU productivity within the City; and

WHEREAS, new State ADU Laws (SB-897 and AB-2221) amending Government Code Sections 65852.2 and 65852.22 became effective on January 1, 2023, amending the existing requirements for the development of ADUs and JADUs; and

WHEREAS, an additional new law (AB 1033) amending Government Code Section 65852.2, which will go into effect on January 1, 2024, eliminates the owner occupancy requirements for ADUs; and

WHEREAS, according to Government Code Section 65852.2, if a local ordinance conflicts with state law, state law supersedes the conflicting local ordinance; and

WHEREAS, SCAG consultant Woodsong Associates assisted the City with developing a Zone Text Amendment to align with the State ADUs and JADUs statutes; and

WHEREAS, the City has prepared a Zone Text Amendment to the City's Zoning Ordinance, as codified in Title 15 of the Santa Fe Springs Municipal Code, which updates Section 155.003 (Definitions), Section 155.644 (Accessory Dwelling Unit), and Section 155.644.1 (Junior Accessory Dwelling Unit); and

WHEREAS, pursuant to California Public Resources Code (PRC) Section 21080.17, the California Environmental Quality Act (CEQA) does not apply to the

adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (State ADU Law); and

WHEREAS, on November 2, 2023, the City of Santa Fe Springs Department of Planning and Development published a legal notice in the *Whitter Daily News*, a local paper of general circulation, indicating the date and time of the public hearing; and

WHEREAS, on November 4, 2023, a public hearing notice was also posted in the Santa Fe Springs City Hall window, the City's Town Center kiosk, and the City's Library; and

WHEREAS, on November 13, 2023, the Planning Commission of the City of Santa Fe Springs adopted Resolution 252-2023 recommending that the City Council adopt an Ordinance amending the Zoning Code in relation to ADUs and JADUs; and

WHEREAS, on January 11, 2024, the City Council of the City of Santa Fe Springs considered the Zone Text Amendment, the staff report, and all testimony, written and spoken, at a duly noticed public hearing.

The City Council of the City of Santa Fe Springs does ordain as follows:

SECTION I. Findings:

1. The above recitals are true and correct and are a substantial part of this Ordinance.
2. The Exhibits attached to this Ordinance are each incorporated by reference and made a part of this Ordinance.
3. The proposed Zone Text Amendment meets or exceeds the minimum provisions outlined in Section 65852.2 of the Government Code (State ADU Law).
4. The proposed Zone Text Amendment is consistent with the Santa Fe Springs General Plan.
5. The Zone Text Amendment meets the requirements as contained in Planning and Zoning Law (Government Code sections 65800-65912).
6. The Zone Text Amendment has been prepared and is being adopted in accordance with the requirements of Planning and Zoning Law (Government Code sections 65853-65857).

SECTION II. The City Council hereby finds with respect to CEQA:

Pursuant to California Public Resources Code (PRC) Section 21080.17, California Environmental Quality Act (CEQA) does not apply to the adoption of an Ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code

(State ADU Law). The ZTA implements California Government Code Sections 65852.2 and 65852.22, as amended, within the City of Santa Fe Springs in a manner that is consistent with the requirements of State ADU/JADU Laws. As such, the proposed ZTA and Ordinance is exempt from CEQA.

SECTION III. Amendments:

1. Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.003 DEFINITIONS is hereby amended as provided in Exhibit “A” attached hereto and incorporated herein by reference.
2. Code of Ordinances of the City of Santa Fe Springs Chapter 155, Sections 155.644 (Accessory Dwelling Unit) and 155.644.1 (Junior Accessory Dwelling Unit) is hereby amended as provided in Exhibit “B” attached hereto and incorporated herein by reference.

Section IV. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance, or any part thereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Ordinance or of Chapter 155, or any part thereof. The City Council hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

Section V. The City Clerk shall certify to the adoption of this Ordinance and shall cause the same to be posted in at least three (3) public places in the City, such posting to be completed not later than fifteen (15) days after passage thereof.

PASSED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2024, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jay Sarno, Mayor

ATTEST:

\_\_\_\_\_  
Fernando N. Muñoz, Deputy City Clerk

Exhibit A – Definitions Text Amendments

Exhibit B – Accessory Dwelling Unit and Junior Accessory Dwelling Unit Text Amendments



## **Exhibit A – Definitions Text Amendments**

**Key:**

Normal Text = Existing unmodified Code language

Strikethrough Text = Proposed language to be removed from existing Code Underline Text = Proposed language to be added to Code

\*\*\*\*\* = Existing unmodified Code language not included in exhibit for sake of brevity Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.003 DEFINITIONS is hereby amended as follows:

**§ 155.003 DEFINITIONS.**

**ACCESSORY DWELLING UNIT (ADU).** Either a detached or attached dwelling unit which provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking and sanitation. An **ACCESSORY DWELLING UNIT ADU** may also be located within an existing or proposed primary dwelling unit. An **ACCESSORY DWELLING UNIT ADU** also includes the following:

(1) An efficiency unit, as defined in Cal. Health and Safety Code § 17958.1.

(2) A manufactured home, as defined in California Health and Safety Code § 18007. A factory-built ADU, such as manufactured homes as defined in California Health and Safety Code § 18007, or in the Code of Federal Regulations governing manufactured homes: Code of Federal Regulations Title 24, Housing and Urban Development, Part 3280, Manufactured Home Construction and Safety Standards, Subsection 3280.2, "Definitions."

(3) A factory-built modular ADU that complies with the standards of Chapter 155.644 (D).

**ACCESSORY DWELLING UNIT, JUNIOR (JADU).** ~~A junior accessory dwelling unit is a unit that is no more than 500 square feet in size and contained entirely within a single-family residence~~

(1) Is no more than 500 square feet in size;

(2) Is contained entirely within an existing or proposed single-family structure;

(3) Has or shares sanitation facilities within the existing or proposed single-family structure;

(4) Includes an efficiency kitchen.

\*\*\*\*\*

**CARRIAGE HOUSE.** An ADU that is located above a detached garage.

\*\*\*\*\*

**EFFICIENCY KITCHEN.** A kitchen that includes each of the following:

- (1) An area used for cooking, with kitchen appliances;
- (2) A food preparation counter that is adequate for the size of the unit; and
- (3) Food storage cabinets that are adequate for the size of the unit.

\*\*\*\*\*

**IMPACT FEES.** A monetary exaction that is charged by the City to a property owner and/or project applicant in connection with approval of a project for the purpose of defraying all or a portion of the cost of public facilities, public improvements, public services, and community amenities; this does not include fees for processing applications for governmental regulatory actions or approvals or any connection fee or capacity charge charged by a local agency, special district, or water corporation.

\*\*\*\*\*

**LIVING AREA.** The interior habitable area of a dwelling unit including basements and attics meeting habitable space requirements of the California Building Code with Los Angeles County amendments but not including a garage or any accessory structure.

\*\*\*\*\*

**NONCONFORMING ZONING CONDITION.** A physical improvement on a property that does not conform with current zoning standards.

\*\*\*\*\*

**OBJECTIVE STANDARDS.** Standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal.

\*\*\*\*\*

**PERMIT FEES.** A monetary exaction charged to a property owner and/or project applicant in connection with an application for a permit for the reimbursement of expenses incurred during the processing and review of the application, but not fees otherwise classified as impact fees.

**PERMITTING AGENCY.** Any entity that is involved in the review of a permit and for which there is no substitute, including, but not limited to, applicable planning departments, building departments, fire departments, utilities, and special districts.

\*\*\*\*\*

**PROPOSED DWELLING.** A dwelling that is the subject of a permit application and that meets the requirements for permitting.

\*\*\*\*\*

**PUBLIC TRANSIT.** A location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

\*\*\*\*\*

**TANDEM PARKING, RESIDENTIAL.** Two or more automobiles parked on a permitted parking are lined up behind one another.

**Exhibit B – Accessory Dwelling Unit and Junior Accessory Dwelling Unit Text  
Amendments**

**Key:**

Normal Text = Existing unmodified Code language

Strikethrough Text = Proposed language to be removed from existing Code Underline

Text = Proposed language to be added to Code

\*\*\*\*\* = Existing unmodified Code language not included in exhibit for sake of brevity Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.644 ACCESSORY DWELLING UNITS is hereby amended as follows:

**§ 155.644 ACCESSORY DWELLING UNITS.**

(A) Intent. In enacting this section, it is the intent of the city to encourage the provision of accessory dwelling units to meet a variety of economic needs within the city and to implement the goals, objectives, and policies of the housing element of the general plan. Accessory dwelling units provide housing for extended family members, students, the elderly in-home health care providers, the disabled, and others, additional housing at below market prices within existing neighborhoods. Homeowners who create accessory dwelling units can benefit from added income, and an increased sense of security. Allowing accessory dwelling units in residential zones provides needed additional rental housing. This section provides the requirements for the establishment of accessory dwelling units consistent with Cal. Government Code § 65852.2.

(B) Interpretation. In cases of conflict between this section and any other provision of this title, the provisions of this section shall prevail. To the extent that any provision of this section is in conflict with State law, the mandatory requirement of State law shall control, but only to the extent legally required.

(C) Applications.

(1) *Administrative Review.* All accessory dwelling unit applications shall be ministerially approved by the Director of Planning and Development, or his/her designee, and a permit issued within 60 days upon presentation receipt of a completed application ~~to build an accessory dwelling unit if the plans conform to the~~ complying with the standards and criteria provided set forth in § 155.644(D) and (E) this section. If an application for accessory dwelling unit is denied within those 60 days, the applicant will be provided with a list of defective items and description of how the deficiencies can be remedied. If the application is neither approved nor denied within the 60 days after a complete application is submitted, the application is deemed approved. If the accessory dwelling unit is being proposed in conjunction with a new single-family dwelling, the Director may delay acting on the accessory dwelling unit permit application until the city acts on the permit application for the new single-family dwelling. If the applicant requests a delay, the city shall grant a delay if requested by the applicant and the city's 60-day period for consideration will be tolled during that for the period of the requested delay.

(2) *Fees.* Applications for an accessory dwelling unit shall be accompanied by an application fee and shall be subject to applicable inspection and permit fees.

(D) Accessory dwelling unit standards. The following standards and criteria shall apply to the creation of an accessory dwelling unit:

(1) Allowable zones. The accessory dwelling unit shall be allowed only on a lot or parcel that is zoned for single family residential, multifamily residential or mixed use with an existing or proposed residential dwelling.

(2) Number of ADUs. ~~There shall not be more than one accessory dwelling unit per lot or parcel, except as provided for in § 155.644(F)(1)(a).~~

(a) There shall not be more than one ADU, and one JADU within the walls of the existing or proposed residence, per lot or parcel that is zoned for single family residential use.

(b) On a lot with existing multifamily dwelling structures, at least one unit and up to 25% of the total multifamily dwelling units are allowed within the portions of the existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that each unit complies with state building standards for dwellings.

(c) On a lot with an existing or proposed multifamily dwelling, not more than two detached units, subject to the height limitation set forth in subsection (D)(7), and at least a four-foot side and rear yard setback. The maximum square footage shall comply with the limits set forth in § 155.644(D)(5). The city shall not require any modifications to an existing multifamily dwelling that has a rear or side yard setback of less than four feet if the proposed accessory dwelling unit satisfies the provisions of this subsection.

(3) Conformance with zoning and General Plan. An accessory dwelling unit that conforms to the development standards of this section is deemed to be an accessory use and/or structure and will not be considered to exceed the allowable density for the lot upon which it is located and shall be deemed to conform to the zoning and General Plan.

(4) Allowable forms. The accessory dwelling unit may be attached to or detached from the primary residential dwelling or located within an existing or proposed single-family residence, including a garage, or within an accessory structure.

(5) Floor area standards.

(a) The detached or attached accessory dwelling unit with one or less bedroom shall not exceed a total floor area of 850 square feet.

(b) The detached or attached accessory dwelling unit with more than one bedroom shall not exceed a total floor area of ~~4,000~~ 1,200 square feet.

~~(c) If there is an existing primary dwelling, the total floor area of an attached accessory dwelling unit shall not exceed 50% of the existing primary dwelling.~~

(dc) The minimum floor area for an accessory dwelling unit shall be 150 square

feet.

*(6) Setback standards.*

(a) The accessory dwelling unit shall comply with the front setback standard applicable to the specific zone in which it is located, unless doing so would prohibit the construction of at least an 850 square foot accessory dwelling unit. The first priority placement shall be in the rear of a property, developed in compliance with the required setbacks. If proposed at the front of a property, the front setback shall be maximized to the extent allowed within these requirements. Notwithstanding any other provision in this section, an accessory dwelling unit that encroaches into the front yard setback shall be limited to a total of eight hundred square feet otherwise modified by this section.

(b) The accessory dwelling unit shall be set back no less than four feet from the side and rear property lines.

(c) Notwithstanding any other provision of this section, no setback shall be required for an existing permitted living area or accessory structure or a structure constructed in the same location and to the same dimensions as an existing structure that is converted to an accessory dwelling unit or to a portion of an accessory dwelling unit. A setback of no more than four feet from the side and rear lot lines shall be required for an accessory dwelling unit that is not converted from an existing structure or a new structure constructed in the same location and to the same dimensions as an existing structure.

~~(7) The accessory dwelling unit shall not be greater than 16 feet in height~~ The height of an accessory dwelling unit shall be as follows:

(a) A detached accessory dwelling unit on a lot with an existing or proposed single family or multifamily dwelling unit shall not be greater than 16 feet in height.

(b) A detached accessory dwelling unit on a lot with an existing or proposed single family or multifamily dwelling unit that is within one-half mile walking distance of a major transit stop or a high-quality transit corridor, as defined in Public Resources Code Section 21155, shall not be greater than 18 feet in height. Two additional feet in height is allowed to accommodate roof pitch of the accessory dwelling unit to align with the roof pitch of the primary dwelling unit.

(c) A detached accessory dwelling unit on a lot with an existing or proposed multifamily multistory dwelling shall not be greater than 18 feet in height.

(d) For an accessory dwelling unit that is attached to a primary dwelling, an accessory dwelling unit shall not be higher than 25 feet or the height of the primary dwelling, whichever is lower.

(e) An accessory dwelling unit shall not exceed two stories.

(8) Location. The attached or detached accessory dwelling unit shall be located within, or if outside of the existing walls of the existing or proposed primary residence, preferably to



the rear, or to the side of the existing or proposed primary residence unless the accessory dwelling unit is being constructed in the exact location and to the same dimensions as an previously existing approved accessory structure, including an attached or detached garage.

(9) Regulating code. The accessory dwelling unit shall comply with all building, safety, fire and health codes, and all other applicable laws and regulations. Accessory dwelling units are not required to provide fire sprinklers if sprinklers are not required for the primary dwelling unit.

(10) Manufacturing ADUs. Manufactured housing, factory-built ADUs, and modular ADUs is are allowed in compliance with the provisions herein and Cal. Health and Safety Code § 18007; however, mobile homes, trailers and recreational vehicles shall not be used as accessory dwelling units.

(11) Parking. In addition to all other required off-street parking, parking requirements for accessory dwelling units shall not exceed one space per unit. Parking may also be located in setback areas in locations determined by the city or through tandem parking, unless specific findings are made that such parking is infeasible based upon specific site or regional topographical or fire and life safety conditions, ~~or that it is not permitted anywhere else in the city.~~ Mechanical parking lifts may also be used for replacement parking.

(12) Replacement parking. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of or conversion to an accessory dwelling unit, no replacement parking shall be required. Additionally, no parking shall be required for an accessory dwelling unit in any of the following instances:

(a) The accessory dwelling unit is located within one-half mile walking distance of public transit.

(b) The accessory dwelling unit is located within an architecturally and historically significant historic district.

(c) The accessory dwelling unit is part of the proposed or existing primary residence or an ~~existing permitted~~ accessory structure.

(d) When on-street parking permits are required but ~~has~~ not offered to the occupant of the accessory dwelling unit.

(e) When there is a car share vehicle located within one block of the accessory dwelling unit.

(f) When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single-family dwelling or a new multifamily dwelling on the same lot, provided that the accessory dwelling unit or the parcel satisfies any other criteria listed in this subsection.

(13)-Rentals and separate sale of ADUs. The accessory dwelling unit and the primary

residential dwelling may be rented concurrently, provided that the term of the rental is at least 31 days or more. ~~, but the accessory dwelling unit shall not be sold or owned separately from the primary dwelling. An accessory dwelling unit may be sold or conveyed separately from the primary residence, only if:~~

(a) The accessory dwelling unit is sold to a qualified buyer, including persons and families of low or moderate income, as that term is defined in Section 50093 of the Health and Safety Code, and all of the following apply:

(I) The accessory dwelling unit or the primary dwelling was built or developed by a qualified nonprofit corporation, one that is organized pursuant to Section 501(c)(3) of the Internal Revenue Code that has received a welfare exemption under Section 214.15 of the Revenue and Taxation Code for properties intended to be sold to low-income families who participate in a special no-interest loan program.

(II) There is an enforceable restriction on the use of the land pursuant to a recorded contract between the qualified buyer and the qualified nonprofit corporation that satisfies all of the requirements specified in paragraph (10) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code.

(III) The property is held pursuant to a recorded tenancy in common agreement that includes all of the following:

(A) The agreement allocates to each qualified buyer an undivided, unequal interest in the property based on the size of the dwelling that each qualified buyer occupies.

(B) A repurchase option that requires the qualified buyer to first offer the qualified nonprofit corporation to buy the accessory dwelling unit or primary dwelling if the buyer desires to sell or convey the property.

(C) A requirement that the qualified buyer occupy the accessory dwelling unit or primary dwelling as the buyer's principal residence.

(D) Affordability restrictions on the sale and conveyance of the accessory dwelling unit or primary dwelling that ensure the accessory dwelling unit and primary dwelling will be preserved for low-income housing for 45 years for owner-occupied housing units and will be sold or resold to a qualified buyer.

(E) The tenancy in common agreement shall include all of the following:

(i) Delineation of all areas of the property that are for the exclusive use of a cotenant. Each cotenant shall agree not to claim a right of occupancy to an area delineated for the exclusive use of another cotenant, provided that the latter cotenant's obligations to each of the other cotenants have been satisfied.

(ii) Delineation of each cotenant's responsibility for the costs of taxes, insurance, utilities, general maintenance and repair, improvements, and any other

costs, obligations, or liabilities associated with the property. This delineation shall only be binding on the parties to the agreement, and shall not supersede or obviate the liability, whether joint and several or otherwise, of the parties for any cost, obligation, or liability associated with the property where such liability is otherwise established by law or by agreement with a third party.

(iii) Procedures for dispute resolution among the parties before resorting to legal action.

(IV) A grant deed naming the grantor, grantee, and describing the property interests being transferred shall be recorded in the county in which the property is located. A Preliminary Change of Ownership Report shall be filed concurrently with this grant deed pursuant to Section 480.3 of the Revenue and Taxation Code.

(V) Notwithstanding subparagraph (A) of paragraph (2) of subdivision (f) of Section 65852.2, if requested by a utility providing service to the primary residence, the accessory dwelling unit has a separate water, sewer, or electrical connection to that utility.

(14) *Rentals and tenure.* The accessory dwelling unit and the primary residential dwelling may be rented concurrently provided that the term of the rental is at least 31 days or more, but the accessory dwelling unit shall not be sold or owned separately from the primary dwelling, unless the owner is another governmental agency, land trust, housing organization, or qualified non-profit.

(15) *Utility connection or capacity charges.* Accessory dwelling units shall not be considered new residential uses for the purposes of calculating local agency connection fees or capacity charges for utilities, including water and sewer service.

(a) For attached units or units located within the living area of proposed or the existing single-family dwelling and meeting the definition of § 155.644(F)(1)(a) below, the city shall not require the applicant to install a new or separate utility connection between the accessory dwelling unit and the utility or impose a related connection fee or capacity charge. Such requirements and charges may be imposed when the accessory dwelling unit is being constructed in connection with a ~~proposed~~ new single-family residential dwelling.

(b) For all other accessory dwelling units other than those described in § 155.644(D)(15)(a) above, the city may require a new or separate utility connection directly between the accessory dwelling unit and the utility. The connection fee or capacity charge shall be proportionate in relation to the square footage of the primary dwelling unit. ~~burden of the proposed accessory dwelling unit upon the water or sewer system based upon either its size or the number of its plumbing fixtures, and may not exceed the reasonable cost of providing the water or sewer service.~~

(16) *Impact fees.*

(a) No impact fee shall be imposed on any accessory dwelling unit less than 750 square feet in size, except for impact fees used to fund school, which shall not be

imposed on any ADU of or less than 500 square feet in size.

(b) For accessory dwelling units 750 square feet or greater, impact fees shall be charged proportionately in relation to the square footage of the primary dwelling.

(c) All applicable public service and recreation impact fees shall be paid prior to occupancy in accordance with Cal. Government Code §§ 66000 et seq. and 66012 et seq.

(d) For purposes of this section, "impact fee" shall have the same meaning as set forth in Cal. Government Code § 65852.2(f).

~~(1716) Prior approvals.~~ The provisions of this section shall not apply to any accessory dwelling units for which the city issued conditional use permits prior to the effective date of this section.

~~(18) Prior to obtaining a building permit for the accessory dwelling unit, a deed restriction, in a form satisfactory to the City Attorney, shall be recorded with the County Recorder to evidence and give notice of the requirements of this section.~~

(E) Design standards.

(1) ~~The accessory dwelling unit shall be designed to be architecturally compatible with the primary dwelling. A site plan, elevations and floor plan depicting said architectural compatibility shall be submitted to the Director of Planning and Development for ministerial review and approval prior to the issuance of any building permits.~~ A site plan, elevations and floor plan depicting the location of the ADU in relation to the primary dwelling shall be submitted to the Director of Planning and Development for ministerial review and approval prior to the issuance of any building permits.

(2) ~~When feasible, windows facing an adjoining residential property shall be designed to protect the privacy of neighbors. If window placement does not protect privacy, then fencing or landscaping might be used to provide screening. Windows and doors of an ADU shall not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight. Windows and glass doors that face an adjoining property and are within fifteen (15) feet of a property line that is not a right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six (6) feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.~~

(3) An accessory dwelling unit shall have a separate exterior entrance from the primary dwelling unit.

~~(4) To the maximum extent feasible, the accessory dwelling unit shall not alter the appearance of the primary single-family dwelling unit.~~

~~(5) When feasible, no more than one exterior entrance on the front or on any street-facing side of the primary dwelling unit and accessory dwelling unit combined.~~

(64) No exterior stairway shall be located on the front or on any street-facing side of the accessory dwelling unit.

(F) Mandatory ADU application approvals.

~~(1) Notwithstanding any other provision of this chapter, the city shall ministerially approve an application for any of the following accessory dwelling units within a residential or mixed-use zone:~~

~~(a) A junior or accessory dwelling unit within the existing or proposed space of a single-family dwelling or accessory structure subject to the following requirements:~~

~~1. An expansion of up to 150 square feet shall be allowed in an accessory structure that is converted to an ADU solely for the purposes of accommodating ingress and egress.~~

~~2. The junior or accessory dwelling unit shall have exterior access separate from the existing or proposed single-family dwelling.~~

~~3. The side and rear setbacks shall be sufficient for fire and building and safety.~~

~~4. If the unit is a junior accessory dwelling unit, it shall comply with the requirements of § [155.644.1](#) below.~~

~~(b) One detached or attached accessory dwelling unit subject to the following requirements:~~

~~1. The accessory dwelling unit shall be set back no less than four feet from the side and rear property line.~~

~~2. The accessory dwelling unit shall be on a lot or parcel with an existing or proposed single-family dwelling.~~

~~3. The accessory dwelling unit shall not exceed 800 square feet in size.~~

~~4. The accessory dwelling unit shall not exceed 16 feet in height.~~

~~5. A junior accessory dwelling unit may be developed with this type of detached accessory dwelling unit, it shall comply with all requirements of § [155.644.1](#) below.~~

~~(c) On a lot with a multifamily dwelling structure, up to 25% of the total multifamily dwelling units, but no less than one unit, shall be allowed within the portions of the existing structure that are not used as livable space, including, but no limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that each unit complies with state building standards for dwellings.~~

~~(d) On a lot with a multifamily dwelling structure, up to two detached units, provided that neither unit is greater than 16 feet in height, is provided with at least a four~~

~~foot side and rear yard setback. The maximum square footage shall comply with the limits set forth in § 155.644(D)(5).~~

~~(2) — For those accessory dwelling units which require mandatory approval, the city shall not require the correction of legal, nonconforming zoning conditions.~~

(1) A permit application for an ADU or a JADU shall be considered and approved ministerially without discretionary review or a hearing. The City and any associated permitting agencies including, but not limited to, applicable planning departments, building departments, consultants or contractors working as agents of the City, utilities, and special districts, shall approve and issue a building permit or deny the application to create or serve an ADU or a JADU within 60 calendar days after receiving a completed application if there is an existing primary dwelling on the lot and if it meets the minimum ADU and/or JADU standards of this chapter.

(a) If the City and any associated permitting agencies has not approved or denied the completed application within 60 days, the application shall be deemed approved and a building permit issued for its construction.

(b) If the City or any associated permitting agencies denies an application for an ADU or JADU pursuant to paragraph (a), the City and any associated permitting agencies shall, within the 60 day time period, transmit to the applicant a list of items that are defective or deficient and a description of how the application can be remedied.

(c) If the permit application to create an ADU or a JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City and any associated permitting agencies may delay approving or denying the permit application for the ADU or JADU until the City approves or denies the permit application to create the new dwelling, but the application to create the ADU or JADU shall be considered without discretionary review or hearing.

(d) If the applicant requests a delay, the 60-day time period shall be paused for the period of the delay. If the permit application is returned to the applicant with a list of corrections requested to comply with applicable codes and regulations, any accounting of the 60-day time period shall be paused for the period of time until the applicant re-submits a corrected application.

(e) A demolition permit for a detached garage that is to be replaced with an ADU shall be reviewed with the application for the ADU, and a building permit for the ADU shall be issued at the same time as the demolition permit; the applicant shall not be required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an ADU.

(2) The City shall not require the correction of existing legal, nonconforming zoning conditions prior to issuing a permit for an ADU.

(G) ~~*Enforcement.*~~ Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an accessory dwelling unit that substantially provides as follows: Existing Units.

(1) ~~You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the City Planning Department. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.~~ Existing ADUs that have not been approved by the City are required to obtain approval in order to be considered a lawful use. An application for an unpermitted ADU that was constructed before January 1, 2018 shall not be denied due to violations of building standards, or if the unpermitted ADU does not comply with Chapter 155 of the Santa Fe Springs Municipal Code, unless it is found that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure pursuant to Section 17920.3 of the Health and Safety Code. An application for an unpermitted ADU for which a building permit does not exist shall be approved based the version of the applicable Building Standards Code in effect when the residential unit was determined to be constructed for the purposes of issuing a building permit; the appropriate enforcement official may make a determination of the date of construction, and issue a retroactive building permit for that construction.

(2) ~~This provision shall only apply if the accessory dwelling unit was built before January 1, 2020 and after July 25, 2020. The City shall delay enforcement of building standards that are not a matter of public health and safety for existing ADUs upon request of the ADU owner, as follows:~~

(a) ADUs built prior to January 1, 2020 are eligible, or ADUs built on or after January 1, 2020 at a time that the City had a noncompliant ADU ordinance.

(b) Until January 1, 2030, the City shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an ADU that substantially provides as follows:

(i) You have been issued an order to correct violations or abate nuisances relating to your ADU. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the City Planning Department. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

\*\*\*\*\*

**Key:**

Normal Text = Existing unmodified Code language

Strikethrough Text = Proposed language to be removed from existing Code Underline

Text = Proposed language to be added to Code

\*\*\*\*\* = Existing unmodified Code language not included in exhibit for sake of brevity Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.644.1 JUNIOR ACCESSORY DWELLING UNITS is hereby amended as follows:

### **§ 155.644.1 JUNIOR ACCESSORY DWELLING UNITS.**

(A) *Intent.* In enacting this section, it is the intent of the city to encourage the provision of junior accessory dwelling units to meet a variety of economic needs within the city and to implement the goals, objectives, and policies of the housing element of the general plan. Junior accessory dwelling units provide housing for ~~extended family members, students, the elderly in-home health care providers, the disabled, and others~~ at below market prices within existing neighborhoods. Homeowners who create junior accessory dwelling units can benefit from added income, and an increased sense of security. Allowing junior accessory dwelling units in single-family residential zones provides needed additional rental housing. This section provides the requirements for the establishment of junior accessory dwelling units consistent with Cal. Government Code § 65852.22.

(B) *Administrative review.* All junior accessory dwelling unit applications shall be ministerially approved by the Director of Planning and Development, or his/her designee, and a permit issued within 60 days upon ~~presentation receipt~~ of a completed application ~~to provide a junior accessory dwelling unit if the plans conform to complying with the standards and criteria provided in § 155.644.1(C) and (D)~~ this section. If an application for a junior accessory dwelling unit is denied within those 60 days, the applicant will be provided with a list of defective items and description of how the deficiencies can be remedied. If the application is neither approved nor denied within the 60 days after a complete application is submitted, the application is deemed approved. If the junior accessory dwelling unit is being proposed in conjunction with a new single-family dwelling, the Director may delay acting on the permit application until the city acts on the permit application for the new single-family dwelling. If the applicant requests a delay, The the city shall grant a delay if requested by the applicant and the city's 60-day period will be tolled for the period of the requested delay ~~for consideration will be tolled during that requested delay.~~

(C) *Junior accessory dwelling unit standards.* The following standards and criteria shall apply to the creation of a junior accessory dwelling unit:

(1) Number Allowed. A maximum of one junior accessory dwelling unit shall be permitted per residential lot containing an existing or proposed single-family dwelling. Junior accessory dwelling units do not count towards the density requirements of the general plan or zoning ordinance.

(2) Owner occupancy. The property owner shall occupy either the main single-family dwelling or the junior accessory dwelling unit.



(3) Tenure. The junior accessory dwelling unit or the main single-family dwelling may be rented, provided the rental term is at least 31 days or more, but the junior accessory dwelling unit shall not be sold or owned separately from the single-family dwelling

(4) Allowable location. The junior accessory dwelling unit must be created within the existing walls of an existing single-family dwelling, which includes an attached garage.

(5) Size. The junior accessory dwelling unit shall not exceed 500 square feet in size.

(6) Entrance. The junior accessory dwelling unit shall include a separate exterior entrance from the main entrance to the single-family home. An interior entry to the main living area shall be required if the junior accessory dwelling unit shares sanitary facilities with the single-family home. The junior accessory dwelling unit may include a second interior doorway for sound attenuation.

(7) Kitchen required. The junior accessory dwelling unit shall include a food preparation area, requiring and limited to the following components:

(a) ~~A cooking facility with appliances~~ An area used for cooking, with kitchen appliance; and

(b) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling ~~which do not exceed six feet in length.~~

(8) Parking. No additional off-street parking is required beyond that required for the main single-family dwelling.

(9) Utility service. A separate water connection or meter, and a separate sewer service connection are not required for a junior accessory dwelling unit. Water and sewer service for the junior accessory dwelling unit is shared with the main single-family dwelling unit.

(10) Applicable codes. The junior accessory dwelling unit shall comply with all applicable building standards and shall be subject to permit and inspection fees to ensure such compliance. Fire sprinklers shall be required if they are required in the existing or proposed single-family residence.

(11) Regulations and connection fees. For the purposes of applying any fire or life protection ordinance or regulation, or providing service water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered to be a separate or new dwelling unit.

(12) Deed restriction. Prior to obtaining a building permit for the junior accessory dwelling unit, a deed restriction, in a form satisfactory to the City Attorney, shall be recorded with the County Recorder to evidence and give notice of the requirements of this section.

(D) Enforcement. The city shall not require the correction of a ~~legal~~, nonconforming zoning conditions, building code violations, or unpermitted structures that do not present

a threat to public health and safety and that are not affect by the construction of the junior accessory dwelling unit in the ~~for~~-approval of a junior accessory dwelling unit.



**CITY OF SANTA FE SPRINGS**  
**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members  
**FROM:** René Bobadilla, P.E., City Manager  
**BY:** Maricela Balderas, Director of Community Services  
**SUBJECT: LIBRARY AND CARRIAGE BARN MISSION STATEMENTS**  
**DATE:** January 23, 2024

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**RECOMMENDATION(S):**

It is recommended that the City Council:

- 1) Approve the new Mission Statements for the Library and the Carriage Barn.

**FISCAL IMPACT**

There is no impact to the general fund.

**BACKGROUND**

The Library's most current Strategic Plan covers the years 2017-2022. This outdated Plan included the Library Mission Statement, "Read, Learn, Connect," and goals and objectives were later created to implement the values of that statement. Since then, there have been many changes in library services and in users' desires and expectations. In preparations to develop a new Library Strategic Plan, staff have worked diligently to create a revised Library Mission Statement that will provide more effective direction, for both long-range and short-term planning, and to better identify the Library's stakeholders. The proposed new Library Mission Statement is:

*The mission of the Library Services Division is to promote education and literacy, provide access to information resources, preserve local history, and foster social and cultural experiences through library programming for all members of the community to contribute to their quality of life.*

**Library and Carriage Barn Mission Statements**

Page 2 of 3

Moreover, the educational components of the Carriage Barn now fall under the Library's oversight but were not addressed in the expired Plan. To better guide staff in the future creation of a Library Strategic Plan, a Carriage Barn Mission Statement was also created. Staff worked with the Historical and Community Preservation Advisory Committee subcommittee to create the proposed Carriage Barn Mission Statement:

*The Carriage Barn collects, conserves, and presents items that are significant to the history and culture of Santa Fe Springs and its diverse community.*

At present, the Carriage Barn does not have a mission statement.

**ANALYSIS**

An up-to-date Mission Statement is critical for several reasons. Most importantly, it defines the Library and Carriage Barns' purposes and primary objectives, while describing who they serve. The mission statements will help staff in critical decision making as a reference point to align choices with the overall goals and values of each. In addition, many grants require a governing board to approve a Mission Statement to be eligible to receive funding. Approval of the proposed Carriage Barn Mission Statement will fulfill that requirement for grant funding. Thus, allowing staff to apply for and receive grant funding for future necessary capital improvements, preservation projects, and enhanced programming for the Carriage Barn.

Approval of both Mission Statements will be utilized as the starting point to guide engagement with stakeholders and development of a new and up-to-date Library Strategic Plan, inclusive of the Carriage Barn. The new Plan will ultimately be utilized to direct the services and operations of the Santa Fe Springs Library for years to come, and strengthen its ongoing commitment to the community.

**ENVIRONMENTAL**

N/A

**DISCUSSION**

N/A

**SUMMARY/NEXT STEPS**

Upon approval of the mission statements, Library staff will initiate work on development of a new Library Strategic Plan that encompasses the Carriage Barn among other components. This new Plan is anticipated to be presented to City Council later this year.

**Library and Carriage Barn Mission Statements**

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**ITEM STATUS:**

**APPROVED:** ☐

**DENIED:** ☐

**TABLED:** ☐

**DIRECTION GIVEN:** ☐



**CITY OF SANTA FE SPRINGS**

**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** James Enriquez, P.E., Director of Public Works

**SUBJECT: RESIDENTIAL ALLEY IMPROVEMENTS – AWARD OF CONTRACT**

**DATE: January 23, 2024**

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**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Award a construction contract to R.J. Noble Company of Orange, California in the amount of \$2,031,630.75 for the construction of the Residential Alley Improvements Project; and
- 2) Appropriate an additional \$2,000,000 from the Utility Users Tax (UUT) Capital Improvements Fund to the Residential Alley Improvements project account (PW230008); and
- 3) Take such additional, related action that may be desirable.

**FISCAL IMPACT**

The Residential Alley Improvements Project is an approved CIP Project and is funded by the Utility Users Tax (UUT) Capital Improvement Fund in the amount of \$555,000. The original project consisted of the Bartley Alley located just west of Pioneer Boulevard. At the request of the City Council, the project limits were expanded to evaluate all five of the residential alleys in the City and after further evaluation, staff recommended that 3 out of the 5 alleys be included as a part of the project. The expansion of the project limits has resulted in an increased total project cost.

The Residential Alley Improvements will require an additional appropriation in the amount of \$2,000,000 from the Utility Users Tax (UUT) Capital Improvement Fund to the Residential Alley Improvements Project account (PW230008).

## **CITY COUNCIL AGENDA REPORT – MEETING OF JANUARY 23, 2024**

### **Residential Alley Improvements – Award of Contract**

Page 2 of 4

The total estimated project costs are as follows:

<b>ITEM</b>	<b>ESTIMATED AMOUNT</b>
Construction	\$ 2,031,631.00
Design	\$ 135,500.00
Engineering	\$ 65,000.00
Inspection	\$ 65,000.00
Contingency	\$ 257,869.00
<b>Total Project Cost</b>	<b>\$ 2,555,000.00</b>

<b>PROJECT FUNDING</b>	<b>AMOUNT</b>
Utility Users Tax (UUT) Capital Improvement Fund	
Previously Authorized (2022-25 CIP)	\$ 555,000.00
Recommended	\$ 2,000,000.00
<b>Total Project Funding</b>	<b>\$ 2,555,000.00</b>

### **BACKGROUND**

At the October 25, 2022, CIP Subcommittee Meeting, the subcommittee recommended adding the Residential Alley Improvements (Terradell Street to Bartley Avenue) Project to the Capital Improvement Plan (CIP).

At the December 6, 2022 City Council Meeting, the Residential Alley Improvement (Terradell Street to Bartley Avenue) project was approved and added to the Capital Improvement Plan. In addition, the City Council requested staff to evaluate all residential alleys. As a result of the alley evaluations, staff recommended the pavement design for three of the five residential alleys. These include the three alleys north of Telegraph Road. The alley south of Promenade Drive between Jersey Avenue and Orr and Day Road is in good condition and not in need of resurfacing at this time. Additionally, the alley west of Pioneer Boulevard and north of Lakeland Road has right-of-way complications that must be resolved before resurfacing and will need to be a separate and future project.

On April 4th, 2023, the Public Works Engineering staff awarded a contract to NV5, Inc. for the design of the Residential Alley Improvement project. The selected consultant prepared the project's plans, specifications, and engineering estimates. The Project consists of the removal of 3 inches of existing asphalt concrete pavement and 4 inches of base, and the placement of 3 inches of fiber-reinforced recycled asphalt concrete pavement over 4 inches of crushed miscellaneous base (CMB). The project will also include the replacement of the existing concrete gutter to improve drainage, removal and replacement of some driveways, sidewalk and curb/gutter located at the alley entry/exit points. The new paving section will support the heavy repetitive loads and increase pavement service life.

## **CITY COUNCIL AGENDA REPORT – MEETING OF JANUARY 23, 2024**

### **Residential Alley Improvements – Award of Contract**

Page 3 of 4

#### **ANALYSIS**

Bids were opened on January 10, 2024, and a total of seven bids were received. City Staff reviewed the proposals and determined that all bid proposals comply with the project specifications. The low bidder for the project was R.J. Noble Company, of Orange, CA with a bid totaling \$2,031,630.75. The tabulated bid results are as follows:

<b>Company Name</b>	<b>Publicly Read Bid Amount</b>	<b>Audited Bid</b>
1. R.J. Noble Company	\$2,031,630.75	\$2,031,630.75
2. Sequel Contractors, Inc.	\$2,329,245.00	\$2,329,245.00
3. RT Contractor Corp.	\$2,421,163.00	\$2,418,163.00 *
4. Onyx Paving Company, Inc.	\$2,422,000.00	\$2,422,000.00
5. Access Pacific, Inc.	\$2,267,888.00	\$2,547,888.00 *
6. All American Asphalt	\$2,728,804.00	\$2,728,804.00
7. Hardy & Harper, Inc.	\$3,311,000.00	\$3,311,000.00

\*Mathematical computation summation errors.

The bid proposal submitted by R.J. Noble Company in the amount of \$2,031,630.75, is approximately 7% above the Engineer's Estimate of \$1,900,000 and is acceptable.

The department of Public Works has reviewed the bids and determined the low bid submitted by R.J. Noble Company to be responsive and responsible.

The City Attorney's office has reviewed the contract and approved it as to form.

#### **ENVIRONMENTAL**

N/A

#### **DISCUSSION**

N/A

#### **SUMMARY/NEXT STEPS**

The completion of the Residential Alley Improvements project will renew the service life of the pavement. The project will also help reduce maintenance repair costs.

Upon approval of the City Council of the recommended actions, City staff will coordinate with the Contractor on the delivery of the project. The recommended actions will also direct City Staff to appropriate an additional \$2,000,000 from the Utility Users Tax (UUT) Capital Improvements Fund to the Residential Alley Improvements account (PW230008).



**CITY COUNCIL AGENDA REPORT – MEETING OF JANUARY 23, 2024**

**Residential Alley Improvements – Award of Contract**

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**ATTACHMENTS:**

A. Attachment 1 – Contract Agreement

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
<b>DENIED:</b>	<input type="checkbox"/>
<b>TABLED:</b>	<input type="checkbox"/>
<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>

**CITY OF SANTA FE SPRINGS**  
**CONTRACT AGREEMENT**  
**FOR**  
**RESIDENTIAL ALLEY IMPROVEMENTS**

IN THE CITY OF SANTA FE SPRINGS

This Contract Agreement is made and entered into the above-stated project this 23<sup>rd</sup> day of January 2024, BY AND BETWEEN the City of Santa Fe Springs, as AGENCY, and R.J. Noble Company, as CONTRACTOR in the amount of \$2,031,630.75.

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Proposal, General Specifications, Standard Specifications, Special Provisions, Plans, and all referenced specifications, details, standard drawings, CDBG contract provisions and forms, and appendices; together with this Contract Agreement and all required bonds, insurance certificates, permits, notices, and affidavits; and also including any and all addenda or supplemental agreements clarifying, or extending the work contemplated as may be required to ensure its completion in an acceptable manner. All of the provisions of said contract documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and perform all work required for the above-stated project, and to fulfill all other obligations as set forth in the aforesaid contract documents.

### ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

### ARTICLE IV

AGENCY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the contract documents. No work or portion of the work shall be paid for until it is approved for payment by the City Engineer. Payment made for completed portions of the work shall not constitute final acceptance of those portions or of the completed project.

### ARTICLE V

CONTRACTOR acknowledges the provisions of the State Labor Code requiring every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that code and certifies compliance with such provisions. Contractor further acknowledges the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft classification or type of workman needed to execute this contract as determined by the Director of Labor Relations of the State of California. The Contractor is required to pay the higher of either the State or Federal Wages.

### ARTICLE VI

Except as to the sole or active negligence or willful misconduct of the AGENCY and notwithstanding the existence of insurance coverage required of CONTRACTOR pursuant to this contract, CONTRACTOR shall save, keep defend, indemnify, hold free and harmless AGENCY, its officers, officials, employees, agents and volunteers from and against any and all damages to property or injuries to or death of any person or persons, and shall defend, indemnify, save and hold harmless AGENCY, its officers, officials, employees, agents and volunteers from any and all claims, demands, suits, actions or proceedings of any kind or nature, including, but not by way of limitation, all civil claims, workers' compensation claims, and all other claims resulting from or

arising out of the acts, errors or omissions of CONTRACTOR, its employees and/or authorized subcontractors, whether intentional or negligent, in the performance of this Agreement.

This indemnification provision is independent of and shall not in any way be limited by the Insurance Requirements of this Agreement. AGENCY approval of the Insurance contracts required by this Agreement does not in any way relieve the CONTRACTOR from liability under this section.

AGENCY shall notify CONTRACTOR of the receipt of any third party claim related to this Agreement within seven (7) business days of receipt. The City is entitled to recover its reasonable costs incurred in providing the notification. (Pubic Contracts Code Section 9201)

## ARTICLE VII

AGENCY shall comply with Pub Cont. Code §20104.50 as follows:

20104.50.

(a) (1) It is the intent of the Legislature in enacting this section to require all local governments to pay their contractors on time so that these contractors can meet their own obligations. In requiring prompt payment by all local governments, the Legislature hereby finds and declares that the prompt payment of outstanding receipts is not merely a municipal affair, but is, instead, a matter of statewide concern.

(2) It is the intent of the Legislature in enacting this article to fully occupy the field of public policy relating to the prompt payment of local governments' outstanding receipts. The Legislature finds and declares that all government officials, including those in local government, must set a standard of prompt payment that any business in the private sector which may contract for services should look towards for guidance.

(b) Any local agency which fails to make any progress payment within 30 days after receipt of an undisputed and properly submitted payment request from a contractor on a construction contract shall pay interest to the contractor equivalent to the legal rate set forth in subdivision (a) of Section 685.010 of the Code of Civil Procedure.

(c) Upon receipt of a payment request, each local agency shall act in accordance with both of the following:

(1) Each payment request shall be reviewed by the local agency as soon as practicable after receipt for the purpose of determining that the payment request is a proper payment request.

(2) Any payment request determined not to be a proper payment request suitable for payment shall be returned to the contractor as soon as practicable, but not later than seven days, after receipt. A request returned pursuant to this paragraph shall be accompanied by a document setting forth in writing the reasons why the payment request is not proper.

(d) The number of days available to a local agency to make a payment without incurring interest pursuant to this section shall be reduced by the number of days by which a local agency exceeds the seven-day return requirement set forth in paragraph (2) of subdivision (c).

(e) For purposes of this article:

(1) A “local agency” includes, but is not limited to, a city, including a charter city, a county, and a city and county, and is any public entity subject to this part.

(2) A “progress payment” includes all payments due contractors, except that portion of the final payment designated by the contract as retention earnings.

(3) A payment request shall be considered properly executed if funds are available for payment of the payment request, and payment is not delayed due to an audit inquiry by the financial officer of the local agency.

(f) Each local agency shall require that this article, or a summary thereof, be set forth in the terms of any contract subject to this article.

ARTICLE VIII

CONTRACTOR affirms that the signatures, titles and seals set forth hereinafter in execution of this Contract Agreement represent all individuals, firm members, partners, joint venturers, and/or corporate officers having principal interest herein.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in triplicate by setting hereunto their name, titles, hands, and seals as of the date noted above.

**CONTRACTOR**

R.J. NOBLE COMPANY

By:

\_\_\_\_\_  
STEVEN L. MENDOZA, VICE PRESIDENT

\_\_\_\_\_  
JACOB BREEDLOVE, SECRETARY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
**CITY OF SANTA FE SPRINGS**

By:

\_\_\_\_\_  
JAY SARNO, MAYOR

ATTEST:

\_\_\_\_\_  
FERNANDO MUÑOZ, DEPUTY CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
IVY M. TSAI, CITY ATTORNEY

**(Contractor signature must be notarized with proper acknowledgement attached.)**



**CITY OF SANTA FE SPRINGS**  
**CITY COUNCIL AGENDA STAFF REPORT**

**TO:** Honorable Mayor and City Council Members

**FROM:** René Bobadilla, P.E., City Manager

**BY:** James Enriquez, P.E., Director of Public Works/City Engineer

**SUBJECT: LITTLE LAKE PARK PARKING LOT IMPROVEMENTS – FINAL PAYMENT**

**DATE:** January 23, 2024

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**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Approve the Final Payment to L.M.T. Enterprises Inc., dba: Tyner Paving Co. (Tyner Paving) of Alhambra, California for \$164,155.34 (Less 5% Retention) for the subject project; and
- 2) Approve the final contract amount with Tyner Paving in the amount of \$950,404.16, including the aggregate change order amount of \$102,256.26; and
- 3) Take such additional, related action that may be desirable.

**FISCAL IMPACT**

Former State Assembly Member Ian Calderon of the 57<sup>th</sup> Assembly District pledged financial assistance in the amount of \$2,520,000 to the City for improvements to existing City parks. On January 23, 2020, the City approved the California Natural Resources Agency to process the collection of grant funding related to the various park improvement projects. Per the grant funding distribution, \$935,000 is allotted to construct the rehabilitation of the Little Lake Park parking lots. The grant also provides \$92,488 for the design of the project.

## CITY COUNCIL AGENDA REPORT – MEETING OF JANUARY 23, 2024

### Little Lake Park Parking Lot Improvements – Final Payment

Page 2 of 3

The total project cost breakdown is as follows:

ITEM	ESTIMATED AMOUNT
Construction	\$ 950,404.00
Design	\$ 92,488.00
Engineering	\$ 60,000.00
Inspection	\$ 55,000.00
Contingency	\$ 21,296.00
Estimated Total Project Cost:	\$ 1,179,188.00

PROJECT FUNDING	AMOUNT
Utility Users Tax (UUT) Capital Improvement Fund	\$ 154,000.00
Grant Revenue (Construction)	\$ 848,147.90
Grant Revenue (Construction Contingency)	\$ 86,852.10
Grant Revenue (Design)	\$ 92,488.00
Total Project Funding	\$ 1,181,488.00

The total estimated project cost, including construction, design, engineering, and inspection is \$1,179,188. The project has sufficient funds and the City may have a fund surplus that will be available to reprogram for other capital improvement projects.

The attached payment detail represents the Final Payment (less 5% Retention) due, per terms of the contract, for the work that has been completed and found to be satisfactory. The Retention will be released following the mandatory waiting period following the filing of the Notice of Completion with the LA County Recorder.

### **BACKGROUND**

The Little Lake Park Parking Lot Improvements project is located along Pioneer Blvd and Lakeland Road. The project consisted of revitalizing both existing parking lots on the northwest side and southeast side of the park. The scope of work included pavement rehabilitation within the existing parking lots foot print, drainage improvements, minor curb and sidewalk reconstruction and new striping with signage.

On September 5, 2023, the City Council approved the Award of Contract to Tyner Paving in the amount of \$848,147.90 for the construction of Little Lake Park Parking Lot Improvements project. Construction was completed and staff authorized changes orders in the aggregate amount of \$102,256.10 (12.1% of the original contract amount) for a final contract amount of \$950,404.00. The change order amount includes adjustment of final quantities for unit priced items.

### **ANALYSIS**

N/A



**CITY COUNCIL AGENDA REPORT – MEETING OF JANUARY 23, 2024**

**Little Lake Park Parking Lot Improvements – Final Payment**

Page 3 of 3

**ENVIRONMENTAL**

N/A

**DISCUSSION**

The Little Lake Park Parking Lot Improvements project improved the condition of the existing parking lot pavement, enhanced traffic circulation, and provided additional parking stalls. The rehabilitated pavement will reduce maintenance costs for the City.

**SUMMARY/NEXT STEPS**

Upon the approval of the City Council of the recommended actions, the Public Works Department will coordinate with the Finance Department to issue a final payment to L.M.T. Enterprises, Inc. dba Tyner Paving Company and proceed to close the project.

**ATTACHMENT(S):**

A. Attachment A – Final Payment Detail

<b><u>ITEM STATUS:</u></b>	
<b>APPROVED:</b>	<input type="checkbox"/>
<b>DENIED:</b>	<input type="checkbox"/>
<b>TABLED:</b>	<input type="checkbox"/>
<b>DIRECTION GIVEN:</b>	<input type="checkbox"/>

## Payment Detail:

LITTLE LAKE PARK-PARKING LOT IMPROVEMENTS

Contractor: L.M.T. Enterprises, Inc. dba Tyner Paving Co.

919 S. Fremont Ave, Ste 368

Alhambra, CA 91803

Final Payment \$ 155,947.57

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
Contract Work									
NORTH PARKING LOT									
1.	Mobilization North Parking Lot.	1	LS	\$ 12,500.00	\$ 12,500.00	0%	\$ -	100%	\$ 12,500.00
2.	Construction Survey & Monument Perpetuation.	1	LS	\$ 3,000.00	\$ 3,000.00	0%	\$ -	100%	\$ 3,000.00
3.	Preparation, Implementation and Modification of the SWPPP.	1	LS	\$ 2,500.00	\$ 2,500.00	0%	\$ -	100%	\$ 2,500.00
4.	Traffic and Pedestrian Control.	1	LS	\$ 5,000.00	\$ 5,000.00	0%	\$ -	100%	\$ 5,000.00
5.	Clearing and Grubbing.	1	LS	\$ 7,500.00	\$ 7,500.00	0%	\$ -	100%	\$ 7,500.00
6.	Pulverize and Relocate Existing 3" Thick Asphalt Concrete Pavement and 6" Base to Stock Pile To Be Used As CMB.	54,500	SF	\$ 2.09	\$ 113,905.00	0	\$ -	55,200	\$ 115,368.00
7.	Place and Construct 6" CMB From Stock Pile.	1,000	CY	\$ 34.50	\$ 34,500.00	0	\$ -	1,022	\$ 35,259.00
8.	Place CMB/Overexcavation (From Import).	100	CY	\$ 92.00	\$ 9,200.00	0	\$ -	206	\$ 18,952.00
9.	Construct Asphalt Concrete (AC) Pavement (3").	1,030	TON	\$ 119.00	\$ 122,570.00	0	\$ -	996.72	\$ 118,609.68
10.	Remove and Replace 4" PCC Sidewalk Over 4" CMB or CAB per City of Santa Fe Springs Standard No. R-2.	850	SF	\$ 31.12	\$ 26,452.00	0	\$ -	1040	\$ 32,364.80
11.	Remove and Reconstruct Existing Drain Pipe. Place Invert at Grade With Positive Slope From South to North.	22	LF	\$ 90.90	\$ 1,999.80	0	\$ -	22	\$ 1,999.80
12.	Remove Existing Bollard.	4	EA	\$ 150.00	\$ 600.00	0	\$ -	2	\$ 300.00
13.	Furnish and Install Perimeter Work Zone Chain Link Fence With Wind Screen.	1	LS	\$ 6,500.00	\$ 6,500.00	0%	\$ -	100%	\$ 6,500.00
14.	Furnish and Install Black Truncated Domes, Detectable Warning Surfaces, per Caltrans Standard No. A88A.	3	EA	\$ 600.00	\$ 1,800.00	0	\$ -	3	\$ 1,800.00
15.	Furnish and Install Concrete Wheel Stops.	11	EA	\$ 230.00	\$ 2,530.00	0	\$ -	13	\$ 2,990.00
16.	Furnish and Install Traffic Signing, Thermoplastic Markings, & Striping, Pavement Markers, and Repaint Curbs.	1	LS	\$ 36,340.00	\$ 36,340.00	0%	\$ -	100%	\$ 36,340.00
17.	Modify Existing Irrigation.	1	LS	\$ 18,700.00	\$ 18,700.00	0%	\$ -	100%	\$ 18,700.00
18.	Tree Protection, Watering, & Maintenance.	1	LS	\$ 3,500.00	\$ 3,500.00	0%	\$ -	0%	\$ -
NORTH PARKING LOT					\$ 409,096.80	Items Completed for this Period: \$ -		Items Completed to Date: \$ 419,683.28	
SOUTH PARKING LOT									
1.	Mobilization South Parking Lot.	1	LS	\$ 13,500.00	\$ 13,500.00	25%	\$ 3,375.00	100%	\$ 13,500.00
2.	Construction Survey & Monument Perpetuation.	1	LS	\$ 4,000.00	\$ 4,000.00	25%	\$ 1,000.00	100%	\$ 4,000.00
3.	Preparation, Implementation and Modification of the SWPPP.	1	LS	\$ 2,500.00	\$ 2,500.00	25%	\$ 625.00	100%	\$ 2,500.00
4.	Traffic and Pedstrian Control.	1	LS	\$ 7,500.00	\$ 7,500.00	25%	\$ 1,875.00	100%	\$ 7,500.00
5.	Clearing and Grubbing.	1	LS	\$ 7,500.00	\$ 7,500.00	25%	\$ 1,875.00	100%	\$ 7,500.00
6.	Pulverize and Relocate Existing 3" Thick Asphalt Concrete Pavement and 6" Base to Stock Pile To Be Used As CMB.	51,800	SF	\$ 1.56	\$ 80,808.00	0	\$ -	50,378	\$ 78,589.68
7.	Remove Existing PCC Curb or PCC Curb & Gutter.	110	LF	\$ 9.00	\$ 990.00	0	\$ -	106	\$ 954.00
8.	Place and Construct 6" CMB From Stock Pile.	985	CY	\$ 34.50	\$ 33,982.50	0	\$ -	957	\$ 33,016.50
9.	Place CMB/Overexcavation (From Import).	100	CY	\$ 92.00	\$ 9,200.00	0	\$ -	0	\$ -
10.	Construct Asphalt Concrete (AC) Pavement (3").	970	TON	\$ 120.40	\$ 116,788.00	958.35	\$ 115,385.34	958.35	\$ 115,385.34
11.	Construct PCC Ribbon Gutter, Over 4" CMB or CAB.	780	SF	\$ 31.92	\$ 24,897.60	0	\$ -	808	\$ 25,791.36
12.	Construct 6" Type A1 PCC Curb Per City of Santa Fe Springs Standard No. R-7.	115	LF	\$ 90.00	\$ 10,350.00	0	\$ -	124	\$ 11,160.00
13.	Construct 6" Type B3 PCC Curb Per City of Santa Fe Springs Standard No. R-7.	130	LF	\$ 100.00	\$ 13,000.00	0	\$ -	125	\$ 12,500.00
14.	Adjust Verizon Vault/Pull Box to Grade.	1	LS	\$ 1,500.00	\$ 1,500.00	0%	\$ -	100%	\$ 1,500.00

Payment Detail:

LITTLE LAKE PARK-PARKING LOT IMPROVEMENTS

Contractor: **L.M.T. Enterprises, Inc. dba Tyner Paving Co.**  
**919 S. Fremont Ave, Ste 368**  
**Alhambra, CA 91803**

Final Payment **\$ 155,947.57**

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
Contract Work									
15.	Relocate Existing Container Pre-Construction and Return to Original Location Post-Construction.	1	LS	\$ 8,000.00	\$ 8,000.00	0%	\$ -	0%	\$ -
16.	Furnish and Install Black Truncated Domes, Detectable Warning Surfaces, per Caltrans Standard No. A88A.	5	EA	\$ 600.00	\$ 3,000.00	0	\$ -	5	\$ 3,000.00
17.	Reconstruct Damaged Existing PCC Driveway With Doweled Joints.	60	SF	\$ 35.00	\$ 2,100.00	0	\$ -	60	\$ 2,100.00
18.	Remove Existing Bollard.	2	EA	\$ 250.00	\$ 500.00	0	\$ -	2	\$ 500.00
19.	Reconstruct 6" Diameter Pipe as Needed Per To Connect To Catch Basins.	1	LS	\$ 2,500.00	\$ 2,500.00	0%	\$ -	100%	\$ 2,500.00
20.	Construct Grating Catch Basin Per SPPWC STD. Plan No. 304-4, With Filter Inserts. Dimensions Per Plan.	1	LS	\$ 20,000.00	\$ 20,000.00	0%	\$ -	100%	\$ 20,000.00
21.	Furnish and Install Concrete Wheel Stops.	51	EA	\$ 230.00	\$ 11,730.00	48	\$ 11,040.00	48	\$ 11,040.00
22.	Furnish and Install Traffic Signing, Thermoplastic Markings, & Striping, Pavement Markers and Repaint Curb.	1	LS	\$ 28,980.00	\$ 28,980.00	100%	\$ 28,980.00	100%	\$ 28,980.00
23.	Furnish and Install Perimeter Work Zone Chain Link Fence With Wind Screen.	1	LS	\$ 11,000.00	\$ 11,000.00	0%	\$ -	100%	\$ 11,000.00
24.	Modify Existing Irrigation.	1	LS	\$ 21,225.00	\$ 21,225.00	0%	\$ -	100%	\$ 21,225.00
25.	Tree Protection, Watering, & Maintenance.	1	LS	\$ 3,500.00	\$ 3,500.00	0%	\$ -	0%	\$ -

SOUTH PARKING LOT	Contract Total: \$	439,051.10	Items Completed for this Period: \$	164,155.34	Items Completed to Date: \$	414,241.88
Contract Total North & South Parking Lot		\$	848,147.90			

	Contract Change Order No. 1		LS	\$ 30,589.00	\$ 30,589.00	0%	\$ -	100%	\$ 30,589.00
	Contract Change Order No. 2		LS	\$ 85,890.00	\$ 85,890.00	0%	\$ -	100%	\$ 85,890.00

**COMBINED**

**TOTAL for Items Completed this Period:**

**\$ 164,155.34**

**COMBINED TOTAL for Items**

**Completed to Date: \$ 950,404.16**

**CONTRACT PAYMENTS:**

Total Items Completed to Date:	\$	950,404.16
Less 5% Retention:	\$	47,520.21
PP No. 1	\$	182,047.55
PP No. 2	\$	245,711.12
PP No. 3	\$	319,177.71
Final Payment	\$	155,947.57

Invoice Date	Invoice No.	Warrant Billing Period		Amount	Retention Amount
		Invoice Due Date	Invoice Pay Date		
10/18/2023	1	10/18/2023	10/26/2023	\$ 182,047.55	\$ 9,581.45
11/06/2023	2	11/15/2023	11/22/2023	\$ 245,711.12	\$ 12,932.16
12/05/2023	3	12/20/2023	01/04/2024	\$ 319,177.71	\$ 16,798.83
12/22/2023	4	02/07/2024	02/15/2024	\$ 155,947.57	\$ 8,207.77

	Amount	Account
Finance Please Pay:	\$ 155,947.57	PW200101
5% Retention Completed this Period:	\$ 8,207.77	270010
Recommended by Project Manager:	Robert Garcia	Robert Garcia #2232 1/14/24
Approved by Public Works Director:	James Enriquez, PE	