



**CITY OF EL MONTE
PLANNING
COMMISSION**

CHAIRPERSON
Cesar Peralta

VICE-CHAIRPERSON
Amy Wong

COMMISSIONER
Alfredo Nuño

COMMISSIONER
Rafael Gonzalez

COMMISSIONER
Roberto Estrada Cruz

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AGENDA

CITY OF EL MONTE PLANNING COMMISSION

TUESDAY, MARCH 26, 2019
7:00 P.M.

CITY HALL EAST – COUNCIL CHAMBERS
11333 VALLEY BOULEVARD

OPENING OF MEETING

1. **Call Meeting to Order**
2. **Flag Salute**
3. **Roll Call**
4. **Approval of Agenda**
5. **Commission Disclosures**
6. **Public Comments**

Citizens wishing to address the Planning Commission on land use and development matters may do so at this time. Note that the Commission cannot respond to or take any action on the item.

Citizens wishing to speak on an agenda item will be given the opportunity to speak after the item is presented by staff.

Limit your comments to three (3) minutes. State your name and address at the podium for the record.

CONSENT CALENDAR

7. **Approval of Planning Commission Minutes**

Action minutes from the Planning Commission Meeting of March 12, 2019.

8. **Approval of Modification Minutes**

None.

PUBLIC HEARING

None

REGULAR AGENDA**9. Revision to Resolution No. 3540 (Tentative Parcel Map No. 74837 and Modification No. 09-18)**

Address: 4708 Arden Drive / APN: 8576-001-004

Request: Revise Resolution No. 3540 for Tentative Parcel Map No. 74837 and Modification No. 09-18

CEQA Recommendation: Class 3 (New Construction) and 15 (Minor Land Divisions) CEQA Exemptions

Case Planner: Nancy Lee, Senior Planner

Recommendation: Approve revised Resolution No. 3540

10. Housing Element 2018 Report

Address: Citywide

Request: The City of El Monte has completed the Housing Element Annual Report for 2018. This report tracks housing construction and implementation of housing programs during the reported period. The City Council adopted the "Vision El Monte" General Plan in 2011 and the Housing Element in 2013.

CEQA Recommendation: General Plan and Housing Element Annual Reports are not a project as defined by the California Environmental Quality Act (CEQA) Section 21065 and therefore exempt from CEQA.

Case Planner: Tony Bu, Associate Planner

Recommendation: Adopt resolution recommending City Council approval of report and directing staff to transmit the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.

Resolution: 3542

- 11. Director's Report**
- 12. City Attorney's Report**
- 13. Commissioner Comments**

NEXT SCHEDULED CITY PLANNING COMMISSION MEETING

Tuesday, April 9, 2019 at 7:00 P.M.
City Hall East – City Council Chambers

Availability of staff reports: Copies of the staff reports or other written documentation relating to each item of business described hereinabove are on file in the offices of the Planning Division, City Hall West, 11333 Valley Boulevard, El Monte, California, 91731. These documents are available for public inspections during regular business hours, Monday through Thursday, 7:30 a.m. to 5:30 p.m., except legal City holidays. You may also call the Planning Division at (626) 258-8626 for information.

Individuals with special needs: The City of El Monte wishes to assist individuals with special needs. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Division at (626) 258-8626. Notification 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to this meeting. [28 Code of Federal Regulations 35.102-35.104 ADA Title II]

General explanation of how the meeting is conducted:

1. The staff report is presented by City Planning staff.
2. The City Planning Commissioners ask questions if necessary for clarification.
3. The City Planning Commission Chair opens the public hearing.
4. The applicant makes a presentation to the City Planning Commission.
5. Individuals speaking in favor of the project address the Commission.
6. Individuals speaking against the project address the Commission.
7. The applicant responds to project opponents.
8. The public hearing is closed.
9. City Planning Commission members discuss the project.
10. City Planning Commission members vote on the project.
11. At the next scheduled Commission meeting, which is usually two weeks after the hearing, a resolution confirming the Commission action will be adopted.
12. Any interested party who disagrees with the City Planning Commission decision may appeal the Commission's decision to the City Council within 10 calendar days of the adoption of the resolution. Any appeal filed must be directed to the City Clerk's Office and must be accompanied by a fee of \$1,569.42. Any individual that received notice of this meeting from the City of El Monte will receive notice of an appeal, if one is filed.

**ACTION MINUTES FOR THE PLANNING COMMISSION MEETING HELD ON
TUESDAY, MARCH 12, 2019 AT CITY HALL COUNCIL CHAMBERS
11333 VALLEY BOULEVARD, EL MONTE, CALIFORNIA**

- 1. Call Meeting to Order** – Meeting was called to order by Chairperson Peralta at 7:06 p.m.
- 2. Flag Salute** – The Flag Salute was led by Chairperson Peralta
- 3. Roll Call** – The roll call was led by Community & Economic Development Director Donavanik

Commissioners present: Cruz, Gonzalez, Peralta

Commissioners absent: Nuño, Wong

Staff present:

Community & Economic Development Director Donavanik
Deputy City Attorney Vazquez
Senior Planner Lee
Associate Planner Bu
Assistant Planner Kim
Planning Secretary Magdaleno

4. Approval of Agenda:

Motion: by Commissioner Gonzalez to approve the agenda, seconded by Commissioner Cruz.

Motion carried 3-0.

5. Commission Disclosures:

No disclosures.

6. Public Comments:

None.

CONSENT CALENDAR

7. Approval of Consent Calendar Item No. 7

Motion: by Commissioner Cruz to approve action minutes from the Planning Commission Meeting of March 12, 2019, seconded by Commissioner Gonzalez. Motion carried 3-0.

8. Approval of Modification Minutes

None.

PUBLIC HEARING

9. Conditional Use Permit No. 26-18

The Applicant requests to legalize an existing check cashing (alternative financial service) business located in the C-4 (Heavy Commercial) zone. The entitlement requested is made pursuant to Section 17.24.040(4) of the El Monte Municipal Code for property located at 9961 E. Valley Boulevard, #A, El Monte, Ca.

Commissioner Gonzalez Comments/Questions related to:

- What type of financial literacy is provided to customers
- Security measures; surveillance cameras
- Other Check cashing business
- 1 tree rational; what is tree canopy currently?
- Landscape conducted
- Establishments notified

Commissioner Cruz Comments/Questions related to:

- Agency that looks into violations
- Breakdown of services provided
- Staff to work with businesses that will be closed; do they have first choice in re-establishing new business
- Hopes the city will make every effort to accommodate businesses that will have to close

Commissioner Peralta/Questions related to:

- Not enough room for additional landscaping
- Educate customers about available services
- Breakdown of services
- Window film, reflecting coating

PUBLIC COMMENTS:

Speaker #1: Ann Jolie, business owner of El Monte Check Cashing on 10103 El Monte Blvd, stated that she first heard of the check ordinance when she received a notice in the mail date February 12, 2019. She stated she has not had the opportunity to complete everything needed to submit for their conditional use permit and concerned about their location being closed. She asked the commission to deny the conditional use permit before them so that she can have an opportunity to submit for her business.

Speaker #2: Luis Aguilar, business owner of Liberty Tax Services on 10717 Garvey Ave., partners with El Monte Check Cashing and spoke in favor of them.

Motion: by Commissioner Gonzalez to approve Conditional Use Permit No. 26-18, seconded by Chairperson Peralta. Motion carried 3-0.

10. Tentative Parcel Map No. 74837 and Modification No. 09-18

The Applicant requests to subdivide an existing 9,210 square foot lot for two (2) individual property ownerships with one (1) common lot. Two (2) 1,490 square foot, detached two (2) story dwelling units will be constructed and the common lot will be used for shared vehicular access. Modification No. 09-18 is requested to adjust the lot area requirement from 4,840 square feet to 4,605 square feet to allow development of two (2) units on the subject property. The property is located at 4708 Arden Drive and is in the the R-3 (Medium-Density/Multiple Family Dwelling) zone.

Commissioner Gonzalez Comments/Questions related to:

- Any public comments received?
- Shared driveway; maintenance

Commissioner Cruz Comments/Questions related to:

- Two parking spaces per unit
- How much money will the schools benefit from this development
- Fire lane dimension; project dimension

Commissioner Peralta/Questions related to:

- Shared driveway; no parking allowed, curb painted red
- Maintenance agreement
- Open parking spaces
- How many more trees can be included?

PUBLIC COMMENTS:

None.

Motion: by Commissioner Cruz to approve Tentative Parcel Map No. 74837 and Modification No. 09-18, seconded by Commissioner Gonzalez. Motion carried 3-0

11. Conditional Use Permit No. 21-17 & Modification No. 33-18

The Applicant requests to construct three (3) residential units on a 30,000 square foot property. The Applicant is proposing to convert an existing 480 square foot accessory building into a new 1,267 square foot third dwelling unit (Unit 3), resulting in a total of three residential dwelling units on the subject property. A modification is also requested to reduce the required dwelling separation between the existing first and second dwelling units from 40 feet to 29 feet to legalize a 936 square foot living area addition to the existing 704 square foot second dwelling unit (Unit 2). The subject property is located at 12059-12059 Lambert and is in the R-1B (One Family Dwelling) zone.

Commissioner Gonzalez Comments/Questions related to:

- Any response from neighbors
- Impact of the modification fire turnaround
- Parking issues contact
- Accessory unit plans

Commissioner Cruz Comments/Questions related to:

- Function of accessory building; existing plumbing

Commissioner Peralta/Questions related to:

- Sidewalk; new driveway approach
- Are all 3 units going to be rented out?; equal access to large open area in the back

PUBLIC COMMENTS:

None.

Motion: by Commissioner Gonzalez to approve Conditional Use Permit No. 21-17 & Modification No. 33-18, seconded by Chairperson Peralta. Motion carried 3-0.

REGULAR AGENDA

12. **Study Session** – KB Homes power point presentation presented by Community & Economic Development Director B. Donovanik.

Ron Mertzal, Vice President of Ford Planning for KB Homes provided a presentation as well.

Commissioner Gonzalez Comments/Questions related to:

- Configuration
- Parking ratio; mitigation
- Density increase; neighborhood fabric
- Inward, outward access
- Does it have to be 110 units?
- Be proactive; Community meeting(s)

Commissioner Cruz Comments/Questions related to:

- Traffic; narrow streets
- Affordability

Commissioner Peralta/Questions related to:

- Too dense; extremely dense neighborhood
- Lacks easy access to public transport
- 110 units is a lot
- Traffic already a problem in that area
- Parking issues
- Affordability; we want to keep families here that are already here; bring new families
- Asking for a lot of concessions without bringing much more to the table
- Lack of private open space
- Recommends developer meet with the community
- Corner spot

13. Director’s Report - None

14. City Attorney’s Report - None

15. Commissioner Comments – Commissioner Cruz enjoyed the meeting and asked for everyone’s patience.

Commissioner Gonzalez thanked staff for the opportunity of having study sessions and welcomes more of these sessions.

Chairperson Peralta asked for status of the Bannister and Rowland projects.

Adjournment

Meeting adjourned at 9:42 p.m.

Respectfully submitted,

Planning Commission Chairperson
Alfredo Nuño

Planning Commission Secretary
Marcella Magdaleno

TO: CITY PLANNING COMMISSION

FROM: BETTY DONAVANIK
COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

JASON C. MIKAELIAN, AICP
CITY PLANNER

BY: NANCY LEE
SENIOR PLANNER

SUBJECT: RESOLUTION NO. 3540 FOR TENTATIVE PARCEL MAP
NO. 74837 AND MODIFICATION NO. 09-18

LOCATION: 4708 ARDEN DRIVE / APN: 8576-001-004

APPLICANT: DAVID LIN FOR ALLGAINS PROPERTIES, LLC.

**ENVIRONMENTAL
DETERMINATION:** CATEGORICAL EXEMPTION

RECOMMENDATION: APPROVE RESOLUTION NO. 3540 WITH REVISIONS

BACKGROUND

On March 12, 2019, the Planning Commission approved Resolution No. 3540 for Tentative Parcel Map No. 74837 to subdivide an existing 9,210 square foot lot into three (3) separate parcels to accommodate two (2) new two (2)-story dwelling units and one (1) common driveway and Modification No. 09-18 to reduce the minimum lot area requirement for the development of two (2) residential units at 4708 Arden Drive.

After the March 12, 2019 Planning Commission meeting, it was brought to Planning Staff's attention that the Conditions of Approval provided from the Public Works Department needed revisions for consistency with City Policy and requirements. The revised Conditions of Approval does not result in any changes to the approved project.

RECOMMENDATION

Staff recommends that the Planning Commission approve the revisions to Resolution No. 3540.

Attachments: Redlined Resolution No. 3540 & Clean Resolution No. 3540

RESOLUTION NO. 3540

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF EL MONTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING TENTATIVE PARCEL MAP NO. 74837 TO ALLOW THE SUBDIVISION OF A 9,210 SQUARE FOOT PROPERTY INTO TWO (2) SINGLE-FAMILY RESIDENTIAL LOTS AND ONE (1) COMMON LOT, AND MODIFICATION NO. 09-18 TO REDUCE THE MINIMUM LOT AREA REQUIREMENT TO ALLOW THE DEVELOPMENT OF TWO (2) DWELLING UNITS ON THE SUBJECT PROPERTY AND ADOPTING CATEGORICAL EXEMPTIONS FOR THE PROPERTY LOCATED AT 4708 ARDEN DRIVE, EL MONTE, CALIFORNIA.

The Planning Commission of the City of El Monte, County of Los Angeles, State of California, does hereby find, determine and resolve as follows:

SECTION 1 – PROJECT DESCRIPTION. On May 18, 2018, David Lin for Allgains Properties LLC, 12368 Valley Boulevard, #117, El Monte, CA 91732 filed an application for Tentative Parcel Map No. 74837 to subdivide an existing 9,210 square foot lot into three (3) separate parcels to accommodate two (2) new two (2)-story dwelling units and one (1) common driveway. Modification No. 09-18 is requested to reduce the minimum lot area requirement for the development of two (2) residential units on the subject site. Lot 1 contains a total area of 2,825 square feet and will be occupied by a two (2)-story, 1,490 square foot single-family residence with an attached two (2)-car garage. Lot 2 contains a total area of 2,620 square feet and will be occupied by a two (2)-story, 1,490 square foot single-family residence with an attached two (2)-car garage. The subject property is within the R-3 (Medium-Density Multiple-Family) Zone. This request is made pursuant to the requirements of Title 16 (Subdivisions), and Chapter 17.20 (Modification/Variance) of the El Monte Municipal Code (EMMC).

SECTION 2 – PUBLIC HEARING. The property is located at 4708 Arden Drive, on the east side of Arden Drive and described as follows, to-wit

APN: 8576-001-004

Pursuant to which after due notice as required by law, a full and fair public hearing was held to consider Tentative Parcel Map No. 74837 and Modification No. 09-18 before this Planning Commission on March 12, 2019 at which time, all interested persons were given full opportunity to be heard and present evidence.

SECTION 3 - ZONING. The property is located within the R-3 (Medium-Density Multiple-Family) zoning district. The surrounding zoning and land use of the adjacent properties are as follows:

- North: R-3; Multi-family Residential
- South: R-3; Single-family Residential
- West: PF; Gidley Elementary School
- East: R-3; Single-family Residential

SECTION 4 - GENERAL PLAN. The General Plan land use designation is Medium Density Residential. The 2011 El Monte General Plan designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. The proposed Tentative Parcel Map 74837 and Modification No. 09-18 for the two (2) unit residential development, meets the intent and goals of the General Plan. The proposed project is permitted on the subject property upon the adoption of Categorical Exemptions and approval of Tentative Parcel Map No. 74837 and Modification No. 09-18.

SECTION 5 - ENVIRONMENTAL. In accordance with the criteria and authority contained in the California Environmental Quality Act (CEQA) of 1970 and the

CEQA Guidelines as amended, staff has conducted the appropriate environmental analysis and based on that assessment, the City has determined that the proposed project to be categorical exempt based on Section 15315 (Class 15 - Minor Land Divisions) and Section 15303 (Class 3 - New Construction or Conversion of Small Structures) in accordance with the requirements of the State CEQA Guidelines. Therefore, no further environmental assessment is required.

SECTION 6 – TENTATIVE PARCEL MAP FINDINGS. All necessary findings for the granting of the Tentative Parcel Map No. 74837 pursuant to Title 16 (Subdivisions) of the El Monte Municipal Code can be made in a positive manner and are as follows:

- A. The proposed map is consistent with applicable general and specific plans.

Finding of Fact:

The proposed map is consistent with the City’s 2011 General Plan which designates the subject site as Medium Density Residential. This land use designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. The proposed development of two (2) detached single-family residential dwelling units, with a density of 9.5 units per acre, meets the intent of the General Plan.

- B. The design or improvement of the proposed subdivision is consistent with applicable general and specific plans.

Finding of Fact:

The design of the project is consistent with the Community Design Element of the General Plan goal CD-9.7 Architecture, which states “*require that single-family detached and attached housing be well designed to assure a high level of neighborhood quality*”. The proposed development meets this goal because it is designed in contemporary Mediterranean architectural style and includes a high level of quality in design details such as low-pitched hipped roofs covered in roof tiles. Additionally, fascia and cornices are provided around the eave overhangs. The exterior walls will be finished with smooth stucco (Santa Barbara Mission Finish in Silverado). Balconies on both of the units will be treated with decorative wrought iron and provides integrated architectural detail. The proposed dwellings are also provided with architectural features with varying windows provided with trim and

surrounds. As designed, the proposed project is well designed, will improve the appearance of the subject site, and promotes a high level of neighborhood quality.

- C. The site is physically suitable for the type of development.

Finding of Fact:

The subject site is physically suitable to accommodate construction of two (2) new two-story dwelling units and one (1) common driveway in that the site is relatively flat and is surrounded by residential uses to the north, east, and south. The site is 9,210 square feet in size, 60 feet in width, and an average depth of 152.62 feet (160 feet along the north property line and 145.24 along the south property line) and has adequate vehicular and pedestrian access from Arden Drive. The proposed project plans have demonstrated that the site is physical suitable.

- D. The site is physically suitable for the proposed density of development.

Finding of Fact:

The site is physically suitable for the proposed density of development in that the subject site designated Medium Density Residential by the City's 2011 General Plan land use map, which means that this land use designation is intended detached single-family homes and allow 8.1 to 14.0 residential dwelling units per acre. Since the project proposes a density of 9.5 units per acre, it falls within the established density outlined by the General Plan.

- E. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

Finding of Fact:

The design of the subdivision and proposed improvement will not cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat because staff determined the project to be Categorically Exempt (Class 15 – Minor Land Division and Class 3 - New Construction or Conversion of Small Structures) in compliance with the requirements of the California Environmental Quality Act (CEQA). There are no fish or wildlife habitats within the vicinity of the subject property nor is the project site considered a habitat for wildlife.

- F. The design of the subdivision or the type of improvements is not likely to cause serious public health problems.

Finding of Fact:

The design of the subdivision and type of improvements will not cause serious public health problems in that before the issuance of City development permits and/or a Certificate of Occupancy, the project is required to comply with all conditions set forth in the resolution of approval and requirements from the Building and Safety Division, Engineering Division/Public Works Department, and Fire Department.

- G. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements for access or for use will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record and to easements established by judgment of a court of competent jurisdiction. No authority is granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision.

Finding of Fact:

The proposed Tentative Parcel Map has been evaluated by the City's Engineering Division and it has been determined that the proposed subdivision complies with the intent and requirements of Chapter 16 of the EMMC (Subdivisions).

SECTION 7 – VARIANCE/MODIFICATION FINDINGS. All necessary

findings for the granting of a Modification to reduce the minimum lot area requirement from 4,840 square feet to 4,605 square feet to allow the development of two (2) dwelling units on the subject property pursuant to Section 17.20.110 of the El Monte Municipal Code can be made in a positive manner and are as follows:

- A. There are exceptional or extraordinary circumstances or conditions applicable to the property involved, or to the intended use of the property, that do not apply generally to the property or class of use in the same zone or vicinity.

Finding of Fact:

The applicant is requesting a modification because there are extraordinary conditions applicable that do not apply generally to properties in the same zone in that the subject site is irregularly shaped which contributes to the property being deficient in meeting the minimum lot size requirement to develop two (2) units. Per EMMC § 17.40.020.E.1, the maximum density allowed by the R-3 zone for a lot that is less than 200 feet wide is one dwelling per 4,840 square feet of net lot area. Based on this number, the minimum lot size to develop two (2) units would be 9,750 square feet. The subject site is 9,210 square feet in size and is deficient 235 square feet of lot area per unit (470 square feet total). EMMC § 17.20.160 permits modification requests to deviate from the necessary lot area to secure appropriate improvements on a lot, to prevent unreasonable hardship, or to promote uniformity or improvement.

- A. The granting of the Modification will not be materially detrimental to the public health or welfare or be injurious to the property or to improvements in such zone or vicinity in which the property is located.

Finding of Fact:

Reducing the minimum required lot size to develop two (2) units would not be materially detrimental to the public health or welfare or be injurious to the property or to improvements in such zone or vicinity in that conditions of approval have been included that specify that the project is required to comply with all conditions set forth in the resolution of approval and requirements from the Building and Safety Division, Engineering Division/Public Works Department, and Fire Department.

- B. Because of special circumstances applicable to the subject property, including size, shape, topography, location, or surroundings, the strict application of the zoning ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity and under the identical zone classifications.

Finding of Fact:

The applicant is requesting a modification because subject site is deficient in meeting the minimum lot size requirements to develop two (2) units by 235 square foot of lot area per unit. The subject site is irregularly shaped, a factor which contributes to the size and shape of the property being deficient in meeting the minimum lot size requirement and strict application of EMMC would deprive the subject property the privilege enjoyed by other properties in the same zoning classification.

- C. The granting of such modification will not adversely affect the comprehensive General Plan.

Finding of Fact:

The 2011 El Monte General Plan designated the subject site as Medium Density Residential. This land use designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. Since the project proposes a density of 9.5 units per acre, it falls within the established density outlined by the General Plan and granting of the requested modification will not adversely affect the General Plan.

SECTION 8 – APPROVALS AND CONDITIONS. The Planning

Commission determines that the project is Categorically Exempt under Article 19 Section 15315 (Class 15 – Minor Land Division) and Section 15303 (Class 3 - New Construction or Conversion of Small Structures) in accordance with the California

Environmental Quality Act (CEQA) of 1970 and the CEQA Guidelines and does hereby approve Tentative Parcel Map No. 74837 and Modification No. 9-18, subject to the following conditions:

GENERAL

1. The project shall substantially conform to Tentative Parcel Map No. 74837 and Modification No. 09-18 and the associated plans presented as presented to the Planning Commission on March 12, 2019.
2. The Tentative Parcel Map approval as contained herein shall be effective for a period of twenty-four (24) months from the date of effective approval thereof; provided however, that prior to such date, building permits shall have been obtained or a time extension shall have been approved by the Planning Commission in accordance with Section 16.12.140 of the EMMC and the State Subdivision Map Act.
3. Approvals for the Modification shall be effective for the valid life of the Tentative Tract Map and shall remain effective for a period of six (6) months from the date of the final recordation of the map; provided however, that prior to such date, building permits shall have been obtained or a time extension shall have been approved by the Planning Commission.
4. A copy of the approving resolution shall be printed or attached to the development plans that are to be submitted during the plan check process.
5. All applicable conditions shall be met or deemed to have been addressed by the Community and Economic Development Director or his designee prior to final inspection and prior to either issuance of building permits or occupancy of any buildings.
6. All Planning Division, Building Division, Code Enforcement Division, Engineering Division, and Los Angeles County Fire Department standards and conditions shall be complied with prior to the issuance of building permits or at another time specified in the conditions of approval or as outlined in City Codes.
7. All City and LA County Fire Department standards and conditions shall be implemented prior to final inspection and prior to occupancy of any building permit.
8. The applicant and property owner shall sign and submit an affidavit accepting all conditions of approval contained in the Planning Commission Resolution prior to issuance of Building Permits for the proposed project.

9. The applicant shall provide a detailed summary of all conditions of approval to confirm compliance at key points of the project including: 1) recordation of final parcel map; 2) issuance of grading and building permits; and 3) final occupancy of the units. The summary shall be submitted for review and approval by the Planning Division.

LEGAL

10. By acceptance of the approval of the project by the City, the applicant shall defend, indemnify, and hold harmless the City and its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, and employees to challenge, set aside, void or annul the approval of the project from an action which may be brought within the time period provided for such actions or challenges under applicable law. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate in any such defense.
11. The applicant and City shall enter into a Subdivision Improvement Agreement prior to recordation of the Final Parcel Map for the design, acquisition, installation, construction, dedication and one-year warranty for all of the public infrastructure improvements required by the conditions of approval for Tentative Parcel Map No. 74837.
12. Subject to review and applicability by the City Planner and the City Attorney and to ensure ongoing compliance with the conditions of approval set forth under this resolution and to ensure that the property and all improvements located thereupon are properly maintained, the applicant (and the owner of the property upon which the authorized use and/or authorized improvements are located if different from the applicant) shall execute a maintenance agreement with the City of El Monte which shall be recorded against the property prior to the issuance of the grading permit and which shall be in a form reasonably satisfactory to the City Attorney. The maintenance agreement shall apply to both parcels of land and shall contain covenants, conditions and restrictions relating to the following:
 - a. Ongoing maintenance, repair and upkeep of the property and all improvements located thereupon (including but not limited to controls on the proliferation of trash and debris about the property; the proper and timely removal of graffiti; the timely maintenance, repair and upkeep of damaged, vandalized and/or weathered buildings, structures and/or improvements; the timely maintenance, repair and upkeep of exterior paint, parking striping, lighting and irrigation fixtures, walls and fencing, publicly accessible bathrooms and bathroom fixtures, landscaping and related landscape improvements and the like, as applicable);
 - b. If the applicant and the owner of the property are different (e.g., if the applicant is a tenant or licensee of the property or any portion thereof), both the applicant and the owner of the property shall be signatories to the

maintenance agreement and both shall be jointly and severally liable for compliance with its terms.

- c. The maintenance agreement shall further provide that any party responsible for complying with its terms shall not assign its ownership interest in the property or any interest in any lease, sublease, license or sublicense, unless the prospective assignee agrees in writing to assume all of the duties and obligations and responsibilities set forth under the maintenance agreement.
- d. The maintenance agreement shall contain provisions relating to the enforcement of its conditions by the City and shall also contain provisions authorizing the City to recover costs and expenses which the City may incur arising out of any enforcement and/or remediation efforts which the City may undertake in order to cure any deficiency in maintenance, repair or upkeep or to enforce any restrictions or conditions upon the use of the property. The maintenance agreement shall further provide that any unreimbursed costs and/or expenses incurred by the City to cure a deficiency in maintenance or to enforce use restrictions shall become a lien upon the property in an amount equivalent to the actual costs and/or expense incurred by the City.
- e. The execution and recordation of the maintenance agreement shall be a condition precedent to the issuance of final approval for any construction permit related to this entitlement.

CONSTRUCTION

- 13. The Applicant shall ensure that the contractors conduct demolition and construction activities between the hours of 7:00 AM and 6:00 PM on weekdays and 9:00 AM to 5:00 PM on Saturdays, with no construction permitted on Sundays or Federal holidays.
- 14. Prior to the commencement of construction on the site, the developer shall schedule a pre-construction meeting between the general superintendent or field representative and the Planning Division to discuss the approved plans and construction requirements.
- 15. The project must comply and be designed to meet the all requirements of the applicable California Building Code. All building safety, geotechnical, mechanical, electrical, plumbing, and accessibility requirements will be reviewed for compliance during plan review.
- 16. Prior to commencing demolition and site preparation activities, the project site shall be secured with a fence to prevent unauthorized access to the site and the fence

shall contain a screening material to screen construction activities from view. The temporary screening fence shall be installed to the satisfaction of the Community and Economic Development Department and shall be maintained in good condition (free of tears, holes, crack lines, debris, etc.) at all times.

17. During the construction process all related activities, including but not limited to, loading, unloading, storage of equipment and materials, and parking of employee vehicles are prohibited within the public R.O.W. All such activities shall be conducted only on the project site and not in the public R.O.W. This condition shall not apply during the driveway pouring and sifting process.
18. All onsite activities shall comply with the City of El Monte Noise Ordinance at all times.
19. Automatic gas shut off/earthquake safety valves shall be installed for each gas meter location.
20. Fire protection facilities; including access, must be provided prior to and during construction.
21. All staging areas and storage of equipment and materials shall be set back from adjacent residential uses.
22. All trash and refuse (i.e. solid waste) shall be disposed of in dumpsters or other like containers; and all such waste shall be removed from the premises on a routine basis, as provided under EMMC Chapter 8.20, by a solid waste hauler duly franchised to provide such service to the property. Applicant shall divert fifty percent (50%) of its solid waste through recycling services provided by a solid waste hauler duly franchised to provide such service to the property. Pending completion of all construction activities upon the property, surplus construction materials shall be stored so as to be screened from view when not actually in use. All construction and demolition debris shall be removed from the property in compliance with EMMC Chapter 8.20. The removal of all solid waste arising out of the construction and demolition process shall be undertaken by a duly franchised solid waste hauler authorized to provide solid waste services for construction and demolition projects within the City of El Monte. The removal of all other wastes from the property shall be undertaken by a duly franchised solid waste hauler authorized to provide solid waste services to residential and commercial properties within the City of El Monte.
 - a. Prior to the issuance of a Building Permit, the developer shall submit to the Building Safety Division, the Environmental Services Division and the City Code Enforcement Division, the name and contact information for the contracted waste hauler. It shall be the developer's obligation to ensure that the waste contractor utilized has obtained permits from the City of El Monte to provide such services.
 - b. Prior to final approval for occupancy, and in addition to any other requirements set forth under the El Monte Municipal Code or by the Chief Building Official, the

developer shall submit to the Building and Safety Division, the receipt(s) showing evidence that the waste and debris generated during the construction process were properly disposed and/or diverted.

- c. Except as otherwise authorized pending the completion of the construction and demolition activities authorized under this resolution, solid waste containers and bulky items may not be stored or maintained at locations designated for parking and must be maintained in those locations designated for the temporary storage of solid waste and bulky items.

23. The developer and project construction manager shall be required to work with City Staff to identify all public and private schools within a 1000-foot radius from the project site. The applicant/construction manager shall be required to contact all identified schools to notify the principal of the school about the proposed project, construction periods, and planned trucking routes, and to coordinate trucking activities to and from the site. All project sites located within this specified radius shall be required to maintain one onsite flag personnel to direct trucking activities coming to and leaving the site during specific delivery times as designated by the City Planner. The applicant shall be required to submit to the Planning Division a written letter showing evidence that this condition has been satisfied prior to issuance of a building permit.

24. The site and the public R.O.W. adjacent to any portions of the site shall be maintained in a condition which is free of debris both during and after the construction, addition or implementation of the entitlements granted herein. All trash and refuse shall be disposed of in dumpsters and be removed from the premises on an as needed basis. Any surplus construction materials shall be stored so as to be screened from public view when not actually in use and be removed from the property upon completion of construction activities. The removal of all trash, debris, and refuse, whether during or subsequent to construction shall be done only by the property owner, the applicant or by a permitted waste contractor, who has been authorized by the City to provide collection, transportation, and disposal of solid waste from residential, commercial, and construction areas within the City.

- a. Prior to issuance of a Building Permit, the developer shall submit to the City, the name and contact information for the contracted waste hauler. It shall be the developer's obligation to insure that the waste contractor utilized has obtained permits from the City of El Monte to provide such services.
- b. Prior to final approval for occupancy, the applicant shall submit to the Planning Division, the receipt(s) showing evidence that the waste and debris generated during the construction process were properly disposed.

SITE PLAN

25. Prior to the recording of the Final Map, the City and/or developer shall submit a composite development plan showing all required and intended public and private

improvements for the land parcels and public roadway as delineated in the Map approved herein.

26. All garages shall incorporate the use of automated garage door opener and lighting. Said garage door and opener must be maintained in an operable state at all times, and shall maintain an inside "clear" dimension of 20'x20' for standard two (2)-car garage.
27. The two uncovered parking stalls adjacent to each unit shall be designated to the unit closest to the parking stall.
28. Decorative pavers shall be installed at the project entrance and in other locations along the common driveway to break up the paving to the satisfaction of the Planning Division.

LANDSCAPING

29. A detailed landscape/irrigation plan shall be submitted to the Planning Division with the following changes for review and approval by City staff and shall address the following items:
 - a. Comply with the State mandated Model Water Efficient Landscape Ordinance (MWELO) update and Chapter 17.11 - Water Efficiency of the El Monte Municipal Code (EMMC). The document package may be downloaded on the City website under Building and Safety or contact the City Landscape Technician, Cristina Graciano, at (626) 258-8626.
 - i. Provide two (2) sets of water efficient application, soil management report, landscape/irrigation plans, certificate of landscape design and water efficient worksheet.
 - b. An automatic timed underground irrigation system shall be installed and maintained for each landscaped area.
 - c. Incorporate the following changes in the final submitted landscape and irrigation plans:
 - i. All proposed trees shall be a minimum of 36 inch box shade trees.
 - ii. Shrubs in the front setback shall not exceed 4'-0" in height at maturity. Sparing use of taller shrubs may be used as decorative element provided that the view of the property is not obstructed.
 - iii. Proposed landscape in areas adjacent to vehicular parking spaces shall be enhanced with screening-style landscaping that may include a combination of shrubs and trees to minimize the street view.
30. The landscape plan shall provide for a variety of groundcover, grasses, shrubs, perennials, and ornamental trees with various textures, heights, size and a variety of foliage and flower color, per EMMC Section 17.10.030(A)(1). The landscape plan shall include a Plant Legend containing: plant symbol, scientific name of plant material, common name of plant material, plant container size, and plant spacing in

“inches”. Single row and triangle plant spacing are preferred. Very low, low and medium water usage plant materials are encouraged.

31. An arborist report prepared by an ISA Certified Arborist shall be provided prior to plan check submittal. The arborist report shall determine the current health of each protected tree, the effects of the proposed development and recommendation for any special precautions necessary for the preservation of the protected trees before, during, and after any construction and/or recommendations for removal along with an appraisal of each protected tree. A tree removal permit application shall be required for any proposed removals.
32. Should the arborist report determine that protected Heritage Trees exist on site and are damaged or removed during demolition or construction phases, the applicant will be required to pay the evaluation amount as determined by the Tree Appraisal Report to the El Monte Tree Protection Fund with required installation of replacement trees on-site as deemed appropriate by the City Arborist.
33. All landscape and irrigation areas shall be installed prior to a Certificate of Occupancy.
34. One (1) 36-inch box ornamental/shade trees shall be required within the public right-of-way. The trees must be inspected and approved by the Public Works Field Supervisor, prior to installation.
35. The proposed landscape plan shall provide a planting palette to match/compliment the proposed architecture.
36. The homeowner shall maintain all landscaped areas up to the sidewalk.

LIGHTING

37. The developer shall submit a photometric plan to the Planning Division and the Engineering Department for review and it shall provide adequate lighting for all common areas for access and safety. Where available and deemed necessary by the City Planner, the system must be equipped with vandal resistant covers and be shielded to direct light away from all neighboring uses, and comply with CALGreen or local ordinance, whichever is more stringent. The lighting plan shall include the design and specifications for all proposed exterior site lighting fixtures and shall be reviewed for quality, aesthetics, and illumination values.
38. The developer shall submit for review by the Planning Division and the Engineering Department, the design and specifications for all proposed lighting fixtures proposed for the buildings, drive aisles, parkways, parking areas, pathways, and surrounding areas within the development. The fixtures shall be reviewed for quality, aesthetics, illumination values, sustainability values such as LED and shall be decoratively and architecturally consistent with the building design. The number, location, height,

style and design shall be reviewed and approved by the Planning Division and Engineering Division prior to issuance of building permits.

UTILITIES AND MECHANICAL EQUIPMENT

39. All onsite utilities service lines shall be underground and not visible to the public view.
40. The applicant shall submit a composite utility plan depicting the location of above ground utility appurtenances. The exact location of the equipment shall be approved by the Planning Division, during the plan check process, and shall be installed as per approved plans. They shall not be allowed within a required parking, turnaround and landscape areas or on any façade facing a public street.
41. All mechanical equipment placement and screening shall be included on the composite development plan and shall be reviewed and approved by the Planning Division prior to installation. Where practicable and as shown on the plans approved by the Planning Commission in the course of obtaining the requested entitlements, mechanical equipment, heating, ventilation, air conditioning (HVAC) units, satellite dish systems, solar panels, thermal solar heaters, utility meters, above ground utility and fire safety connections will be screened and located out of public view or be architectural integrated into the project design. Plant material is not an acceptable screening device.

FENCES AND WALLS

42. Prior to the demolition of any existing property line block walls and/or fences the applicant shall construct new six (6) foot high block walls behind the front yard setback along the side and rear property lines. The developer shall make reasonable efforts to coordinate and obtain approval from neighboring property owner(s) to remove any existing wall(s) and/or fence(s). Written authorization from the neighboring property owner shall be provided for the removal of an existing wall and construction of a new property line wall upon submittal for plan check.
43. All fences and walls shall be decorative and have a decorative cap. All proposed wrought iron fencing shall conform to the City's Fencing Standards.
44. Architectural plans including a site plan, elevations, and mechanical specifications for all walls/fences/gates shall be submitted to the Planning Division for review and approval.

ENGINEERING AND PUBLIC WORKS CONDITIONS

The following conditions and public improvements will be required to be performed and completed in an acceptable manner to the City in accordance with all applicable rules and laws. Federal, State, County and local laws and regulations for project

implementation must be adhere to throughout the duration of the project. The City Engineer may require other information or may impose additional conditions and requirements as deemed necessary to protect public health and safety.

45. General:

- a) Development Impact Fees associated with this project include but are not limited to the following fees and deposits; applicable sewer fee, street fee, storm drain fee, traffic fee, quimby (Parkland Fees), deposits, technology enhancement fees, and all applicable fees associated with demolition of existing structures, drainage, site development, and construction are based on actual square footage of any commercial development and number of residential units.

Sewer	\$	3,100.00
Storm Drain	\$	1,848.00
Street	\$	1,630.00
Traffic	\$	135.80
Quimby	\$	42,064.00 28,240.00
Tech Enhancement	\$	392.27 140.25
Total	\$	49,170.07 35,094.25

- b) Developer shall obtain approval from the Los Angeles Fire Department (LACFD) for development’s fire protection, fire flow requirements, access road(s) for development, etc. and shall construct all Fire Department required improvements. LACFD approval will be required::
 - i. Prior to Tentative Map Approval (LACFD Land Development Division)
 - ii. Prior to Grading/Building Permits (LACFD Building Division)
 - iii. Prior to Final Map Approval
- c) Environmental Documentation. The time limits set forth in this chapter for taking action on tentative maps shall not be deemed to commence until the environmental documentation for the subdivision is completed in compliance with the California Environmental Quality Act (CEQA). The subdivision may be determined to be exempt, an Initial Study is completed and a Negative Declaration (ND) Mitigated Negative Declaration (MND) or Environmental Impact Report (EIR), as appropriate, is prepared, processed, and a final environmental document, prepared in accordance with the provisions of CEQA is available for concurrent consideration with the tentative map. The subdivider shall provide such additional data and information and deposit and pay such fees as may be required for the preparation and processing of environmental review documents pursuant to the city’s procedures for implementation of CEQA.
- d) Onsite Groundwater Monitoring Wells, including legally removed, permanent, temporary and active wells, must be depicted on all site plans, grading plans,

tentative tract/parcel maps and all other relevant plans. Include a legend that demonstrates ownership, date installed, and type of monitoring well and all other relevant information.

- e) Engineering Geology and/or Seismic Safety Report. A preliminary engineering geology and/or seismic safety report, prepared in accordance with Los Angeles County guidelines, is required if the subdivision lies within a “medium risk” or “high risk” geologic hazard area, as shown on maps on file contained within the safety element of Los Angeles County.
- f) Comply with the City’s ordinance pertaining to construction debris recycling. Contact the Building & Safety Department to obtain a Construction & Demolition Debris Diversion Program form. The Construction & Demolition Debris Diversion Program is also applicable with respect to the grading process.
- g) All USA/Dig Alert graffiti markings must be removed by the contractor from the sidewalk, curb & gutter and/or asphalt pavement prior to final approval.
- h) No encroachment into the City right-of-way from private property will be allowed.
- i) The City Engineer may require other information or may impose additional conditions and requirements as deemed necessary to protect health and safety, and to benefit the public.

46. Parcel Maps:

- j) All Parcel Maps are to be recorded in the Los Angeles County Recorder’s Office prior to issuance of “Notice of Completion”/Certificate of Occupancy” and an electronic copy of the approved Parcel Map is submitted to the Engineering Division for our records. A Registered Civil Engineer or Land Surveyor licensed by the State of California must prepare and submit the proper documents, legal descriptions and maps describing the tract map. The final City of El Monte approved tract map must be submitted to the Los Angeles County Recorder’s Office for recordation.
- k) Applicant is responsible to install, document, and submit centerline tie information for new streets, revisions to existing streets, and replacement of centerline ties removed during construction.
- l) Streets fronting project shall be improved to meet current General Plan requirements for Right of Way and Roadway. Dedicate 2 feet of Right-of-Way as required to obtain full half-street width of 42-feet to the City of El Monte along Arden Drive for street purposes.

- m) Preserve existing survey monuments (property corners, centerline ties, etc) in the public right of way. All disturbed and removed survey monuments in the public right of way shall be re-established and record of survey shall be filed with the County surveyor in accordance with applicable provisions of the state law.
- n) An easement shall be established to provide for ingress and egress as required across private property. The easement documents shall clearly delineate maintenance responsibilities for the respective property owners. The proposed easement does not currently account for irrevocable access from the entrance and exit point of the proposed parcel.
- o) A common parcel must be provided for ingress, egress, and utilities that serve all other parcels being created as a result of this project.
- p) City Attorney's Office to approve the CC&R's for the project. Owner or developer to contact the City Attorney's Office directly at (626) 580-2010 with any questions and comments.
- q) The Title Company must submit to the Engineering Division a Final Subdivision Guarantee in the amount of \$10,000 prior to final ~~Tract~~ Parcel Map approval by the City Engineer.

47. Grading and Drainage:

- r) The Grading and Drainage Plan must include standard City of El Monte NPDES and Grading and Drainage Notes and be prepared in accordance with the City of El Monte Grading Manual.
- s) A bond shall be submitted to the City of El Monte in an amount determined by the City to complete minimum grading and drainage improvements deemed critical by the City.
- t) Soils Report. A preliminary soils report prepared in accordance with the city's grading ordinance shall be submitted. If the preliminary soils report indicates the presence of critically expansive soils or other soil problems which, if not corrected, would lead to structural defects, the soils report accompanying the final map shall contain an investigation of each lot within the proposed development.
- u) A Hydrology Study Report, based on a 50-year frequency design storm for Capitol Facilities and a 25-year frequency design storm for all other instances as dictated by the LA County DPW 2006 Hydrology Manual, must be submitted to the Engineering Division. The study must provide hydraulic calculations based on the given area and the ability of the existing storm drain infrastructure to receive and support the allotted drainage runoff. Drainage calculations shall adhere to City of El Monte standards, NPDES, and environmental regulations and requirements.

- v) Applicant must show 100 year flood elevation in adjacent flood control channel and provide information proposed pad elevations are above this elevation or otherwise protected against a 100-year flood event.
- w) Historical drainage patterns from adjacent properties shall be identified and maintained. The project shall accept and include in the drainage design any current drainage from adjacent properties.
- x) Trash Enclosures must comply with Planning Department requirements, have a solid cover, designed to contain fluids, and fitted with a drain that connects to the Sewer.
- y) Comply with all Federal, State, and local agency requirements pertaining to the Clean Water Act, which established regulations, set forth in the Countywide National Pollutant Discharge Elimination System (NPDES) Permit.
- z) Low Impact Development (LID) is a requirement of the NPDES Permit No. CAS004001, Order No. ORDER NO. R4-2012-0175 and City of El Monte Ordinance No. 2840 This permit was issued by the State of California Regional Water Quality Control Board, Los Angeles Region on December 28, 2012 and the City Ordinance was passed and adopted June 10, 2014 The LID is a narrative report that explains the type of development and drainage of the site. It must address the post-construction water quality and habitat impact issues. Once the site has been developed, how will runoff be maintained? Was there a system that was designed to treat the runoff prior to discharging into the public system? Best Management Practices (BMPs) should be implemented to address storm water pollution and peak flow discharge impacts. All BMPs must be sized to meet specified water quality design and/or peak flow discharge criteria.
 - i. Filtration and infiltration methods must be used to defray a large percentage of the storm water runoff into the storm drain system

48. **Sewer**

- aa) Engineer to show the location of the sewer mainline, nearest manholes, lateral serving the project and configuration of the onsite sewer including diameter and material of the onsite sewer.
 - i. Sewer cleanouts must be positioned at 100-foot intervals on the lateral coming off the main sewer line.
 - ii. Applicant must obtain Will Serve Letter from County Sanitations District of Los Angeles County.

49. **Water**

- bb) It is the applicants' responsibility to contact the Water Purveyor (**California American-Golden State Water Company**) to obtain approval of service and that the purveyor has adequate water to provide such service.

- cc) The water supply system serving the development shall be adequately sized to accommodate the total required domestic water and fire flows, in compliance with the ~~California American Golden State~~ **Water Company** and Los Angeles County Fire Department requirements.
 - i. Engineer shall submit copy of all water system improvement plans and calculations required and approved by ~~California American Golden State~~ **Water Company** for coordination and verification.
- dd) All existing water services no longer required as part of this development shall be abandoned at the mainline.
- ee) Relocate existing water meter out of existing drive approaches.

50. **Overhead Utilities:**

- ff) Developer shall underground any existing overhead utilities that are to serve the Project site. The final scope and design of the undergrounding of these overhead facilities is subject to SCE and other relevant utility provider approval.
- gg) Any utility poles conflicting with the proposed improvements shall be relocated at the applicant's expense.

51. **Parking Lot and Driveways:**

- hh) All parking lots and driveways shall be surfaced with asphaltic concrete to a minimum thickness of three (3) inches over a minimum aggregate base of six (6) inches or surfaced with Portland Cement concrete with a minimum thickness of five (5) inches over a three (3) inch aggregate base. After review of the probable vehicular traffic and the soils report for the project, additional material may be required at the discretion of the City Engineer. EMMC 17.08.030.
- ii) All drive approaches shall be ADA compliant. Insufficient width in the parkway will require applicant to dedicate an easement at each drive approach to the City to accommodate a compliant drive approach.

52. **Street and Traffic:**

- jj) Prepare offsite improvement plans as necessary and provide an engineer's estimate for all public improvements. All offsite improvements shall be in complete compliance with the Americans with Disabilities Act (ADA).
- kk) Traffic control plans must be signed by a licensed State of California Traffic Engineer and submitted for review and approval.
- ll) Public improvements will be generated on the basis of the approved site plan. P.C.C. pavement and asphalt-concrete (A.C.) thicknesses and strengths will be

determined by the Registered Civil Engineer (project engineer of record) preparing the street plans and utility improvement plans.

- mm) Repair, remove, and replace deficient and/or damaged sidewalk and standard curb & gutter adjacent to the development at the direction of the City Engineer/City Inspector. Use APWA standard plans and specifications
- nn) Remove all existing improvements no longer intended for use (drive approaches, under sidewalk drains, meter boxes, etc.) and replace with new sidewalk and full height curb and gutter as required. Use APWA standard plans and specifications.
- oo) Developer shall remove all existing curb paint and replace in kind on all curbs fronting the proposed development.
- pp) Parkway trees shall be installed by the applicant per the City of El Monte Tree Ordinance in the quantities and locations as directed by the City of El Monte Public Works Department.
- qq) Enter into a public improvement agreement with the City and post a Faithful Performance bond and a Labor and Materials Bond in the amount of 150% of the estimated cost to cover the construction of the proposed offsite agreements. A Warranty Bond shall be provided in the amount of 100% of the cost of the estimated improvements and shall be in effect for one year after the date of acceptance of the project improvements. Cash deposits will be accepted in lieu of the required bonding.

FIRE DEPARTMENT

- 53. Access shall comply with Section 503 of the Fire Code, which requires all weather access. All weather access may require paving.
- 54. Fire Department Access shall be extended to within 150 feet distance of any exterior portion of all structures.
- 55. Private driveways shall be indicated on the final map as "Private Driveway and Firelane" with the widths clearly depicted and shall be maintained in accordance with the Fire Code. All required fire hydrants shall be installed, tested and accepted prior to construction.
- 56. Vehicular access must be provided and maintained serviceable throughout construction to all required fire hydrants. All required fire hydrants shall be installed, tested, and accepted prior to construction.

57. Provide Fire Department or City approved street signs and building access numbers prior to occupancy.

SECTION 9 – PLANNING COMMISSION APPROVAL. The Secretary of the Planning Commission of the City of El Monte, California, shall certify to the adoption of this resolution and shall cause a copy of the same to be forwarded to the applicant.

Cesar Peralta, Chairperson

ATTEST:

Marcella Magdaleno, Secretary
El Monte City Planning Commission

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Marcella Magdaleno, Secretary of the Planning Commission of the City of El Monte, do hereby certify that the above and foregoing is a full, true, and correct copy of Resolution No. 3540 adopted by the Planning Commission of the City of El Monte, at a regular meeting by said Commission held on March 12, 2019, by the following votes to wit:

AYES: Peralta, Gonzalez, and Cruz

NOES:

ABSTAIN:

ABSENT: Wong and Nuno

Marcella Magdaleno, Secretary
El Monte City Planning Commission

RESOLUTION NO. 3540

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF EL MONTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING TENTATIVE PARCEL MAP NO. 74837 TO ALLOW THE SUBDIVISION OF A 9,210 SQUARE FOOT PROPERTY INTO TWO (2) SINGLE-FAMILY RESIDENTIAL LOTS AND ONE (1) COMMON LOT, AND MODIFICATION NO. 09-18 TO REDUCE THE MINIMUM LOT AREA REQUIREMENT TO ALLOW THE DEVELOPMENT OF TWO (2) DWELLING UNITS ON THE SUBJECT PROPERTY AND ADOPTING CATEGORICAL EXEMPTIONS FOR THE PROPERTY LOCATED AT 4708 ARDEN DRIVE, EL MONTE, CALIFORNIA.

The Planning Commission of the City of El Monte, County of Los Angeles, State of California, does hereby find, determine and resolve as follows:

SECTION 1 – PROJECT DESCRIPTION. On May 18, 2018, David Lin for Allgains Properties LLC, 12368 Valley Boulevard, #117, El Monte, CA 91732 filed an application for Tentative Parcel Map No. 74837 to subdivide an existing 9,210 square foot lot into three (3) separate parcels to accommodate two (2) new two (2)-story dwelling units and one (1) common driveway. Modification No. 09-18 is requested to reduce the minimum lot area requirement for the development of two (2) residential units on the subject site. Lot 1 contains a total area of 2,825 square feet and will be occupied by a two (2)-story, 1,490 square foot single-family residence with an attached two (2)-car garage. Lot 2 contains a total area of 2,620 square feet and will be occupied by a two (2)-story, 1,490 square foot single-family residence with an attached two (2)-car garage. The subject property is within the R-3 (Medium-Density Multiple-Family) Zone. This request is made pursuant to the requirements of Title 16 (Subdivisions), and Chapter 17.20 (Modification/Variance) of the El Monte Municipal Code (EMMC).

SECTION 2 – PUBLIC HEARING. The property is located at 4708 Arden Drive, on the east side of Arden Drive and described as follows, to-wit

APN: 8576-001-004

Pursuant to which after due notice as required by law, a full and fair public hearing was held to consider Tentative Parcel Map No. 74837 and Modification No. 09-18 before this Planning Commission on March 12, 2019 at which time, all interested persons were given full opportunity to be heard and present evidence.

SECTION 3 - ZONING. The property is located within the R-3 (Medium-Density Multiple-Family) zoning district. The surrounding zoning and land use of the adjacent properties are as follows:

- North: R-3; Multi-family Residential
- South: R-3; Single-family Residential
- West: PF; Gidley Elementary School
- East: R-3; Single-family Residential

SECTION 4 - GENERAL PLAN. The General Plan land use designation is Medium Density Residential. The 2011 El Monte General Plan designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. The proposed Tentative Parcel Map 74837 and Modification No. 09-18 for the two (2) unit residential development, meets the intent and goals of the General Plan. The proposed project is permitted on the subject property upon the adoption of Categorical Exemptions and approval of Tentative Parcel Map No. 74837 and Modification No. 09-18.

SECTION 5 - ENVIRONMENTAL. In accordance with the criteria and authority contained in the California Environmental Quality Act (CEQA) of 1970 and the

CEQA Guidelines as amended, staff has conducted the appropriate environmental analysis and based on that assessment, the City has determined that the proposed project to be categorical exempt based on Section 15315 (Class 15 - Minor Land Divisions) and Section 15303 (Class 3 - New Construction or Conversion of Small Structures) in accordance with the requirements of the State CEQA Guidelines. Therefore, no further environmental assessment is required.

SECTION 6 – TENTATIVE PARCEL MAP FINDINGS. All necessary findings for the granting of the Tentative Parcel Map No. 74837 pursuant to Title 16 (Subdivisions) of the El Monte Municipal Code can be made in a positive manner and are as follows:

- A. The proposed map is consistent with applicable general and specific plans.

Finding of Fact:

The proposed map is consistent with the City’s 2011 General Plan which designates the subject site as Medium Density Residential. This land use designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. The proposed development of two (2) detached single-family residential dwelling units, with a density of 9.5 units per acre, meets the intent of the General Plan.

- B. The design or improvement of the proposed subdivision is consistent with applicable general and specific plans.

Finding of Fact:

The design of the project is consistent with the Community Design Element of the General Plan goal CD-9.7 Architecture, which states “*require that single-family detached and attached housing be well designed to assure a high level of neighborhood quality*”. The proposed development meets this goal because it is designed in contemporary Mediterranean architectural style and includes a high level of quality in design details such as low-pitched hipped roofs covered in roof tiles. Additionally, fascia and cornices are provided around the eave overhangs. The exterior walls will be finished with smooth stucco (Santa Barbara Mission Finish in Silverado). Balconies on both of the units will be treated with decorative wrought iron and provides integrated architectural detail. The proposed dwellings are also provided with architectural features with varying windows provided with trim and

surrounds. As designed, the proposed project is well designed, will improve the appearance of the subject site, and promotes a high level of neighborhood quality.

- C. The site is physically suitable for the type of development.

Finding of Fact:

The subject site is physically suitable to accommodate construction of two (2) new two-story dwelling units and one (1) common driveway in that the site is relatively flat and is surrounded by residential uses to the north, east, and south. The site is 9,210 square feet in size, 60 feet in width, and an average depth of 152.62 feet (160 feet along the north property line and 145.24 along the south property line) and has adequate vehicular and pedestrian access from Arden Drive. The proposed project plans have demonstrated that the site is physical suitable.

- D. The site is physically suitable for the proposed density of development.

Finding of Fact:

The site is physically suitable for the proposed density of development in that the subject site designated Medium Density Residential by the City's 2011 General Plan land use map, which means that this land use designation is intended detached single-family homes and allow 8.1 to 14.0 residential dwelling units per acre. Since the project proposes a density of 9.5 units per acre, it falls within the established density outlined by the General Plan.

- E. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

Finding of Fact:

The design of the subdivision and proposed improvement will not cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat because staff determined the project to be Categorically Exempt (Class 15 – Minor Land Division and Class 3 - New Construction or Conversion of Small Structures) in compliance with the requirements of the California Environmental Quality Act (CEQA). There are no fish or wildlife habitats within the vicinity of the subject property nor is the project site considered a habitat for wildlife.

- F. The design of the subdivision or the type of improvements is not likely to cause serious public health problems.

Finding of Fact:

The design of the subdivision and type of improvements will not cause serious public health problems in that before the issuance of City development permits and/or a Certificate of Occupancy, the project is required to comply with all conditions set forth in the resolution of approval and requirements from the Building and Safety Division, Engineering Division/Public Works Department, and Fire Department.

- G. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements for access or for use will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record and to easements established by judgment of a court of competent jurisdiction. No authority is granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision.

Finding of Fact:

The proposed Tentative Parcel Map has been evaluated by the City's Engineering Division and it has been determined that the proposed subdivision complies with the intent and requirements of Chapter 16 of the EMMC (Subdivisions).

SECTION 7 – VARIANCE/MODIFICATION FINDINGS. All necessary

findings for the granting of a Modification to reduce the minimum lot area requirement from 4,840 square feet to 4,605 square feet to allow the development of two (2) dwelling units on the subject property pursuant to Section 17.20.110 of the El Monte Municipal Code can be made in a positive manner and are as follows:

- A. There are exceptional or extraordinary circumstances or conditions applicable to the property involved, or to the intended use of the property, that do not apply generally to the property or class of use in the same zone or vicinity.

Finding of Fact:

The applicant is requesting a modification because there are extraordinary conditions applicable that do not apply generally to properties in the same zone in that the subject site is irregularly shaped which contributes to the property being deficient in meeting the minimum lot size requirement to develop two (2) units. Per EMMC § 17.40.020.E.1, the maximum density allowed by the R-3 zone for a lot that is less than 200 feet wide is one dwelling per 4,840 square feet of net lot area. Based on this number, the minimum lot size to develop two (2) units would be 9,750 square feet. The subject site is 9,210 square feet in size and is deficient 235 square feet of lot area per unit (470 square feet total). EMMC § 17.20.160 permits modification requests to deviate from the necessary lot area to secure appropriate improvements on a lot, to prevent unreasonable hardship, or to promote uniformity or improvement.

- A. The granting of the Modification will not be materially detrimental to the public health or welfare or be injurious to the property or to improvements in such zone or vicinity in which the property is located.

Finding of Fact:

Reducing the minimum required lot size to develop two (2) units would not be materially detrimental to the public health or welfare or be injurious to the property or to improvements in such zone or vicinity in that conditions of approval have been included that specify that the project is required to comply with all conditions set forth in the resolution of approval and requirements from the Building and Safety Division, Engineering Division/Public Works Department, and Fire Department.

- B. Because of special circumstances applicable to the subject property, including size, shape, topography, location, or surroundings, the strict application of the zoning ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity and under the identical zone classifications.

Finding of Fact:

The applicant is requesting a modification because subject site is deficient in meeting the minimum lot size requirements to develop two (2) units by 235 square foot of lot area per unit. The subject site is irregularly shaped, a factor which contributes to the size and shape of the property being deficient in meeting the minimum lot size requirement and strict application of EMMC would deprive the subject property the privilege enjoyed by other properties in the same zoning classification.

- C. The granting of such modification will not adversely affect the comprehensive General Plan.

Finding of Fact:

The 2011 El Monte General Plan designated the subject site as Medium Density Residential. This land use designation is intended for attached and detached single-family homes, attached products with four (4) or fewer units, and planned developments that allow 8.1 to 14.0 residential dwelling units per acre. Since the project proposes a density of 9.5 units per acre, it falls within the established density outlined by the General Plan and granting of the requested modification will not adversely affect the General Plan.

SECTION 8 – APPROVALS AND CONDITIONS. The Planning

Commission determines that the project is Categorically Exempt under Article 19 Section 15315 (Class 15 – Minor Land Division) and Section 15303 (Class 3 - New Construction or Conversion of Small Structures) in accordance with the California

Environmental Quality Act (CEQA) of 1970 and the CEQA Guidelines and does hereby approve Tentative Parcel Map No. 74837 and Modification No. 9-18, subject to the following conditions:

GENERAL

1. The project shall substantially conform to Tentative Parcel Map No. 74837 and Modification No. 09-18 and the associated plans presented as presented to the Planning Commission on March 12, 2019.
2. The Tentative Parcel Map approval as contained herein shall be effective for a period of twenty-four (24) months from the date of effective approval thereof; provided however, that prior to such date, building permits shall have been obtained or a time extension shall have been approved by the Planning Commission in accordance with Section 16.12.140 of the EMMC and the State Subdivision Map Act.
3. Approvals for the Modification shall be effective for the valid life of the Tentative Tract Map and shall remain effective for a period of six (6) months from the date of the final recordation of the map; provided however, that prior to such date, building permits shall have been obtained or a time extension shall have been approved by the Planning Commission.
4. A copy of the approving resolution shall be printed or attached to the development plans that are to be submitted during the plan check process.
5. All applicable conditions shall be met or deemed to have been addressed by the Community and Economic Development Director or his designee prior to final inspection and prior to either issuance of building permits or occupancy of any buildings.
6. All Planning Division, Building Division, Code Enforcement Division, Engineering Division, and Los Angeles County Fire Department standards and conditions shall be complied with prior to the issuance of building permits or at another time specified in the conditions of approval or as outlined in City Codes.
7. All City and LA County Fire Department standards and conditions shall be implemented prior to final inspection and prior to occupancy of any building permit.
8. The applicant and property owner shall sign and submit an affidavit accepting all conditions of approval contained in the Planning Commission Resolution prior to issuance of Building Permits for the proposed project.

9. The applicant shall provide a detailed summary of all conditions of approval to confirm compliance at key points of the project including: 1) recordation of final parcel map; 2) issuance of grading and building permits; and 3) final occupancy of the units. The summary shall be submitted for review and approval by the Planning Division.

LEGAL

10. By acceptance of the approval of the project by the City, the applicant shall defend, indemnify, and hold harmless the City and its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, and employees to challenge, set aside, void or annul the approval of the project from an action which may be brought within the time period provided for such actions or challenges under applicable law. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate in any such defense.
11. The applicant and City shall enter into a Subdivision Improvement Agreement prior to recordation of the Final Parcel Map for the design, acquisition, installation, construction, dedication and one-year warranty for all of the public infrastructure improvements required by the conditions of approval for Tentative Parcel Map No. 74837.
12. Subject to review and applicability by the City Planner and the City Attorney and to ensure ongoing compliance with the conditions of approval set forth under this resolution and to ensure that the property and all improvements located thereupon are properly maintained, the applicant (and the owner of the property upon which the authorized use and/or authorized improvements are located if different from the applicant) shall execute a maintenance agreement with the City of El Monte which shall be recorded against the property prior to the issuance of the grading permit and which shall be in a form reasonably satisfactory to the City Attorney. The maintenance agreement shall apply to both parcels of land and shall contain covenants, conditions and restrictions relating to the following:
 - a. Ongoing maintenance, repair and upkeep of the property and all improvements located thereupon (including but not limited to controls on the proliferation of trash and debris about the property; the proper and timely removal of graffiti; the timely maintenance, repair and upkeep of damaged, vandalized and/or weathered buildings, structures and/or improvements; the timely maintenance, repair and upkeep of exterior paint, parking striping, lighting and irrigation fixtures, walls and fencing, publicly accessible bathrooms and bathroom fixtures, landscaping and related landscape improvements and the like, as applicable);
 - b. If the applicant and the owner of the property are different (e.g., if the applicant is a tenant or licensee of the property or any portion thereof), both the applicant and the owner of the property shall be signatories to the

maintenance agreement and both shall be jointly and severally liable for compliance with its terms.

- c. The maintenance agreement shall further provide that any party responsible for complying with its terms shall not assign its ownership interest in the property or any interest in any lease, sublease, license or sublicense, unless the prospective assignee agrees in writing to assume all of the duties and obligations and responsibilities set forth under the maintenance agreement.
- d. The maintenance agreement shall contain provisions relating to the enforcement of its conditions by the City and shall also contain provisions authorizing the City to recover costs and expenses which the City may incur arising out of any enforcement and/or remediation efforts which the City may undertake in order to cure any deficiency in maintenance, repair or upkeep or to enforce any restrictions or conditions upon the use of the property. The maintenance agreement shall further provide that any unreimbursed costs and/or expenses incurred by the City to cure a deficiency in maintenance or to enforce use restrictions shall become a lien upon the property in an amount equivalent to the actual costs and/or expense incurred by the City.
- e. The execution and recordation of the maintenance agreement shall be a condition precedent to the issuance of final approval for any construction permit related to this entitlement.

CONSTRUCTION

- 13. The Applicant shall ensure that the contractors conduct demolition and construction activities between the hours of 7:00 AM and 6:00 PM on weekdays and 9:00 AM to 5:00 PM on Saturdays, with no construction permitted on Sundays or Federal holidays.
- 14. Prior to the commencement of construction on the site, the developer shall schedule a pre-construction meeting between the general superintendent or field representative and the Planning Division to discuss the approved plans and construction requirements.
- 15. The project must comply and be designed to meet the all requirements of the applicable California Building Code. All building safety, geotechnical, mechanical, electrical, plumbing, and accessibility requirements will be reviewed for compliance during plan review.
- 16. Prior to commencing demolition and site preparation activities, the project site shall be secured with a fence to prevent unauthorized access to the site and the fence

shall contain a screening material to screen construction activities from view. The temporary screening fence shall be installed to the satisfaction of the Community and Economic Development Department and shall be maintained in good condition (free of tears, holes, crack lines, debris, etc.) at all times.

17. During the construction process all related activities, including but not limited to, loading, unloading, storage of equipment and materials, and parking of employee vehicles are prohibited within the public R.O.W. All such activities shall be conducted only on the project site and not in the public R.O.W. This condition shall not apply during the driveway pouring and sifting process.
18. All onsite activities shall comply with the City of El Monte Noise Ordinance at all times.
19. Automatic gas shut off/earthquake safety valves shall be installed for each gas meter location.
20. Fire protection facilities; including access, must be provided prior to and during construction.
21. All staging areas and storage of equipment and materials shall be set back from adjacent residential uses.
22. All trash and refuse (i.e. solid waste) shall be disposed of in dumpsters or other like containers; and all such waste shall be removed from the premises on a routine basis, as provided under EMMC Chapter 8.20, by a solid waste hauler duly franchised to provide such service to the property. Applicant shall divert fifty percent (50%) of its solid waste through recycling services provided by a solid waste hauler duly franchised to provide such service to the property. Pending completion of all construction activities upon the property, surplus construction materials shall be stored so as to be screened from view when not actually in use. All construction and demolition debris shall be removed from the property in compliance with EMMC Chapter 8.20. The removal of all solid waste arising out of the construction and demolition process shall be undertaken by a duly franchised solid waste hauler authorized to provide solid waste services for construction and demolition projects within the City of El Monte. The removal of all other wastes from the property shall be undertaken by a duly franchised solid waste hauler authorized to provide solid waste services to residential and commercial properties within the City of El Monte.
 - a. Prior to the issuance of a Building Permit, the developer shall submit to the Building Safety Division, the Environmental Services Division and the City Code Enforcement Division, the name and contact information for the contracted waste hauler. It shall be the developer's obligation to ensure that the waste contractor utilized has obtained permits from the City of El Monte to provide such services.
 - b. Prior to final approval for occupancy, and in addition to any other requirements set forth under the El Monte Municipal Code or by the Chief Building Official, the

developer shall submit to the Building and Safety Division, the receipt(s) showing evidence that the waste and debris generated during the construction process were properly disposed and/or diverted.

- c. Except as otherwise authorized pending the completion of the construction and demolition activities authorized under this resolution, solid waste containers and bulky items may not be stored or maintained at locations designated for parking and must be maintained in those locations designated for the temporary storage of solid waste and bulky items.

23. The developer and project construction manager shall be required to work with City Staff to identify all public and private schools within a 1000-foot radius from the project site. The applicant/construction manager shall be required to contact all identified schools to notify the principal of the school about the proposed project, construction periods, and planned trucking routes, and to coordinate trucking activities to and from the site. All project sites located within this specified radius shall be required to maintain one onsite flag personnel to direct trucking activities coming to and leaving the site during specific delivery times as designated by the City Planner. The applicant shall be required to submit to the Planning Division a written letter showing evidence that this condition has been satisfied prior to issuance of a building permit.

24. The site and the public R.O.W. adjacent to any portions of the site shall be maintained in a condition which is free of debris both during and after the construction, addition or implementation of the entitlements granted herein. All trash and refuse shall be disposed of in dumpsters and be removed from the premises on an as needed basis. Any surplus construction materials shall be stored so as to be screened from public view when not actually in use and be removed from the property upon completion of construction activities. The removal of all trash, debris, and refuse, whether during or subsequent to construction shall be done only by the property owner, the applicant or by a permitted waste contractor, who has been authorized by the City to provide collection, transportation, and disposal of solid waste from residential, commercial, and construction areas within the City.

- a. Prior to issuance of a Building Permit, the developer shall submit to the City, the name and contact information for the contracted waste hauler. It shall be the developer's obligation to insure that the waste contractor utilized has obtained permits from the City of El Monte to provide such services.
- b. Prior to final approval for occupancy, the applicant shall submit to the Planning Division, the receipt(s) showing evidence that the waste and debris generated during the construction process were properly disposed.

SITE PLAN

25. Prior to the recording of the Final Map, the City and/or developer shall submit a composite development plan showing all required and intended public and private

improvements for the land parcels and public roadway as delineated in the Map approved herein.

26. All garages shall incorporate the use of automated garage door opener and lighting. Said garage door and opener must be maintained in an operable state at all times, and shall maintain an inside "clear" dimension of 20'x20' for standard two (2)-car garage.
27. The two uncovered parking stalls adjacent to each unit shall be designated to the unit closest to the parking stall.
28. Decorative pavers shall be installed at the project entrance and in other locations along the common driveway to break up the paving to the satisfaction of the Planning Division.

LANDSCAPING

29. A detailed landscape/irrigation plan shall be submitted to the Planning Division with the following changes for review and approval by City staff and shall address the following items:
 - a. Comply with the State mandated Model Water Efficient Landscape Ordinance (MWELO) update and Chapter 17.11 - Water Efficiency of the El Monte Municipal Code (EMMC). The document package may be downloaded on the City website under Building and Safety or contact the City Landscape Technician, Cristina Graciano, at (626) 258-8626.
 - i. Provide two (2) sets of water efficient application, soil management report, landscape/irrigation plans, certificate of landscape design and water efficient worksheet.
 - b. An automatic timed underground irrigation system shall be installed and maintained for each landscaped area.
 - c. Incorporate the following changes in the final submitted landscape and irrigation plans:
 - i. All proposed trees shall be a minimum of 36 inch box shade trees.
 - ii. Shrubs in the front setback shall not exceed 4'-0" in height at maturity. Sparing use of taller shrubs may be used as decorative element provided that the view of the property is not obstructed.
 - iii. Proposed landscape in areas adjacent to vehicular parking spaces shall be enhanced with screening-style landscaping that may include a combination of shrubs and trees to minimize the street view.
30. The landscape plan shall provide for a variety of groundcover, grasses, shrubs, perennials, and ornamental trees with various textures, heights, size and a variety of foliage and flower color, per EMMC Section 17.10.030(A)(1). The landscape plan shall include a Plant Legend containing: plant symbol, scientific name of plant material, common name of plant material, plant container size, and plant spacing in

“inches”. Single row and triangle plant spacing are preferred. Very low, low and medium water usage plant materials are encouraged.

31. An arborist report prepared by an ISA Certified Arborist shall be provided prior to plan check submittal. The arborist report shall determine the current health of each protected tree, the effects of the proposed development and recommendation for any special precautions necessary for the preservation of the protected trees before, during, and after any construction and/or recommendations for removal along with an appraisal of each protected tree. A tree removal permit application shall be required for any proposed removals.
32. Should the arborist report determine that protected Heritage Trees exist on site and are damaged or removed during demolition or construction phases, the applicant will be required to pay the evaluation amount as determined by the Tree Appraisal Report to the El Monte Tree Protection Fund with required installation of replacement trees on-site as deemed appropriate by the City Arborist.
33. All landscape and irrigation areas shall be installed prior to a Certificate of Occupancy.
34. One (1) 36-inch box ornamental/shade trees shall be required within the public right-of-way. The trees must be inspected and approved by the Public Works Field Supervisor, prior to installation.
35. The proposed landscape plan shall provide a planting palette to match/compliment the proposed architecture.
36. The homeowner shall maintain all landscaped areas up to the sidewalk.

LIGHTING

37. The developer shall submit a photometric plan to the Planning Division and the Engineering Department for review and it shall provide adequate lighting for all common areas for access and safety. Where available and deemed necessary by the City Planner, the system must be equipped with vandal resistant covers and be shielded to direct light away from all neighboring uses, and comply with CALGreen or local ordinance, whichever is more stringent. The lighting plan shall include the design and specifications for all proposed exterior site lighting fixtures and shall be reviewed for quality, aesthetics, and illumination values.
38. The developer shall submit for review by the Planning Division and the Engineering Department, the design and specifications for all proposed lighting fixtures proposed for the buildings, drive aisles, parkways, parking areas, pathways, and surrounding areas within the development. The fixtures shall be reviewed for quality, aesthetics, illumination values, sustainability values such as LED and shall be decoratively and architecturally consistent with the building design. The number, location, height,

style and design shall be reviewed and approved by the Planning Division and Engineering Division prior to issuance of building permits.

UTILITIES AND MECHANICAL EQUIPMENT

39. All onsite utilities service lines shall be underground and not visible to the public view.
40. The applicant shall submit a composite utility plan depicting the location of above ground utility appurtenances. The exact location of the equipment shall be approved by the Planning Division, during the plan check process, and shall be installed as per approved plans. They shall not be allowed within a required parking, turnaround and landscape areas or on any façade facing a public street.
41. All mechanical equipment placement and screening shall be included on the composite development plan and shall be reviewed and approved by the Planning Division prior to installation. Where practicable and as shown on the plans approved by the Planning Commission in the course of obtaining the requested entitlements, mechanical equipment, heating, ventilation, air conditioning (HVAC) units, satellite dish systems, solar panels, thermal solar heaters, utility meters, above ground utility and fire safety connections will be screened and located out of public view or be architectural integrated into the project design. Plant material is not an acceptable screening device.

FENCES AND WALLS

42. Prior to the demolition of any existing property line block walls and/or fences the applicant shall construct new six (6) foot high block walls behind the front yard setback along the side and rear property lines. The developer shall make reasonable efforts to coordinate and obtain approval from neighboring property owner(s) to remove any existing wall(s) and/or fence(s). Written authorization from the neighboring property owner shall be provided for the removal of an existing wall and construction of a new property line wall upon submittal for plan check.
43. All fences and walls shall be decorative and have a decorative cap. All proposed wrought iron fencing shall conform to the City's Fencing Standards.
44. Architectural plans including a site plan, elevations, and mechanical specifications for all walls/fences/gates shall be submitted to the Planning Division for review and approval.

ENGINEERING AND PUBLIC WORKS CONDITIONS

The following conditions and public improvements will be required to be performed and completed in an acceptable manner to the City in accordance with all applicable rules and laws. Federal, State, County and local laws and regulations for project

implementation must be adhere to throughout the duration of the project. The City Engineer may require other information or may impose additional conditions and requirements as deemed necessary to protect public health and safety.

45. General:

- a) Development Impact Fees associated with this project include but are not limited to the following fees and deposits; applicable sewer fee, street fee, storm drain fee, traffic fee, quimby (Parkland Fees), deposits, technology enhancement fees, and all applicable fees associated with demolition of existing structures, drainage, site development, and construction are based on actual square footage of any commercial development and number of residential units.

Sewer	\$	3,100.00
Storm Drain	\$	1,848.00
Street	\$	1,630.00
Traffic	\$	135.80
Quimby	\$	28,240.00
Tech Enhancement	\$	140.25
Total	\$	35,094.25

- b) Developer shall obtain approval from the Los Angeles Fire Department (LACFD) for development’s fire protection, fire flow requirements, access road(s) for development, etc. and shall construct all Fire Department required improvements. LACFD approval will be required::
 - i. Prior to Tentative Map Approval (LACFD Land Development Division)
 - ii. Prior to Grading/Building Permits (LACFD Building Division)
 - iii. Prior to Final Map Approval
- c) Environmental Documentation. The time limits set forth in this chapter for taking action on tentative maps shall not be deemed to commence until the environmental documentation for the subdivision is completed in compliance with the California Environmental Quality Act (CEQA). The subdivision may be determined to be exempt, an Initial Study is completed and a Negative Declaration (ND) Mitigated Negative Declaration (MND) or Environmental Impact Report (EIR), as appropriate, is prepared, processed, and a final environmental document, prepared in accordance with the provisions of CEQA is available for concurrent consideration with the tentative map. The subdivider shall provide such additional data and information and deposit and pay such fees as may be required for the preparation and processing of environmental review documents pursuant to the city’s procedures for implementation of CEQA.
- d) Onsite Groundwater Monitoring Wells, including legally removed, permanent, temporary and active wells, must be depicted on all site plans, grading plans,

tentative tract/parcel maps and all other relevant plans. Include a legend that demonstrates ownership, date installed, and type of monitoring well and all other relevant information.

- e) Engineering Geology and/or Seismic Safety Report. A preliminary engineering geology and/or seismic safety report, prepared in accordance with Los Angeles County guidelines, is required if the subdivision lies within a “medium risk” or “high risk” geologic hazard area, as shown on maps on file contained within the safety element of Los Angeles County.
- f) Comply with the City’s ordinance pertaining to construction debris recycling. Contact the Building & Safety Department to obtain a Construction & Demolition Debris Diversion Program form. The Construction & Demolition Debris Diversion Program is also applicable with respect to the grading process.
- g) All USA/Dig Alert graffiti markings must be removed by the contractor from the sidewalk, curb & gutter and/or asphalt pavement prior to final approval.
- h) No encroachment into the City right-of-way from private property will be allowed.
- i) The City Engineer may require other information or may impose additional conditions and requirements as deemed necessary to protect health and safety, and to benefit the public.

46. Parcel Maps:

- j) All Parcel Maps are to be recorded in the Los Angeles County Recorder’s Office prior to issuance of “Notice of Completion”/Certificate of Occupancy” and an electronic copy of the approved Parcel Map is submitted to the Engineering Division for our records. A Registered Civil Engineer or Land Surveyor licensed by the State of California must prepare and submit the proper documents, legal descriptions and maps describing the tract map. The final City of El Monte approved tract map must be submitted to the Los Angeles County Recorder’s Office for recordation.
- k) Applicant is responsible to install, document, and submit centerline tie information for new streets, revisions to existing streets, and replacement of centerline ties removed during construction.
- l) Streets fronting project shall be improved to meet current General Plan requirements for Right of Way and Roadway. Dedicate 2 feet of Right-of-Way as required to obtain full half-street width of 42-feet to the City of El Monte along Arden Drive for street purposes.

- m) Preserve existing survey monuments (property corners, centerline ties, etc) in the public right of way. All disturbed and removed survey monuments in the public right of way shall be re-established and record of survey shall be filed with the County surveyor in accordance with applicable provisions of the state law.
- n) An easement shall be established to provide for ingress and egress as required across private property. The easement documents shall clearly delineate maintenance responsibilities for the respective property owners. The proposed easement does not currently account for irrevocable access from the entrance and exit point of the proposed parcel.
- o) A common parcel must be provided for ingress, egress, and utilities that serve all other parcels being created as a result of this project.
- p) City Attorney's Office to approve the CC&R's for the project. Owner or developer to contact the City Attorney's Office directly at (626) 580-2010 with any questions and comments.
- q) The Title Company must submit to the Engineering Division a Final Subdivision Guarantee in the amount of \$10,000 prior to final Parcel Map approval by the City Engineer.

47. Grading and Drainage:

- r) The Grading and Drainage Plan must include standard City of El Monte NPDES and Grading and Drainage Notes and be prepared in accordance with the City of El Monte Grading Manual.
- s) A bond shall be submitted to the City of El Monte in an amount determined by the City to complete minimum grading and drainage improvements deemed critical by the City.
- t) Soils Report. A preliminary soils report prepared in accordance with the city's grading ordinance shall be submitted. If the preliminary soils report indicates the presence of critically expansive soils or other soil problems which, if not corrected, would lead to structural defects, the soils report accompanying the final map shall contain an investigation of each lot within the proposed development.
- u) A Hydrology Study Report, based on a 50-year frequency design storm for Capitol Facilities and a 25-year frequency design storm for all other instances as dictated by the LA County DPW 2006 Hydrology Manual, must be submitted to the Engineering Division. The study must provide hydraulic calculations based on the given area and the ability of the existing storm drain infrastructure to receive and support the allotted drainage runoff. Drainage calculations shall adhere to City of El Monte standards, NPDES, and environmental regulations and requirements.

- v) Applicant must show 100 year flood elevation in adjacent flood control channel and provide information proposed pad elevations are above this elevation or otherwise protected against a 100-year flood event.
- w) Historical drainage patterns from adjacent properties shall be identified and maintained. The project shall accept and include in the drainage design any current drainage from adjacent properties.
- x) Trash Enclosures must comply with Planning Department requirements, have a solid cover, designed to contain fluids, and fitted with a drain that connects to the Sewer.
- y) Comply with all Federal, State, and local agency requirements pertaining to the Clean Water Act, which established regulations, set forth in the Countywide National Pollutant Discharge Elimination System (NPDES) Permit.
- z) Low Impact Development (LID) is a requirement of the NPDES Permit No. CAS004001, Order No. ORDER NO. R4-2012-0175 and City of El Monte Ordinance No. 2840 This permit was issued by the State of California Regional Water Quality Control Board, Los Angeles Region on December 28, 2012 and the City Ordinance was passed and adopted June 10, 2014 The LID is a narrative report that explains the type of development and drainage of the site. It must address the post-construction water quality and habitat impact issues. Once the site has been developed, how will runoff be maintained? Was there a system that was designed to treat the runoff prior to discharging into the public system? Best Management Practices (BMPs) should be implemented to address storm water pollution and peak flow discharge impacts. All BMPs must be sized to meet specified water quality design and/or peak flow discharge criteria.
 - i. Filtration and infiltration methods must be used to defray a large percentage of the storm water runoff into the storm drain system

48. **Sewer**

- aa) Engineer to show the location of the sewer mainline, nearest manholes, lateral serving the project and configuration of the onsite sewer including diameter and material of the onsite sewer.
 - i. Sewer cleanouts must be positioned at 100-foot intervals on the lateral coming off the main sewer line.
 - ii. Applicant must obtain Will Serve Letter from County Sanitations District of Los Angeles County.

49. **Water**

- bb) It is the applicants' responsibility to contact the Water Purveyor (**Golden State Water Company**) to obtain approval of service and that the purveyor has adequate water to provide such service.

- cc) The water supply system serving the development shall be adequately sized to accommodate the total required domestic water and fire flows, in compliance with the Golden State Water Company and Los Angeles County Fire Department requirements.
 - i. Engineer shall submit copy of all water system improvement plans and calculations required and approved by Golden State Water Company for coordination and verification.
- dd) All existing water services no longer required as part of this development shall be abandoned at the mainline.
- ee) Relocate existing water meter out of existing drive approaches.

50. Overhead Utilities:

- ff) Developer shall underground any existing overhead utilities that are to serve the Project site. The final scope and design of the undergrounding of these overhead facilities is subject to SCE and other relevant utility provider approval.
- gg) Any utility poles conflicting with the proposed improvements shall be relocated at the applicant's expense.

51. Parking Lot and Driveways:

- hh) All parking lots and driveways shall be surfaced with asphaltic concrete to a minimum thickness of three (3) inches over a minimum aggregate base of six (6) inches or surfaced with Portland Cement concrete with a minimum thickness of five (5) inches over a three (3) inch aggregate base. After review of the probable vehicular traffic and the soils report for the project, additional material may be required at the discretion of the City Engineer. EMMC 17.08.030.
- ii) All drive approaches shall be ADA compliant. Insufficient width in the parkway will require applicant to dedicate an easement at each drive approach to the City to accommodate a compliant drive approach.

52. Street and Traffic:

- jj) Prepare offsite improvement plans as necessary and provide an engineer's estimate for all public improvements. All offsite improvements shall be in complete compliance with the Americans with Disabilities Act (ADA).
- kk) Traffic control plans must be signed by a licensed State of California Traffic Engineer and submitted for review and approval.
- ll) Public improvements will be generated on the basis of the approved site plan. P.C.C. pavement and asphalt-concrete (A.C.) thicknesses and strengths will be

determined by the Registered Civil Engineer (project engineer of record) preparing the street plans and utility improvement plans.

- mm) Repair, remove, and replace deficient and/or damaged sidewalk and standard curb & gutter adjacent to the development at the direction of the City Engineer/City Inspector. Use APWA standard plans and specifications
- nn) Remove all existing improvements no longer intended for use (drive approaches, under sidewalk drains, meter boxes, etc.) and replace with new sidewalk and full height curb and gutter as required. Use APWA standard plans and specifications.
- oo) Developer shall remove all existing curb paint and replace in kind on all curbs fronting the proposed development.
- pp) Parkway trees shall be installed by the applicant per the City of El Monte Tree Ordinance in the quantities and locations as directed by the City of El Monte Public Works Department.
- qq) Enter into a public improvement agreement with the City and post a Faithful Performance bond and a Labor and Materials Bond in the amount of 150% of the estimated cost to cover the construction of the proposed offsite agreements. A Warranty Bond shall be provided in the amount of 100% of the cost of the estimated improvements and shall be in effect for one year after the date of acceptance of the project improvements. Cash deposits will be accepted in lieu of the required bonding.

FIRE DEPARTMENT

- 53. Access shall comply with Section 503 of the Fire Code, which requires all weather access. All weather access may require paving.
- 54. Fire Department Access shall be extended to within 150 feet distance of any exterior portion of all structures.
- 55. Private driveways shall be indicated on the final map as "Private Driveway and Firelane" with the widths clearly depicted and shall be maintained in accordance with the Fire Code. All required fire hydrants shall be installed, tested and accepted prior to construction.
- 56. Vehicular access must be provided and maintained serviceable throughout construction to all required fire hydrants. All required fire hydrants shall be installed, tested, and accepted prior to construction.

57. Provide Fire Department or City approved street signs and building access numbers prior to occupancy.

SECTION 9 – PLANNING COMMISSION APPROVAL. The Secretary of the Planning Commission of the City of El Monte, California, shall certify to the adoption of this resolution and shall cause a copy of the same to be forwarded to the applicant.

Cesar Peralta, Chairperson

ATTEST:

Marcella Magdaleno, Secretary
El Monte City Planning Commission

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Marcella Magdaleno, Secretary of the Planning Commission of the City of El Monte, do hereby certify that the above and foregoing is a full, true, and correct copy of Resolution No. 3540 adopted by the Planning Commission of the City of El Monte, at a regular meeting by said Commission held on March 12, 2019, by the following votes to wit:

AYES: Peralta, Gonzalez, and Cruz

NOES:

ABSTAIN:

ABSENT: Wong and Nuno

Marcella Magdaleno, Secretary
El Monte City Planning Commission

TO: CITY PLANNING COMMISSION

FROM: BETTY DONAVANIK
COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR

JASON C. MIKAELIAN, AICP
CITY PLANNER

BY: TONY BU
ASSOCIATE PLANNER

SUBJECT: 2018 HOUSING ELEMENT ANNUAL REPORT

ENVIRONMENTAL DETERMINATION: HOUSING ELEMENT ANNUAL REPORT IS NOT A PROJECT AS DEFINED BY THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) SECTION 21065 AND THEREFORE IS EXEMPT FROM CEQA

RECOMMENDATION: RECOMMEND TO THE CITY COUNCIL APPROVAL OF THE HOUSING ELEMENT ANNUAL REPORT FOR THE YEAR OF 2018 AND DIRECT STAFF TO TRANSMIT THE REPORT TO THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH AND THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

BACKGROUND:

The attached Housing Element Annual Report (Exhibit B of the Planning Commission Resolution) describes the City's progress in meeting the City's regional housing needs goals pursuant to Government Code Section 65584 and the City's efforts to remove governmental constraints, which may influence the maintenance, improvement and development of housing pursuant to State Law. The Housing Element Annual Report includes the calendar year of 2018. The last Annual Report submitted to HCD was for calendar 2017.

EXECUTIVE SUMMARY:
2014-2021 Housing Element (5th Cycle)
(Adopted by El Monte City Council on 12/17/13)

Per requirements set forth by the California Department of Housing and Community Development (HCD), each jurisdiction is required to create an annual report on the status and progress in implementing the housing element of its general plan using forms and definitions adopted by HCD. Furthermore, the annual housing report must be submitted to HCD and the Governor’s Office of Planning and Research that includes data for 2018, since the last report submitted to HCD was for calendar year 2017. The table below shows the number of units that were produced for the calendar year 2018 by income category. The total Regional Housing Needs Assessment (RHNA) allocation for this Housing Element cycle is 2,142 units; allocated to the following income categories: Very Low – 529, Low – 315, Moderate – 352 and Above Moderate – 946.

As shown in the tables below, a total of 506 housing units were completed for the year of 2018. Therefore, it is projected that a total of 1,072 additional units will need to be produced between 2019 and 2021 in order to meet the RHNA.

Housing Units Produced from 2013 through 2018 by Income Category

Year	Income Category			
	Very Low (Up to 50% of Area Median Income)	Low (50% - 80% of Area Median Income)	Moderate 80% - 120% of Area Median Income)	Above Moderate (More than 120% of Area Median Income)
2013	14	6	6	5
2014	41	2	0	20
2015	96	36	0	8
2016	0	0	0	35
2017	104	0	0	191
2018	48		6	452
Total	303	44	12	711
Grand Total Housing Units Produced 2013 through 2018 = 1,070 housing units				

Regional Housing Needs Assessment (RHNA) Allocation Progress: 2013-2021

Income Level	RHNA Allocation 2014-2021	Total Units Produced 2013-2018	Total Remaining Units to be Produced 2019-2021
Very Low	529	303	226
Low	315	44	271
Moderate	352	12	340
Above Moderate	946	711	235
Total	2,142	1,070	1,072

Furthermore, the following table provides a list of local efforts, as identified in the Housing Element, to remove governmental constraints to the maintenance, improvement, and development of housing.

City's Program Implementation Status 2014-2021

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
3. El Monte Gateway Specific Plan	Encourage construction of housing	2014-2021	Completed first phase of 130 affordable units. Phase two was permitted this year for the construction of 208 above moderate rental units.
2. Downtown Specific Plan	Plan to allow TOD, including housing	2014-2021	Specific Plan was adopted on April 4, 2017. Allows up to 2,200 net new residential units within the 115 acre district. Densities of up to 80 units/acre are permitted in the areas closest to the El Monte Bus Depot and Metrolink Station. A 50-unit very low income housing development was entitled on 10/10/18 but has not yet received building permits.
4. Lot Consolidation	Encourage construction of housing	2014-2021	Downtown Specific Plan and Mixed/Multi-Use (MMU) zone provides incentives for lot consolidation.
5. Mixed/Multi-Use Designation & Development Standards	Encourage construction of housing	2014-2021	Building permits issued for the following projects within the MMU zone: 1) 10 units (part of 62-unit townhouse development) for Union Walk; 2) 11 units (part of 102-unit townhouse development) for Vuepointe; and 3) 7 units (part of 40-unit townhouse development) for Santa Anita/Owens.
7. Green Building	Encourage sustainable development	2014-2021	Downtown Specific Plan incorporates green building requirements.
9. Financial Incentives	Provide financial incentives for affordable housing	2014-2021	Downtown Specific Plan and MMU zone provides incentives for lot consolidation.
12. Streamline Processing	Prioritize processing of projects with affordable housing	2014-2021	Tyler/Ramona 50-unit affordable units had an expedited entitlement process
30. Development of second units	Encourage the construction of second units	2014-2021	Approved ADUs without discretionary review throughout the City's single family zones, per the new ADU ordinance.

ENVIRONMENTAL REVIEW:

The Housing Element Annual Report is not a project as defined by CEQA (Section 21065); therefore, it is exempt from CEQA and no environmental documentation is required.

RECOMMENDATION:

Recommend to the City Council:

1. Receive and file the Housing Element Annual Report for 2018; and
2. Direct staff to transmit the report to OPR and HCD.

ATTACHMENT:

- A. Resolution No. 3542
- B. 2018 Annual Housing Report

RESOLUTION NO. 3542

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF EL MONTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, RECOMMENDING APPROVAL TO THE CITY COUNCIL OF THE 2018 ANNUAL PROGRESS REPORT ON THE HOUSING ELEMENT OF THE GENERAL PLAN AND FORWARDING THE REPORTS TO THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH AND THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

The Planning Commission of the City of El Monte, County of Los Angeles, State of California, does hereby find, determine and resolve as follows:

WHEREAS, the City of El Monte's current Housing Element was adopted in December 2013; and

WHEREAS, the Housing Element is one of seven mandatory elements of a General Plan required by the State of California; and

WHEREAS, the Housing Element must be updated every eight years and reviewed for consistency with the State Department of Housing and Community Development; and

WHEREAS, California Government Code Section 65400 mandates that cities submit an Annual Progress Report on the status of the General Plan and its implementation to their legislative bodies, the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD); and

WHEREAS, the Annual Progress Report is required to include a) the state of the Plan and the progress of its implementation; b) the progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the

maintenance, improvement and development of housing; and c) the degree to which the General Plan complies with the Guidelines established by OPR; and

WHEREAS, the City's Annual Housing Element Progress Report for the calendar year of 2018 was presented to the Planning Commission at the meeting of March 26, 2019, attached hereto as Exhibit A in accordance with the Guidelines adopted by HCD; and

WHEREAS, the Planning Commission hereby recommends that the City Council adopt a Resolution approving the Housing Element Annual Report and direct staff to send said report to the State Office of Planning and Research and the State Department of Housing and Community Development.

PLANNING COMMISSION APPROVAL. The Secretary of the Planning

Commission of the City of El Monte, California, shall certify to the adoption of this resolution.

Cesar Peralta, Chairperson

ATTEST:

Marcella Magdaleno, Secretary
El Monte City Planning Commission

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Marcella Magdaleno, Secretary of the Planning Commission of the City of El Monte, do hereby certify that the above and foregoing is a full, true, and correct copy of Resolution No. 3542 adopted by the Planning Commission of the City of El Monte, at a regular meeting by said Commission held on March 26, 2019, by the following votes to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marcella Magdaleno, Secretary
El Monte City Planning Commission

Please Start Here

General Information	
Jurisdiction Name	El Monte
Reporting Calendar Year	2018
Contact Information	
First Name	Tony
Last Name	Bu
Title	Associate Planner
Email	Tbu@elmonteca.gov
Phone	(626) 580-2152
Mailing Address	
Street Address	<u>11333 Valley Boulevard</u>
City	El Monte
Zipcode	91731

Submittal Instructions

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System (Preferred)** - This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email** - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier		Unit Types		Affordability by Household Incomes - Completed Entitlement									Affordability by Household Incomes - Building Permits									Affordability by Household Incomes - Certificates of Occupancy									Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions	Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units		Notes											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21																													
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SF, SFD, D, L, 4.5, JDU, JRM)	Tenure Line/Restrictor On/Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date/Assessed	# of Units Issued Entitlements	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits Data/Assessed	# of Units Issued Building Permits	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of realness (see instructions) Data/Issued	# of Units Issued Certificates of Occupancy or other forms of realness	How many of the units were Extremely Low Income?	Was Project APPROVED using GC 69933.4(b)? (SB 39 Streamlining) Y/N	Infill Units? Y/N	Assistance Programs for Each Development (see instructions)	Deed Restriction Type (see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)	Number of Demolished/Destroyed Units*	Demolished or Destroyed Units Owner*	Notes*						
8109-009-004	8109-009-004	2657 PARKWAY DR		B00-019-683	SFD	O								3/9/2016									2/13/2016																						PROJECT WAS APPROVED WITH 2 UNITS AND DEMOLISHED ONE EXISTING UNIT. ONLY ONE UNIT WAS RECORDED ON THIS SPREADSHEET				
8568-027-028	8568-027-028	11238 MONTECITO DR		B00-021-614	SFD	O								1/18/2017	1								5/14/2018	1																							PROJECT WAS APPROVED WITH 5 UNITS ON A SITE THAT WAS PREVIOUSLY OCCUPIED BY A COMMUNITY CENTER		
8568-027-028	8568-027-028	11236 MONTECITO DR		B00-021-615	SFD	O								1/18/2017	1								5/14/2018	1																							PROJECT WAS APPROVED WITH 5 UNITS ON A SITE THAT WAS PREVIOUSLY OCCUPIED BY A COMMUNITY CENTER		
8568-027-028	8568-027-028	11234 MONTECITO DR		B00-021-616	SFD	O								1/18/2017	1								5/14/2018	1																						PROJECT WAS APPROVED WITH 5 UNITS ON A SITE THAT WAS PREVIOUSLY OCCUPIED BY A COMMUNITY CENTER			
8568-027-028	8568-027-028	11232 MONTECITO DR		B00-021-617	SFD	O								1/18/2017	1								5/14/2018	1																						PROJECT WAS APPROVED WITH 5 UNITS ON A SITE THAT WAS PREVIOUSLY OCCUPIED BY A COMMUNITY CENTER			
8568-027-028	8568-027-028	11230 MONTECITO DR		B00-021-618	SFD	O								1/18/2017	1								5/14/2018	1																						PROJECT WAS APPROVED WITH 4 UNITS ON A SITE THAT WAS PREVIOUSLY OCCUPIED BY A COMMUNITY CENTER			
8107-029-021	8107-029-021	11937 KLINGERMAN		B00-019-671	2 b 4	R								2/23/2016	1								6/7/2018	1																						PROPERTY CONTAINS 2 UNITS AND ADDED AN ADDITIONAL UNIT FOR A TOTAL OF 3 UNITS			
8567-010-001	8567-010-001	3828 RICHWOOD AVE		B00-019-511	2 b 4	O								8/15/2006	1								6/20/2018	1																						ENTIRE PROJECT WAS APPROVED WITH 4 UNITS IN 2006. PROJECT WAS EXTENDED PER STATE. BUILDING PERMITS WERE ACQUIRED IN 2018			
8567-010-001	8567-010-001	3838 RICHWOOD AVE		B00-019-512	2 b 4	O								8/15/2006	1								6/20/2018	1																							ENTIRE PROJECT WAS APPROVED WITH 4 UNITS IN 2006. PROJECT WAS EXTENDED PER STATE. BUILDING PERMITS WERE ACQUIRED IN 2018		
8567-010-001	8567-010-001	3848 RICHWOOD AVE		B00-019-513	2 b 4	O								8/15/2006	1								6/20/2018	1																							ENTIRE PROJECT WAS APPROVED WITH 4 UNITS IN 2006. PROJECT WAS EXTENDED PER STATE. BUILDING PERMITS WERE ACQUIRED IN 2018		
8567-010-001	8567-010-001	3858 RICHWOOD AVE		B00-019-514	2 b 4	O								8/15/2006	1								6/20/2018	1																							ENTIRE PROJECT WAS APPROVED WITH 4 UNITS IN 2006. PROJECT WAS EXTENDED PER STATE. BUILDING PERMITS WERE ACQUIRED IN 2018		
8545-016-025	8545-016-025	12258 LAMBERT AVE		B00-022-251	2 b 4	R								1/14/2017	1								7/16/2018	1																								PROJECT ADDED SECOND UNIT TO PROPERTY	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	12408 SARAH COURT	BANNISTER	B00-018-975	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. 3 UNITS WERE DEMOLISHED FOR CONSTRUCTION. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	4424 BANNISTER	BANNISTER	B00-018-976	SFD	O								10/6/2015	1								8/8/2018	1																									ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	4426 BANNISTER	BANNISTER	B00-018-977	SFD	O								10/6/2015	1								8/8/2018	1																									ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	12404 SARAH COURT	BANNISTER	B00-018-978	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	12401 SARAH COURT	BANNISTER	B00-018-980	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-901	12403 SARAH COURT	BANNISTER	B00-018-981	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-017	4436 BANNISTER	BANNISTER	B00-018-961	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-017	4434 BANNISTER	BANNISTER	B00-018-962	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-017	4422 BANNISTER	BANNISTER	B00-018-963	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	
8545-025-017, 8545-025-900, & 8545-025-901	8545-025-017	12400 SARAH COURT	BANNISTER	B00-018-964	SFD	O								10/6/2015	1								8/8/2018	1																								ENTIRE PROJECT WAS APPROVED WITH 22 UNITS WITH 2 AS LOW INCOME UNITS. BUILDING PERMITS FOR 2 LOW INCOME UNITS HAVE NOT BEEN PULLED	

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	529	14	41	96		104	48				303	226
	Non-Deed Restricted												
Low	Deed Restricted	315	6	2	36							44	271
	Non-Deed Restricted												
Moderate	Deed Restricted	352	6									12	340
	Non-Deed Restricted							6					
Above Moderate		946	5	20	8	35	191	452				711	235
Total RHNA		2142											
Total Units			31	63	140	35	295	506				1070	1072

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction	El Monte
Reporting Period	2018 (Jan. 1 - Dec. 31)

Note: + Optional field
 Cells in grey contain auto-calculation formulas

Table F
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)

This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	El Monte	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Entitled Units Summary		
Income Level		Current Year
Very Low	Deed Restricted	48
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		446
Total Units		495

Note: units serving extremely low-income households are included in the very low-income permitted units totals

Submitted Applications Summary	
Total Housing Applications Submitted:	1
Number of Proposed Units in All Applications Received:	34
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	1
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas