



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**OCTOBER 1, 2019, 7:00 PM
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790**

**Mayor Lloyd Johnson
Mayor Pro Tem Tony Wu
Councilman Dario Castellanos
Councilwoman Letty Lopez-Viado
Councilmember Jessica C. Shewmaker**

Please turn off all cell phones and other electronic devices prior to entering the Council Chambers

AMERICANS WITH DISABILITIES ACT

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Council meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Council meetings, please request no less than four working days prior to the meeting.

AGENDA MATERIAL

Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at www.westcovina.org. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

NOTICE

The City Council will regularly convene on the first and third Tuesday of the month. The West Covina Community Development Commission, West Covina Public Financing Authority and the West Covina Community Services Foundation are agencies on which the City Council serves as members. Agendas may contain items for these boards, as necessary.

PUBLIC COMMENTS ADDRESSING THE CITY COUNCIL (Per WCMC 2-48, Ordinance No. 2150)

Any person wishing to address the City Council on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the City Clerk.

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to five (5) minutes per speaker.

Oral Communications may be limited to thirty (30) minutes, unless speakers addressing agenda items have not concluded.

Any testimony or comments regarding a matter set for a Public Hearing will be heard during the hearing.

RULES OF DECORUM

Excerpts from the West Covina Municipal Code and Penal Code pertaining to the Rules of Decorum will be found at the end of agenda.

AGENDA

CITY OF WEST COVINA CITY COUNCIL/SUCCESSOR AGENCY

**TUESDAY OCTOBER 1, 2019, 7:00 PM
REGULAR MEETING**

INVOCATION

Led by Pastor Dane Johnson
Christ's Church of the Valley

PLEDGE OF ALLEGIANCE

Led by Councilwoman Letty Lopez-Viado

ROLL CALL

REPORTING OUT FROM CLOSED SESSION

PRESENTATIONS

National Fire Prevention Week
West Covina Beautiful
Tree Planting Program Update

ORAL COMMUNICATIONS - Five (5) minutes per speaker

Please step forward to the podium and state your name and city of residence for the record when recognized by the Mayor.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council/Community Development Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

APPROVAL OF MEETING MINUTES

- 1) **SEPTEMBER 17, 2019 CITY COUNCIL/SUCCESSOR AGENCY CLOSED SESSION MEETING MINUTES**
SEPTEMBER 17, 2019 CITY COUNCIL/SUCCESSOR AGENCY REGULAR MEETING MINUTES

It is recommended that the City Council receive and file the September 17, 2019 Closed Session Meeting Minutes and the September 17, 2019 Regular Meeting Minutes.

COMMUNITY DEVELOPMENT

- 2) **CONSIDERATION OF MINUTES OF THE JUNE 11, 2019 TRAFFIC COMMITTEE MEETING**

It is recommended that the City Council receive and file the attached minutes of the Traffic Committee meeting of June 11, 2019.

HUMAN RESOURCES

3) CONSIDERATION OF CONTRACT WITH CARPENTER, ROTHANS & DUMONT LLP IN CONNECTION WITH RICHARD MARTIN FRANCO JR. AND YVONNE FRANCO V. CITY OF WEST COVINA MATTER

It is recommended that the City Council authorize the City Manager to negotiate and execute any documents necessary to provide for the continued engagement of Carpenter, Rothans & Dumont LLP to provide legal counsel to the City in connection with the *Richard Martin Franco Jr. and Yvonne Franco v. City of West Covina* matter.

PUBLIC SERVICES

4) CONSIDERATION OF CONTRACT WITH M COACH FOR RECREATION TRANSIT SERVICES

It is recommended that the City Council take the following actions:

1. Approve M Coach for Recreation Transit - Charter Bus Services for three years plus two optional annual extensions; and
2. Authorize the City Manager to negotiate and execute a contract with M Coach not to exceed \$35,000 per year.

5) CONSIDERATION OF THE PURCHASE OF ONE NEW VACUUM JETTER TRUCK FOR SEWER & CATCH BASIN CLEANING

It is recommended that the City Council take following actions:

1. Authorize the purchase of one New 2020 Freightliner 114SD Set Back Axle Chassis with CAMEL 1200 12 Yard Combination Sewer Cleaner from National Auto Fleet Group for \$619,641.89;
2. Waive formal bidding and authorize the use of Sourcewell formally NJPA contract number 081716-NAF;
3. Appropriate \$619,641.89 from Sewer Fund Account No. 189.41.4160.7180; and
4. Adopt the following resolution:

RESOLUTION NO. 2019-78 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 (FREIGHTLINER 114SD SET BACK AXLE CHASSIS WITH CAMEL 1200 12 YARD COMBINATION SEWER & CATCH BASIN CLEANER)

END OF CONSENT CALENDAR

HEARINGS

PUBLIC HEARINGS

6) CONSIDERATION OF AN APPEAL OF THE PLANNING COMMISSION'S APPROVAL OF ADMINISTRATIVE USE PERMIT (AUP) NOS. 19-25, 19-26, 19-27, 19-28, AND 19-29 FOR THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES AND THE INSTALLATION OF SMALL WIRELESS FACILITIES (SWF) ALSO KNOWN AS SMALL CELL SITES, CONSISTING OF SHROUDED ANTENNAS ON TOP OF LIGHT POLES AND UNDERGROUND EQUIPMENT IN THE PUBLIC RIGHT-OF-WAY NEAR/IN FRONT OF THE FOLLOWING ADDRESSES: 1631 E. NANETTE AVENUE, SCE POLE # 4279155E (AUP NO. 19-25); 2539 TEMPLE AVENUE, SCE POLE # 1918455E (AUP NO. 19-26); 1689 NATALIE AVENUE, SCE POLE # 2079805E (AUP NO. 19-27); 2634 TEMPLE AVENUE, SCE POLE # 1918457E (AUP NO. 19-28); 1722 NATALIE AVENUE, SCE POLE # 2271977E (AUP NO. 19-29)

It is recommended that the City Council conduct a public hearing and thereafter adopt the following resolutions:

RESOLUTION NO. 2019-65 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-25 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1631 E. NANETTE AVENUE

RESOLUTION NO. 2019-66 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-26 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2539 TEMPLE AVENUE

RESOLUTION NO. 2019-67 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-27 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1689 NATALIE WAY

RESOLUTION NO. 2019-68 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-28 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2634 TEMPLE AVENUE

RESOLUTION NO. 2019-69 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-29 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1722 NATALIE AVENUE

7) ZONING CODE AMENDMENT NO. 18-04 - AMENDMENT TO THE CITY OF WEST COVINA MUNICIPAL CODE PERTAINING TO ALCOHOL SALES AT SERVICE STATIONS

The Planning Commission recommends that the City Council read the title of the ordinance and waive further reading, and introduce the following ordinance:

ORDINANCE NO. 2461 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA APPROVING CODE AMENDMENT NO. 18-04, RELATED TO ALCOHOL SALES AT SERVICE STATIONS

DEPARTMENTAL REGULAR MATTERS

MAYOR/COUNCILMEMBERS REPORTS

AB 1234 Conference and Meeting Report (verbal, if any)

(In accordance with AB 1234, Councilmembers shall make a brief report or file a written report on any meeting/event/conference attended at City expense.)

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

(Per City of West Covina Standing Rules 4.f - Requests for reports, studies, or investigations that are not readily available must be placed on the City Council/Successor Agency agenda as items of business and must be approved by a majority of the City Council/Successor Agency Board.)

CITY COUNCIL COMMENTS

ADJOURNMENT

Next Tentative City Council Meeting

Regular Meeting

October, 15, 2019

7:00 PM

RULES OF DECORUM

The following are excerpts from the West Covina Municipal Code:

Sec. 2-48. Manner of addressing council; time limit; persons addressing may be sworn.

- a. Each person addressing the council shall step up to the rostrum, shall give his or her name and city of residence in an audible tone of voice for the record and unless further time is granted by the council, shall limit his or her address to five (5) minutes.
- b. The city council may establish a limit on the duration of oral communications.
- c. All remarks shall be addressed to the council as a body and not to any member thereof. No person, other than the council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question shall be asked of a councilmember except through the presiding officer.
- d. The presiding officer may require any person to be sworn as a witness before addressing the council on any subject. Any such person who, having taken an oath that he or she will testify truthfully, willfully and contrary to such oath states as true any material matter which he knows to be false may be held to answer criminally and subject to the penalty prescribed for perjury by the provisions of the Penal Code of the state.

Sec. 2-50. Decorum--Required.

- a. While the council is in session, the members shall preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or disrupt the proceedings or the peace of the council nor interrupt any member while speaking or refuse to obey the orders of the council or its presiding officer, except as otherwise herein provided.
- b. Members of the public shall not willfully disrupt the meeting or act in a manner that actually impairs the orderly conduct of the meeting. For the purposes of this code, "willfully disrupt" includes, but is not limited to, continuing to do any of the following after being warned by the Mayor that continuing to do so will be a violation of the law:
 - a. Addressing the Mayor and City Council without first being recognized.
 - b. Persisting in addressing a subject or subjects, other than that before the Mayor and City Council.
 - c. Repetitiously addressing the same subject.
 - d. Failing to relinquish the podium when directed to do so.
 - e. From the audience, interrupting or attempting to interrupt, a speaker, the Mayor, a council member, or a staff member or shouting or attempting to shout over a speaker, the Mayor, a council member or a staff member.
 - f. As a speaker, interrupting or attempting to interrupt the Mayor, a council member, or a staff member, or shouting over or attempting to shout over the Mayor, a council member, or a staff member. Nothing in this section or any rules of the council shall be construed to prohibit public criticism of the policies, procedures, programs, or services of the City or of the acts or omissions of the City Council. It shall be unlawful to violate the provisions of this Section.

If any subsection, sentence, clause, or phrase or word of this Section 2-50 is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have passed this section and each subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, phrases or words had been declared invalid or unconstitutional.

Sec. 2-52. Persons authorized to be within council area.

No person, except city officials, their representatives and members of the news media shall be permitted within the rail in front of the council chamber without the express consent of the council.

The following are excerpts from the Penal Code

148(a) (1) Every Person who willfully resists, delays, or obstructs any public officer, peace officer, or an emergency medical technician, as defined in Division 2.5 (commencing with Section 1797) of the Health and Safety code, in the discharge or attempt to discharge any duty of his or her office or employment, when no other punishment is prescribed, shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in a county jail not to exceed one year, or by both that fine and imprisonment.

403 Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 303 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

**SUBJECT: SEPTEMBER 17, 2019 CITY COUNCIL/SUCCESSOR AGENCY CLOSED SESSION
MEETING MINUTES
SEPTEMBER 17, 2019 CITY COUNCIL/SUCCESSOR AGENCY REGULAR MEETING
MINUTES**

RECOMMENDATION:

It is recommended that the City Council receive and file the September 17, 2019 Closed Session Meeting Minutes and the September 17, 2019 Regular Meeting Minutes.

DISCUSSION:

Prepared by: Carrie Gallagher, Assistant City Clerk

Attachments

Attachment No. 1 - 09-17-2019 Closed Session Meeting Minutes Draft

Attachment No. 2 - 09-17-2019 Regular Session Meeting Minutes Draft



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

SEPTEMBER 17, 2019, 6:00 PM
REGULAR MEETING - CLOSED SESSION

CITY MANAGER'S CONFERENCE ROOM
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

MINUTES

CALL TO ORDER

A Closed Session Meeting was called to order by Mayor Johnson on Tuesday, September 17, 2019 at 6:01 p.m., in the City Manager's Conference Room, 1444 West Garvey Avenue South, West Covina, California.

ROLL CALL

Council Members

Present: Council Members Dario Castellanos, Letty Lopez-Viado, Jessica C. Shewmaker, Mayor Pro Tem Tony Wu, Mayor Lloyd Johnson

Council Members

Absent: None

City Staff: David Carmany Interim City Manager, Nikole Bresciani Assistant City Manager/Public Services Director/Acting Personnel Officer, Jeff Anderson Community Development Director, Eva Sahagun Management Analyst, Robbeyn Bird Interim Finance Director, Thomas P. Duarte City Attorney, Melissa Ballard Deputy City Attorney

PUBLIC COMMENTS ON ITEMS ON THE AGENDA

None

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Richard Martin Franco, Jr. and Yvonne Franco v. City of West Covina; West Covina Police Department; Marc Taylor; Corporal Mike Weatherman (United States District Court Case No. 5:18-cv-02587-JGB-SHK)

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Anthony Palacios v. City of West Covina; Matthew Bowman; Jesse Miller; and Stephanie Waidley (United States District Court Case No. 2:19-cv-01370-CBM-Ex)

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

West Covina Firefighter's Association IAFF Local 3226, et al., v. City of West Covina, et al., (US District Court, Case No. 2:19-cv-01466)

(Mayor Johnson recused himself from the above item and left the room at 6:01 p.m., he returned at 6:35 p.m. for the remainder of the Closed Session Meeting.)

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Pursuant to Government Code § 54956.9(d)(2)

Number of Cases: One (1)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code § 54956.8

Property: 2230 1/2 Azusa Avenue; APN No. 8735-002-909

Agency Negotiator: Carmany, Bresciani, Murray, Duarte

Negotiating Parties: Smartlink

Under Negotiation: Price & Terms

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code § 54956.8

Property: APN No. 8277-036-900

Agency Negotiator: Carmany, Bresciani, Anderson, Duarte

Negotiating Parties: Coastal Business Group, Inc.

Under Negotiation: Price & Terms

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6

City Negotiators: Carmany, Bresciani, Duarte

Employee Organizations

- Confidential Employees
- Maintenance & Crafts Employees
- Non-Sworn
- W.C. Police Officers' Association
- W.C. Firefighters' Management Assoc.
- W.C. Firefighters' Association, I.A.F.F., Local 3226
- Unrepresented Employee Group
- Department Heads
- General Employees
- Mid-Management Employees
- W.C. Police Management Association

REPORT OUTING OUT FROM CLOSED SESSION

City Attorney Thomas P. Duarte reported that no reportable action was taken during the closed session meeting.

ADJOURNMENT

The Closed Session Meeting adjourned at 6:50 p.m., by Mayor Johnson. The next regularly scheduled Closed Session City Council Meeting will be held on Tuesday, October 1, 2019 at 6:00 p.m. in the City Manager's Conference Room, 1444 West Garvey Avenue South, West Covina, California.

Submitted by:

Carrie Gallagher, CMC
Assistant City Clerk

Lloyd Johnson
Mayor



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

SEPTEMBER 17, 2019, 7:00 PM
REGULAR MEETING

CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

MINUTES

CALL TO ORDER

A Regular Meeting was called to order by Mayor Johnson on Tuesday, September 17, 2019 at 7:08 p.m. in the Council Chamber, 1444 West Garvey Avenue South, West Covina, California.

ROLL CALL

Councilmembers

Present: Council Members Dario Castellanos, Letty Lopez-Viado, Jessica C. Shewmaker, Mayor Pro Tem Tony Wu, Mayor Lloyd Johnson

Councilmembers

Absent: None

City Staff: David Carmany City Manager, Nikole Bresciani Assistant City Manager/Public Services Director/Acting Personnel Officer, Thomas P. Duarte City Attorney, Carrie Gallagher Assistant City Clerk; other city staff presented reports and responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

Councilman Dario Castellanos led the Pledge of Allegiance.

REPORTING OUT FROM CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

Anthony Palacios v. City of West Covina; Matthew Bowman; Jesse Miller; and Stephanie Waidley (United States District Court Case No. 2:19-cv-01370-CBM-Ex)

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code § 54956.9(d)(1)

West Covina Firefighter's Association IAFF Local 3226, et al., v. City of West Covina, et al., (US District Court, Case No. 2:19-cv-01466)

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Pursuant to Government Code § 54956.9(d)(2)

Number of Cases: One (1)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code § 54956.8

Property: 2230 1/2 Azusa Avenue; APN No. 8735-002-909

Agency Negotiator: Carmany, Bresciani, Murray, Duarte

Negotiating Parties: Smartlink

Under Negotiation: Price & Terms

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code § 54956.8

Property: APN No. 8277-036-900

Agency Negotiator: Carmany, Bresciani, Anderson, Duarte

Negotiating Parties: Coastal Business Group, Inc.

Under Negotiation: Price & Terms

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6

City Negotiators: Carmany, Bresciani, Duarte

Employee Organizations

- | | |
|--|--------------------------------------|
| - Confidential Employees | - General Employees |
| - Maintenance & Crafts Employees | - Mid-Management Employees |
| - Non-Sworn | - W.C. Police Management Association |
| - W.C. Police Officers' Association | |
| - W.C. Firefighters' Management Assoc. | |
| - W.C. Firefighters' Association, I.A.F.F., Local 3226 | |
| Unrepresented Employee Group | |
| - Department Heads | |

City Attorney Thomas P. Duarte reported that no reportable action was taken.

PRESENTATIONS

Historical Society of West Covina Summer Fest 2019 Citizens of the Year Award
Citizen of the Year Vicki Scheliga
Citizen of the Year Dr. J. Kenneth Lund

ORAL COMMUNICATIONS

Speaker:

Steve Bennett
Renee Chavez
Jerri Potras
Jim Grivich
Chris Miller
Herb Redholtz
Sandy Sun
Elsie Messman
Ian Pike
Alfred Williams
R. Robinson
Angie Gillingham
Minerva Avila
James Toma
David Williams

---End of Public Comment---

Council Members addressed speakers concerns and City Manager Carmany announced that there was no re-ordering of the agenda.

CONSENT CALENDAR

ACTION: MOTION BY MAYOR PRO TEM WU AND SECONDED BY COUNCILWOMAN LETTY-LOPEZ, CARRIED 5-0 to: approve Consent Calendar Items 1 through 4, 6 through 7, 9 and 11 through 12.

ACTION: MOTION BY MAYOR JOHNSON AND SECONED BY MAYOR PRO TEM WU, BY CONCENSUS CARRIED 5-0 to: approve Consent Calendar Item 5. (Item 5 was pulled by Mayor Pro Tem Wu for separate discussion.)

ACTION: MOTION BY MAYOR JOHNSON AND SECONED BY COUNCILMEMBER SHEWMAKER, CARRIED 3-2 (CASTELLANOS: NO, WU: NO) to: approve Consent Calendar Item 8. (Item 8 was pulled by Councilman Castellanos for separate discussion.)

ACTION: MOTION BY COUNCILWOMAN LOPEZ-VIADO AND SECONED BY MAYOR JOHNSON, CARRIED 5-0 to: approve Consent Calendar Item 10 as amended to: authorize the City Manager to negotiate and execute a contract to include the renegotiation of the annual increase.

(Item 10 was pulled by Councilwoman Letty-Lopez for separate discussion.)

APPROVAL OF MEETING MINUTES

- 1) **CONSIDERATION OF SEPTEMBER 3, 2019, CITY COUNCIL/SUCCESSOR AGENCY CLOSED SESSION MEETING MINUTES
CONSIDERATION OF SEPTEMBER 3, 2019, CITY COUNCIL/SUCCESSOR AGENCY REGULAR MEETING MINUTES**

CARRIED 5-0 to: receive and file the minutes of September 03, 2019 Closed Session Meeting Minutes and September 03, 2019 Regular Meeting Minutes.

INVESTMENT REPORT (receive & file)

- 2) **INVESTMENT REPORT FOR THE MONTH ENDED AUGUST 31, 2019**

CARRIED 5-0 to: receive and file the Investment Report for the month ended August 31, 2019.

CITY MANAGER'S OFFICE

- 3) **UPDATE REGARDING UNFUNDED ACTUARIAL LIABILITY - RETIREMENT ENHANCEMENT PLAN**

CARRIED 5-0 to: receive and file this informational report.

- 4) **CONSIDERATION OF PROPOSED APPOINTMENT OF FIRE CHIEF**

CARRIED 5-0 to: approve the City Manager's proposed appointment of Assistant Chief Vincent Capelle to the position of Fire Chief.

- 5) **CONSIDERATION OF PROPOSED APPOINTMENT OF HUMAN RESOURCES AND RISK MANAGEMENT DIRECTOR**

(Item 5 was pulled by Mayor Pro Tem Wu for separate discussion.)

CARRIED BY CONSENSUS 5-0 to: approve the City Manager's proposed appointment of Helen Tran to the position of Human Resources and Risk Management Director.

COMMUNITY DEVELOPMENT

6) **CONSIDERATION OF LOT LINE ADJUSTMENT NO. 196 - 1459 S. MEEKER AVENUE**

CARRIED 5-0 to: adopt the following resolution:

RESOLUTION NO. 2019-71 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, APPROVING LOT LINE ADJUSTMENT NO. 196 LOCATED AT 1459 S. MEEKER AVENUE AND DIRECTING THE RECORDATION THEREOF

7) **CONSIDERATION OF ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR THE INSTALLATION OF TRAFFIC CONTROL DEVICES AT MERCED ELEMENTARY AND VINE ELEMENTARY SCHOOLS - CITY PROJECT NO. TP-19024**

CARRIED 5-0 to: take the following actions:

1. Accept the Traffic Control Improvements at Merced Elementary and Vine Elementary Schools;
2. Authorize recordation of Notice of Completion with the Los Angeles County Recorder; and
3. Authorize the release of retention funds 35 days after recordation of the Notice of Completion.

8) **CONSIDERATION OF INITIATION OF CODE AMENDMENT NO. 19-05 (BILLBOARD STANDARDS AND LED SIGNS) - GENERAL EXEMPTION (Item 8 was pulled by Councilman Castellanos for separate discussion.)**

CARRIED 3-2 (CASTELLANOS: NO, WU: NO) to: adopt the following resolution:

RESOLUTION NO. 2019-70 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, INITIATING CODE AMENDMENT NO. 19-05 TO STUDY BILLBOARD STANDARDS AND BUILDING MOUNTED LED SIGNS

POLICE DEPARTMENT

9) **CONSIDERATION OF ACCEPTANCE OF 2019-2020 OFFICE OF TRAFFIC SAFETY GRANT**

CARRIED 5-0 to: take the following actions:

1. Accept the 2019-2020 Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) reimbursable grant (#PT20139), and authorize the City Manager to execute all grant related documents; and
2. Adopt the attached resolution authorizing the necessary budget amendments:

RESOLUTION NO. 2019-63 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020 (2019-2020 OFFICE OF TRAFFIC SAFETY GRANT)

PUBLIC SERVICES

- 10) **CONSIDERATION OF SCHOOL BUS CONTRACT FOR RECREATION TRANSIT**
(Item 10 was pulled by Councilwoman Lopez-Viado for separate discussion.)

CARRIED 5-0 to: take the following actions:

1. Approve Student Transportation of America for Recreation Transit - School Bus Services for three years plus two optional annual extensions; and
2. Authorize the City Manager to negotiate and execute a contract with Student Transportation of America for Recreation Transit - School Bus Services for an amount not to exceed \$35,000 annually, to include the renegotiation of the annual increase.

- 11) **CONSIDERATION OF PURCHASE OF ASPHALT ROLLER AND TRAILER**

CARRIED 5-0 to: take the following actions:

1. Authorize the purchase of one Bomag BW120 AD-5 Tandem Vibratory Roller with Trailer from Coastline Equipment John Deere for the amount of \$60,219.53;
2. Appropriate funding in the amount of \$30,109.76 from both the Sewer Fund Account No. 189.41.4160.7180 and the State Gas Tax Fund Account No. 124.41.4151.7160;
3. Waive formal bidding and authorize the use of Sourcewell formally NJPA contract number 032119-BAI; and
4. Adopt the following resolution:

RESOLUTION NO. 2019-76 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 (TANDEM VIBRATORY ROLLER WITH TRAILER)

- 12) **CONSIDERATION OF CONTRACTS FOR VEHICLE BODY & COLLISION REPAIRS**

CARRIED 5-0 to: take the following actions:

1. Award contracts for Auto Body Repair and Painting to J & L Auto Body, VMS Auto Body Collision Center, Inc. and South Coast Emergency Vehicle Services for a three-year period; and

2. Authorize the City Manager to negotiate and execute agreements with each vendor in an amount not to exceed \$100,000.

END OF CONSENT CALENDAR

HEARINGS

PUBLIC HEARINGS

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

- 13) **REQUEST FROM MAYOR LLOYD JOHNSON REQUESTING THE CITY COUNCIL'S CONSIDERATION TO DIRECT STAFF TO PROVIDE A REPORT ON PLACING A SALES TAX MEASURE ON THE BALLOT OF THE MARCH 3, 2020 CALIFORNIA PRIMARY ELECTION**

ACTION: MOTION BY MAYOR JOHNSON, ITEM FAILED DUE TO A LACK OF A SECOND.

CITY COUNCIL COMMENTS

Mayor Johnson requested a future item under City Council Requests for Reports, Studies or Investigation pertaining to the opposition of SB 732.

ADJOURNMENT

The Regular Meeting was adjourned at 8:54 p.m., by Mayor Johnson. The next regularly scheduled Regular City Council Meeting will be held on Tuesday, October 1, 2019 at 7:00 p.m. in the Council Chamber, 1444 West Garvey Avenue South, West Covina, California.

Submitted by:

Carrie Gallagher, CMC
Assistant City Clerk

Lloyd Johnson
Mayor



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF MINUTES OF THE JUNE 11, 2019 TRAFFIC COMMITTEE MEETING

RECOMMENDATION:

It is recommended that the City Council receive and file the attached minutes of the Traffic Committee meeting of June 11, 2019.

DISCUSSION:

None.

Fiscal Impact

FISCAL IMPACT:

None.

Attachments

Attachment No. 1 - June 11, 2019 Traffic Committee Minutes

Exhibit A

Exhibit B

CITY COUNCIL GOALS & OBJECTIVES: Enhance Public Safety
Enhance City Programs and Activities

**CITY OF WEST COVINA
TRAFFIC COMMITTEE
MEETING MINUTES**

DATE: Tuesday, June 11, 2019

TIME: 3:00 PM

LOCATION: City Hall, Management Resource Center, Third Floor

ATTENDEES: Staff: Manoochehr Adhami, Miguel Hernandez, Corporal Mike Weathermon,
Residents: Patricia Powert, Dawnell O'Dnnell, Arlene Shutt, Jon Shutt, Betty
Lidle, Molly Bowd, Angie Gillingham, Peter H. Davis, Stephen Caropino,
Annstine Volk, Shannon Volk, Barbara Volk and Lance Volk

1. Call to Order – Meeting was called to order at 3:00 PM
2. Matters from the Audience –

Mr. Stephen Caropino indicated the speed limit on some of the City's residential streets are set too high, such as Cameron Avenue, Vine Avenue, and Cortez Street. The City's Traffic Engineer, Manoochehr Adhami, explained that speed limits are set based on the Manual Uniform of Traffic Control Devices and the California Vehicle Code.

3. New Business –

A. Proposed installation of a traffic signal at the intersection of Cameron Avenue and Barranca Street.

B. Proposed installation of a traffic signal at the intersection of Cameron Avenue and Citrus Street.

FINDINGS:

The City of West Covina is proposing to install traffic signals at two intersections, Cameron Avenue at Barranca Street and Cameron Avenue at Citrus Street. Traffic volumes, vehicle speed, collision history and field review studies were conducted to determine if the traffic signals were warranted. The collected data from these are applied to a set of warrants established in the Manual of Uniform Traffic Control Devices (MUTCD). The MUTCD is a document issued by the Federal Highway Administration and revised for California by Caltrans specifying guidelines for when traffic signals and roadway surface markings are required. The traffic signal warrants for both intersections were met (see Exhibits A and B).

The purpose of installing a traffic signal is to assign right-of-way to conflicting movements of traffic at the intersections. This is done by alternating right-of-way assignments to the various traffic movements. When the traffic signal is properly timed, the traffic handling capacity will increase and improve safety and efficiency for both pedestrian and vehicular traffic.

As part of the traffic signal design, left-turn pockets will be included. The left-turn pockets will provide drivers an unobstructed view of the opposing traffic, making left-turns safer and reducing delays. The installation of the left-turn pocket will require some of the on-street parking spaces be removed.

DISCUSSION:

The residents that attended the meeting opposed the installation of the traffic signal at the intersection of Cameron Avenue and Citrus Street for the reason listed below:

- Increase vehicle speeds
- Increase traffic collisions
- Reduce on-street parking, due to the required red curb
- Reduce property values
- Make it more difficult to exit driveways
- Increase idling vehicles and increase greenhouse gases

They also indicated that the traffic study was flawed because of the freeway construction. The freeway construction caused more vehicles to use Cameron Avenue to detour around the freeway work. This would affect the volume warrant which was the only warrant that was met for this intersection.

City Traffic Engineer recommended to hold a workshop to develop a plan that would address the resident's concern. Residents that attend the Traffic Committee meeting along with residents with a 300-foot radius will be notified of the workshop date and time.

TRAFFIC COMMITTEE RECOMMENDATION

Item 3-A - Approve the installation of the traffic signal at the intersection of Cameron Avenue and Barranca Street.

Item 3-B – Conduct workshop with the residents to develop a plan that would address the resident concerns, date and time to be determined.

4. Committee Member Comments – None.
5. Adjourn - Meeting adjourned at 4:42 PM.



January 25, 2018

Mr. Delfinono"nji,
Public Works Director/ City Engineer
Public Works Department
City of West Covina
1444 West Garvey Ave. South
West Covina, CA 91790

Subject: Traffic Signal Warrant Analysis for the Intersection of Cameron Avenue and Barranca Street in the City of West Covina

Dear Mr. Consunji:

Willdan Engineering is pleased to submit this traffic signal warrant analysis study for the intersection of Cameron Avenue and Barranca Street. This analysis is based on the guidelines presented in the California Manual on Uniform Traffic Control Devices (CA-MUTCD) dated November 2014.

EXISTING CONDITIONS

Cameron Avenue and Barranca Street is a 3-legged intersection that is currently stop controlled on all approaches. Cameron Avenue runs East-West and Barranca Street runs North-South, North of Cameron Avenue. The adjacent land use is residential with South Hills High School in the Northwest corner of the intersection. There are school crosswalks across the North and West legs of the intersection. There are traffic signals located 1,060 feet North of the intersection on Barranca Street at Cortez Street, 4,800 feet West on Cameron Avenue at Citrus Street, and 2,600 feet East on Cameron Avenue at Grand Avenue.



Cameron Avenue is a 64-foot wide minor arterial roadway with striping to separate opposing directions of travel. There are two eastbound through lanes and two westbound through lanes. There are bike lanes on Cameron Avenue, East of Barranca Street. Parking on Cameron Avenue is permitted West of Barranca

Street. The posted speed limit is 45 miles per hour (MPH).

Traffic Signal Warrant Analysis
Cameron Avenue and Barranca Street
January 25, 2018

Barranca Street is a 64-foot wide minor arterial roadway with striping to separate opposing directions of travel. On-street parking is not allowed on both sides of Barranca Street up to 300 feet from the intersection. The posted speed limit is 40 MPH.

DATA

Traffic Counts

One day of twenty-four (24) hour approach volume counts were collected on Cameron Avenue and Barranca Street. These counts were taken on Wednesday January 11th, 2018. The following table summarizes the data collected:

Barranca Street	ADT	AM Peak Hour	PM Peak Hour
Southbound	5,306	623 (7:00)	357 (5:00)

Cameron Avenue	ADT	AM Peak Hour	PM Peak Hour
Eastbound	6,952	712 (7:00)	639 (5:00)
Westbound	6,102	480 (7:00)	593 (5:00)

Exhibit A summarizes 24-hour approach counts.

Collision Data

Collision data was obtained from the California Highway Patrol Statewide Integrated Traffic Records System (SWITRS). For this warrant, collision data was analyzed from January 1, 2016 to December 31, 2016. Zero (0) collisions were reported that are susceptible to correction by a traffic control signal. The types of collisions susceptible to correction include broadside and pedestrian crossing.

Pedestrian Counts

One day of peak hour pedestrian counts were collected at the intersection crosswalks of Cameron Avenue and Barranca Street. These counts were taken on Wednesday January 11th, 2018 around the school's start and release times. The counts were collected from 7am to 9am and from 2pm to 4pm. The following table summarizes the data collected:

	AM Peak Hour	PM Peak Hour
North crosswalk	13 (7:00)	1 (3:00)
West crosswalk	4 (7:00)	26 (3:00)

Exhibit B summarizes pedestrian counts.

Speed Data



Traffic Signal Warrant Analysis
Cameron Avenue and Barranca Street
January 25, 2018

Speed data was recently collected for the October 2017 West Covina Engineering and Traffic (E&T) survey. The 85th percentile speed on Cameron Avenue was 48 MPH. The 85th percentile speed from the October 2017 E&T survey was 40 MPH on Barranca Street. The following table summarizes the data from the 2017 E&T survey.

Segment	From	To	85 th Percentile Speed (MPH)
Cameron Avenue	Citrus Street	Barranca Street	48
Cameron Avenue	Barranca Street	East City Limits	48
Barranca Street	Cortez Street	Cameron Avenue	40

TRAFFIC SIGNAL WARRANT

The California MUTCD states that an intersection can be analyzed at a 70% reduction factor if the major street has a critical speed over 40 MPH. The major street, Cameron Avenue has a critical speed (85th percentile speed) of 48 MPH. Therefore, the 70% reduction factor was used in the following traffic signal warrant study.

The results of the analysis of the CA-MUTCD traffic signal warrants as they apply to the intersection of Cameron Avenue and Barranca Street are summarized below. ***Exhibit C*** provides the completed traffic signal warrant analysis.

- Warrant 1 – Eight-Hour Vehicular Volume = **Satisfied**
- Warrant 2 – Four Hour Vehicular Volume Traffic = **Satisfied**
- Warrant 3 – Peak Hour = **Satisfied**
- Warrant 4 – Pedestrian Volume = **Not satisfied**
- Warrant 5 – School Crossing = **Not Applicable**
- Warrant 6 – Coordinated Signal Systems = **Not Satisfied**
- Warrant 7 – Crash Experience = **Not Satisfied**
- Warrant 8 – Roadway Network = **Satisfied**
- Warrant 9 – Intersection Near Grade Crossing = **Not Applicable**

Traffic Signal Warrant Discussion

Warrant 1 is the Eight-Hour Vehicular Volume warrant and consists of two different conditions that can be met for the warrant to be satisfied. The Minimum Vehicle Volume warrant, Condition A, is intended for application at locations where a large volume of intersecting traffic is the principal reason for consideration of a signal installation. The Interruption of Continuous Traffic, Condition B, is intended for application at locations where Condition A is not satisfied and where traffic volume on a major street is so heavy that the traffic on a minor intersection street suffers excessive delay or conflict in entering or crossing the major street.



***Traffic Signal Warrant Analysis
Cameron Avenue and Barranca Street
January 25, 2018***

Under Condition A, the intersection traffic volumes for the major street, Cameron Avenue satisfies the required volume of 420 vehicles for each of any 8 hours on an average day. The highest approach on the minor street, Barranca Street also satisfies the required 140 vehicles for the same 8 hours of an average day. Therefore, condition A of the Eight-Hour Vehicular Volume warrant was satisfied.

Therefore, because Condition A is satisfied, Warrant 1 is satisfied.

Warrant 2 is the Four-Hour Vehicular Volume warrant and is intended to be applied where the volume of intersection traffic is the principal reason to consider installing a traffic control signal. The warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 4 hours (any four 1-hour periods) of an average day falls above the curve shown on ***Exhibit C, page C-3*** for any of the existing combination of approach lanes. From ***Exhibit C, page C-3***, the lower threshold volume for a minor street approach with two lanes is 80 vehicles per hour during each of the four hours studied. For the intersection of Cameron Avenue and Barranca Street, the highest approach volume for the minor street is over 80 vehicles and all plotted points fall above the applicable curve in ***Exhibit C, page C-3***.

Therefore, Warrant 2 is satisfied.

Warrant 3 is the Peak Hour warrant and consists of two parts. The need for a traffic control signal shall be considered if either Part A or Part B is satisfied. The Peak Hour warrant is intended for use at locations where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street.

Part A of this warrant is satisfied when the delay experienced by the traffic on the minor street exceeds four vehicle-hours, the volume on the minor street exceeds 150 vehicles per hour and the total volume entering the intersection exceeds 650 vehicles per hour. Delay data was not collected at the intersection, so part A of this warrant was not analyzed.

Part B of this warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the curve shown on ***Exhibit C, page C-4*** for the existing combination of approach lanes. From ***Exhibit C, page C-4***, the lower threshold volume for a minor street approach with one lane is 100 vehicles per hour. For the intersection of Cameron Avenue and Barranca Street, the highest hourly approach volume for the minor street is over 100 vehicles and falls above the applicable curve in ***Exhibit C, page C-4***.

Therefore, Warrant 3 is satisfied.



Traffic Signal Warrant Analysis
Cameron Avenue and Barranca Street
January 25, 2018

Warrant 4 is the Pedestrian Volume warrant. The Pedestrian Volume warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. There are two parts that can satisfy the warrant, part A and part B.

Part A of the warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street for 4 hours (any four 1-hour periods) of an average day falls above the curve shown on **Exhibit C, page C-6**. From **Exhibit C, page C-6**, the lower threshold volume for pedestrians crossing the major road is 75 pedestrians per hour during each of the four hours studied. For the intersection of Cameron Avenue and Barranca Street, the highest crossing volume is under 75 pedestrians and all plotted points fall below the applicable curve in **Exhibit C, page C-6**.

Part B of the warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street for the peak hour (any 1-hour period) of an average day falls above the curve shown on **Exhibit C, page C-7**. From **Exhibit C, page C-7**, the lower threshold volume for pedestrians crossing the major road is 93 pedestrians per hour during each of the four hours studied. For the intersection of Cameron Avenue and Barranca Street, the highest crossing volume is under 93 pedestrians. Therefore, the plotted point falls below the applicable curve in **Exhibit C, page C-7**.

Therefore, Warrant 4 is not satisfied.

Warrant 5 is the School Crossing warrant. The School Crossing warrant is intended for application where school children, grades K-8, cross the major street is the principal reason for installing a traffic signal. Because the study intersection is near a High School, the pedestrians crossing are not K-8 students. Therefore, school-aged pedestrian counts and gap studies were not collected.

Therefore, Warrant 5 was not applicable.

Warrant 6 is the Coordinated Signal System warrant and is intended to maintain proper platooning of vehicles. This warrant is satisfied if the distance to adjacent signalized intersections is greater than 1,000 feet and these adjacent signals do not provide adequate platooning and a proposed traffic control signal will provide a progressive signal operation. The adjacent signals on Cameron Avenue are over 1,000 feet away from the study intersection. However, the adjacent traffic control signals do not require a coordinated signal system and do provide adequate platooning and gaps in traffic on Cameron Avenue for vehicles stopped on Barranca Avenue.

Therefore, Warrant 6 is not satisfied.



***Traffic Signal Warrant Analysis
Cameron Avenue and Barranca Street
January 25, 2018***

Warrant 7 is the Crash Experience warrant and is intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signals. To satisfy this warrant, 5 or more reported collisions susceptible to correction by a traffic signal are to occur within a 12-month period. The collision data collected from January 1st, 2016 to December 31st, 2016 reported zero collisions occurring that are susceptible to correction by a traffic control signal.

Therefore, Warrant 7 is not satisfied.

Warrant 8 is the Roadway Network warrant and is intended to encourage concentration and organization of traffic flow on a roadway network. This warrant analyzes the peak hour volumes of all approaches are greater than 1000 vehicles per hour and satisfy the first part of the warrant. The characteristics of Cameron Avenue and Barranca Street are minor arterials and are therefore both major routes.

Therefore, Warrant 8 is satisfied.

Warrant 9 is the Intersection Near a Grade Crossing warrant and is intended for use when signal Warrants 1 through 8 are not met, but the proximity of a grade crossing is the principal reason to installing a traffic control signal. There is no grade crossing in proximity to the Cameron Avenue and Barranca Street intersection.

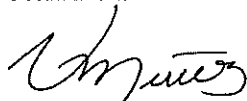
Therefore, Warrant 9 was not applicable.

CONCLUSION

Based on this study satisfying warrants 1, 2, 3, and 8, our field observations, and engineering judgment, the installation of a traffic signal at the intersection of Cameron Avenue and Barranca Street is recommended at this time.

We appreciate this opportunity to serve the City of West Covina and the assistance and cooperation afforded to us during the course of this study. Should you have any questions, please contact me at (562) 368-4848.

Very truly yours,
WILLDAN ENGINEERING



Vanessa Munoz, PE, TE, PTOE
Traffic Engineer



Exhibits

- A – 24 Hour Approach Counts
- B – Pedestrian Counts
- C – Traffic Signal Warrants Analysis



EXHIBIT A
24 HOUR APPROACH COUNTS



CITY TRAFFIC COUNTERS
www.ctcounters.com

Barranca St
N/O Cameron Ave

Start Time	11-Jan-18 Thu	South		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		6	65		
12:15		12	65		
12:30		2	102		
12:45		3	86	23	318
01:00		3	101		
01:15		3	74		
01:30		2	70		
01:45		2	74	10	319
02:00		4	119		
02:15		0	88		
02:30		3	78		
02:45		5	115	12	400
03:00		0	153		
03:15		3	94		
03:30		2	104		
03:45		4	87	9	438
04:00		2	82		
04:15		4	76		
04:30		5	86		
04:45		15	99	26	343
05:00		21	101		
05:15		23	86		
05:30		34	88		
05:45		44	82	122	357
06:00		44	94		
06:15		71	76		
06:30		108	70		
06:45		116	59	339	299
07:00		114	53		
07:15		140	54		
07:30		245	83		
07:45		124	56	623	246
08:00		70	68		
08:15		102	53		
08:30		62	51		
08:45		66	55	300	227
09:00		41	39		
09:15		51	44		
09:30		50	42		
09:45		45	27	187	152
10:00		53	28		
10:15		47	24		
10:30		49	22		
10:45		55	18	204	92
11:00		64	11		
11:15		55	18		
11:30		44	9		
11:45		48	11	211	49
Total		2066	3240		
Percent		38.9%	61.1%		
Grand Total		2066	3240		
Percent		38.9%	61.1%		

ADT

ADT 5,306

AADT 5,306

CITY TRAFFIC COUNTERS
www.ctcounters.com

Cameron Ave
E/O Barranca St

Start Time	11-Jan-18 Thu	West		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		10	70		
12:15		13	77		
12:30		6	83		
12:45		7	85	36	315
01:00		4	82		
01:15		5	105		
01:30		5	150		
01:45		1	90	15	427
02:00		0	85		
02:15		1	79		
02:30		2	92		
02:45		2	81	5	337
03:00		2	110		
03:15		0	121		
03:30		1	101		
03:45		4	90	7	422
04:00		3	90		
04:15		5	130		
04:30		2	152		
04:45		13	138	23	510
05:00		15	116		
05:15		30	174		
05:30		44	150		
05:45		45	153	134	593
06:00		66	124		
06:15		75	119		
06:30		87	120		
06:45		130	90	358	453
07:00		128	89		
07:15		114	87		
07:30		128	61		
07:45		110	48	480	285
08:00		88	39		
08:15		72	52		
08:30		78	39		
08:45		79	38	317	168
09:00		64	46		
09:15		69	41		
09:30		77	28		
09:45		78	44	288	159
10:00		72	35		
10:15		86	26		
10:30		88	28		
10:45		74	15	320	104
11:00		69	18		
11:15		69	21		
11:30		72	9		
11:45		74	14	284	62
Total		2267	3835		
Percent		37.2%	62.8%		
Grand Total		2267	3835		
Percent		37.2%	62.8%		

ADT

ADT 6,102

AADT 6,102

CITY TRAFFIC COUNTERS
www.ctcounters.com

Cameron Ave
W/O Barranca St

Start Time	11-Jan-18 Thu	East		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		9	68		
12:15		9	77		
12:30		2	98		
12:45		6	108	26	351
01:00		1	94		
01:15		3	93		
01:30		3	84		
01:45		2	77	9	348
02:00		4	102		
02:15		3	116		
02:30		0	110		
02:45		3	128	10	456
03:00		1	148		
03:15		3	143		
03:30		5	126		
03:45		5	134	14	551
04:00		6	167		
04:15		16	158		
04:30		9	152		
04:45		11	180	42	657
05:00		19	170		
05:15		21	169		
05:30		36	159		
05:45		35	141	111	639
06:00		34	138		
06:15		46	118		
06:30		95	110		
06:45		109	106	284	472
07:00		144	105		
07:15		206	97		
07:30		206	72		
07:45		156	76	712	350
08:00		126	47		
08:15		95	63		
08:30		103	52		
08:45		87	58	411	220
09:00		78	49		
09:15		81	35		
09:30		97	34		
09:45		112	36	368	154
10:00		94	34		
10:15		84	28		
10:30		69	23		
10:45		75	16	322	101
11:00		52	21		
11:15		88	10		
11:30		74	10		
11:45		81	8	295	49
Total		2604	4348		
Percent		37.5%	62.5%		
Grand Total		2604	4348		
Percent		37.5%	62.5%		

ADT

ADT 6,952

AADT 6,952

EXHIBIT B
PEDESTRIAN COUNTS



CITY TRAFFIC COUNTERS

www.ctcounters.com

File Name : Barranca_Cameron_PedestrianCount

Site Code : 00000000

Start Date : 1/11/2018

Page No : 1

Groups Printed- Bank 1

	Cameron Ave West Leg	North Leg	Cameron Ave East Leg	
Start Time	Peds	Peds	Peds	Int. Total
07:00 AM	2	4	0	6
07:15 AM	0	2	0	2
07:30 AM	0	5	0	5
07:45 AM	2	2	0	4
Total	4	13	0	17
08:45 AM	0	3	0	3
Total	0	3	0	3
02:30 PM	0	1	0	1
Total	0	1	0	1
03:00 PM	1	0	0	1
03:15 PM	2	1	0	3
03:30 PM	4	0	0	4
03:45 PM	19	0	0	19
Total	26	1	0	27
04:15 PM	2	0	0	2
Grand Total	32	18	0	50
Apprch %	100	100	0	
Total %	64	36	0	

CITY TRAFFIC COUNTERS

www.ctcounters.com

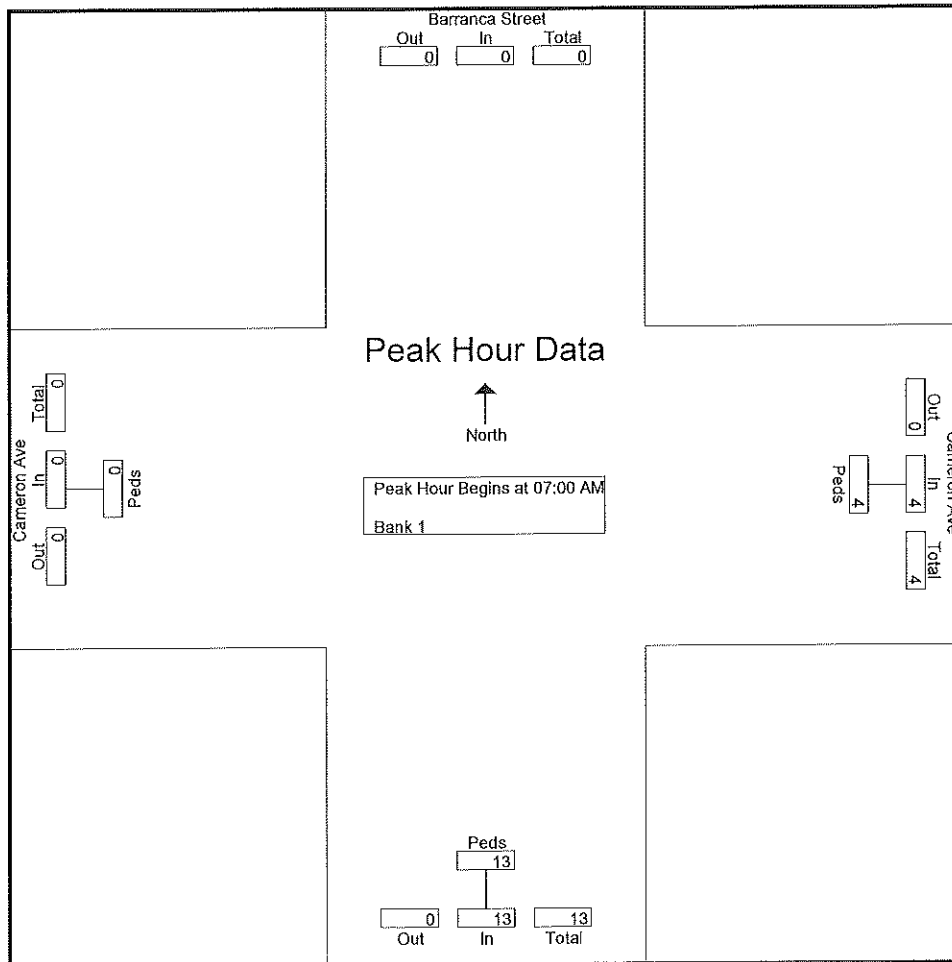
File Name : Barranca_Cameron_PedestrianCount

Site Code : 00000000

Start Date : 1/11/2018

Page No : 2

	Southbound	Cameron Ave West Leg		North Leg		Cameron Ave East Leg		
Start Time	App. Total	Peds	App. Total	Peds	App. Total	Peds	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1								
Peak Hour for Entire Intersection Begins at 07:00 AM								
07:00 AM	0	2	2	4	4	0	0	6
07:15 AM	0	0	0	2	2	0	0	2
07:30 AM	0	0	0	5	5	0	0	5
07:45 AM	0	2	2	2	2	0	0	4
Total Volume	0	4	4	13	13	0	0	17
% App. Total		100		100		0		
PHF	.000	.500	.500	.650	.650	.000	.000	.708



CITY TRAFFIC COUNTERS

www.ctcounters.com

File Name : Barranca_Cameron_PedestrianCount

Site Code : 00000000

Start Date : 1/11/2018

Page No : 3

	Southbound	Cameron Ave West Leg		North Leg		Cameron Ave East Leg		Int. Total
Start Time	App. Total	Peds	App. Total	Peds	App. Total	Peds	App. Total	
Peak Hour Analysis From 12:00 PM to 04:15 PM - Peak 1 of 1								
Peak Hour for Entire Intersection Begins at 03:00 PM								
03:00 PM	0	1	1	0	0	0	0	1
03:15 PM	0	2	2	1	1	0	0	3
03:30 PM	0	4	4	0	0	0	0	4
03:45 PM	0	19	19	0	0	0	0	19
Total Volume	0	26	26	1	1	0	0	27
% App. Total		100		100		0		
PHF	.000	.342	.342	.250	.250	.000	.000	.355

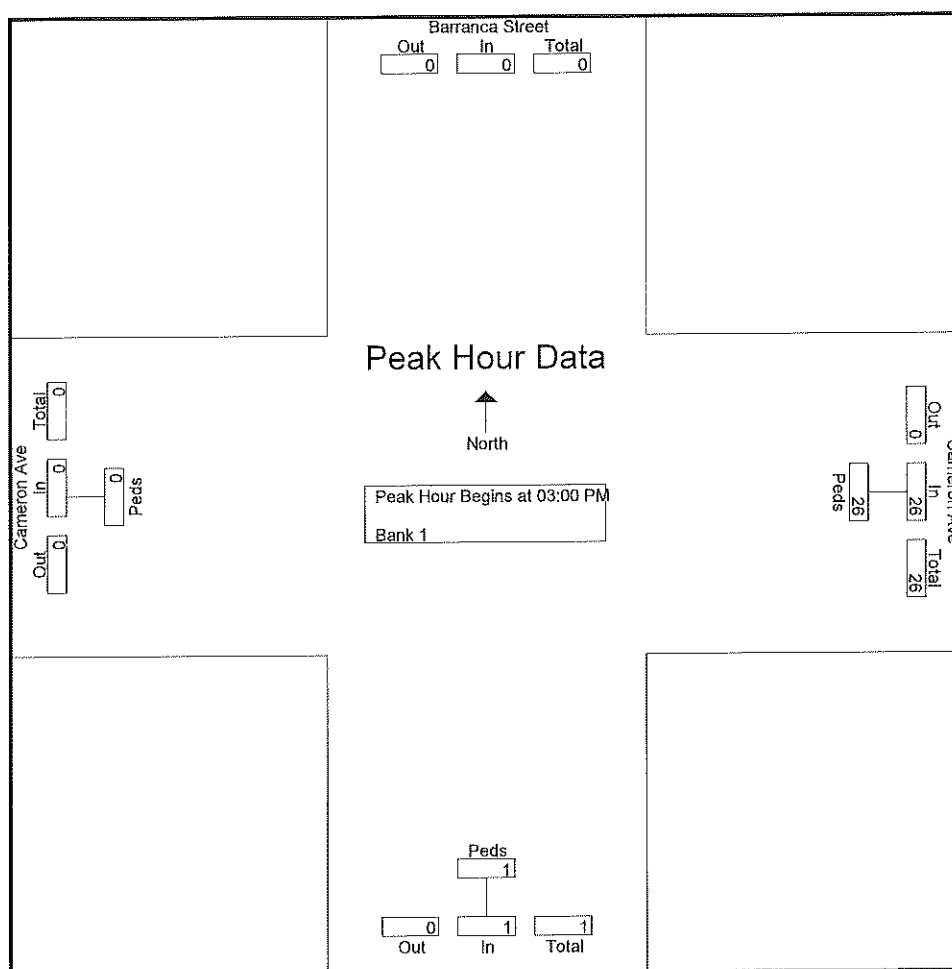


EXHIBIT C
TRAFFIC SIGNAL WARRANTS ANALYSIS



Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

COUNT DATE 1/11/2018

DIST _____ CO _____ RTE _____ PM _____

Major St: Cameron Avenue Critical Approach Speed 48 mph

Minor St: Barranca Street Critical Approach Speed 40 mph

Speed limit or critical speed on major street traffic > 40 mph..... ☒
 or
 In built up area of isolated community of < 10,000 population..... ☐ } RURAL (R)
☐ URBAN (U)

WARRANT 1 - Eight Hour Vehicular Volume SATISFIED YES ☒ NO ☐
 (Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume 100% SATISFIED YES ☒ NO ☐
 80% SATISFIED YES ☒ NO ☐

80% SATISFIED YES ☒ NO ☐

	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)												
	U	R	U	R									
APPROACH LANES	1		2 or More		6 AM	7 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	Hour
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	642	1192	666	775	793	973	1167	1232	
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	339	623	318	319	400	438	343	357	

Condition B - Interruption of Continuous Traffic 100% SATISFIED YES ☒ NO ☐
 80% SATISFIED YES ☒ NO ☐

MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)				80% SATISFIED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>									
		U	R	U	R								
APPROACH LANES	1		2 or More		6 AM	7 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	Hour
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	642	1192	666	775	793	973	1167	1232	
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	339	623	318	319	400	438	343	357	

Combination of Conditions A & B SATISFIED YES ☒ NO ☐

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME	<input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC	<input checked="" type="checkbox"/>	
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

WARRANT 2 - Four Hour Vehicular Volume

SATISFIED* YES ☒ NO ☐

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	7 AM	2 PM	3 PM	5 PM	Hour
Both Approaches - Major Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1192	793	973	1232	
Higher Approach - Minor Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	623	400	438	357	

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

WARRANT 3 - Peak Hour
(Part A or Part B must be satisfied)

SATISFIED YES ☒ NO ☐

PART A

SATISFIED YES ☒ NO ☐

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; <u>AND</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; <u>AND</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

PART B

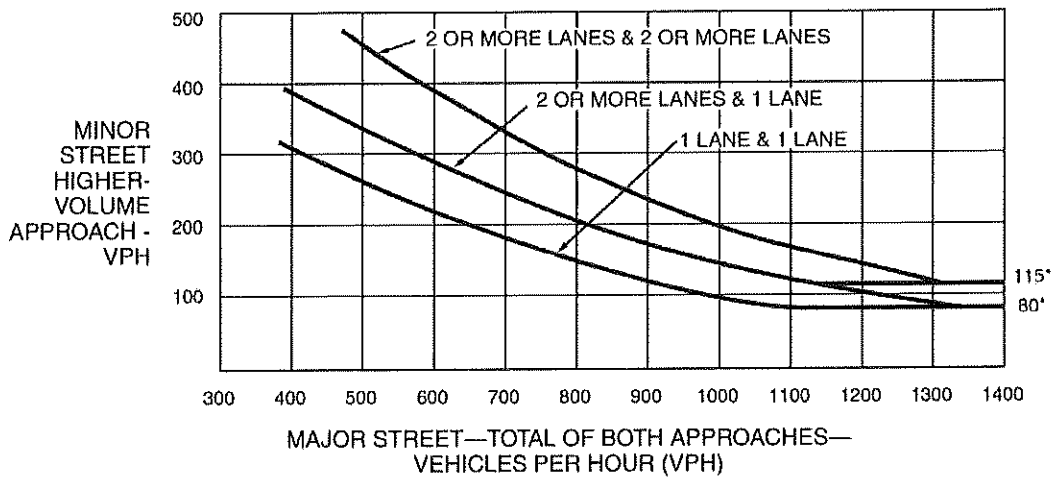
SATISFIED YES ☒ NO ☐

APPROACH LANES	One	2 or More	7 AM	Hour
Both Approaches - Major Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1192	
Higher Approach - Minor Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	623	

The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

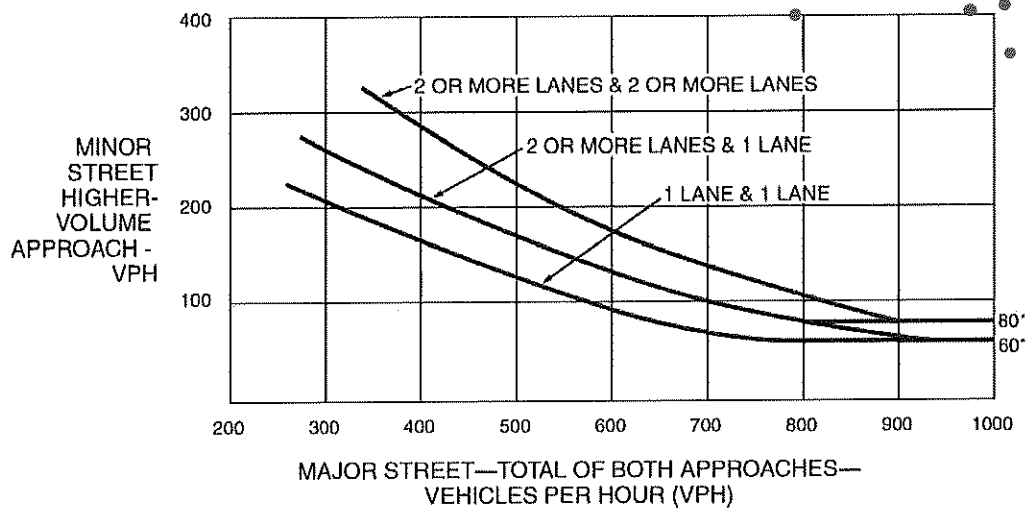
Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume



*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

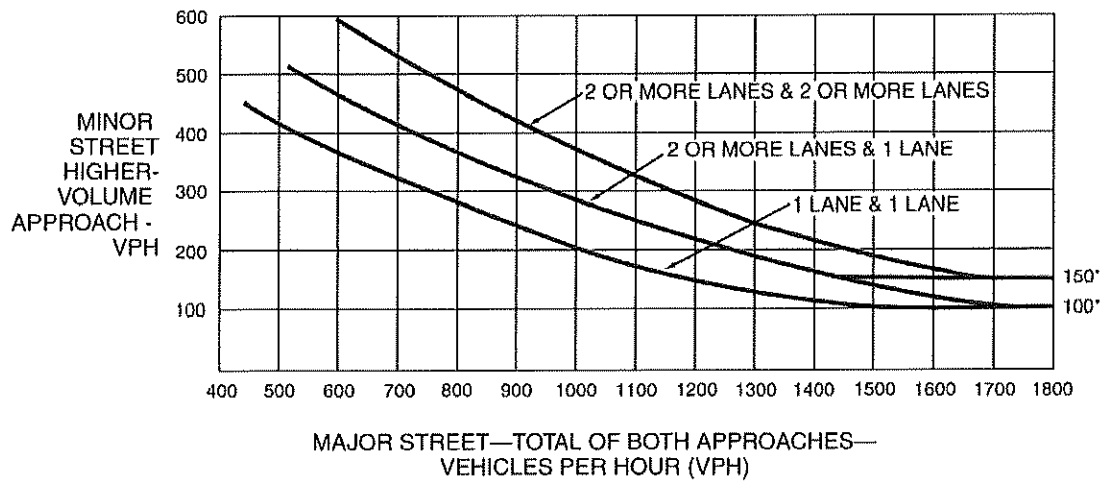
Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

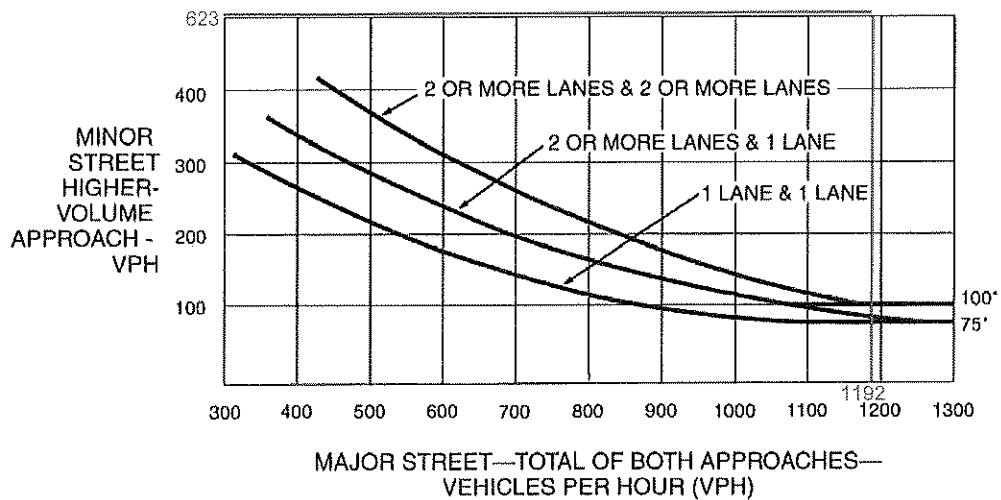
Figure 4C-3. Warrant 3, Peak Hour



*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 3 of 5)

WARRANT 4 - Pedestrian Volume
(Parts 1 and 2 Must Be Satisfied)

SATISFIED YES ☐ NO ☒

Part 1 (Parts A or B must be satisfied)

Hours -->	7 AM	8 AM	2 PM	3 PM
A. Vehicles per hour for any 4 hours	1192	891	793	973
Pedestrians per hour for any 4 hours	4	0	0	26

Hours -->	3 PM			
B. Vehicles per hour for any 1 hour	973			
Pedestrians per hour for any 1 hour	26			

Figure 4C-5 or Figure 4C-6
SATISFIED YES ☐ NO ☒

Figure 4C-7 or Figure 4C-8
SATISFIED YES ☐ NO ☒

Part 2

SATISFIED YES ☒ NO ☐

<u>AND</u> , The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , The proposed traffic signal will not restrict progressive traffic flow along the major street.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

WARRANT 5 - School Crossing
(Parts A and B Must Be Satisfied) N/A

SATISFIED YES ☐ NO ☐

Part A

Gap/Minutes and # of Children

SATISFIED YES ☐ NO ☐

Gaps vs Minutes	Minutes Children Using Crossing	Hour
	Number of Adequate Gaps	
School Age Pedestrians Crossing Street / hr		

Gaps < Minutes YES ☐ NO ☐
AND Children > 20/hr YES ☐ NO ☐

<u>AND</u> , Consideration has been given to less restrictive remedial measures.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

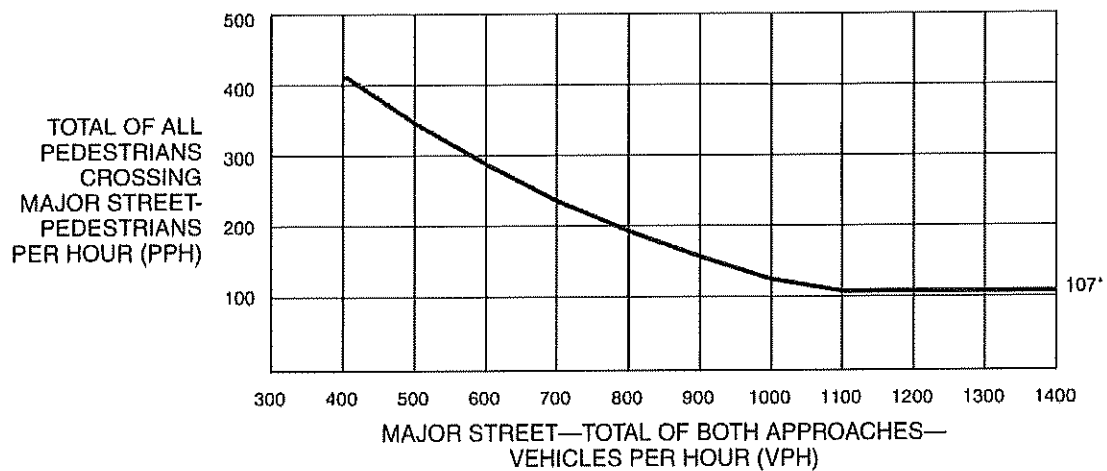
Part B

SATISFIED YES ☐ NO ☐

The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , The proposed signal will not restrict the progressive movement of traffic.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

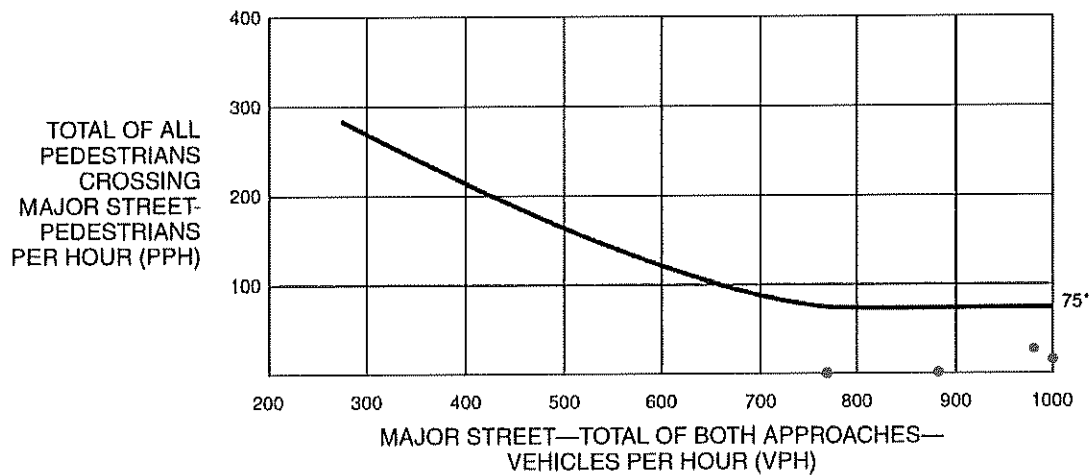
The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-5. Warrant 4, Pedestrian Four-Hour Volume



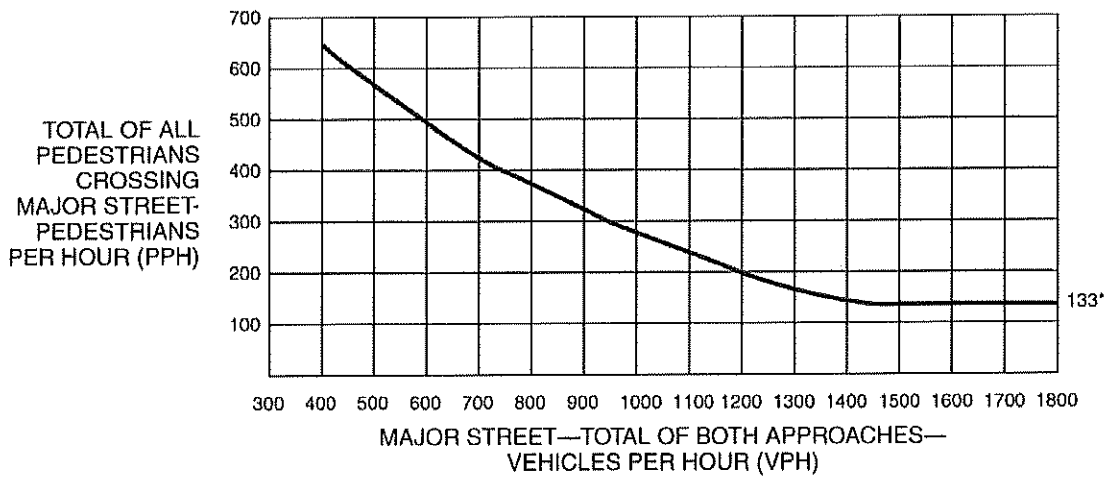
*Note: 107 pph applies as the lower threshold volume.

Figure 4C-6. Warrant 4, Pedestrian Four-Hour Volume (70% Factor)



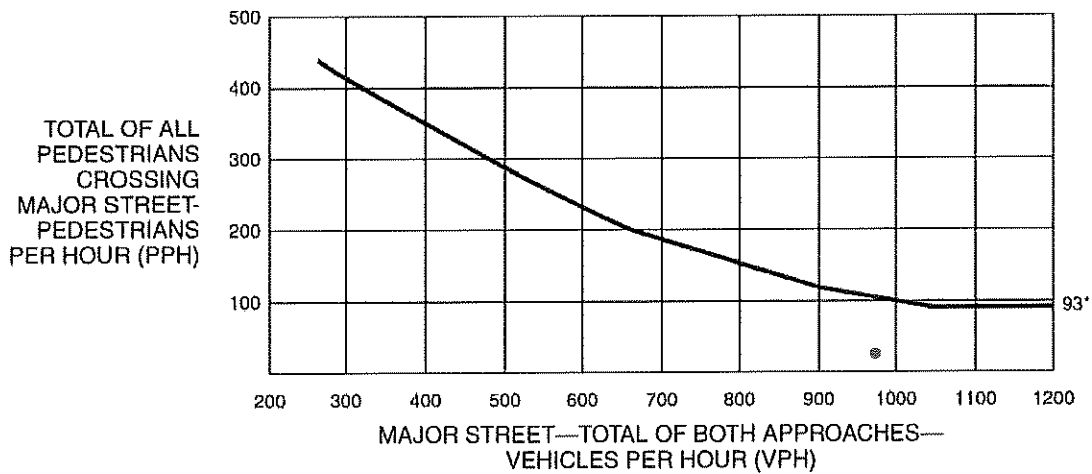
*Note: 75 pph applies as the lower threshold volume.

Figure 4C-7. Warrant 4, Pedestrian Peak Hour



*Note: 133 pph applies as the lower threshold volume.

Figure 4C-8. Warrant 4, Pedestrian Peak Hour (70% Factor)



*Note: 93 pph applies as the lower threshold volume.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 4 of 5)

WARRANT 6 - Coordinated Signal System
(All Parts Must Be Satisfied)

SATISFIED YES ☐ NO ☒

MINIMUM REQUIREMENTS	DISTANCE TO NEAREST SIGNAL	
≥ 1000 ft	N 1,060 ft, S _____ ft, E 4,800 ft, W 2,600 ft	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
On a one-way street or a street that has traffic predominantly in one direction, the adjacent traffic control signals are so far apart that they do not provide the necessary degree of vehicular platooning.		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
OR, On a two-way street, adjacent traffic control signals do not provide the necessary degree of platooning and the proposed and adjacent traffic control signals will collectively provide a progressive operation.		

WARRANT 7 - Crash Experience Warrant
(All Parts Must Be Satisfied)

SATISFIED YES ☐ NO ☒

Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency.		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
REQUIREMENTS	Number of crashes reported within a 12 month period susceptible to correction by a traffic signal, and involving injury or damage exceeding the requirements for a reportable crash.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
5 OR MORE	0		
REQUIREMENTS	CONDITIONS	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
ONE CONDITION SATISFIED 80%	Warrant 1, Condition A - Minimum Vehicular Volume		<input checked="" type="checkbox"/>
	OR, Warrant 1, Condition B - Interruption of Continuous Traffic		<input checked="" type="checkbox"/>
	OR, Warrant 4, Pedestrian Volume Condition Ped Vol ≥ 80% of Figure 4C-5 through Figure 4C-8		<input type="checkbox"/>

WARRANT 8 - Roadway Network
(All Parts Must Be Satisfied)

SATISFIED YES ☒ NO ☐

MINIMUM VOLUME REQUIREMENTS	ENTERING VOLUMES - ALL APPROACHES	✓	FULFILLED
1000 Veh/Hr	During Typical Weekday Peak Hour 1,815 Veh/Hr and has 5-year projected traffic volumes that meet one or more of Warrants 1, 2, and 3 during an average weekday.	<input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	OR During Each of Any 5 Hrs. of a Sat. or Sun _____ Veh/Hr	<input type="checkbox"/>	
CHARACTERISTICS OF MAJOR ROUTES		MAJOR ROUTE A	MAJOR ROUTE B
Hwy. System Serving as Principal Network for Through Traffic			
Rural or Suburban Highway Outside Of, Entering, or Traversing a City			
Appears as Major Route on an Official Plan		minor arterial	minor arterial
Any Major Route Characteristics Met, Both Streets			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 5 of 5)

WARRANT 9 - Intersection Near a Grade Crossing
(Both Parts A and B Must Be Satisfied) N/A

SATISFIED YES ☐ NO ☐

<p><u>PART A</u></p> <p>A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach. Track Center Line to Limit Line _____ ft</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><u>PART B</u></p> <p>There is one minor street approach lane at the track crossing - During the highest traffic volume hour during which rail traffic uses the crossing, the plotted point falls above the applicable curve in Figure 4C-9.</p> <p>Major Street - Total of both approaches: _____ VPH Minor Street - Crosses the track (one direction only, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, 3, & 4 below to calculate AF) = _____ VPH</p> <hr/> <p><u>OR</u>, There are two or more minor street approach lanes at the track crossing - During the highest traffic volume hour during which rail traffic uses the crossing, the plotted point falls above the applicable curve in Figure 4C-10.</p> <p>Major Street - Total of both approaches : _____ VPH Minor Street - Crosses the track (one direction only, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, 3, & 4 below to calculate AF) = _____ VPH</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

The minor street approach volume may be multiplied by up to three following adjustment factors (AF) as described in Section 4C.10.

- 1- Number of Rail Traffic per Day _____ Adjustment factor from table 4C-2 _____
- 2- Percentage of High-Occupancy Buses on Minor Street Approach _____ Adjustment factor from table 4C-3 _____
- 3- Percentage of Tractor-Trailer Trucks on Minor Street Approach _____ Adjustment factor from table 4C-4 _____

NOTE: If no data is available or known, then use AF = 1 (no adjustment)



Memorandum

TO: Chino Consuji, PE

FROM: Vanessa Munoz P.E, T.E., Traffic Engineer

DATE: March 22, 2018

SUBJECT: Traffic Signal Warrant Analysis for the Intersection of Cameron Avenue
and Citrus Street in the City of West Covina
TECHNICAL MEMORANDUM

Willdan Engineering (Willdan) has completed the following Technical Memorandum to assess if a traffic signal is warranted at the intersection of Cameron Avenue at Citrus Street. This analysis is based on the guidelines presented in the California Manual on Uniform Traffic Control Devices (CA-MUTCD) dated November 2014.

This analysis only studied Warrant 1, the Eight Hour Vehicular Warrant. Only one of the 9 traffic signal warrants must be met to be warranted for a traffic signal. Based on the technical memorandum, the Eight Hour Vehicular Warrant was met and no further warrant analysis needed to be done. Therefore, we recommend the installation of a traffic signal at the intersection of Cameron Avenue at Citrus Street.

EXISTING CONDITIONS



Cameron Avenue and Citrus Street is a 4-legged intersection that is currently stop controlled on all approaches. Cameron Avenue runs east-west and Citrus Street runs north-south. The adjacent land use is residential. There are crosswalks across all 4 legs of the intersection.

Cameron Avenue is a 60-foot wide minor arterial roadway with striping to separate opposing directions of travel. There are two eastbound through lanes and two westbound through lanes. On-street parking is permitted on both sides of Cameron Avenue. The posted speed limit is 45 miles per hour (MPH).

Citrus Street is a 60-foot wide minor arterial roadway with striping to separate opposing directions of travel. On-street parking is allowed on both sides of Citrus Street. The posted speed limit is 40 MPH.

DATA

24-hour approach counts were collected on March 20, 2018 at the intersection of Cameron Avenue and Citrus Street. The count data sheets are in **Attachment A**. The 8 hours used in the warrant and their corresponding traffic volumes are shown in the figure below. Both approaches of the major street, Cameron Avenue, had at least 777 vehicles per hour in the 8 hours studied. The southbound approach of the minor street, Citrus Street, had at least 313 vehicles in the 8 hours studied.

Condition A - Minimum Vehicle Volume

100% SATISFIED YES ☒ NO ☐

80% SATISFIED YES ☒ NO ☐

MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)					80% SATISFIED								YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
		U	R	U	R											
APPROACH LANES	1		2 or More		7 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	Hour			
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	1220	777	882	1102	1189	1172	1347	1170				
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	368	319	313	376	418	371	492	384				

TRAFFIC SIGNAL WARRANT

The 2014 CA MUTCD was used to determine if the study intersection is warranted for a traffic signal. The Eight Hour Vehicular Volume Warrant, Warrant 1, was the only traffic signal warrant analyzed at the intersection of Cameron Avenue at Citrus Street. The 2014 CA MUTCD Warrant Form for the Peak Hour Warrant is in **Attachment B**.

Warrant 1 is the Eight-Hour Vehicular Volume warrant and consists of two different conditions that can be met for the warrant to be satisfied. The Minimum Vehicle Volume warrant, Condition A, is intended for application at locations where a large volume of intersecting traffic is the principal reason for consideration of a signal installation. The Interruption of Continuous Traffic, Condition B, is intended for application at locations where Condition A is not satisfied and where traffic volume on a major street is so heavy that the traffic on a minor intersection street suffers excessive delay or conflict in entering or crossing the major street.

The California MUTCD states that an intersection can be analyzed at a 70% reduction factor if the major street has a critical speed or speed limit over 40 MPH. The major street, Cameron Avenue has a speed limit of 45 MPH. Therefore, the 70% reduction factor was used in the following traffic signal warrant study.

Under Condition A, the intersection traffic volumes for the major street, Cameron Avenue satisfies the required volume of 420 vehicles for each of any 8 hours on an average day.

City of West Covina
March 22, 2018
Page 3

The highest approach on the minor street, Citrus Street also satisfies the required 140 vehicles for the same 8 hours of an average day. Therefore, condition A of the Eight-Hour Vehicular Volume warrant was satisfied.

Therefore, because Condition A is satisfied, Warrant 1 is satisfied.

RECOMMENDATION

Based on this study satisfying Warrant 1, and engineering judgment, the installation of a traffic signal at the intersection of Cameron Avenue and Citrus Street is recommended at this time.

Attachments:

Attachment A- Count Data

Attachment B- 2014 CA MUTCD Signal Warrant Form- Warrant 1

I:\Traffic\jn105410 - WC TE Services\Cameron Citrus TS Warrant Memo\Cameron Citrus TS Memo.docx

CITY TRAFFIC COUNTERS
www.ctcounters.com

Citrus Street
S/O Cameron Avenue

Start Time	20-Mar-18 Tue	North		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		6	43		
12:15		4	53		
12:30		4	40		
12:45		2	40	16	176
01:00		2	41		
01:15		1	70		
01:30		1	46		
01:45		0	67	4	224
02:00		1	70		
02:15		0	74		
02:30		0	65		
02:45		2	70	3	279
03:00		0	94		
03:15		1	88		
03:30		1	54		
03:45		1	79	3	315
04:00		4	64		
04:15		3	72		
04:30		3	60		
04:45		12	66	22	262
05:00		11	98		
05:15		10	81		
05:30		14	86		
05:45		16	81	51	346
06:00		8	71		
06:15		17	62		
06:30		32	55		
06:45		43	69	100	257
07:00		56	54		
07:15		67	42		
07:30		69	36		
07:45		86	35	278	167
08:00		76	28		
08:15		92	23		
08:30		57	17		
08:45		67	16	292	84
09:00		48	13		
09:15		59	24		
09:30		77	15		
09:45		67	13	251	65
10:00		54	16		
10:15		51	6		
10:30		44	6		
10:45		50	13	199	41
11:00		49	7		
11:15		50	9		
11:30		50	3		
11:45		42	5	191	24
Total		1410	2240		
Percent		38.6%	61.4%		
Grand Total		1410	2240		
Percent		38.6%	61.4%		

ADT

ADT 3,650

AADT 3,650

CITY TRAFFIC COUNTERS
www.ctcounters.com

Citrus Street
N/O Cameron Avenue

Start Time	20-Mar-18 Tue	South		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		12	65		
12:15		7	75		
12:30		7	86		
12:45		1	93	27	319
01:00		5	77		
01:15		6	78		
01:30		5	77		
01:45		7	81	23	313
02:00		5	92		
02:15		4	101		
02:30		2	90		
02:45		5	93	16	376
03:00		3	126		
03:15		3	101		
03:30		3	85		
03:45		2	106	11	418
04:00		0	86		
04:15		7	86		
04:30		4	94		
04:45		8	105	19	371
05:00		10	103		
05:15		16	136		
05:30		25	127		
05:45		27	126	78	492
06:00		14	103		
06:15		29	111		
06:30		35	97		
06:45		40	73	118	384
07:00		86	75		
07:15		98	72		
07:30		99	74		
07:45		85	80	368	301
08:00		77	78		
08:15		103	67		
08:30		68	50		
08:45		66	61	314	256
09:00		55	73		
09:15		63	66		
09:30		83	88		
09:45		67	29	268	256
10:00		54	41		
10:15		53	33		
10:30		61	34		
10:45		64	23	232	131
11:00		62	20		
11:15		69	13		
11:30		56	16		
11:45		55	11	242	60
Total		1716	3677		
Percent		31.8%	68.2%		
Grand Total		1716	3677		
Percent		31.8%	68.2%		

ADT

ADT 5,393

AADT 5,393

CITY TRAFFIC COUNTERS
www.ctcounters.com

Cameron Avenue
W/O Citrus Street

Start Time	20-Mar-18 Tue	East		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		11	78		
12:15		8	92		
12:30		6	100		
12:45		14	105	39	375
01:00		4	118		
01:15		3	84		
01:30		1	93		
01:45		2	90	10	385
02:00		1	107		
02:15		4	122		
02:30		8	120		
02:45		2	150	15	499
03:00		2	127		
03:15		5	129		
03:30		10	154		
03:45		6	142	23	552
04:00		10	152		
04:15		7	162		
04:30		12	152		
04:45		14	150	43	616
05:00		16	172		
05:15		23	156		
05:30		27	180		
05:45		36	153	102	661
06:00		31	161		
06:15		30	155		
06:30		83	153		
06:45		91	130	235	599
07:00		114	113		
07:15		124	101		
07:30		132	103		
07:45		161	74	531	391
08:00		147	63		
08:15		108	66		
08:30		125	52		
08:45		104	51	484	232
09:00		108	58		
09:15		132	40		
09:30		146	36		
09:45		106	41	492	175
10:00		79	27		
10:15		78	17		
10:30		84	22		
10:45		83	20	324	86
11:00		103	15		
11:15		87	15		
11:30		81	12		
11:45		91	15	362	57
Total		2660	4628		
Percent		36.5%	63.5%		
Grand Total		2660	4628		
Percent		36.5%	63.5%		

ADT

ADT 7,288

AADT 7,288

CITY TRAFFIC COUNTERS
www.ctcounters.com

Cameron Avenue
E/O Citrus Street

Start Time	20-Mar-18 Tue	West		Hour Totals	
		Morning	Afternoon	Morning	Afternoon
12:00		13	99		
12:15		11	124		
12:30		9	85		
12:45		9	94	42	402
01:00		6	119		
01:15		4	119		
01:30		1	129		
01:45		4	130	15	497
02:00		5	115		
02:15		1	198		
02:30		2	131		
02:45		3	159	11	603
03:00		1	218		
03:15		1	176		
03:30		5	121		
03:45		2	122	9	637
04:00		4	133		
04:15		8	132		
04:30		4	140		
04:45		12	151	28	556
05:00		18	168		
05:15		29	160		
05:30		54	188		
05:45		95	170	196	686
06:00		102	179		
06:15		126	122		
06:30		160	136		
06:45		141	134	529	571
07:00		211	99		
07:15		183	78		
07:30		149	66		
07:45		146	77	689	320
08:00		140	65		
08:15		154	67		
08:30		131	66		
08:45		146	72	571	270
09:00		115	69		
09:15		148	68		
09:30		221	55		
09:45		199	57	683	249
10:00		113	81		
10:15		100	51		
10:30		110	26		
10:45		109	17	432	175
11:00		81	28		
11:15		97	18		
11:30		107	23		
11:45		96	16	381	85
Total		3586	5051		
Percent		41.5%	58.5%		
Grand Total		3586	5051		
Percent		41.5%	58.5%		

ADT

ADT 8,637

AADT 8,637

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

COUNT DATE 3/22/2018

CALC _____ DATE _____

CHK _____ DATE _____

DIST	CO	RTE	PM	
Major St: <u>Cameron Avenue</u>				Critical Approach Speed <u>45</u> mph
Minor St: <u>Clrus Street</u>				Critical Approach Speed <u>40</u> mph

Speed limit or critical speed on major street traffic > 40 mph..... ☒ **or** ☐ } **RURAL (R)**

In built up area of isolated community of < 10,000 population..... ☐ } **URBAN (U)**

WARRANT 1 - Eight Hour Vehicular Volume SATISFIED YES ☒ NO ☐
(Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume 100% SATISFIED YES ☒ NO ☐

80% SATISFIED YES ☒ NO ☐

MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)					80% SATISFIED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
	U	R	U	R									
APPROACH LANES	1		2 or More		7 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	Hour
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	1220	777	882	1102	1189	1172	1347	1170	
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	368	319	313	376	418	371	492	384	

Condition B - Interruption of Continuous Traffic 100% SATISFIED YES ☒ NO ☐

80% SATISFIED YES ☒ NO ☐

MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)					80% SATISFIED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
	U	R	U	R									
APPROACH LANES	1		2 or More		7 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	Hour
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	1220	777	882	1102	1189	1172	1347	1170	
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	368	319	313	376	418	371	492	384	

Combination of Conditions A & B SATISFIED YES ☒ NO ☐

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME	<input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC	<input checked="" type="checkbox"/>	
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

WARRANT 2 - Four Hour Vehicular Volume

SATISFIED* YES ☒ NO ☐

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	7 AM	2 PM	3 PM	5 PM	Hour
Both Approaches - Major Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1220	1102	1189	1347	
Higher Approach - Minor Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	368	376	418	492	

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**WARRANT 3 - Peak Hour
(Part A or Part B must be satisfied)**

SATISFIED YES ☒ NO ☐

PART A

SATISFIED YES ☐ NO ☐

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; <u>AND</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; <u>AND</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

PART B

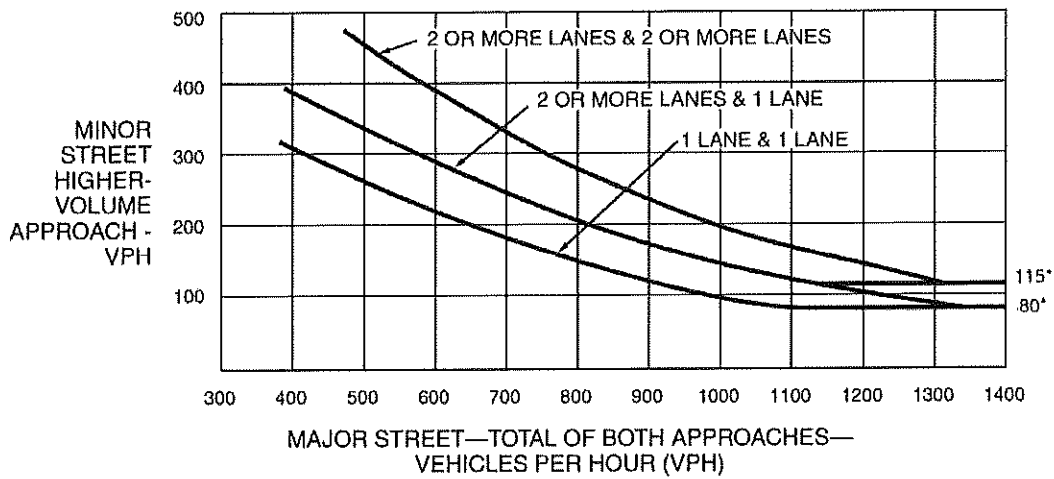
SATISFIED YES ☒ NO ☐

APPROACH LANES	One	2 or More	5 PM	Hour
Both Approaches - Major Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1347	
Higher Approach - Minor Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	492	

The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<u>OR</u> , The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

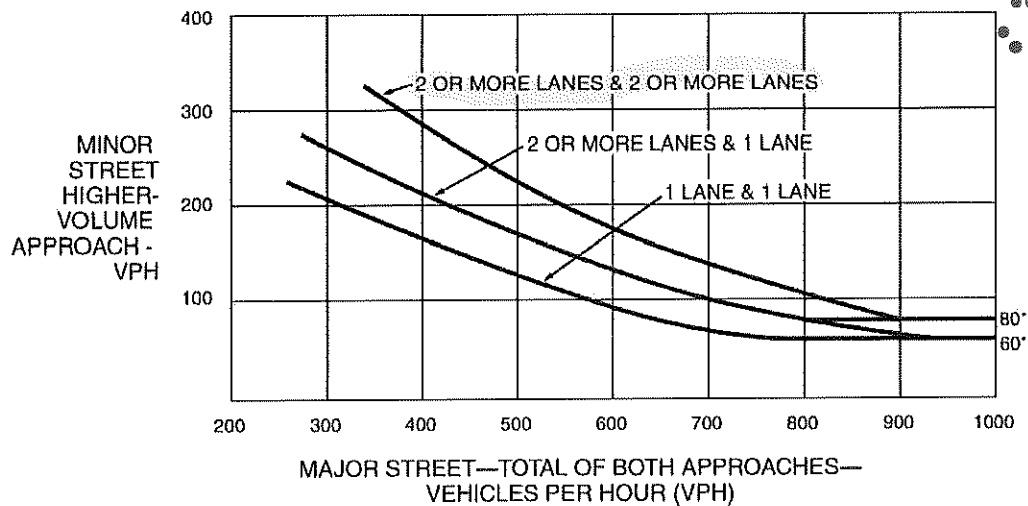
Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume



*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

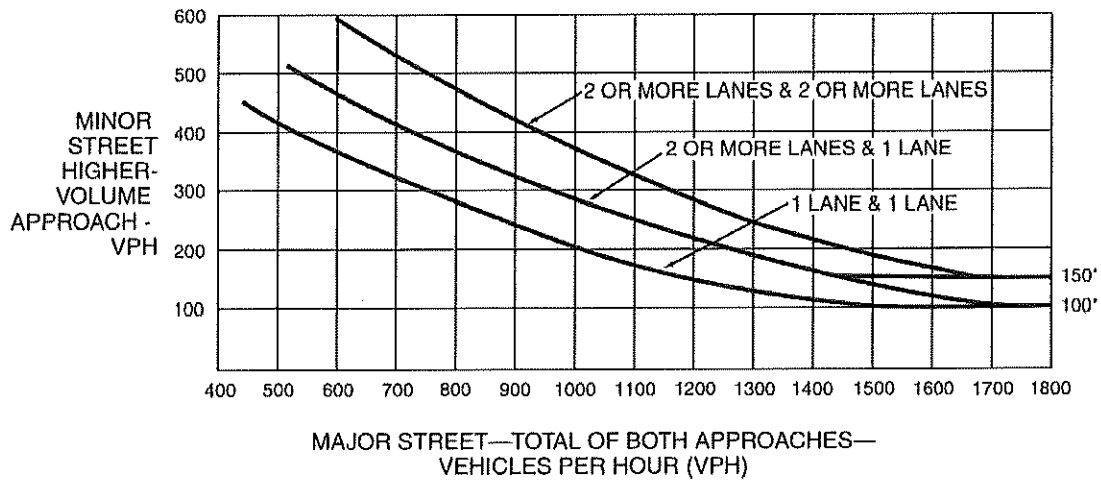
Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

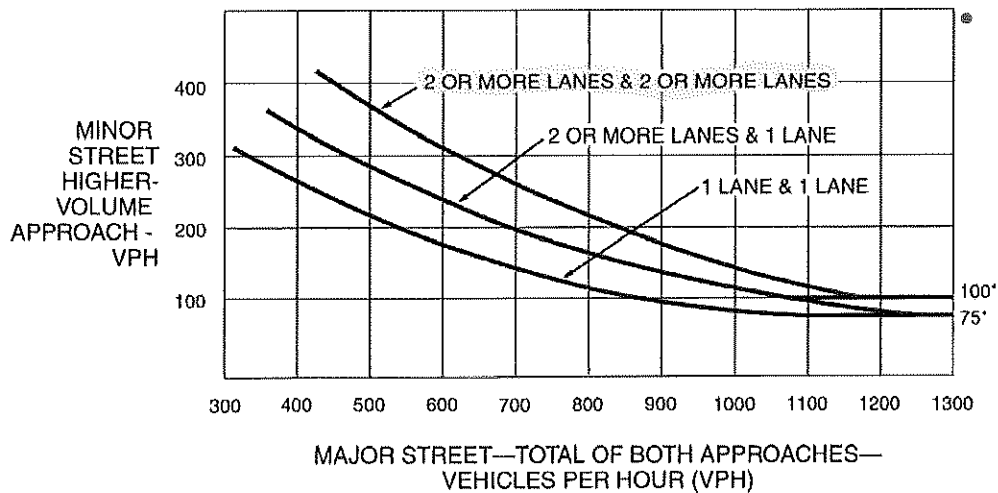
Figure 4C-3. Warrant 3, Peak Hour



*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF CONTRACT WITH CARPENTER, ROTHANS & DUMONT LLP IN CONNECTION WITH RICHARD MARTIN FRANCO JR. AND YVONNE FRANCO V. CITY OF WEST COVINA MATTER

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to negotiate and execute any documents necessary to provide for the continued engagement of Carpenter, Rothans & Dumont LLP to provide legal counsel to the City in connection with the *Richard Martin Franco Jr. and Yvonne Franco v. City of West Covina* matter.

BACKGROUND:

Carpenter, Rothans & Dumont LLP is an approved firm for the City and has been used in the past. Because the cost of the firm's legal services may exceed \$30,000, staff seeks City Council authorization for the continued engagement of the firm.

DISCUSSION:

Carpenter, Rothans & Dumont LLP is a Southern California law firm with extensive experience representing clients in complex legal issues, including litigation related to police activity. The City engaged Carpenter, Rothans & Dumont to provide legal counsel to the City in connection with the *Franco* matter.

LEGAL REVIEW:

The City Attorney prepared the retainer agreement for outside counsel.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation; or
2. Provide alternative direction.

Prepared by: Nikole Bresciani, Assistant City Manager/Public Services Director

Fiscal Impact

FISCAL IMPACT:

The firm's hourly rates are as follows:

- Partners and Associates \$200 per hour
- Law Clerks and Paralegals \$100 per hour

Legal fees for this case are funded through the General Fund.

Attachments

Attachment No. 1 - Carpenter, Rothans & Dumont LLP Agreement

CITY COUNCIL GOALS & OBJECTIVES: Achieve Fiscal Sustainabilty and Financial Stability

**CITY OF WEST COVINA
LEGAL SERVICES AGREEMENT
WITH
CARPENTER, ROTHANS & DUMONT LLP**

THIS LEGAL SERVICES AGREEMENT ("Agreement") is entered into this 1st day of October, 2019, by and between the CITY OF WEST COVINA, a California municipal corporation (hereinafter referred to as "City") and the law offices of CARPENTER, ROTHANS & DUMONT LLP, a California limited liability partnership (hereinafter referred to as the "Firm"). City and Firm are individually referred to herein as "Party" and collectively referred to herein as the "Parties".

RECITALS

- A. City desires to retain the services of Firm to represent former City employee Marc Taylor in the *Richard Martin Franco, Jr. and Yvonne Franco v. City of West Covina et al.* matter, United States District Court for the Central District of California Case No. 5:18-cv-02587.
- B. Firm represents that its attorneys are licensed to practice law in the State of California and have the experience, knowledge and expertise to provide such representation.

NOW, THEREFORE, the Parties hereto do hereby mutually agree as follows:

Section 1. Scope of Engagement.

Firm will represent former City employee Marc Taylor in the *Richard Martin Franco, Jr. and Yvonne Franco v. City of West Covina et al.* matter, United States District Court for the Central District of California Case No. 5:18-cv-02587. Firm's representation will continue under the terms of this Agreement up to and through trial, settlement, arbitration, dismissal, judgment or any other final resolution of the case. The scope of Firm's engagement will not include issues pertaining to any other matter, post judgment motions, appeals, or any other post judgment issues, unless approved by both Parties.

Section 2. Legal Fees, Billing Procedures.

Professional time is billed in increments of 1/10th of an hour. Block billing will not be accepted. Legal services should be adequately described as follows:

- Date the services were rendered;
- Description of services;
- Identity of the person(s) rendering the services described;
- Rate at which the person(s) rendering the services is billed out;
- Amount of time expended by each person for the services described;
- Calculated for that particular billing entry; and
- The total amount paid to date.

The Firm's charges for legal services are based on the following hourly rates:

\$200.00 per hour for Partners and Associates; \$100.00 Law Clerks/Paralegals. Firm agrees to follow any litigation management policies and procedures of City or its Risk Pool, a copy of which shall be provided by City to Firm.

Firm shall submit to City an invoice which shall itemize the services rendered and the costs advanced during the billing period and the amount due. Within fifteen (15) business days of receipt of each invoice, City shall notify Firm in writing of any disputed amounts included on the invoice. Within thirty (30) calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other deductions from payments made to Firm.

Section 3. Costs and Expenses.

Firm may incur certain costs and expenses on City's behalf. Firm will obtain consent before incurring any cost in excess of \$500. Firm shall include the actual amount (without mark-up) for costs and expenses on the City's billing invoice. The costs and expenses that Firm will bill City for include, but are not limited to, process server fees, fees fixed by law or assessed by courts or other agencies, court reporters' fees, long distance calls, messenger and other delivery fees, postage, parking, investigation expenses, and expert witness fees. Mileage shall be billed at the IRS approved rate and in-office photocopying and facsimiles shall be billed at no more than .10 cents per page. City shall not pay for expenses such as staff overtime, word processing, special publications or attendance at continuing legal education seminars.

Section 4. General Responsibilities of Attorney and Client.

Firm will provide services of the type described above, and will keep City informed of the progress and timely respond to City's inquiries. City will provide Firm with such factual information and materials as Firm may require to perform the services, and Firm will make such professional or technical decisions and determinations as are appropriate for the matter.

Section 5. Discharge and Withdrawal.

City may discharge Firm at any time for any reason. In addition, it is understood that Firm may terminate its legal services and withdraw from this engagement with City's consent or for good cause, provided that Firm provides City reasonable notice to enable City to arrange alternate representation. Good cause includes any breach of this Agreement, failure to pay Firm's fees and other charges promptly, refusal to cooperate with Firm or refusal to follow Firm's advice on a material matter or any other fact or circumstance that would render Firm's continuing representation unlawful or unethical. If Firm terminates its legal services and withdraws from this engagement, City agrees to secure new counsel as quickly as possible and to cooperate fully in the substitution of new counsel of record.

In the event Firm's engagement is terminated for any reason, City shall pay Firm compensation for all services performed by Firm prior to the effective date of the termination. As a condition of such payment, Firm shall deliver to City all files and records generated under this Agreement as of such date.

Section 6. Records.

- a. Records. Firm shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable City to evaluate the performance of the required services. City shall have full and free access to such books and records that deal specifically with the services provided by Firm pursuant to this Agreement at all reasonable times, including the right to inspect, copy, audit, and make summaries and transcripts from such records.
- b. Ownership of Documents. All reports, records, documents, and other materials prepared by Firm, its employees and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request or upon termination of this Agreement. Firm shall have no claim for further or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and material hereunder. Firm may retain copies of such documents for its own use.
- c. City Documents. Firm will maintain all documents City furnishes to Firm in its client files maintained for the matter. At the conclusion of the matter (or earlier, if appropriate), City shall advise Firm as to which, if any, of the documents in Firm's file City wishes be returned to City. Firm may keep copies thereof to the extent necessary for Firm's records.
- d. Release of Documents. No report, record, document, or other material prepared by Firm in the performance of this Agreement shall be released publicly without prior written approval of the City, except as may be required by law.

Section 7. Insurance.

Firm shall maintain the following insurance coverages:

- a. Worker Compensation Coverage. Workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Firm agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers for losses arising from work performed by Firm for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- b. General Liability Coverage. Firm shall maintain commercial general liability insurance in an amount not less than Two Million Dollars (\$2,000,000.00) combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- c. Automobile Liability Coverage. Firm shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Firm arising out of or in connection

with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than One Million Dollars (\$1,000,000.00) combined single limits, per accident for bodily injury and property damage.

- d. Professional Liability Coverage. Firm shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Firm's services under this Agreement, whether such services be by the Firm or by its employees, subcontractors, or subconsultants. The amount of this insurance shall not be less than One Million Dollars (\$1,000,000.00) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.
- e. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Firm shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
- f. Certificates of Insurance and Endorsements. Firm shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement.

Section 8. Survival.

In the event that any provision of this Agreement is deemed to be illegal or unenforceable, such determination shall not affect the validity or enforceability of the remaining provisions hereof, all of which shall remain in full force and effect.

Section 9. Confidentiality.

If firm receives from City information, which, due to the nature of such information is reasonably understood to be confidential and/or proprietary, Firm agrees that it shall not use or disclose such information except in the performance of this Agreement, and further agrees to exercise the same degree of care it uses to protect its own information of like importance, but in no event less than reasonable care. "Confidential Information" shall include all nonpublic information. Confidential information includes not only written information, but also information transferred orally, visually, electronically, or by other means. Confidential information disclosed by either Party by any subsidiary and/or agent of the other Party is covered by this Agreement. The foregoing obligations of non-use and nondisclosure shall not apply to any information that (a) has been disclosed in publicly available sources; (b) is, through no fault of Firm, disclosed in a publicly available source; (c) is in rightful possession of the Firm without an obligation of confidentiality; (d) is required to be disclosed by operation of law; or (e) is independently developed by Firm without reference to information disclosed by City.

Section 10. Assignment.

Firm may not assign, transfer, convey, pledge nor otherwise dispose of its rights or obligations hereunder, without prior written consent of City.

Section 11. Entire Agreement.

This Agreement constitutes the entire agreement between the Parties concerning the engagement described herein. It supersedes all prior agreements and understandings, written or oral, and no representation by the Parties, written or oral, are binding unless expressly stated in this Agreement. This Agreement may be modified only in a writing signed by the Parties.

Section 12. Signature Authority.

The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, this Agreement has been duly authorized and executed by the Parties hereto on the day and year first herein above written.

CITY OF WEST COVINA

LAW OFFICES OF CARPENTER, ROTHANS
& DUMONT LLP

David Carmany
City Manager

Steven J. Rothans, Esq.
Managing Partner

ATTEST:

Carrie Gallagher
Assistant City Clerk

APPROVED AS TO FORM:

Thomas P. Duarte
City Attorney



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF CONTRACT WITH M COACH FOR RECREATION TRANSIT SERVICES

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve M Coach for Recreation Transit - Charter Bus Services for three years plus two optional annual extensions; and
2. Authorize the City Manager to negotiate and execute a contract with M Coach not to exceed \$35,000 per year.

BACKGROUND:

On June 12, 1989, the West Covina City Council approved the formation of the West Covina Recreation Transit Program to provide transportation for City sponsored events, school districts, and other non-profit organizations. The City contracts with a vendor to provide charter bus services used for the transportation of adults/seniors or for trips going long distances. Recreation Transit is an eligible use of funds received through the Metro Local Return Program. For Fiscal Year (FY) 2019-2020, the program is budgeted in Account No. 122.61.5145.6120 (Proposition C).

The current contract with California Bus Service, which was approved by the City Council on October 7, 2014, is due to expire on October 8, 2019.

DISCUSSION:

On August 1, 2019, staff issued a Request for Proposals (RFP) for Recreation Transit - Charter Bus Services, which was advertised on Planetbids.com and the City's website. On August 29, 2019, three (3) proposals were received. The schedule of costs included in the proposals are summarized below:

Summary of Cost Proposals

Item	California Bus Services	Fast Deer Bus Charter	M Coach
Minimum Trip Fee/Hours	\$702.00 per 5 Hours	\$700.00 per 5 Hours	\$625.00 per 5 Hours
Maximum One-way Distance	150 Miles	150 Miles	50 Miles
Rate Per Additional Hour	\$108.00 per Hour	\$130.00 per Hour	\$110.00 per Hour
Rate Per Additional Mile	\$4.85 per Mile	\$4.25 per Mile for Total Mileage *	\$3.50 per Mile
Fuel Surcharge	10%	0%	5%
Additional Fees	Parking and tolls	Parking and tolls	Parking and tolls
Increases	Possible 3% increase in Year 3	2.5% increase per year	No increase proposed

* Per the proposal from Fast Deer, if the maximum one-way distance is exceeded, the cost of the entire trip is mileage-based at a rate of \$4.25 per mile.

On average, the planned service is once per month based on programming by the Senior Center staff. All trips are 8 hours in duration. Reviewing trips for FY 2017-2018 and FY 2018-2019, three trips per fiscal year extended beyond fifty miles.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation; or
2. Select another firm based on those that submitted proposals; or
3. Reject proposals and direct staff to send out another RFP. This option may not reduce costs any further but delay the process by a minimum of two months; or
4. Provide alternative direction.

Prepared by: Kelly McDonald, Public Services Manager

Fiscal Impact

FISCAL IMPACT:

Recreation Transit expenditures are funded through Proposition C Local Return Funds. There is no impact to the General Fund. Hourly rates are specified shown in the summary table above. Based on historical expenditures shown in the table below, this approval shall be for an amount not anticipated to exceed \$35,000 per year. Sufficient funds were included in FY 2019-2020 Budget. Funding will be budgeted annually for the duration of the contract.

Expenditure History

Fiscal Year	Expended
2018-19	\$ 9,824
2017-18	\$13,780
2016-17	\$25,000
2015-16	\$22,900
2014-15	\$29,303

Attachments

Attachment No 1 - Agreement with M Coach for Recreation Transit - Charter Bus

CITY COUNCIL GOALS & OBJECTIVES: Enhance City Programs and Activities

**CITY OF WEST COVINA
PROFESSIONAL SERVICES AGREEMENT
WITH
DOUBLE HI EXPRESS TOURS DBA M COACH
FOR
RECREATION TRANSIT SERVICE – CHARTER BUS**

THIS AGREEMENT is made and entered into this 8 day of October, 2019 ("Effective Date"), by and between the CITY OF WEST COVINA, a municipal corporation ("City"), and "**DOUBLE HI EXPRESS TOURS DBA M COACH**", A California Corporation ("Consultant").

W I T N E S S E T H :

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to City to provide recreation transit service, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated, except that if Consultant is required to but does not yet hold a City business license, it will promptly obtain a business license and will not provide services to the City until it has done so; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

E. WHEREAS, Consultant responded to the City's Request for Proposals dated August 1, 2019, incorporated via this reference as if fully set forth herein, and Consultant's response to the Request for Proposals was a material inducement to the City ultimately entering into this agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the Scope of Services attached hereto as Exhibit "A," incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement. Consultant shall keep itself informed of State and

Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. City officers and employees shall not be liable at law or in equity for any claims or damages occurring as a result of failure of the Consultant to comply with this section.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the reasonable satisfaction of the City. Evaluations of the work will be conducted by the City Manager or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical or mental disability, medical condition, genetic information, pregnancy, marital status, sex, gender, gender identity, gender expression, sexual orientation, or military or veteran status, except as permitted pursuant to Section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

1.8 Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*).

Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the court.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "B," attached hereto and made a part of this Agreement (the "Fee Schedule"). Consultant's total annual compensation shall not exceed Thirty-Five Thousand Dollars (\$ 35,000.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services unless the City, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the City request in writing additional services that increase the Scope of Services, an additional fee based upon the Consultant's standard hourly rates shall be paid to the Consultant for such additional services. Such increase in additional fees shall be limited to 25% of the total contract sum or to the maximum total contract amount of \$25,000, whichever is greater. The Department Head or City Manager is authorized to approve a Change Order for such additional services.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than once a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times from the Effective Date until three (3) years after the termination or expiration of this Agreement.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. Unless otherwise agreed to by the parties, the professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a

party. If a delay beyond the control of the Consultant is encountered, a time extension may be mutually agreed upon in writing by the City and the Consultant. The Consultant shall present documentation satisfactory to the City to substantiate any request for a time extension.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of 36 months, ending on October 7, 2022, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. Thereafter, this Agreement may be extended for a maximum of two successive one (1) year periods. Such extensions, if any, will be evidenced by a written amendment to this Agreement.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing at least fifteen (15) days prior written notice to Consultant. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City. If the City suspends, terminates or abandons a portion of this Agreement such suspension, termination or abandonment shall not make void or invalidate the remainder of this Agreement.

If the Consultant defaults in the performance of any of the terms or conditions of this Agreement, it shall have ten (10) days after service upon it of written notice of such default in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled to at law, in equity, or under this Agreement.

The City also shall have the right, notwithstanding any other provisions of this Agreement, to terminate this Agreement, at its option and without prejudice to any other remedy to which it may be entitled to at law, in equity, or under this Agreement, immediately upon service of written notice of termination on the Consultant, if the latter should:

- a. Be adjudged a bankrupt;
- b. Become insolvent or have a receiver of its assets or property appointed because of insolvency;
- c. Make a general assignment for the benefit of creditors;
- d. Default in the performance of any obligation or payment of any indebtedness under this Agreement;
- e. Suffer any judgment against it to remain unsatisfied or unbonded of record for thirty (30) days or longer; or
- f. Institute or suffer to be instituted any procedures for reorganization or rearrangement of its affairs.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including

the effective date of the City's written notice of termination, within forty-five (45) days after the effective date of the notice of termination or the final invoice of the Consultant, whichever occurs last. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of the effective date of the notice of termination, at no cost to City.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, with a current A.M. Best's rating of no less than A:VII, and approved by City:

- (a) Broad-form commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than Ten Million Dollars (\$10,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than Ten Million Dollars (\$10,000,000.00), combined single limits, per accident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers for losses arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

By execution of this Agreement, the Consultant certifies as follows:

I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.

The Consultant shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall

furnish a Certificate of Insurance to the City before execution of this Agreement by the City. The City, its officers and employees shall not be responsible for any claims in law or equity occasioned by failure of the consultant to comply with this section.

If the Consultant maintains higher limits or has broader coverage than the minimums shown above, the City requires and shall be entitled to all coverage, and to the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

5.2. Endorsements. The insurance policies are to contain, or be endorsed to contain, the following provisions:

- (a) Additional Insureds: The City of West Covina and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant.
- (b) Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.
- (c) Primary Coverage: The Consultant's insurance coverage shall be primary insurance as respects the City of West Covina, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of West Covina shall be excess and not contributing with the insurance provided by this policy.
- (d) Waiver of Subrogation: Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.
- (e) Coverage Not Affected: Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of West Covina, its officers, officials, agents, employees, and volunteers.
- (f) Coverage Applies Separately: The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. The City may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy

language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way the indemnification provision contained in this Agreement.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Key Personnel. It is the intent of both parties to this Agreement that Consultant shall make available the professional services of Carmina Delacruz, who shall coordinate directly with City. Any substitution of key personnel must be approved in advance in writing by City's Representative.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile, Email or by U.S. mail. If by U.S. mail, it shall be addressed as set forth below and placed in a sealed envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by Email; and c) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Double Hi Express Tours DBA
M Coach
17683 Industry Circle
La Mirada, CA 90638
Tel: (626) 280-7796
Attn: Carmina Delacruz _____

IF TO CITY:

City of West Covina
1444 West Garvey Ave. South
West Covina, CA 91790

Tel: (626) 939-8494
Attn: Kelly McDonald

6.5. Attorneys' Fees. If litigation is brought by any party in connection with this Agreement against another party, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.6. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected and appointed officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings brought against the City, its elected and appointed officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected and appointed officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.9. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation,

Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other related items as requested by City or its authorized representative, at no additional cost to the City. Consultant or Consultant's agents shall execute such documents as may be necessary from time to time to confirm City's ownership of the copyright in such documents.

6.13. Electronic Safeguards. Contractor shall identify reasonably foreseeable internal and external risks to the privacy and security of personal information that could result in the unauthorized disclosure, misuse, alteration, destruction or other compromise of the information.

Contractor shall regularly assess the sufficiency of any safeguards and information security awareness training in place to control reasonably foreseeable internal and external risks, and evaluate and adjust those safeguards in light of the assessment.

6.14. Economic Interest Statement. Consultant hereby acknowledges that pursuant to Government Code Section 87300 and the Conflict of Interest Code adopted by City, Consultant is designated in said Conflict of Interest Code and is therefore required to file an Economic Interest Statement (Form 700) with the City Clerk, for each employee providing advice under this Agreement, prior to the commencement of work, unless waived by the City Manager.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act of 1974 (Government Code Section 81000, *et seq.*) and Government Code Sections 1090-1092. Consultant covenants that none of Consultant's officers or principals have any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of the services hereunder, including in any manner in violation of the Political Reform Act. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be used by Consultant as an officer, employee, agent, or subconsultant. Consultant further covenants that Consultant has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City and further covenants and agrees that Consultant and/or its subconsultants shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City prior to the completion of the work under this Agreement.

6.16. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.17. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.18. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.19. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.20. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.21. Amendments. Only a writing executed by the parties hereto or their respective

successors and assigns may amend this Agreement.

6.22. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.23. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.24. Counterparts and Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement. Counterpart written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures.

6.25. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

6.26 Taxpayer Identification Number. Consultant shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W9, as issued by the Internal Revenue Service.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF WEST COVINA,
A municipal corporation

David Carmany
City Manager

Date: _____

DOUBLE HI EXPRESS TOURS DBA M COACH

Hai Jie Wong
Owner

Date: _____

Carmina Delacruz
Vice President

Date: _____

ATTEST:

Carrie Gallagher
Assistant City Clerk

APPROVED AS TO FORM:

Thomas P. Duarte
City Attorney

Date: _____

APPROVED AS TO INSURANCE:

Nikole Bresciani
Risk Management

Date: _____

EXHIBIT A

SCOPE OF SERVICES

The City of West Covina provides recreational bus services for its residents. The Consultant will provide charter bus service. The charter services will be utilized by the City's Senior Citizens Center, City Departments, other non-profit/service agencies and at City-sponsored special events, as needed.

The Consultant must comply with all applicable laws and regulations of the State of California, Department of Motor Vehicles (DMV); California Highway Patrol (CHP); and State of California, Public Utilities Commission. It is mandatory that bus companies participate in the California DMV Commercial Pull Notice Program and enroll employees responsible for driving/transporting activities. Furthermore, the Consultant must conduct initial drug and alcohol screening of driver applicants prior to hire, conduct random drug and alcohol testing, and ensure employees undergo the required medical examination for their Class B license. Drivers must not have felonies related to children. In order to transport children, a Contractor must have a School Pupil Activity Bus (SPAB) Certification and Passenger Endorsement from the CHP and submit proof of insurance to the City. Finally, Consultant must adhere to CHP safety inspection on the fleets.

Consultant must be able to provide copies of Public Utilities Commission Document, State of California Department of Motor Vehicles Registration, California Highway Patrol Inspection of Terminal Rating, Mountain Certification, and annual State Drug Testing Summary. Vehicles must be able to accommodate a minimum of fifty (50) passengers. All buses shall be equipped with functional air conditioning systems and operational lavatories.

Actual operations may vary depending on the needs of the City of West Covina. The City reserves the right to increase or decrease the trip excursions at the specified rates and to modify other contract provisions that the City deems necessary.

EXHIBIT B
FEE SCHEDULE

Item	Proposal
Minimum Trip Fee/Hours	\$ 625 ⁰⁰ per 5.0 Hours
- Maximum One-way Distance	50 Miles
Rate Per Additional Hour	\$ 110 ⁰⁰ per Hour
Rate Per Additional Mile	\$ 3.50 per Mile
Fuel Surcharge	5 %
Additional Fees	\$



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

**SUBJECT: CONSIDERATION OF THE PURCHASE OF ONE NEW VACUUM JETTER TRUCK
FOR SEWER & CATCH BASIN CLEANING**

RECOMMENDATION:

It is recommended that the City Council take following actions:

1. Authorize the purchase of one New 2020 Freightliner 114SD Set Back Axle Chassis with CAMEL 1200 12 Yard Combination Sewer Cleaner from National Auto Fleet Group for \$619,641.89;
2. Waive formal bidding and authorize the use of Sourcewell formally NJPA contract number 081716-NAF;
3. Appropriate \$619,641.89 from Sewer Fund Account No. 189.41.4160.7180; and
4. Adopt the following resolution:

RESOLUTION NO. 2019-78 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 (FREIGHTLINER 114SD SET BACK AXLE CHASSIS WITH CAMEL 1200 12 YARD COMBINATION SEWER & CATCH BASIN CLEANER)

BACKGROUND:

The City of West Covina operates a sewer collection system which includes 227 miles of sewer pipelines ranging in size from eight to 30 inches. The sewer system is comprised of 6 pump stations, 5,000 manholes and 8 storm water under passes. Under State and federal law, the lines must be regularly cleaned and repaired to ensure reliable operation and to prevent sewer overflows. The Department of Public Services, Sewer Maintenance Division performs hydro-flushing maintenance on all sewer lines on a routine basis. This sewer maintenance work is accomplished by a field staff of four employees utilizing two high velocity Vacuum Jetter trucks. Jet-Vacs are dual purposes trucks having both pumping and jetting capabilities. Jet-Vacs are used in municipal, commercial and industrial applications for vacuum cleaning of lift stations, ejector pits, storm sewers, catch basins, and others where heavy grit, sediment, sludge and other semi-solid and wet solid removal is needed. Specifically, staff must thoroughly clean each segment of the sewer system at least once per year, while critical areas prone to blockage from roots and grease must be cleaned every 90 days.

DISCUSSION:

The City requires sewer trucks that are durable, efficient and reliable. The truck must be able to navigate all areas of the City, including hilly terrain and narrow streets. To ensure that the replacement vehicle meets the unique needs of the City, staff performed field tests of two different models. During this testing process, staff test drove sewer trucks from various manufacturers and used them to perform routine maintenance tasks. The Camel 1200 model outperformed all other sewer trucks in maneuverability and on hilly and tightly curved streets; as such, field operational staff rated this vehicle as the top performing truck overall. The proposed truck is a 2020 Freightliner 114SD Set Back Axle Chassis with CAMEL 1200 12 Yard Combination Sewer Cleaner with a wastewater recycling system. The wastewater recycling system can clean 2,500 feet of pipe per day and save 50,000 gallons of water per week, which is good for productivity, cost savings, and the environment. The system can clean up to 78% more pipe per day, due to continuous recycling of wastewater and no trips to get fresh water to refill the unit. The 78% increase in productivity translates to adding two more days to the five-day work week.

The current Sewer Cleaner unit 119 is a 1998 Ford combination Vactor Jetter. Unit 119 is 21 years old with 41,309 miles. Unit 119 has experienced significant service and reliability issues. Currently, the sewer truck is used as a jetter only and has no suction capabilities due to mechanical failures and has developed significant engine oil and hydraulic leaks. In addition, repair parts are becoming scarce and some are no longer available. Upon delivery of the replacement truck, the existing unit will be sent to auction per City policy and the salvage value will be returned to the Fleet Replacement Fund.

City staff is proposing to purchase the vehicle through the Sourcewell (formally NJPA) program. The Sourcewell program is a public agency, member-driven service cooperative that serves over 50,000 members. Sourcewell offers a multitude of contracted products, equipment and service opportunities to local government agencies. Sourcewell offers its members purchasing contracts that are competitively bid nationally to enable contracted suppliers and members agencies to work smarter and more efficiently and bring considerable value to member agencies. By utilizing the Sourcewell purchasing contract services, local government agencies can expedite and purchase critical equipment much quicker than using acquisition methods. Sourcewell products and suppliers are already approved by U.S. General Service Administration so no request for proposal or bidding is required.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation;
2. Reject the Sourcewell Cooperative Purchasing contract bid and solicit bids. Because this is already a Sourcewell contract, it is unlikely that a lower bid for the same equipment will be received; or
3. Provide alternative direction.

Prepared by: Mike Cresap Public Services Superintendent

Fiscal Impact

FISCAL IMPACT:

The total cost to purchase the 2020 Freightliner 114SD Set Back Axle Chassis with CAMEL 1200 12 Yard Combination Sewer Cleaner is \$619,641.89 including sales tax, delivery and options. It is available through the Sourcewell Cooperative Purchasing Agreement, Contract No. 081716-NAF. The funding will come from the fund balance in the Sewer Fund Account No. 189.41.4160.7180. There are sufficient funds available in the fund balance to cover the cost of the purchase. There will be no impact to the General Fund.

Attachments

Attachment No. 1 - Resolution 2019-78

Attachment No. 2 - National Auto Fleet Group

Attachment No. 3 - Sourcewell Contract

CITY COUNCIL GOALS & OBJECTIVES: Enhance City Facilities and Infrastructure
Enhance Public Safety

RESOLUTION NO. 2019-78

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 (FREIGHTLINER 114SD SET BACK AXLE CHASSIS WITH CAMEL 1200 12 YARD COMBINATION SEWER & CATCH BASIN CLEANER)

WHEREAS, the City Manager, on or about June 18, 2019, submitted to the City Council a proposed budget for the appropriation and expenditure of funds for the City of West Covina for Fiscal Year 2019-20; and

WHEREAS, following duly given notice and prior to budget adoption, the City Council held public meetings, considered and evaluated all comments, and adopted a budget for the fiscal year commencing July 1, 2019 and ending June 30, 2020; and

WHEREAS, amendments must periodically be made to the budget to conform to changed circumstances following adoption of the budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA DOES RESOLVE AS FOLLOWS:

SECTION 1. That the budget amendments for Fiscal Year 2019-20 are hereby approved as reflected in Exhibit 1 attached hereto.

SECTION 2. That this resolution shall be effective immediately upon passage and adoption.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED on this 1st day of October 2019.

Lloyd Johnson
Mayor

APPROVED AS TO FORM:

ATTEST:

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, the custodian of the original records, which are public records over which I maintain custody and control for the City of West Covina, California, hereby certify that the foregoing Resolution No. 2019-78 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof on the 1st day of October 2019, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

CITY OF WEST COVINA
BUDGET AMENDMENT

BA #

Posted By:

Date Posted:

Date: 10/1/2019
Requested by: Maria Delira
Dept/Div: Public Services/Maintenance Div

Fiscal Year: 2019-20
Amount: \$619,641.89
Description: Fund Balance Transfer for
Sewer/Catch Basin Cleaner Truck

EXPENDITURES

Account Number	Dept/Account Description	Current Budget	Proposed Amendment	Amended Budget
189.61.4160.7160	SEWER MAINT OTHER EQUIPMENT	-	619,641.89	619,641.89
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-

REVENUES

Account Number	Account Description	Current Budget	Proposed Amendment	Amended Budget
				-
				-
				-
				-
				-

REASON/JUSTIFICATION (Please be specific)

APPROPRIATE FUND BALANCE FUNDS FOR A FREIGHTLINER 114SD SET BACK AXLE CHASSIS WITH CAMEL 1200 12 YARD COMBINATION SEWER & CATCH BASIN CLEANERPER CITY COUNCIL 10/1/19 AGENDA

APPROVALS

City Council Approval Date (if required, attach minutes): _____ ☐ Approval Not Required

Dept Head Approval: _____ Date: _____

Finance Director: _____ Date: _____

Funds Available? ☐ Yes ☐ No

City Manager: _____ Date: _____

(if over \$100,000)

☐ Approved ☐ Denied



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

[855] 289-6572 • [855] BUY-NJPA • [831] 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

09/03/2019

Quote ID 9056

Mr. Daniel Martinez

City of West Covina

825 S. Sunset Ave

West Covina, CA 91790

Dear Martinez,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2020 Freightliner 114SD Set Back Axle Chassis with CAMEL 1200 12 Yard Combination Sewer Cleaner) Provided by Mr. Chris Burlew with Freightliner each for:

	One Unit (1)
Sub Total	\$ 565,883.00
Tax (9.50%)	\$ 53,758.89
Total	\$ 619,641.89

This vehicle(s) is available under the **Sourcewell (Formerly Known as NJPA) Contract 081716-NAF**. Please reference this Bid Number on all Purchase Orders.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper

National Fleet Manager

jcooper@Nationalautofleetgroup.com

Office (855) 289-6572

Fax (831) 480-8497





Utility Crane and Equipment
10160 Redwood Ave.
Fontana, CA 92335
916-202-5107

August 20, 2019
Quote 190833

City of West Covina
Danny Martinez
825 South Sunset Ave.
West Covina, CA 91793
626-939-8458

COMBINATION SEWER CLEANER
CAMEL 1200 / 12 YD (9.2m) COMBINATION SEWER CLEANER~ EJECTOR TYPE
0032798
One (1) 8" vacuum system, "Roots type PD Model 824, 18" hg. And 4500 cfm~

VACUUM SYSTEM OPTIONS:

0032336	One (1) Vacuum booster valve
0032314	One (1) Pleated final filter assembly

DEBRIS BODY:

0002231	One (1) 6" diameter front body drain, knife valve, 35' x 6" fabric drain hose, camlock cap
0001973	One (1) Rear splash shield~
0032395	One (1) Acculevel debris level indicator

WATER PUMP OPTIONS:

0032539	One (1) 80 GPM @ 2000 PSI~
---------	----------------------------

WATER PUMP SYSTEM OPTIONS:

0002387	One (1) Retractable hose reel with live center with 50' x 1/2" hose~
0032190	One (1) Low water warning light and alarm with water capacity digital display~
0032175	One (1) Air operated accumulator shut-off valve "Blockbuster"~

WASTE WATER RECYCLING:

0027594 One (1) Assembly, Body, Recycle, Camel, 12 yd.

BOOM OPTIONS

0032187 One (1) Wireless remote~

HOSE REEL OPTIONS

3665-96000 One (1) 1,000' 1" hose - 2500 psi (maximum reel capacity)

0032380 One (1) Fully automatic power level wind~

0032877 One (1) Hose reel tensioning system~

0032770 One (1) Hose reel digital counter~

LIGHTING OPTIONS:

0032257 One (1) LED Boom work lights~

0032253 One (1) LED Flood light package, tailgate area, power unit area~

0028251 One (1) Cordless Rechargeable Handheld Work light~

0032160 One (1) LED Package 2 - (2) Tailgate beacon Omni-directional strobe, (2) Boom beacon
Omni-directional strobe, Directional Arrow stick~

0032483 One (1) LED Package 3 - Front bumper directional strobes, Mid-ship directional
strobes, Rear bumper directional strobes

0032144 One (1) Cab mounted forward facing arrow stick~

MISC OPTIONS:

0002395 One (1) Lower curbside toolbox 18" x 18" x 48"~

0005822 One (1) Curbside toolbox 18" x 18" x 48"~

0002671 One (1) Driver side toolbox 22" x 14" x 60"~

0028325 One (1) Curbside upper toolbox 18" x 18" x 48" (Opens up) ~

0002393 One (1) Back of cab vertical tube rack~

0002382 One (1) Front / rear tow hooks~ 9210-01117 One (1) 2 1/2 pound fire ext. ~

9210-01118 One (1) Safety warning triangles~ 0026450 One (1) Wheel chocks (1) set~

Paint:

Urethane paint finish, unit only, white - paint number below~

NOZZLES:

0030935 One (1) Hydro excavation kit~

SEWER ACCESSORIES:

9050-00038-0002 One (1) 1" standard nozzle extension~

3500-00245 One (1) Hose, 50', plastic - Single Jacket Filler Hose~ 3736-12000-0016 One (1)
 Leader Hose 1" x 10'~
 0023397 One (1) Wash down handgun~
 3000-02601 One (1) Tiger tail Sewer Hose Guide~
 3000-01242 One (1) Hydrant wrench~
 3000-01244 One (1) Puller hook~

VACUUM ACCESSORIES:

4510-00245 One (1) Fluidizing Suction Tube Nozzle 8" x 24"~ 3000-02948 One (1)
 Vacuum Tube 8" (F) x 6" (M) Reducer
 3000-00824 Two (2) Super tube Lock ring 6"~
 3000-00825 Ten (10) Super tube Lock ring 8"~
 8510-01373 Three (3) 8" x 36" Super tube - Aluminum~
 8510-01374 Four (4) 8" x 60" Super tube - Aluminum~
 8510-01375 One (1) 8" x 84" Super tube - Aluminum~

CHASSIS:

Customer Supplied~ 2020 Freightliner Diesel

Mount body onto Chassis~

UNPUBLISHED OPTIONS:

Pro-Vision One (1) Back up Camera w/ Front Camera, S.S. Camera and C.S. Camera
 6000-2017-8020 One (1) 1"NPT Nozzle-80GPM @2000RPM
 6000-02065-8020 One (1) 1" Grenade Nozzle - 800GPM @ 2000RPM
 8500-02842 One (1) Serrated Nozzle 8" Diameter

Jerry Magee
Utility Crane and Equipment
916-202-5107
jerrym@utilityce.com

Prepared for:
 Jerry Magee
 Utility Crane & Equipment
 8800 West Buckeye Road
 Tolleson, AZ 85353
 Phone: 866-832-4831

Prepared by:
 Chris Burlew
 LOS ANGELES FTL - WST
 13800 VALLEY BLVD.
 FONTANA, CA 92335
 Phone: 909-510-4000

S P E C I F I C A T I O N P R O P O S A L

Data Code	Description	Weight Front	Weight Rear	Retail Price
Price Level				
PRL-20D	SD PRL-20D (EFF:04/30/19)			STD
Data Version				
DRL-014	SPECPRO21 DATA RELEASE VER 014			N/C
Vehicle Configuration				
001-177	114SD CONVENTIONAL CHASSIS	7,934	6,476	\$154,920.00
004-220	2020 MODEL YEAR SPECIFIED			STD
002-004	SET BACK AXLE - TRUCK	480	-480	(\$2,442.00)
019-001	TRAILER TOWING PROVISION AT END OF FRAME FOR TRUCK	10	10	\$1,235.00
003-001	LH PRIMARY STEERING LOCATION			STD
General Service				
AA1-003	TRUCK/TRAILER CONFIGURATION			N/C
AA6-001	DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)			STD
A85-010	UTILITY/REPAIR/MAINTENANCE SERVICE			N/C
A84-1UT	UTILITY BUSINESS SEGMENT			N/C
AA4-002	LIQUID BULK COMMODITY			N/C
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
AB1-008	MAXIMUM 8% EXPECTED GRADE			STD
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
995-1AE	FREIGHTLINER LEVEL II WARRANTY			N/C
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 20000.0 lbs			
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 34000.0 lbs			
A63-99D	EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 54000.0 lbs			



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Data Code	Description	Weight Front	Weight Rear	Retail Price
A70-99D	EXPECTED GROSS COMBINATION WEIGHT : 54000.0 lbs			
Truck Service				
AA3-034	SEWER/INDUSTRIAL VACUUM BODY			N/C
A88-99D	EXPECTED TRUCK BODY LENGTH : 0.0 ft			
AF3-114	AMREP INC			N/C
Engine				
101-2X8	DETROIT DD13 12.8L 435 HP @ 1625 RPM, 1900 GOV RPM, 1550 LB/FT @ 975 RPM			\$820.00
Electronic Parameters				
79A-065	65 MPH ROAD SPEED LIMIT			N/C
79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
79K-011	PTO MODE ENGINE RPM LIMIT - 1400 RPM			N/C
79L-011	PTO MODE THROTTLE OVERRIDE - LIMIT TO 1400 RPM			N/C
79M-001	PTO MODE BRAKE OVERRIDE - SERVICE BRAKE APPLIED			N/C
79P-005	PTO RPM WITH CRUISE SET SWITCH - 1000 RPM			N/C
79Q-011	PTO RPM WITH CRUISE RESUME SWITCH - 1300 RPM			N/C
79S-001	PTO MODE CANCEL VEHICLE SPEED - 5 MPH			N/C
79U-007	PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND			N/C
79W-002	TWO REMOTE PTO SPEEDS			N/C
79X-006	PTO SPEED 1 SETTING - 950 RPM			N/C
79Y-008	PTO SPEED 2 SETTING - 1350 RPM			N/C
80G-002	PTO MINIMUM RPM - 700			N/C
Engine Equipment				
99C-017	2016-2019 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION			STD
99D-011	2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$109.00
13E-001	STANDARD OIL PAN			STD
105-001	ENGINE MOUNTED OIL CHECK AND FILL			STD
014-1B5	SIDE OF HOOD AIR INTAKE WITH DONALDSON HIGH CAPACITY AIR CLEANER WITH SAFETY ELEMENT, FIREWALL MOUNTED			STD

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	Data Code	Description	Weight Front	Weight Rear	Retail Price
	124-1D7	DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE			STD
	292-237	(4) DTNA GENUINE, FLOODED STARTING, MIN 4000CCA, 740RC, THREADED STUD BATTERIES	50	10	\$580.00
	290-017	BATTERY BOX FRAME MOUNTED			STD
	281-001	STANDARD BATTERY JUMPERS			STD
N	282-001	SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB			\$18.00
	291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
	289-001	NON-POLISHED BATTERY BOX COVER			STD
	87P-001	CAB AUXILIARY POWER CABLE	5		\$60.00
	107-044	BW MODEL BA-921 19.0 CFM SINGLE CYLINDER AIR COMPRESSOR WITH SAFETY VALVE			STD
	152-041	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
	128-002	JACOBS COMPRESSION BRAKE			STD
	016-1C2	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25	\$823.00
	28F-002	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
	239-038	11 FOOT 06 INCH (138 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			N/C
	237-1CR	RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP			N/C
	23U-002	13 GALLON DIESEL EXHAUST FLUID TANK			STD
	30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL			STD
	23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
	43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
	43Y-001	STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
	242-011	ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD(S)			N/C
	273-036	BORG WARNER (KYSOR) REAR AIR ON/OFF ENGINE FAN CLUTCH			STD
	276-001	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED			STD
	110-068	DDC SUPPLIED ENGINE MOUNTED FUEL FILTER/FUEL WATER SEPARATOR WITH WATER-IN-FUEL INDICATOR			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
118-001	FULL FLOW OIL FILTER			STD
266-057	1500 SQUARE INCH ALUMINUM RADIATOR			STD
103-039	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
172-001	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD
270-023	HDEP FIXED RATIO COOLANT PUMP AND RADIATOR DRAIN VALVE			STD
155-074	DELCO 12V MOD 3.175-39MT+ OCP STARTER WITH THERMAL PROTECTION AND INTEGRATED MAGNETIC SWITCH			N/C

Transmission

342-1M1	ALLISON 4000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	260	100	\$12,424.00
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Transmission Equipment

343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV			STD
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
84E-000	PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84F-000	SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84G-000	PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84H-000	SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84N-200	FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED			N/C
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
84V-001	DIRECTION CHANGE ENABLED WITH MULTIPLEXED SERVICE BRAKES - ALLISON 5TH GEN TRANSMISSIONS			STD
353-026	VEHICLE INTERFACE WIRING CONNECTOR WITH PDM AND NO BLUNT CUTS, AT BACK OF CAB			\$574.00
362-823	CUSTOMER INSTALLED CHELSEA 280 SERIES PTO			N/C
363-001	PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION			N/C
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			STD
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013			STD
370-011	WATER TO OIL TRANSMISSION COOLER, FRAME MOUNTED			STD
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			STD
35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			STD

Front Axle and Equipment

400-1BB	DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190		\$3,436.00
402-030	MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10		N/C
403-002	NON-ASBESTOS FRONT BRAKE LINING			STD
419-023	CONMET CAST IRON FRONT BRAKE DRUMS			\$8.00
427-001	FRONT BRAKE DUST SHIELDS	5		\$102.00
409-006	FRONT OIL SEALS			STD
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES			STD
405-002	MERITOR AUTOMATIC FRONT SLACK ADJUSTERS			STD
406-001	STANDARD KING PIN BUSHINGS			STD
536-055	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	130		N/C
539-003	POWER STEERING PUMP			STD
534-003	4 QUART POWER STEERING RESERVOIR			N/C
533-001	OIL/AIR POWER STEERING COOLER			N/C
40T-002	SYNTHETIC 75W-90 FRONT AXLE LUBE			\$14.00



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Data Code	Description	Weight Front	Weight Rear	Retail Price
Front Suspension				
620-025	20,000# TAPERLEAF FRONT SUSPENSION	200		\$1,507.00
619-005	MAINTENANCE FREE RUBBER BUSHINGS - FRONT SUSPENSION			STD
62G-998	NO FRONT SUSPENSION OPTIONS			STD
410-001	FRONT SHOCK ABSORBERS			STD
Rear Axle and Equipment				
420-1K3	MT-40-14X 40,000# R-SERIES TANDEM REAR AXLE		-40	\$608.00
421-463	4.63 REAR AXLE RATIO			N/C
424-003	IRON REAR AXLE CARRIER WITH OPTIONAL HEAVY DUTY AXLE HOUSING		40	\$98.00
386-074	MXL 176T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	45	45	\$493.00
388-073	MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES			STD
878-019	(1) INTERAXLE LOCK VALVE FOR TANDEM OR TRIDEM DRIVE AXLES			STD
87A-001	BLINKING LAMP WITH EACH INTERAXLE LOCK SWITCH, INTERAXLE UNLOCK DEFAULT WITH IGNITION OFF			STD
423-020	MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			STD
433-002	NON-ASBESTOS REAR BRAKE LINING			STD
434-003	STANDARD BRAKE CHAMBER LOCATION			STD
451-023	CONMET CAST IRON REAR BRAKE DRUMS		20	\$57.00
425-002	REAR BRAKE DUST SHIELDS		10	\$108.00
440-006	REAR OIL SEALS			STD
426-101	WABCO TRISTOP D LONGSTROKE 2-DRIVE AXLE SPRING PARKING CHAMBERS			STD
428-003	HALDEX AUTOMATIC REAR SLACK ADJUSTERS			\$110.00
41T-002	SYNTHETIC 75W-90 REAR AXLE LUBE			N/C
42T-001	STANDARD REAR AXLE BREATHER(S)			STD
Rear Suspension				
622-1CH	HENDRICKSON RT403 @40,000# REAR SUSPENSION		670	\$2,921.00
621-016	HENDRICKSON RT/RTE - 7.19" SADDLE			N/C
431-001	STANDARD AXLE SEATS IN AXLE CLAMP GROUP			STD
624-011	52 INCH AXLE SPACING			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
628-004	STEEL BEAMS AND RUBBER CENTER BUSHINGS WITH BAR PIN ADJUSTABLE END CONNECTIONS			N/C
623-005	FORE/AFT CONTROL RODS			N/C
Brake System				
490-100	WABCO 4S/4M ABS			STD
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
904-001	FIBER BRAID PARKING BRAKE HOSE			STD
412-001	STANDARD BRAKE SYSTEM VALVES			STD
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
413-002	STD U.S. FRONT BRAKE VALVE			STD
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
480-009	BW AD-9 BRAKE LINE AIR DRYER WITH HEATER	20		N/C
479-015	AIR DRYER FRAME MOUNTED			STD
460-001	STEEL AIR BRAKE RESERVOIRS			STD
477-004	PULL CABLES ON ALL AIR RESERVOIR(S)			\$3.00
Trailer Connections				
914-001	AIR CONNECTIONS TO END OF FRAME WITH GLAD HANDS FOR TRUCK AND NO DUST COVERS			N/C
296-010	PRIMARY CONNECTOR/RECEPTACLE WIRED FOR SEPARATE STOP/TURN, ABS CENTER PIN POWERED THROUGH IGNITION			N/C
297-001	SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME			N/C
335-004	UPGRADED CHASSIS MULTIPLEXING UNIT			STD
Wheelbase & Frame				
545-645	6450MM (254 INCH) WHEELBASE			N/C
546-101	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	580	-70	\$1,244.00
547-001	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	250	430	\$1,385.00
552-026	1425MM (56 INCH) REAR FRAME OVERHANG			N/C
55W-005	FRAME OVERHANG RANGE: 51 INCH TO 60 INCH	20	-70	N/C
549-036	12 INCH INTEGRAL FRONT FRAME EXTENSION	60	-10	\$639.00
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 188.35 in			
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 185.35 in			

Prepared for:
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 Utility Crane & Equipment
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 Tolleson, AZ 85353
 Phone: 866-832-4831

Prepared by:
 Chris Burlew
 LOS ANGELES FTL - WST
 13800 VALLEY BLVD.
 FONTANA, CA 92335
 Phone: 909-510-4000

Data Code	Description	Weight Front	Weight Rear	Retail Price
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 367.6			
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 44.23 in			N/C
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 243.09 in			N/C
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 188.45 in			
553-001	SQUARE END OF FRAME			STD
550-001	FRONT CLOSING CROSSMEMBER			STD
559-001	STANDARD WEIGHT ENGINE CROSSMEMBER			STD
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
572-001	STANDARD REARMOST CROSSMEMBER			STD
565-002	HEAVY DUTY SUSPENSION CROSSMEMBER		30	N/C
Chassis Equipment				
556-1E5	14 INCH PAINTED STEEL BUMPER	20		\$228.00
574-001	BUMPER MOUNTING FOR SINGLE LICENSE PLATE			STD
551-007	GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
Fuel Tanks				
204-156	100 GALLON/378 LITER ALUMINUM FUEL TANK - LH	20		\$295.00
218-006	25 INCH DIAMETER FUEL TANK(S)			STD
215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
212-007	FUEL TANK(S) FORWARD			STD
664-001	PLAIN STEP FINISH			STD
205-001	FUEL TANK CAP(S)			STD
122-1K3	DAVCO 487 FUEL/WATER SEPARATOR WITH ESOC	15		\$725.00
216-020	EQUIFLO INBOARD FUEL SYSTEM			STD
11F-998	NO NATURAL GAS VEHICLE FUEL TANK VENT LINE/STACK			STD
202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
Tires				
093-1WY	BF GOODRICH CROSS CONTROL S 425/65R22.5 20 PLY RADIAL FRONT TIRES	174		\$590.00
094-1DK	BF GOODRICH DR444 11R22.5 14 PLY RADIAL REAR TIRES		64	(\$648.00)
Hubs				

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Data Code	Description	Weight Front	Weight Rear	Retail Price
418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS			STD
450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS			STD
Wheels				
502-574	ACCURIDE 29807 22.5X12.25 10-HUB PILOT 4.75 INSET 5-HAND STEEL DISC FRONT WHEELS	98		\$408.00
505-657	ACCURIDE 51408 ACCU-LITE 22.5X8.25 10-HUB PILOT 2-HAND STEEL DISC REAR WHEELS			(\$296.00)
498-009	WHEEL STUDS FOR CUSTOMER INSTALLED HUB PILOTED DUALED ALUMINUM WHEELS, ALL			N/C
Cab Exterior				
829-1A2	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD
650-008	AIR CAB MOUNTING			STD
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
667-004	FRONT FENDERS SET-BACK AXLE			N/C
678-001	LH AND RH GRAB HANDLES			STD
645-002	BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL			\$221.00
646-042	STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS			\$66.00
65X-003	CHROME HOOD MOUNTED AIR INTAKE GRILLE			\$15.00
644-004	FIBERGLASS HOOD			STD
727-1AH	SINGLE 14 INCH ROUND POLISHED AIR HORN ROOF MOUNTED			STD
726-002	DUAL ELECTRIC HORNS			\$3.00
728-001	SINGLE HORN SHIELD			STD
657-1CV	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME WITH (4) KEYS			\$18.00
575-001	REAR LICENSE PLATE MOUNT END OF FRAME			STD
312-067	HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS			N/C
302-001	(5) AMBER MARKER LIGHTS			STD
311-012	DAYTIME RUNNING LIGHTS - LOW BEAM ONLY			\$21.00
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS			STD
300-015	STANDARD FRONT TURN SIGNAL LAMPS			STD
469-998	NO WORK LIGHT			STD
318-002	(1) SWIVEL UTILITY LIGHT HIGH BACK OF CAB OR ROOF MOUNTED	3		\$130.00
744-1BH	DUAL WEST COAST MOLDED-IN COLOR MIRRORS			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
797-001	DOOR MOUNTED MIRRORS			STD
796-001	102 INCH EQUIPMENT WIDTH			STD
743-1AP	LH AND RH 8 INCH MOLDED-IN COLOR CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			\$43.00
74A-001	RH DOWN VIEW MIRROR			\$21.00
729-001	STANDARD SIDE/REAR REFLECTORS			STD
677-053	RH AFTERTREATMENT SYSTEM CAB ACCESS WITH STEEL SHIELDING			STD
768-043	63X14 INCH TINTED REAR WINDOW			STD
661-004	TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS			STD
654-027	RH AND LH ELECTRIC POWERED WINDOWS, PASSENGER SWITCHES ON DOOR(S)	4		\$218.00
663-013	TINTED WINDSHIELD			STD
659-019	2 GALLON WINDSHIELD WASHER RESERVOIR WITHOUT FLUID LEVEL INDICATOR, FRAME MOUNTED			(\$80.00)

Cab Interior

707-1AK	OPAL GRAY VINYL INTERIOR			STD
706-013	MOLDED PLASTIC DOOR PANEL			STD
708-013	MOLDED PLASTIC DOOR PANEL			STD
772-006	BLACK MATS WITH SINGLE INSULATION			STD
785-001	DASH MOUNTED ASH TRAYS AND LIGHTER			(\$2.00)
691-008	FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING			STD
696-012	CENTER STORAGE CONSOLE MOUNTED ON BACKWALL	20		\$26.00
742-007	(2) CUP HOLDERS LH AND RH DASH			STD
680-007	GRAY/CHARCOAL WING DASH			STD
860-004	SMART SWITCH EXPANSION MODULE			\$196.00
720-003	5 LB. FIRE EXTINGUISHER	10		\$60.00
700-002	HEATER, DEFROSTER AND AIR CONDITIONER			STD
701-001	STANDARD HVAC DUCTING			STD
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
170-015	STANDARD HEATER PLUMBING			STD
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR			STD
702-002	BINARY CONTROL, R-134A			STD
739-033	STANDARD INSULATION			STD



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Data Code	Description	Weight Front	Weight Rear	Retail Price
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
324-011	DOMED DOOR ACTIVATED LH AND RH, DUAL READING LIGHTS, FORWARD CAB ROOF			\$63.00
655-005	LH AND RH ELECTRIC DOOR LOCKS			\$99.00
284-023	(1) 12 VOLT POWER SUPPLY IN DASH			STD
722-002	TRIANGULAR REFLECTORS WITHOUT FLARES	10		\$24.00
756-1J3	BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION	30		\$225.00
760-1DC	BASIC HIGH BACK NON SUSPENSION PASSENGER SEAT			STD
759-007	DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS	4		\$69.00
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
758-014	BLACK CORDURA PLUS CLOTH DRIVER SEAT COVER			\$2.00
761-014	BLACK CORDURA PLUS CLOTH PASSENGER SEAT COVER			\$4.00
763-101	BLACK SEAT BELTS			STD
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10		\$478.00
540-015	4-SPOKE 18 INCH (450MM) STEERING WHEEL			STD
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS			STD
67E-998	NO ENTRY/ACCESS/STEP WIRING			STD
Instruments & Controls				
732-004	GRAY DRIVER INSTRUMENT PANEL			STD
734-004	GRAY CENTER INSTRUMENT PANEL			STD
87L-001	ENGINE REMOTE INTERFACE WITH PARK BRAKE INTERLOCK			N/C
870-001	BLACK GAUGE BEZELS			STD
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
840-002	2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
198-002	INTAKE MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS			\$6.00
721-001	97 DB BACKUP ALARM		3	\$47.00
149-017	ELECTRONIC CRUISE CONTROL WITH SWITCHES ON AUXILIARY GAUGE PANEL (B DASH PANEL)			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION: 4 POSITION OFF/RUN/START/ACCESSORY			STD
811-042	ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED			STD
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
844-001	2 INCH ELECTRIC FUEL GAUGE			STD
845-011	FUEL FILTER RESTRICTION INDICATOR			STD
148-073	ENGINE REMOTE INTERFACE FOR REMOTE THROTTLE			\$286.00
163-001	ENGINE REMOTE INTERFACE CONNECTOR AT BACK OF CAB			N/C
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE			STD
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY			STD
372-051	CUSTOMER FURNISHED AND INSTALLED PTO CONTROLS			N/C
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
679-001	OVERHEAD INSTRUMENT PANEL			\$76.00
746-114	AM/FM/WB WORLD TUNER RADIO WITH AUXILIARY INPUT, J1939	10		\$290.00
747-001	DASH MOUNTED RADIO			N/C
750-002	(2) RADIO SPEAKERS IN CAB			N/C
753-001	AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF			N/C
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER			STD
817-001	STANDARD VEHICLE SPEED SENSOR			STD
812-001	ELECTRONIC 3000 RPM TACHOMETER			STD
813-1B4	VT-HU CONNECTIVITY PLATFORM HARDWARE			STD
8D1-002	2 YEARS DETROIT CONNECT BASE PACKAGE (VIRTUAL TECHNICIAN, DETROIT CONNECT PORTAL ACCESS) FOR VT-HU CONNECTIVITY PLATFORM			STD
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP			STD
329-015	ONE ON/OFF ROCKER SWITCH IN THE DASH WITH INDICATOR LIGHT AND WIRE ROUTED TO CHASSIS AT BACK OF CAB, LABEL OPT			\$33.00
482-001	BW TRACTOR PROTECTION VALVE			N/C



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Data Code	Description	Weight Front	Weight Rear	Retail Price
883-001	TRAILER HAND CONTROL BRAKE VALVE			N/C
836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
660-008	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY			STD
304-001	MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH			STD
882-004	TWO VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR			N/C
299-013	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE			STD
298-039	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS			STD
Design				
065-000	PAINT: ONE SOLID COLOR			STD
Color				
980-3F6	CAB COLOR A: N0006EA WHITE ELITE SS			N/C
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			STD
962-972	POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
966-972	POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
964-020	STANDARD BLACK BUMPER PAINT			STD
963-003	STANDARD E COAT/UNDERCOATING			STD
Certification / Compliance				
996-001	U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD
Secondary Factory Options				
998-001	CORPORATE PDI CENTER IN-SERVICE ONLY			N/C
Raw Performance Data				
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 367.6			
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 185.35 in			
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 188.45 in			
Sales Programs				
PMY-1D9	SD QUOTE SALES PROGRAM			N/C
RAG-998	NO TARIFF CHARGE			N/C

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TOTAL VEHICLE SUMMARY

Adjusted List Price

Adjusted List Price ** \$185,814.00

Weight Summary

	Weight Front	Weight Rear	Total Weight
Factory Weight ⁺	10707 lbs	7263 lbs	17970 lbs
<hr/>			
Total Weight ⁺	10707 lbs	7263 lbs	17970 lbs

ITEMS NOT INCLUDED IN ADJUSTED LIST PRICE

Other Factory Charges

RD1-002	2 YEARS DETROIT CONNECT BASE PACKAGE (VIRTUAL TECHNICIAN, DETROIT CONNECT PORTAL ACCESS)	STD
P73-2FT	STANDARD DESTINATION CHARGE	\$2,200.00

Extended Warranty

WAG-010	TOWING: 1 YEAR/UNLIMITED MILES/KM EXTENDED TOWING COVERAGE \$550 CAP FEX APPLIES	\$200.00
		<hr/>
		Currency Exchange Rate 1.0000
		Total Extended Warranty (Local Currency) \$200.00

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.

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(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.





National Auto Fleet Group - Class 6, 7 & 8 Chassis

Class 6, 7 & 8 Chassis

#081716-NAF

Maturity Date: 11/15/2020

Products & Services

Contract Documents

Pricing

Contact Information

Products & Services

Sourcewell contract 081716-NAF gives access to the following types of goods and services:

- Models of Class 6, 7, and 8 Chassis
- Peterbilt
- Chevrolet
- Volvo
- Ford
- Kenworth
- Crane Carrier
- Mack
- Freightliner

Additional information can be found on the vendor-provided, nongovernment website at: nationalautofleetgroup.com

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AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: CONSIDERATION OF AN APPEAL OF THE PLANNING COMMISSION'S APPROVAL OF ADMINISTRATIVE USE PERMIT (AUP) NOS. 19-25, 19-26, 19-27, 19-28, AND 19-29 FOR THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES AND THE INSTALLATION OF SMALL WIRELESS FACILITIES (SWF) ALSO KNOWN AS SMALL CELL SITES, CONSISTING OF SHROUDED ANTENNAS ON TOP OF LIGHT POLES AND UNDERGROUND EQUIPMENT IN THE PUBLIC RIGHT-OF-WAY NEAR/IN FRONT OF THE FOLLOWING ADDRESSES: 1631 E. NANETTE AVENUE, SCE POLE # 4279155E (AUP NO. 19-25); 2539 TEMPLE AVENUE, SCE POLE # 1918455E (AUP NO. 19-26); 1689 NATALIE AVENUE, SCE POLE # 2079805E (AUP NO. 19-27); 2634 TEMPLE AVENUE, SCE POLE # 1918457E (AUP NO. 19-28); 1722 NATALIE AVENUE, SCE POLE # 2271977E (AUP NO. 19-29)

RECOMMENDATION:

It is recommended that the City Council conduct a public hearing and thereafter adopt the following resolutions:

RESOLUTION NO. 2019-65 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-25 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1631 E. NANETTE AVENUE

RESOLUTION NO. 2019-66 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-26 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2539 TEMPLE AVENUE

RESOLUTION NO. 2019-67 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-27 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND

THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1689 NATALIE WAY

RESOLUTION NO. 2019-68 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-28 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2634 TEMPLE AVENUE

RESOLUTION NO. 2019-69 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-29 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1722 NATALIE AVENUE

BACKGROUND:

On September 12, 2019 the City Council held a public hearing and reviewed the appeal involving the Planning Commission's approval of five (5) small wireless facilities (SWF) proposed to be installed on the public-right-of-way (PROW). At the hearing the appellant, Ian Pike, spoke about the aesthetic impacts of the SWFs and the precedence the project will have to future SWF applications. Seven other individuals spoke in support of the appeal. The applicant, Crown Castle representative Robert Jystad, spoke about T-Mobile's need for the SWFs and the operation of its system.

The City Council discussed the size of the shrouds on the light poles, the height of the light poles, community outreach, the location of the proposed SWFs in relation to windows of residences, 5G technology, 6G technology, the reasons for installation of SWFs, and the potential to relocate the placement of SWFs. After discussion, the Council voted to continue the item to October 1, 2019, and directed the applicant to relocate proposed streetlight poles located in front of 1631 E. Nanette Avenue (AUP 19-25), 1689 Natalie Avenue (AUP 19-27), and 1722 Natalie Avenue (AUP 19-29) because they are directly in front of windows. The proposed streetlight poles in front of 2539 Temple Avenue and 2634 Temple Avenue were not included as they are not in front of any windows of residences.

DISCUSSION:

The applicant has made revisions to the project plans for 1631 E. Nanette Avenue (AUP 19-25), 1689 Natalie Avenue (AUP 19-27), and 1722 Natalie Avenue (AUP 19-29) to address City Council concerns. According to the applicant, relocating the streetlights greater than 10 feet would impact the lighting in the neighborhood as it relates to public safety. Therefore, an existing street light pole cannot be relocated if the proposed location is greater than 10 feet from the existing streetlight pole, but may be supplemented with new poles. For those three locations, the applicant is proposing the following:

1631 E. Nanette Avenue (AUP 19-25) - The applicant has submitted revised plans identifying an alternate location for the proposed SWF. The initial submittal reviewed by the City Council at the September 12, 2019 meeting proposed to locate the SWF facility on a replacement street light pole to be installed on the southeast side of the 1631 / 1635 E. Nanette Avenue shared driveway. For the purpose of this report, the original submittal will be considered as Option 1. The revised plans provide the City Council with two other options:

Option 2A - The installation of a new street light pole on the public right-of-way in between the 1627 / 1631 E. Nanette Avenue property line. This new location is not in front of any windows, is located approximately 25 feet from the closest residence, and is approximately 80 feet from the Option 1 street light pole. Since a

Southern California Edison (SCE) owned street light pole is not present, Crown Castle would own the new street light pole. Consequently, SCE requires a meter to be installed above ground because the streetlight and SWF node is required to use separate power. The proposed above ground meter is 5 feet in height, 2 feet in width, and 2 feet in depth. The proposed new streetlight pole is 29 feet, 3 inches in height as measured from grade to the top of the 5 feet, 6 inches tall shroud (9 inches taller than Option 1) and is 12 inches in diameter.

Option 2B - The installation of a new standalone pole on the public right-of-way in between the 1627 / 1631 E. Nanette Avenue property line. This proposed new standalone pole would not have any other function beyond serving as a SWF. All other equipment and power will be contained within an underground vault similar to Option 1. The proposed standalone pole is 29 feet, 3 inches in height as measured from grade to the top of the 5 feet, 6 inches tall shroud (9 inches taller than Option 1) and is 12 inches in diameter.

1689 Natalie Avenue (AUP 19-27) - The applicant has relocated the replacement streetlight pole so that it is not in front of any windows. The proposed new location is approximately 6 feet from the existing streetlight pole and approximately 13 feet from the closest residential structure. The dimensions of the proposed replacement street light pole has not changed (28 feet, 6 inches in height; 12 inches in diameter for the shroud and 11.8 inches in diameter for the pole).

1722 Natalie Avenue (AUP 19-29) - The applicant has submitted revised plans identifying an alternate location for the proposed SWF. The initial submittal reviewed by the City Council at the September 12, 2019 meeting proposed to locate the SWF facility on a replacement light pole to be installed on the west side of the 1722 / 1728 Natalie Avenue shared driveway. For the purpose of this report, the original submittal will be considered as Option 1. The revised plans provide the City Council with two other options:

Option 2A - The installation of a new street light pole on the public right-of-way in front of 1728 Natalie Avenue towards its east side property line. This new location is not in front of any windows, is located approximately 28 feet from the closest residence, and is approximately 85 feet from the Option 1 street light pole. Since a Southern California Edison (SCE) owned street light pole is not present, Crown Castle would own the new street light pole. Consequently, SCE requires a meter to be installed above ground because the streetlight and SWF node is required to use separate power. The proposed above ground meter is 5 feet in height, 2 feet in width, and 2 feet in depth. The proposed new streetlight pole is 29 feet, 3 inches in height as measured from grade to the top of the 5 feet, 6 inches tall shroud (9 inches taller than Option 1) and is 12 inches in diameter.

Option 2B - The installation of a new standalone pole on the public right-of-way in front of 1728 Natalie Avenue towards its east side property line. This proposed new standalone pole would not have any other function beyond serving as a SWF. All other equipment and power will be contained within an underground vault similar to Option 1. The proposed standalone pole is 29 feet, 3 inches in height as measured from grade to the top of the 5 feet, 6 inches tall shroud (9 inches taller than Option 1) and is 12 inches in diameter.

In terms of additional public outreach, Crown Castle (applicant) informed staff that the company would distribute notices and speak to interested residents who live in the vicinity of the proposed SWFs on Thursday, September 26, 2019. Crown Castle is also making itself available for a general town hall meeting (citywide) on 5G services at the discretion of the City Council.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolutions and has concluded that they are in compliance with both State and federal law.

OPTIONS:

The City Council has the following options:

1. Deny the appeal and uphold the Planning Commission's approval of Administrative Use Permit Nos. 19-25, 19-26, 19-27, 19-28, and 19-29; or
2. Approve the appeal and overturn the Planning Commission's approval of Administrative Use Permit Nos. 19-25, 19-26, 19-27, 19-28, and 19-29.

ENVIRONMENTAL REVIEW:

The proposal is considered to be categorically exempt, pursuant to Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA) because this involves replacement of existing structures on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. The project involves the removal and replacement of existing light poles and the installation of SWFs.

Prepared by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Vicinity Map

Attachment No. 2 - City Council Resolution No. 2019-65 AUP 19-25 1631 E. Nanette Avenue

Attachment No. 3 - City Council Resolution No. 2019-66 AUP 19-26 2539 E Temple Wy

Attachment No. 4 - City Council Resolution No. 2019-67 AUP 19-27 1689 Natalie Ave

Attachment No. 5 - City Council Resolution No. 2019-68 AUP 19-28 2634 Temple Way

Attachment No. 6 - City Council Resolution 2019-69 AUP 19-29 1722 Natalie Ave

Attachment No. 7 - City Council Staff Report Dated September 3, 2019

Attachment No. 8 - Letter of Appeal

Attachment No. 9 - Planning Commission Resolution No. 19-5991 AUP 19-25 1631 E. Nanette Ave

Attachment No. 10- Planning Commission Resolution No. 19-5992 AUP 19-26 2539 E Temple Way

Attachment No. 11 - Planning Commission Resolution No. 19-5993 AUP 19-27 1689 Natalie Way

Attachment No. 12 - Planning Commission Resolution No. 19-5994 AUP 19-28 2634 Temple Way

Attachment No. 13 - Planning Commission Resolution No. 19-5995 AUP 19-29 1722 Natalie Ave

Attachment No 14 - 7.23.19 Planning Commission Meeting Minutes (Excerpt)

Attachment No. 15 - Signed Resolution Design guidelines

Attachment No. 16 - Photographs of Existing Small Wireless Facilities

Attachment No. 17 - Location of Project Plans

CITY COUNCIL GOALS & OBJECTIVES: Enhance the City Image and Effectiveness



RESOLUTION NO. 2019-65

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-25 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1631 E. NANETTE AVENUE

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

APPELLANT: Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu

LOCATION: Public Right-of-Way in front of 1631 E. Nanette Avenue

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on July 23, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit, at which time the Planning Commission adopted Resolution No. 19-5991 approving Administrative Use Permit No. 19-25; and

WHEREAS, on August 5, 2019, an appeal of the Planning Commission's decision was filed with the City; and

WHEREAS, the City Council upon giving the required notice, did on September 3, 2019, conduct a duly noticed public hearing to consider the appeal and administrative use permit application and continued the item to a date certain; and

WHEREAS, the City Council did on October 1, 2019, conduct a public hearing to consider the appeal and administrative use permit application; and

WHEREAS, studies and investigations made by the City Council and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless

Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.

2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA CALIFORNIA, DOES RESOLVES AS FOLLOWS:

SECTION 1. On the basis of the evidence presented, both oral and documentary, the City Council makes the following findings:

- a. *That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.* The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to

provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

- b. *That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.* As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
- c. *That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.* The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
- d. *That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.* The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.
- e. *That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.* The proposed replacement street light pole and SWF will not be in conflict with the City’s adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City’s existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned,

the project will comply with the City's Noise Ordinance and will not generate excessive noise.

SECTION 2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-25 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.

SECTION 3. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.

SECTION 4. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

SECTION 5. That the approval of the administrative use permit is subject to the following conditions:

- a. Comply with plans reviewed by the City Council on September 3, 2019.
- b. That the project comply with all applicable standards of the West Covina Municipal Code.
- c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 12 inches in diameter.
 - iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match

the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.

- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 12". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (12"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.
- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of

the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.

- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.

- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, or other applicable law authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.

- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **September 2, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Locate the new street light pole in front of the sidewalk. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.

2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED on October 1, 2019.

Lloyd Johnson
Mayor

APPROVED AS FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, ASSISTANT CITY CLERK, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina, California, do HEREBY CERTIFY, the foregoing resolution, being Resolution No. 19-65 was adopted at a Regular Meeting of the City Council on October 1, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

RESOLUTION NO. 2019-66

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-26 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2539 TEMPLE AVENUE

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

APPELLANT: Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu

LOCATION: Public Right-of-Way in front of 2539 Temple Avenue

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 Temple Avenue

WHEREAS, the Planning Commission, upon giving the required notice, did on July 23, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit, at which time the Planning Commission adopted Resolution No. 19-5992 approving Administrative Use Permit No. 19-26; and

WHEREAS, on August 5, 2019, an appeal of the Planning Commission's decision was filed with the City; and

WHEREAS, the City Council upon giving the required notice, did on September 3, 2019, conduct a duly noticed public hearing to consider the appeal and administrative use permit application and continued the item to a date certain; and

WHEREAS, the City Council did on October 1, 2019, conduct a public hearing to consider the appeal and administrative use permit application; and

WHEREAS, studies and investigations made by the City Council and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 E. Temple Avenue.

2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:

- a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
- b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
- d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
- e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.

3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA CALIFORNIA, DOES RESOLVES AS FOLLOWS:

SECTION 1. On the basis of the evidence presented, both oral and documentary, the City Council makes the following:

- a. *That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.* The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
- b. *That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the*

vicinity or injurious to property or improvements in the vicinity. As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. *That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.* The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
- d. *That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.* The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.
- e. *That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.* The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

SECTION 2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-26 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured

by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.

SECTION 3. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.

SECTION 4. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

SECTION 5. That the approval of the administrative use permit is subject to the following conditions:

- a. Comply with plans reviewed by the City Council on September 3, 2019.
- b. That the project comply with all applicable standards of the West Covina Municipal Code.
- c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 E. Temple Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 12 inches in diameter.
 - iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.

- ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 12". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (12"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.
- h. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- i. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- j. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- k. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.

- l. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- m. No cable or wires shall be visible.
- n. All accessory equipment shall be located underground including meter boxes and cabinets.
- o. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- p. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- q. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- r. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- s. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- t. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- u. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- v. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.

- w. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- x. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- y. Unless California Government Code Section 65964, as may be amended, or other applicable law authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- z. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.
- aa. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- bb. The applicant shall sign an affidavit accepting all conditions of this approval.
- cc. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **September 2, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Proposed location of new street light is too close to driveway: minimum of 5' from beginning of curb return is required. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be

submitted to the Engineering Division as a part of the encroachment permit process.

2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the cellular company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The cellular or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED on October 1, 2019.

Lloyd Johnson
Mayor

APPROVED AS FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, ASSISTANT CITY CLERK, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina, California, do HEREBY CERTIFY, the foregoing resolution, being Resolution No. 19-66 was adopted at a Regular Meeting of the City Council on October 1, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

RESOLUTION NO. 2019-67

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-27 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1689 NATALIE WAY

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

APPELLANT: Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu

LOCATION: Public Right-of-Way near 1689 Natalie Way

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.

WHEREAS, the Planning Commission, upon giving the required notice, did on July 23, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit, at which time the Planning Commission adopted Resolution No. 19-5993 approving Administrative Use Permit No. 19-27; and

WHEREAS, on August 5, 2019, an appeal of the Planning Commission's decision was filed with the City; and

WHEREAS, the City Council upon giving the required notice, did on September 3, 2019, conduct a duly noticed public hearing to consider the appeal and administrative use permit application and continued the item to a date certain; and

WHEREAS, the City Council did on October 1, 2019, conduct a public hearing to consider the appeal and administrative use permit application; and

WHEREAS, studies and investigations made by the City Council and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.

2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:

- a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
- b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
- d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
- e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.

3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA CALIFORNIA, DOES RESOLVES AS FOLLOWS:

SECTION 1. On the basis of the evidence presented, both oral and documentary, the City Council makes the following findings:

- a. *That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.* The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
- b. *That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the*

vicinity or injurious to property or improvements in the vicinity. As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. *That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.* The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
- d. *That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.* The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.
- e. *That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.* The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

SECTION 2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-27 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured

by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.

SECTION 3. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.

SECTION 4. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

SECTION 5. That the approval of the administrative use permit is subject to the following conditions:

- a. Comply with plans reviewed by the City Council on September 3, 2019.
- b. That the project comply with all applicable standards of the West Covina Municipal Code.
- c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 12 inches in diameter.
 - iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealth." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:

- i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 12". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (12"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.
- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.

- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be

returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.

- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, or other applicable law authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.
- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before to **September 2, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Use correct address, 1689 Natalie Way does not exist. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED on October 1, 2019.

Lloyd Johnson
Mayor

APPROVED AS FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, ASSISTANT CITY CLERK, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina, California, do HEREBY CERTIFY, the foregoing resolution, being Resolution No. 19-67 was adopted at a Regular Meeting of the City Council on October 1, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

RESOLUTION NO. 2019-68

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-28 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2634 TEMPLE AVENUE

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

APPELLANT: Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu

LOCATION: Public Right-of-Way in front of 2634 Temple Avenue

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on July 23, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit, at which time the Planning Commission adopted Resolution No. 19-5994 approving Administrative Use Permit No. 19-28; and

WHEREAS, on August 5, 2019, an appeal of the Planning Commission's decision was filed with the City; and

WHEREAS, the City Council upon giving the required notice, did on September 3, 2019, conduct a duly noticed public hearing to consider the appeal and administrative use permit application and continued the item to a date certain; and

WHEREAS, the City Council did on October 1, 2019, conduct a public hearing to consider the appeal and administrative use permit application; and

WHEREAS, studies and investigations made by the City Council and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.

2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA CALIFORNIA, DOES RESOLVES AS FOLLOWS:

SECTION 1. On the basis of the evidence presented, both oral and documentary, the City Council makes the following findings:

- a. *That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.* The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
- b. *That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the*

vicinity or injurious to property or improvements in the vicinity. As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. *That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.* The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
- d. *That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.* The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.
- e. *That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.* The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

SECTION 2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-28 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured

by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.

SECTION 3. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.

SECTION 4. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

SECTION 5. That the approval of the administrative use permit is subject to the following conditions:

- a. Comply with plans reviewed by the City Council on September 3, 2019.
- b. That the project comply with all applicable standards of the West Covina Municipal Code.
- c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 12 inches in diameter.
 - iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealth." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.

- ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 12". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (12"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.
- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).

- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (i.e. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas

and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.

- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, or other applicable law authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.
- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
2. Comply with City’s requirement for rehabilitation of existing improvements.
3. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
4. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
5. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED on October 1, 2019.

Lloyd Johnson
Mayor

APPROVED AS FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, ASSISTANT CITY CLERK, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina, California, do HEREBY CERTIFY, the foregoing resolution, being Resolution No. 19-68 was adopted at a Regular Meeting of the City Council on October 1, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

RESOLUTION NO. 2019-69

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-29 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1722 NATALIE AVENUE

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

APPELLANT: Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu

LOCATION: Public Right-of-Way in front of 1722 Natalie Avenue

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on July 23, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit, at which time the Planning Commission adopted Resolution No. 19-5995 approving Administrative Use Permit No. 19-29; and

WHEREAS, on August 5, 2019, an appeal of the Planning Commission's decision was filed with the City; and

WHEREAS, the City Council upon giving the required notice, did on September 3, 2019, conduct a duly noticed public hearing to consider the appeal and administrative use permit application and continued the item to a date certain; and

WHEREAS, the City Council did on October 1, 2019, conduct a public hearing to consider the appeal and administrative use permit application; and

WHEREAS, studies and investigations made by the City Council and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.

2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:

- a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
- b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
- d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
- e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.

3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA CALIFORNIA, DOES RESOLVES AS FOLLOWS:

SECTION 1. On the basis of the evidence presented, both oral and documentary, the City Council makes the following findings:

- a. *That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.* The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
- b. *That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the*

vicinity or injurious to property or improvements in the vicinity. As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. *That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.* The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
- d. *That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.* The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.
- e. *That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.* The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

SECTION 2. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-29 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured

by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.

SECTION 3. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.

SECTION 4. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.

SECTION 5. That the approval of the administrative use permit is subject to the following conditions:

- a. Comply with plans reviewed by the City Council on September 3, 2019.
- b. That the project comply with all applicable standards of the West Covina Municipal Code.
- c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 12 inches in diameter.
 - iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealth." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.

- ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 12". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (12"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.
- h. The new street light pole is proposed to be constructed near a significant tree. Per Section 26-294 of the WCMC, no grading, construction, or construction related activities shall occur within the dripline of a significant or heritage tree. No structure or impervious paving shall be located within the dripline or within a six-foot radius of the trunk perimeter, which ever is greater, of any significant or heritage tree. No construction that disrupts the root system shall be permitted. As a guideline, no cutting of roots should occur within a distance equal to 3.5 times the trunk diameter as measured at ground level. Significant and heritage trees shall be shielded from damage during construction with an appropriate construction barrier, such as a chain link fence and steel stake fence enclosing the entire dripline area. All exposed roots shall be inside the fence barrier. The fence or barrier shall have a minimum height of 6 feet measured from grade. In all cases where a fence or barrier is to be used around a protected tree, the fence or barrier shall be installed prior to commencement of any development activity on the site and should remain in place throughout all phases of construction.
- i. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.

- j. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- k. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- l. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- m. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- n. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- o. No cable or wires shall be visible.
- p. All accessory equipment shall be located underground including meter boxes and cabinets.
- q. The vault cover shall be painted to match the surface that it is on (i.e. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- r. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- s. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- t. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- u. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- v. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.

- w. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- x. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- y. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- z. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- aa. Unless California Government Code Section 65964, as may be amended, or other applicable law authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- bb. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.

- cc. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- dd. The applicant shall sign an affidavit accepting all conditions of this approval.
- ee. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **September 2, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Locate proposed street light away from tree. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED on October 1, 2019.

Lloyd Johnson
Mayor

APPROVED AS FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, ASSISTANT CITY CLERK, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina, California, do HEREBY CERTIFY, the foregoing resolution, being Resolution No. 19-69 was adopted at a Regular Meeting of the City Council on October 1, 2019, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Carrie Gallagher, CMC
Assistant City Clerk

AGENDA ITEM NO. 8



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: September 3, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT:

CONSIDERATION OF AN APPEAL OF THE PLANNING COMMISSION'S APPROVAL OF ADMINISTRATIVE USE PERMIT (AUP) NOS. 19-25, 19-26, 19-27, 19-28, AND 19-29 FOR THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES AND THE INSTALLATION OF SMALL WIRELESS FACILITIES (SWFS) ALSO KNOWN AS SMALL CELL SITES, CONSISTING OF SHROUDED ANTENNAS ON TOP OF LIGHT POLES AND UNDERGROUND EQUIPMENT IN THE PUBLIC RIGHT-OF-WAY NEAR/IN FRONT OF THE FOLLOWING ADDRESSES: 1631 E. NANETTE AVENUE, SCE POLE # 4279155E (AUP NO. 19-25); 2539 TEMPLE AVENUE, SCE POLE # 1918455E (AUP NO. 19-26); 1689 NATALIE AVENUE, SCE POLE # 2079805E (AUP NO. 19-27); 2634 TEMPLE AVENUE, SCE POLE # 1918457E (AUP NO. 19-28); 1722 NATALIE AVENUE, SCE POLE # 2271977E (AUP NO. 19-29)

RECOMMENDATION:

It is recommended that the City Council conduct a public hearing and thereafter adopt the following Resolutions:

RESOLUTION NO. 2019-65 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-25 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1631 E. NANETTE AVENUE

RESOLUTION NO. 2019-66 - A RESOLUTION OF THE CITY COUNCIL OF THE

CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-26 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2539 TEMPLE AVENUE

RESOLUTION NO. 2019-67 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-27 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1689 NATALIE AVENUE

RESOLUTION NO. 2019-68 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-28 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 2634 TEMPLE AVENUE

RESOLUTION NO. 2019-69 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, UPHOLDING THE DECISION OF THE PLANNING COMMISSION AND APPROVING ADMINISTRATIVE USE PERMIT NO. 19-29 TO ALLOW THE REMOVAL AND REPLACEMENT OF EXISTING LIGHT POLES IN THE PUBLIC RIGHT-OF-WAY AND THE INSTALLATION OF A SMALL WIRELESS FACILITY (SWF) ON TOP OF THE LIGHT POLE CONSISTING OF SHROUDED ANTENNAS AND UNDERGROUND EQUIPMENT AT 1722 NATALIE AVENUE

BACKGROUND:

REQUEST

On July 2, 2019, Crown Castle submitted an application, proposing to install Small Wireless Facilities (SWFs) in five (5) separate locations within the public right-of-way (PROW) involving the removal and replacement of existing streetlight poles. All five street light poles are owned by Southern California Edison. The proposed SWFs are designed to improve wireless service and connectivity within the vicinity for T-Mobile customers. The SWF's design also allows for co-location for other telecommunication providers to utilize.

Chapter 26 (Zoning), Article XII (Special Regulations for Unique Uses), Division 16 (Wireless Telecommunication Facilities) of the West Covina Municipal Code (WCMC) does not explicitly address SWFs, but allows Wireless Telecommunication Facilities attached to light poles, utility poles, traffic signals, and other similar structures to be located in the PROW, including residential

zones. Section 26-685.985 of the WCMC requires an Administrative Use Permit (AUP) for "other forms of wireless telecommunication facilities not specifically addressed within this division which are designed to integrate with the supporting building or structure and pose minimal visual impacts similar to building and roof-mounted antenna facilities, as determined by the planning director," which can be applied to SWFs.

The AUP process is typically ministerially reviewed by Planning Division staff and approved by the Community Development Director. The Community Development Director has the authority to forward AUP applications to the Planning Commission. The Director exercised his authority to forward the AUP applications to the Planning Commission because the design of the SWFs do not comply with all the standards listed in the adopted Small Wireless Facility Design Guidelines (Attachment No. 14). Specifically, the proposed SWFs are located within 100 feet from residential properties.

The Small Wireless Facility Design Guidelines identifies the City's design preferences and determines the application process that would be required to permit SWFs:

- Ministerial (unless a public hearing is requested) through an Administrative Use Permit process if the SWF design complies with the following:
 - Located no closer than 100 feet from properties used for residential. Currently, the Municipal Code requires a minimum distance of 100 feet between freestanding wireless facilities and residences. Therefore, the 100-foot distance was also incorporated into the Guidelines.
 - Overall height similar to surrounding poles, but no taller than 35 feet.
 - Equipment to be placed on existing poles designed to match its color and texture. Replacement and/or new poles should be aggregate/marbilite to match color and shape of existing poles in the vicinity.
 - Antennas and RRUs are required to be placed above the light pole and shrouded.
 - Shrouds should be the same diameter as the pole.
 - Wires and cables should be contained within the shroud and run inside the pole, or in conduits that are subdued and match the adjacent surface.
 - Wireless or underground metering.
- Planning Commission review of the Administrative Use Permit application if the SWF does not comply with the standards listed above to qualify for the ministerial review.

The City's Small Wireless Facility Design Guidelines were adopted by the Planning Commission on April 23, 2019 in response to the Federal Communications Commission (FCC) September 27, 2018 Declaratory Ruling and Third Report and Order (FCC Order), which among other things, preempts all aesthetic requirements for SWFs in the PROW unless they are (1) reasonable; (2) no more burdensome than those applied to other types of infrastructure deployments; (3) objective; and (4) published in advance. A code amendment is currently being processed to address proposals for SWFs and standards.

PLANNING COMMISSION REVIEW

On July 23, 2019, the Planning Commission held a public hearing to consider the request and voted 3-2 to approve the administrative use permit applications (Commissioners Heng and Jaquez with the dissenting votes). An excerpt of the June 23, 2019 Planning Commission Minutes is included in this Staff Report as Attachment No. 13.

Prior to the Planning Commission Meeting, staff received an email from Min and Max Lee opposing the application due to health reasons. The email was presented to the Planning Commission during the meeting. The City is legally prohibited from considering health impacts of wireless facilities if such facilities comply with federal radio frequency (RF) emission standards.

At that Meeting, Chairman Redholtz and Planning Commissioners Kennedy and Holtz felt that the proposed SWFs would provide the least possible aesthetic impacts as conditioned because the proposed light poles will be replacing existing light poles of similar color and material, the antennas would be shrouded and painted to match the color of the light poles, and the accompanying equipment will be placed in an underground vault. Commissioner Heng could not support the projects because she felt that the antennas would be too big, the SWFs too close to residential and to each other. Commissioner Jacquez could not support the projects at the time because he was unable to determine what the proposed SWFs would look like since the plans and photographic simulations were not to scale.

No members of the public spoke for or against the project during the hearing. Mr. George Ogden spoke during the hearing to ask Commissioner Heng to recuse herself because he felt that she could not make an unbiased decision; Commissioner Heng indicated that she was not biased and that she judges each project based upon the evidence presented.

APPEAL

On August 5, 2019, an appeal was filed by Min Lee, Max Lee, Ian Piker Tom, and Ralph Liu James regarding the Planning Commission's decision. According to the Letter of Appeal, the appeal was filed because "the appearance of small cell tower is ugly" (Attachment No. 7).

The City Council's consideration of the appeal is de novo. That is, the City Council is not in any way beholden to the Planning Commission's decision. The City Council's purview is to review the aesthetics of the proposed SWFs. Since the application and design of all five AUP plans are identical, staff has consolidated the discussion to a single agenda item with one staff report and one public hearing in order to process the applications as efficiently as possible. The main difference between the facilities is location. Although all five applications will be considered simultaneously, the City Council may make different findings for each facility, if the location of the facilities impact's the Council's decision. The format of the hearing is similar to the Planning Commission's review of the projects.

LEGAL NOTICE

Legal notice was timely published in the San Gabriel Valley Tribune, posted at City Hall, the library, and the Police Department, and was mailed to 447 owners and occupants of properties located within 300 feet of the subject sites at least 10 days prior to the hearing. In addition, both the appellant and applicant were notified of the public hearing.

DISCUSSION:

The proposal involves the decommissioning and removal of five existing 24 feet tall street light poles and the installation of five replacement street light poles. The new street light poles will be 1-foot shorter and will be 23 feet tall. The proposed SWFs will utilize the new street light poles as its supporting structure. Antennas encased in a radome/shroud will be constructed on top of the new

street light poles. The radomes/shrouds will measure 5 feet, 6 inches tall and 12 inches in diameter. The new street light poles with the radomes/shrouds on top will have an overall height of 28 feet, 6 inches as measured from adjacent grade to the top of the radome/shroud. The applicant has reduced the diameter of the proposed radome/shroud to 12 inches, which is 2.5 inches smaller in diameter than the radome/shroud that was approved by the Planning Commission.

COMPLIANCE WITH THE SMALL WIRELESS FACILITY DESIGN GUIDELINES

Location (See Attachment No. 1 for Vicinity Map) - The proposed SWFs do not comply with the 100 feet required minimum distance from residential properties as suggested in the Design Guidelines. Currently, the Municipal Code requires a minimum distance of 100 feet between free-standing wireless facilities and residences. Therefore, the 100 foot distance was incorporated in the Guidelines as a threshold between administrative review and review by the Planning Commission. For SWFs, the 100 feet minimum distance can be restrictive and would prevent any SWFs from locating in residential areas where the applicant is experiencing loss of service if used as a standard rather than a threshold. The proposed street light poles and SWFs are a reasonable distance from residential uses and will not significantly change the streetscape in the area because the proposed street light poles will be located in near the existing poles that would be removed.

1631 E. Nanette Avenue, SCE Pole # 4279155E (AUP No. 19-25)

1631 E. Nanette Avenue is located on the north side of Nanette Avenue, between S. Nadine Street and Nina Street, just north of its T-intersection with Nina Street. The existing street light pole that will be decommissioned and replaced is located approximately 17 feet from the closest to multifamily residence. The street light pole is surrounded by multifamily residential uses in the PCD-1 zone.

2539 Temple Avenue, SCE Pole # 1918455E (AUP No. 19-26)

2539 Temple Avenue is located on the west side of Temple Avenue, between Fairridge Circle and E. Woodridge Circle, approximately 80 feet west of its T-intersection with E. Woodridge Circle. The existing street light pole that will be decommissioned and replaced is located approximately 70 feet from the closest residence (single-family residence to the east across Temple Avenue). The street light pole is surrounded by to multifamily residential uses to the west and single family residential uses to the east in the PCD-1 zone.

1689 Natalie Avenue, SCE Pole # 2079805E (AUP No. 19-27)

1689 Natalie Avenue is located on the north side of Natalie Avenue, just northwest of its T-intersection with Nina Street. The existing street light pole that will be decommissioned and replaced is located at the northwest corner of Natalie Avenue and Nina Street, approximately 13 feet from the closest residence (multifamily residence north of the street light pole on Nina Street). In all directions, the street light pole is surrounded by multifamily residential uses in the PCD-1 zone.

2634 Temple Avenue, SCE Pole # 1918457E(AUP No. 19-28)

2534 Temple Avenue is located on the west side of Temple Avenue, between Glenridge Circle and Oakridge Circle, approximately 45 feet west of its T-intersection with Glenridge Circle. The existing street light pole that will be decommissioned and replaced is located approximately 19 feet from the closest residence (multifamily residence to the west). The street light pole is surrounded by multifamily residential uses to the north, south and west, and single family residential uses to the east in the PCD-1 zone.

1722 Natalie Avenue, SCE Pole # 2271977E (AUP No, 19-29)

1722 Natalie Avenue is located on the south side of Natalie Avenue, between its intersections with S. Nancy Street and S. Ridgewood Drive, approximately 180 feet southeast of its T-intersection with S. Nancy Street. The existing street light pole that will be decommissioned and replaced is approximately 17 feet from the closest residence (multifamily residence south of the street light pole). In all directions, the street light pole is surrounded by multifamily residential uses in the PCD-1 zone.

Facility and Support Equipment - The proposed replacement poles will be made of concrete/aggregate/marbilite and will be similar in appearance to other existing poles in the vicinity. The diameter of the proposed pole is 11.8". This amount is less than the 16" maximum diameter identified in the Guidelines. The project plans indicate that the proposed replacement poles will be located within 3 feet of the existing pole, consistent with the Design Guidelines. However, as conditioned, the distance is expected to change for 2539 E. Temple Avenue (AUP 19-26) and 1722 Natalie Avenue (AUP 19-29) because the proposed new street light pole location is too close to an existing driveway and is too close to a tree, respectively.

Narrow Vertical Alignment, Antenna & RRU, Wires and Cables, and Construction

Approach - The proposed antenna will be encased in radomes/shrouds placed on top of street light poles. There will be no visible wires or cables. All wires and cables will be contained within the shroud, pole, and/or underground. All other equipment associated with the proposed SWFs will be enclosed in underground vaults. The radomes/shrouds will be 12" in diameter and will be designed so that the shrouds appear to be a part of the street light poles (Attachment Nos. 2-6, Condition of Approval # 5.e.iv).

Signage - Signage will be limited to that required by the government and electrical utility regulations, consistent with the Design Guidelines.

Height - The proposed overall height of the street light poles are 28 feet, 6 inches, which is 6 feet, 6 inches lower than the 35 feet maximum height identified in the Design Guidelines.

REQUIRED FINDINGS:

Before an application for an Administrative Use Permit can be approved, the following findings shall be made:

AUP No. 19-25 (Attachment No. 2)

a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the neighborhood or community.

The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well-being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

c. That the site for the proposed use is adequate in size and is so shaped to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.

The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.

d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.

The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

e. That the granting of such administrative use permit will not adversely affect the general plan of the City, or any other adopted plan of the City.

The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

AUP No. 19-26 (Attachment No. 3)

a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the neighborhood or community.

The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well-being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.

The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.

d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.

The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

e. That the granting of such administrative use permit will not adversely affect the general plan of the City, or any other adopted plan of the City.

The proposed replacement street light pole and SWF will not be in conflict with the City's adopted

General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

AUP No. 19-27 (Attachment No. 4)

a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the neighborhood or community.

The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well-being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.

The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.

d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.

The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

e. That the granting of such administrative use permit will not adversely affect the general plan of the City, or any other adopted plan of the City.

The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

AUP No. 19-28 (Attachment No. 5)

a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the neighborhood or community.

The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well-being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.

The proposed street light pole will replace an existing street light pole located in the public right-of-

way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.

d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.

The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

e. That the granting of such administrative use permit will not adversely affect the general plan of the City, or any other adopted plan of the City.

The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

AUP No. 19-29 (Attachment No. 6)

a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the neighborhood or community.

The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well-being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

As conditioned, the applicant is required to obtain permits from the City's Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide "stealth" and blend in within the street light pole

that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.

The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.

d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.

The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

e. That the granting of such administrative use permit will not adversely affect the general plan of the City, or any other adopted plan of the City.

The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

GENERAL PLAN CONSISTENCY:

The proposed replacement street light poles and SWF will not conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

LEGAL REVIEW:

The City Attorney's Office has reviewed the staff report and resolutions, and has concluded that they are in compliance with both State and Federal law.

OPTIONS:

The City Council has the following options:

1. Deny the appeal and uphold the Planning Commission's approval of Administrative Use Permit Nos. 19-25, 19-26, 19-27, 19-28, and 19-29; or
2. Approve the appeal and overturn the Planning Commission's approval of Administrative Use Permit Nos. 19-25, 19-26, 19-27, 19-28, and 19-29;
3. Approve some, but not all of the administrative use permits; or
4. Continue the hearing to the October 1, 2019 City Council Meeting with direction to provide additional information.

ENVIRONMENTAL REVIEW:

The proposal is considered to be categorically exempt, pursuant to Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA) because this involves replacement of existing structures on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. The project involves the removal and replacement of existing light poles and the installation of SWFs.

Prepared by: Jo-Anne Burns, Planning Manager
Additional Approval: Jeff Anderson, Community Development Director

Fiscal Impact

FISCAL IMPACT:

There is no financial impact related to approving the administrative use permit applications and adopting the attached resolutions. Staff time was incurred in the preparation of the report, which falls under the normal course of staff work and is partially reimbursed by the appeal fee.

Attachments

Attachment No. 1 - Vicinity Map
Attachment No. 2 - City Council Resolution No. 2019-65
Attachment No. 3 - City Council Resolution No. 2019-66
Attachment No. 4 - City Council Resolution No. 2019-67
Attachment No. 5 - City Council Resolution No. 2019-68
Attachment No. 6 - City Council Resolution No. 2019-69
Attachment No. 7 - Letter of Appeal
Attachment No. 8 - Planning Commission Resolution No. 19-5991 AUP 19-25 1631 E. Nanette Avenue
Attachment No. 9- Planning Commission Resolution No. 19-5992 AUP 19-26 2539 E Temple Way

Attachment No. 10 - Planning Commission Resolution No. 19-5993 AUP 19-27 1689 Natalie Way
Attachment No. 11 - Planning Commission Resolution No. 19-5994 AUP 19-28 2634 Temple Way
Attachment No. 12 - Planning Commission Resolution No. 19-5995 AUP 19-29 1722 Natalie Ave
Attachment No. 13 - 7.23.19 Planning Commission Meeting Minutes (Excerpt)
Attachment No. 14 - Small Wireless Facility Design Guidelines
Attachment No. 15 - Photographs of Existing Small Wireless Facilities
Attachment No. 16 - Project Plans (viewing instructions)

CITY COUNCIL GOALS & Enhance the City Image and Effectiveness
OBJECTIVES:

Appeal of small cell tower

1631 E. Nanette Avenue, SCE Pole # 4279155E (AUP No. 19-25)

2539 Temple Avenue, SCE Pole # 1918455E (AUP No. 19-26)

1689 Natalie Avenue, SCE Pole # 2079805E (AUP No. 19-27)

2634 Temple Avenue, SCE Pole # 1918457E (AUP No. 19-28)

1722 Natalie Avenue, SCE Pole # 2271977E (AUP No. 19-29)

RECEIVED

2019 AUG -5 PM 4:30

CITY OF WEST COVINA
CITY CLERK'S OFFICE

① Min and Maxx Lee
Janine Peterson

② Ian Piker

Tom,

Ralph Liu

James,

Reason for appeal:
The appearance of ^{small} cell tower
is ugly.

②

West Covina, Ca 91791

①

West Covina

PLANNING COMMISSION

RESOLUTION NO. 19-5991

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE
PERMIT NO. 19-25**

ADMINISTRATIVE USE PERMIT NO. 19-25

CATEGORICAL EXEMPTION

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

LOCATION: Public Right-of-Way in front of 1631 E. Nanette Avenue, SCE Pole # 4279155E

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on the 23rd day of July, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit; and

WHEREAS, studies and investigations made by the Planning Commission and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.
2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW, THEREFORE, the Planning Commission of the City of West Covina does resolve as follows:

1. On the basis of the evidence presented, both oral and documentary, the Planning Commission makes the following findings:
 - a. The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
 - b. As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
 - d. The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate

parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

- e. The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.
3. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-25 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.
 4. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
 5. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
 6. That the approval of the administrative use permit is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on July 23, 2019.
 - b. That the project comply with all applicable standards of the West Covina Municipal Code.
 - c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 4279155E located at 1631 E. Nanette Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top

- of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 14.6 inches in diameter.
- iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The construction detail, shroud/radome details, and elevations on the project plans are inconsistent: shroud/radome detail indicate that the shroud diameter is 14.6", while the construction detail and elevations indicate that the shroud diameter is 24" (maximum). The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 14.6". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (14.6"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.

- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.

- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.

- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Locate the new street light pole in front of the sidewalk. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina at a regular meeting held on the 23rd day of July, 2019, by the following vote:

AYES: Holtz, Redholtz, Kennedy

NOES: Heng, Jacquez

ABSENT: None

DATE: July 23, 2019

EXPIRATION DATE: July 23, 2020
If not used.



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, AICP, Secretary
Planning Commission

PLANNING COMMISSION

RESOLUTION NO. 19-5992

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE
PERMIT NO. 19-26**

ADMINISTRATIVE USE PERMIT NO. 19-26

CATEGORICAL EXEMPTION

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

LOCATION: Public Right-of-Way in front of 2539 E. Temple Avenue, SCE Pole # 1918455E

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 E. Temple Avenue

WHEREAS, the Planning Commission, upon giving the required notice, did on the 23rd day of July, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit; and

WHEREAS, studies and investigations made by the Planning Commission and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 E. Temple Avenue.
2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW, THEREFORE, the Planning Commission of the City of West Covina does resolve as follows:

1. On the basis of the evidence presented, both oral and documentary, the Planning Commission makes the following:
 - a. The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
 - b. As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealththing” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
 - d. The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate

parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

- e. The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.
3. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-26 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.
 4. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
 5. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
 6. That the approval of the administrative use permit is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on July 23, 2019.
 - b. That the project comply with all applicable standards of the West Covina Municipal Code.
 - c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918455E located at 2539 E. Temple Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top

- of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 14.6 inches in diameter.
- iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
 - d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
 - e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The construction detail, shroud/radome details, and elevations on the project plans are inconsistent: shroud/radome detail indicate that the shroud diameter is 14.6", while the construction detail and elevations indicate that the shroud diameter is 24" (maximum). The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 14.6". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (14.6"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
 - f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
 - g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.

- h. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- i. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- j. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- k. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- l. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- m. No cable or wires shall be visible.
- n. All accessory equipment shall be located underground including meter boxes and cabinets.
- o. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- p. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- q. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- r. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- s. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- t. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.

- u. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- v. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- w. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- x. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- y. Unless California Government Code Section 65964, as may be amended, authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- z. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.
- aa. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- bb. The applicant shall sign an affidavit accepting all conditions of this approval.

- cc. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Proposed location of new street light is too close to driveway: minimum of 5' from beginning of curb return is required. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary "no parking" signage postings.
3. Comply with City's requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the cellular company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The cellular or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina at a regular meeting held on the 23rd day of July, 2019, by the following vote:

AYES: Holtz, Redholtz, Kennedy

NOES: Heng, Jacquez

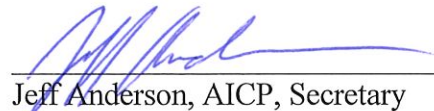
ABSENT: None

DATE: July 23, 2019

EXPIRATION DATE: July 23, 2020
If not used.



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, AICP, Secretary
Planning Commission

PLANNING COMMISSION

RESOLUTION NO. 19-5993

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE
PERMIT NO. 19-27**

ADMINISTRATIVE USE PERMIT NO. 19-27

CATEGORICAL EXEMPTION

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

LOCATION: Public Right-of-Way near 1689 Natalie Way, SCE Pole # 2079805E

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.

WHEREAS, the Planning Commission, upon giving the required notice, did on the 23rd day of July, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit; and

WHEREAS, studies and investigations made by the Planning Commission and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.
2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW, THEREFORE, the Planning Commission of the City of West Covina does resolve as follows:

1. On the basis of the evidence presented, both oral and documentary, the Planning Commission makes the following findings:
 - a. The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
 - b. As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. . Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
 - d. The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate

parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

- e. The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.
3. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-27 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.
 4. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
 5. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
 6. That the approval of the administrative use permit is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on July 23, 2019.
 - b. That the project comply with all applicable standards of the West Covina Municipal Code.
 - c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2079805E located near 1689 Natalie Way.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top

- of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 14.6 inches in diameter.
- iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The construction detail, shroud/radome details, and elevations on the project plans are inconsistent: shroud/radome detail indicate that the shroud diameter is 14.6", while the construction detail and elevations indicate that the shroud diameter is 24" (maximum). The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 14.6". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (14.6"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.

- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (e.g. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.

- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.

- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before to **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Use correct address, 1689 Natalie Way does not exist. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
3. Comply with City’s requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina at a regular meeting held on the 23rd day of July, 2019, by the following vote:

AYES: Holtz, Redholtz, Kennedy

NOES: Heng, Jacquez


ABSENT: None

DATE: July 23, 2019

EXPIRATION DATE: July 23, 2020
If not used.



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, AICP, Secretary
Planning Commission

PLANNING COMMISSION

RESOLUTION NO. 19-5994

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE
PERMIT NO. 19-28

ADMINISTRATIVE USE PERMIT NO. 19-28

CATEGORICAL EXEMPTION

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

LOCATION: Public Right-of-Way in front of 2634 Temple Avenue, SCE Pole # 1918457E

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on the 23rd day of July, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit; and

WHEREAS, studies and investigations made by the Planning Commission and in its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.
2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW, THEREFORE, the Planning Commission of the City of West Covina does resolve as follows:

1. On the basis of the evidence presented, both oral and documentary, the Planning Commission makes the following findings:
 - a. The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
 - b. As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
 - d. The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate

parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

- e. The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.
3. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-28 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.
 4. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
 5. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
 6. That the approval of the administrative use permit is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on July 23, 2019.
 - b. That the project comply with all applicable standards of the West Covina Municipal Code.
 - c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 1918457E located at 2634 Temple Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top

- of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 14.6 inches in diameter.
- iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The construction detail, shroud/radome details, and elevations on the project plans are inconsistent: shroud/radome detail indicate that the shroud diameter is 14.6", while the construction detail and elevations indicate that the shroud diameter is 24" (maximum). The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 14.6". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (14.6"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.

- h. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- i. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- j. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- k. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- l. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- m. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- n. No cable or wires shall be visible.
- o. All accessory equipment shall be located underground including meter boxes and cabinets.
- p. The vault cover shall be painted to match the surface that it is on (i.e. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- q. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- r. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- s. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- t. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.

- u. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- v. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- w. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- x. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- y. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.
- z. Unless California Government Code Section 65964, as may be amended, authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- aa. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.

- bb. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- cc. The applicant shall sign an affidavit accepting all conditions of this approval.
- dd. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary “no parking” signage postings.
2. Comply with City’s requirement for rehabilitation of existing improvements.
3. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.
4. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
5. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina at a regular meeting held on the 23rd day of July, 2019, by the following vote:

Planning Commission Resolution No. 19-5994
Administrative Use Permit No. 19-28
2634 Temple Avenue
July 23, 2019 – Page 8
AYES: Holtz, Redholtz, Kennedy

NOES: Heng, Jacquez

ABSENT: None

DATE: July 23, 2019

EXPIRATION DATE: July 23, 2020
If not used.



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, AICP, Secretary
Planning Commission

PLANNING COMMISSION

RESOLUTION NO. 19-5995

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, APPROVING ADMINISTRATIVE USE
PERMIT NO. 19-29

ADMINISTRATIVE USE PERMIT NO. 19-29

CATEGORICAL EXEMPTION

APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes

LOCATION: Public Right-of-Way in front of 1722 Natalie Avenue, SCE Pole # 2271977E

WHEREAS, there was filed with this City a verified application on forms prescribed in Chapter 26, Article VI of the Covina Municipal Code, requesting approval of an administrative use permit to:

Remove and replace an existing light pole and install a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.

WHEREAS, the Planning Commission, upon giving the required notice, did on the 23rd day of July, 2019, conduct a duly noticed public hearing to consider the subject application for an administrative use permit; and

WHEREAS, studies and investigations made by the Planning Commission and on its behalf reveal the following:

1. The applicant is requesting the approval of an administrative use permit to allow the removal and replacement of an existing light pole and installation of a Small Wireless Facility consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.
2. Appropriate findings for approval of an administrative use permit for a Small Wireless Facility are as follows:
 - a. That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or community.
 - b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- c. That the site for the proposed use is adequate in size and is so shaped as to accommodate said use, as well as all yards, spaces, walls, fences, parking, loading, landscaping, and any other features necessary to adjust said use to the land and uses in the neighborhood and make it compatible therewith.
 - d. That the site abuts streets and highways adequate in width and improvements to carry traffic generations typical of the proposed use and that street patterns of such a nature exist as to guarantee that such generations will not be channeled through residential areas on local residential streets.
 - e. That the granting of such administrative use permit will not adversely affect the general plan of the city, or any other adopted plan of the city.
3. This project is categorically exempt under the California Environmental Quality Act, Section 15302 (Class 2, Replacement or Reconstruction) of the California Environmental Quality Act (CEQA), since the project consists of the removal and replacement of a street light pole and the construction of a Small Wireless Facility with antennas on top of the light pole.

NOW, THEREFORE, the Planning Commission of the City of West Covina does resolve as follows:

1. On the basis of the evidence presented, both oral and documentary, the Planning Commission makes the following findings:
 - a. The proposed SWF will improve wireless service and connectivity within the vicinity, contributing to the general well being of the neighborhood or community. As conditioned, the appearance and materials of the proposed street light pole will be consistent with the appearance and materials of other street light poles within the vicinity. The SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. There will be no visible wires, cables, or equipment.
 - b. As conditioned, the applicant is required to obtain permits from the City’s Engineering Division and Southern California Edison. A traffic control plan is required to be reviewed and approved by the City Engineer to ensure public safety during construction. Further, the SWF antennas will be enclosed in a shroud that is designed to provide “stealth” and blend in within the street light pole that it is attached to. As such, the SWF will not be detrimental to the health, safety, peace or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
 - c. The proposed street light pole will replace an existing street light pole located in the public right-of-way. The existing street light pole is long-standing and has been operating on the site for a number of years. The public right-of-way area is sufficient in size to accommodate the replacement street light pole and SWF. The proposed street light pole and SWF facility will not impede pedestrian and/or vehicle traffic.
 - d. The proposed street light pole and SWF are static and will not be a destination. Therefore, the use will not generate any recurring traffic. The size of the street is adequate to accommodate

parking of service vehicles in the event that the street light pole and/or SWF will require repair or maintenance services. As conditioned, an encroachment permit will be required for any work conducted in the public right-of-way, including repair and maintenance work.

- e. The proposed replacement street light pole and SWF will not be in conflict with the City's adopted General Plan. The project will be consistent with General Plan Policies 6.24 (ensure that new development does not expose surrounding land uses to excessive noise), and 6.25 (minimize noise conflicts between local noise generators and sensitive receivers), and Action 6.25a (continue to enforce the City's existing Noise Ordinance). The proposed mechanical equipment will be installed underground and will be adequately set back from living areas of residential structures. As conditioned, the project will comply with the City's Noise Ordinance and will not generate excessive noise.

- 3. That pursuant to all of the evidence presented, both oral and documentary, and further based on the findings above, Administrative Use Permit No. 19-29 is approved subject to the provisions of the West Covina Municipal Code, provided that the physical development of the herein described property shall conform to said plan and the conditions set forth herein which, except as otherwise expressly indicated, shall be fully performed and completed or shall be secured by bank or cash deposit satisfactory to the Planning Director, before the use or occupancy of the property is commenced and before the Certificate of Occupancy is issued, and the violation of any of which shall be grounds for revocation of said administrative use permit by the Planning Director, Planning Commission, or City Council.
- 4. That the administrative use permit shall not be effective for any purpose until the applicant involved (or a duly authorized representative) has filed at the office of the Community Development Director, his/her affidavit stating he/she is aware of, and accepts, all conditions of this administrative use permit as set forth below. Additionally, no permits shall be issued until the applicant involved (or a duly authorized representative) pays all costs associated with the processing of this application pursuant to City Council Resolution No. 8690.
- 5. The costs and expenses of any enforcement activities, including, but not limited to attorneys' fees, caused by the applicant's violation of any condition imposed by this approval or any provision of the West Covina Municipal Code shall be paid by the applicant.
- 6. That the approval of the administrative use permit is subject to the following conditions:
 - a. Comply with plans reviewed by the Planning Commission on July 23, 2019.
 - b. That the project comply with all applicable standards of the West Covina Municipal Code.
 - c. This approval allows for the following:
 - i. Installation of a Small Wireless Facility (SWF) consisting of shrouded antennas on top of the light poles and underground equipment, on SCE Pole # 2271977E located at 1722 Natalie Avenue.
 - ii. Decommission and removal of an existing 24 feet tall street light pole to be replaced with a 28 feet, 6 inches tall street light pole as measured from adjacent grade to the top

- of the radome/shroud to accommodate antennas encased in a radome/shroud measuring 5 feet, 6 inches tall and 14.6 inches in diameter.
- iii. Installation of vaulted underground mechanical equipment in the public right-of-way.
- d. The proposed SWF shall be installed on a replacement street light pole that shall match other light standards in the area in terms of color, size, proportion, style, and quality. The wireless facility shall be professionally painted and maintained to match the street light pole, and other streetlight poles located in the immediate neighborhood. The operator shall agree to modify the color of the shroud at the City's request in order to achieve "stealththing." The shroud shall be kept in good condition, repainted, and/or replaced as necessary.
- e. The project plans shall be revised prior to any Engineering Division permit issuance to reflect the following corrections:
 - i. The project plans shall be drawn to scale. The plot or site plan shall be at a scale of 1" = 30 feet or larger. The elevations shall be at a scale of 1/4" = 1 foot.
 - ii. The plot or site plan shall clearly indicate the location of any existing buildings (within 50 feet from the site), existing street light posts, existing trees (identify species, size in diameter, and dripline), proposed street light post, proposed equipment, existing driveways, existing driveway aprons, parkway width, sidewalk width, and street width.
 - iii. The elevations shall be drawn to reflect the actual site topography including any slopes, curbs, or similar topographical changes or features.
 - iv. The construction detail, shroud/radome details, and elevations on the project plans are inconsistent: shroud/radome detail indicate that the shroud diameter is 14.6", while the construction detail and elevations indicate that the shroud diameter is 24" (maximum). The radome/shroud design shall be revised on the construction detail and elevations to indicate a maximum diameter of 14.6". The radome/shroud shall be redesigned so that there is a smooth, seamless transition between the width of the streetlight pole (11.8") and the width of the radome/shroud (14.6"), so that the shroud appears to be a part of the street light pole and not an afterthought or an attachment.
- f. The applicant shall provide the City with a Radio Frequency (RF) exposure compliance report prepared and certified by an RF consultant that certifies that the proposed facility, after taking into account any facilities that contribute to the cumulative exposure in the subject area, will comply with applicable Federal RF exposure standards and exposure limits. The report shall be prepared and submitted to the Planning Division prior to Engineering Division permit issuance.
- g. Within 30 days of installation of the SWF, the Applicant shall submit a report to the City from an RF consultant that certifies that the facility, as installed, and after taking into account any facilities that contribute to the cumulative exposure in the subject area, actually does comply with applicable Federal RF exposure standards and exposure limits.

- h. The new street light pole is proposed to be constructed near a significant tree. Per Section 26-294 of the WCMC, no grading, construction, or construction related activities shall occur within the dripline of a significant or heritage tree. No structure or impervious paving shall be located within the dripline or within a six-foot radius of the trunk perimeter, whichever is greater, of any significant or heritage tree. No construction that disrupts the root system shall be permitted. As a guideline, no cutting of roots should occur within a distance equal to 3.5 times the trunk diameter as measured at ground level. Significant and heritage trees shall be shielded from damage during construction with an appropriate construction barrier, such as a chain link fence and steel stake fence enclosing the entire dripline area. All exposed roots shall be inside the fence barrier. The fence or barrier shall have a minimum height of 6 feet measured from grade. In all cases where a fence or barrier is to be used around a protected tree, the fence or barrier shall be installed prior to commencement of any development activity on the site and should remain in place throughout all phases of construction.
- i. That any proposed changes to the approved plans be reviewed by the Planning Division, and the written authorization of the Community Development Director shall be obtained prior to implementation.
- j. This Administrative Use Permit approval is for the design standards and aesthetics of the SWF. The applicant shall obtain an encroachment permit from the Engineering Division prior to any work conducted in the public right-of-way, including but not limited to temporary improvements, dumpsters, the installation of the street light pole, the removal of the street light pole, and the installation of the SWF antennas and equipment.
- k. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County, and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of West Covina Municipal Code (WCMC) shall apply.
- l. The applicant shall obtain written approval and required permits from Southern California Edison (SCE).
- m. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City Department, the stricter standard shall apply.
- n. All cables and wires shall be directly routed to the pole and encased within the pole and shroud, and hidden from view. No loops, exposed cables, splitters or unsightly wires shall be permitted.
- o. No cable or wires shall be visible.
- p. All accessory equipment shall be located underground including meter boxes and cabinets.

- q. The vault cover shall be painted to match the surface that it is on (i.e. painted grey if it is on a concrete sidewalk; green if it is on landscaped area).
- r. The facility shall be installed so as to maintain and enhance existing landscaping on the site, including trees, foliage and shrubs. The Community Development Director shall determine the extent of trimming of existing foliage to maintain adequate screening of the wireless facility.
- s. The facility shall not bear any signs or advertising devices other than certification, warning or other signage required by law or permitted by the City.
- t. The facility shall not be illuminated except for the existing streetlight luminaire. All other illumination shall be restricted.
- u. Backup generators shall only be operated during periods of power outages, and shall not be tested on weekends or holidays, or between the hours of 7:00 p.m. and 7:00 a.m.
- v. No portion of the SWF, including, but not limited to, emergency generators, shall violate the City's noise ordinance at any time.
- w. Unless otherwise provided herein, all necessary repairs and restoration shall be completed by the Applicant, owner, operator or any designated maintenance agent within 48 hours:
 - i. After discovery of the need by the Applicant, owner, operator or any designated maintenance agent; or
 - ii. After Applicant, owner, operator or any designated maintenance agent receives notification from the City.
- x. If the Applicant abandons the use of the SWF, or if this permit expires or otherwise terminates, then within 90 days of such occurrence, applicant shall, after obtaining any required permits, cause the location and facilities to be returned to a condition equal to or better than the location and facilities at the time this permit was approved. If the SWF(s) had in fact been installed and operated, then this condition shall require no less than the removal of all wireless antennas and equipment at the site, but will not require removal of the light pole, provided that said light pole appears to function, and in fact functions, and is maintained, in a manner substantially similar to the nearby operable and well-maintained light poles.
- y. Each facility shall be operated and maintained to comply with all conditions of approval. Each owner or operator of a facility shall routinely inspect each site to ensure compliance with the same and the standards set forth in the WCMC.
- z. No person shall install, use or maintain any facility which in whole or in part rests upon, in or over any public right-of-way, when such installation, use or maintenance endangers or is reasonably likely to endanger the safety of persons or property, or when such site or location is used for public utility purposes, public transportation purposes or other governmental use, or when such facility unreasonably interferes with or

unreasonably impedes the flow of pedestrian or vehicular traffic including any legally parked or stopped vehicle, the ingress into or egress from any residence or place of business, the use of poles, posts, traffic signs or signals, hydrants, mailboxes, permitted sidewalk dining, permitted street furniture or other objects permitted at or near said location.

- aa. Unless California Government Code Section 65964, as may be amended, authorizes the city to issue a permit with a shorter term, a permit for any wireless telecommunications facility shall be valid for a period of ten years, unless pursuant to another provision of the WCMC or these Conditions of Approval, it lapses sooner or is revoked. At the end of ten years from the date of issuance, such permit shall automatically expire.
- bb. An Applicant may apply for a new permit within 180 days prior to expiration. Said application and proposal shall comply with the City's current Code requirements for SWF's.
- cc. The SWF is considered abandoned and shall be promptly removed as provided herein if it ceases to provide wireless telecommunications services for 90 or more days.
- dd. The applicant shall sign an affidavit accepting all conditions of this approval.
- ee. This approval is effective for a period of one (1) year. All applicable permits must be obtained within one (1) year of project approval. Therefore, well before **July 23, 2020** (if permits have not been obtained), you are urged to file a letter with the department requesting a one-year extension of time. The required submittal is a letter stating the reasons why an extension is needed, as well as an applicable processing fee. **Please be advised that the applicant will not be notified by the Planning Division about the pending expiration of the subject entitlement.**

Engineering Division Requirements:

1. Locate proposed street light away from tree. Revised plans shall be submitted to the Planning Division to reflect this change prior to Engineering submittal for the encroachment permit. In addition, plans reflecting this change shall be submitted to the Engineering Division as a part of the encroachment permit process.
2. Notify residents of the proposed public right-of-way construction, at least 7 calendar days prior to the start of work. The notice shall include information on any lane or street closures, and/or temporary street parking prohibition. This required notice shall be made in addition to the required temporary "no parking" signage postings.
3. Comply with City's requirement for rehabilitation of existing improvements.
4. Reattach all signs to the new street light pole. All signs shall be attached prior to the new street light pole being operational.

5. The existing street light pole shall be removed within 10 calendar days from the date the replacement street light pole becomes operational.
6. The applicant shall obtain permits from the City of West Covina Engineering Division.

Fire Department Requirements:

1. The property address, as well as the wireless company and owner emergency contact information shall be permanently posted just outside the enclosure or on the light pole. The wireless or servicing company account number shall also be provided.
2. Additional fire department requirements may be set upon future review of plan modifications and/or construction revisions at the site.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina at a regular meeting held on the 23rd day of July, 2019, by the following vote:

AYES: Holtz, Redholtz, Kennedy

NOES: Heng, Jacquez


ABSENT: None

DATE: July 23, 2019

EXPIRATION DATE: July 23, 2020
If not used.



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, AICP, Secretary
Planning Commission

A G E N D A

DATE: July 23, 2019

ITEM NO.: 1

**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF WEST COVINA
Tuesday, July 23, 2019**

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the West Covina Council Chambers. The Commission observed a moment of silent prayer/meditation and Commissioner Jaquez lead the Pledge of Allegiance.

ROLL CALL

Present: Heng, Holtz, Jaquez, Kennedy and Redholtz

Absent: None

City Staff Present: Anderson, Burns, Barrios, Porter

APPROVAL OF MINUTES:

1. Regular meeting, June 11, 2019

The minutes were approved as amended

OTHER MATTERS OR ORAL COMMUNICATIONS

None

PUBLIC HEARINGS

2. **ADMINISTRATIVE USE PERMIT (AUP) NOS. 19-25, 19-26, 19-27, 19-28, AND 19-29**
CATEGORICAL EXEMPTION
APPLICANT: Crown Castle Fiber LLC / Cynthia-Denise Holmes
LOCATION: Public Right-of-Way with/near/in front of the following addresses:
1631 E. Nanette Avenue, SCE Pole # 4279155E (AUP No. 19-25)
2539 Temple Avenue, SCE Pole # 1918455E (AUP No. 19-26)
1689 Natalie Avenue, SCE Pole # 2079805E (AUP No. 19-27)
2634 Temple Avenue, SCE Pole # 1918457E(AUP No. 19-28)
1722 Natalie Avenue, SCE Pole # 2271977E (AUP No. 19-29)
REQUEST: A request to approve Administrative Use Permits (AUP) to allow the removal and replacement of existing light poles and the installation of Small Wireless

Facilities (SWFs) also known as Small Cell Sites, consisting of shrouded antennas on top of light poles and underground equipment.

Planning Manager Jo-Anne Burns presented the staff report. She discussed the guidelines for small cell wireless facilities and why the AUPs were being presented to the Planning Commission. City Attorney Scott Porter provided some background of Federal and State laws and recent court cases.

The Commission asked questions regarding the area that would be covered by the proposed small cell facilities, how the shroud would be colored to match, if these would be Edison's poles, how the small cells were associated with the larger freestanding wireless facilities and the size of the radome on top of the proposed light pole.

PROPOSERS

Cynthia-Denise Homes and Robert Jystad, applicants, stated they were the representative for Crown Castle who would own the small cells. They gave some background on small cell technology and the proposed locations.

George Ogden spoke on his concern with Commissioner Heng's history of involvement in opposition to wireless facilities in other locations and that Commissioners should not be biased.

OPPOSERS

No one spoke in opposition.

Chairman Redholtz closed the public hearing.

City Attorney Porter and Commissioner Heng both spoke about the comments provided on concerns of bias. Commissioner Heng stated she would be unbiased in making her determination on the facts in front of the Commission.

The Planning Commissioners discussed the merits of the case, including that residents may have concerns once they see the new poles with the small cells installed, the design of the radome, requiring the applicant to provide a physical demonstration of the height and size of the proposed radome, and concerns that it is difficult to visualize how it will look. There was also discussion that notification had been mailed to the surrounding residents and property owners and there was no one speaking in opposition.

Motion by Kennedy, seconded by Redholtz to waive further reading and adopt Resolutions 19-5991, 19-559, 19-5993, 19-5994, and 19-5995, approving Administrative Use Permit Nos. 19-25, 19-26, 19-27, 19-28 and 19-29. Motion carried 3-2 (Heng/Jaquez).

PLANNING COMMISSION
RESOLUTION NO. 19 – 5986

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, ADOPTING DESIGN GUIDELINES
FOR SMALL WIRELESS FACILITIES**

GENERAL EXEMPTION

APPLICANT: City of West Covina

LOCATION: Citywide

WHEREAS, the Planning Commission, did on the 23rd day of April 2019, adopted design guidelines for small wireless facilities; and

WHEREAS, studies and investigations made by this Commission and on its behalf reveal the following facts:

1. The Municipal Code currently has standards for Wireless Telecommunication Facilities which were adopted in 1997.
2. The Federal Communications Commission (FCC) has issued Order 18-133 which, among other undertakings, requires that aesthetic standards for small wireless communications facilities in the public right-of-way be 1) reasonable, 2) no more burdensome than applied to other types of infrastructure deployments, 3) objective, and 4) published in advance.
3. It is the desire of the City of West Covina to encourage an aesthetically pleasing local environment. It is also the intent of the City to encourage the expansion of wireless technology because it provides a valuable service to residents and businesses in the city. It is the City's goal to encourage wireless providers to construct new facilities in a way that blends architecturally with the built environment
4. The City of West Covina strives to comply with Federal and State mandates.
5. The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, in that the proposed action consists of the adoption of design guidelines, which does not have the potential for causing a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of West Covina as follows:

SECTION NO. 1: The above recitals are true and correct and are incorporated herein as if set forth herein in full.

SECTION NO. 2: Based on the evidence presented and the findings set forth, adoption of Design guidelines will promote compliance with Federal Communications Commission (FCC) Order 18-133 while also promoting the City's aesthetic design preferences for such facilities.

SECTION NO. 3: Based on the evidence presented and the findings set forth, the Planning Commission of the City of West Covina hereby adopts the Design Guidelines as set forth on Exhibit "A."

SECTION NO. 4: The Secretary is instructed to forward a copy of this Resolution to the City Council for their attention in the manner as prescribed by law and this Resolution shall go into force and effect upon its adoption.

I HEREBY CERTIFY, that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina, at a regular meeting held on the 23th day of April, 2019, by the following vote.

AYES: Holtz, Heng, Kennedy, Redholtz

NOES: None

ABSTAIN: None

ABSENT: Jaquez

DATE: 4/23/19



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, Secretary
Planning Commission

EXHIBIT A

(See next page for the Design Guidelines)



CITY OF WEST COVINA SMALL WIRELESS FACILITY DESIGN GUIDELINES IN THE PUBLIC RIGHT OF WAY

Review Process – Small cells require an administrative use permit per WCMC Section 26-685.985. Staff will be recommending approval if facility complies with the following design standards.

Location – Locate 100 feet away from properties used for residential purposes.

Facility and Support Equipment – Facilities should be proposed on existing aggregate light poles. A replacement light pole should be no more than 3 feet from the existing pole location. All facilities shall be designed, textured and colored to match the existing light pole for aesthetic consistency. The base of the pole should be a maximum of 16 inches in diameter. New and/or replacement poles shall be aggregate/marbilite, in a mix, blend, color, and shape/contour to match existing poles in the vicinity.

Narrow Vertical Alignment – Consider the use of shrouds and equipment enclosures that are nearly the same diameter as the pole at a ratio of approximately 1:1 for a more visually streamlined form from the street level. Avoid any tilted arrangement.

Antenna & RRU – Place antenna and RRUs within a shroud above the light pole. RRUs attached to the side of the pole are discouraged; but if required and with discretionary approval, it should use the smallest RRU volume possible and be placed close together with minimal distance from the pole.

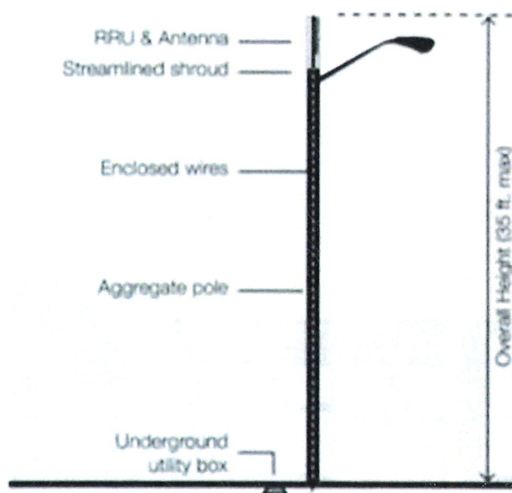
Wires & Cables – Wires and cables should be contained within the shroud and run inside the pole for an orderly appearance. If wiring cannot be contained within the pole, all wiring shall be contained within a conduit that is subdued or matches the adjacent surface and is UV protected.

Signage – Signage shall be limited to the minimum required by the government and electrical utility regulations and shall be as small and least visible as possible.

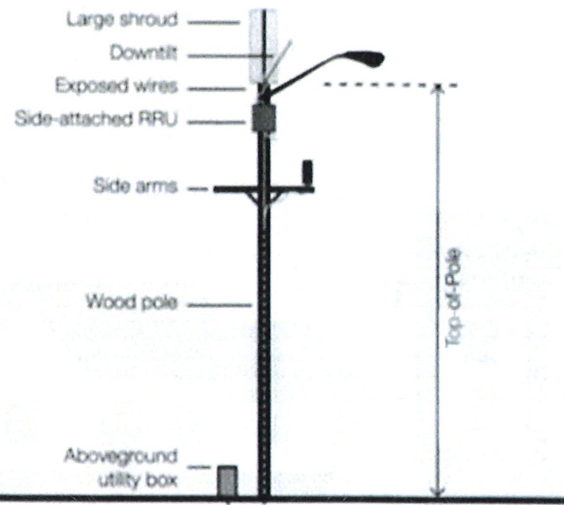
Construction Approach (including power and metering) - Separate freestanding meter pedestals should not be used. Metering should be wireless when possible, and underground if wireless metering is infeasible.

Height- Overall height of the streetlight pole, including mounted equipment, shall be similar to the surrounding poles and not exceed 35 feet in height.

Recommend Approval



Discretionary Review



Existing Small Wireless Facilities

Address: 2810 E. Del Mar Avenue, Pasadena CA 91107

Description: Small Wireless Facility (SWF) on top of street light pole. Antenna shroud is painted to match the color of the pole. This particular SWF has the radio mounted on the pole behind the “Speed limit sign.” The proposed SWF will have the radio installed within top cannister/shroud (no cabinets/equipment will be attached to the pole). The design of the proposed SWF will resemble the design of this particular SWF with the exception of the location of the radio.



ATTACHMENT NO. 17

Project Plans are available for review by the public at the West Covina Police Department, West Covina City Clerk's Office (City Hall, 3rd Floor), and West Covina Planning Division Counter (City Hall, 2nd floor).



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: October 1, 2019

TO: Mayor and City Council

FROM: David Carmany
City Manager

SUBJECT: ZONING CODE AMENDMENT NO. 18-04 - AMENDMENT TO THE CITY OF WEST COVINA MUNICIPAL CODE PERTAINING TO ALCOHOL SALES AT SERVICE STATIONS

RECOMMENDATION:

The Planning Commission recommends that the City Council read the title of the ordinance and waive further reading, and introduce the following ordinance:

ORDINANCE NO. 2461 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA APPROVING CODE AMENDMENT NO. 18-04, RELATED TO ALCOHOL SALES AT SERVICE STATIONS

BACKGROUND:

Code Amendment No. 18-04 was initiated by the Planning Commission (Resolution No. 18-5961) on August 28, 2018. The initiation was due to correspondence received by the Planning Division from Mohsen Karimi (owner of the Chevron Extra Mile Service Station at 246 N. Citrus Avenue) requesting the City to consider a code amendment to allow the sales of alcohol at service stations.

Currently, the Municipal Code prohibits the sale of alcoholic beverages at service stations. The proposed code amendment would amend the Municipal Code to allow the off-sale of alcohol at service stations subject to a conditional use permit. The Planning Commission has considered this issue several times over the last few years. In 2008, Code Amendment No. 08-02 was initiated by the City Council to consider amending the code to allow alcohol sales at service stations. That consideration was subsequently abandoned. In 2010, the Planning Commission initiated Code Amendment No. 10-03 to consider the concept. The Code Amendment was later rescinded by the Commission.

DISCUSSION:

Based on Planning Commission study sessions and public hearing, the draft code amendment provides the following changes to the West Covina Municipal Code (WCMC):

- Adds a category for off-sale alcohol sales to the Land Use Matrix (WCMC Section 26-597) and identifies that a conditional use permit (CUP) is required for the use in the N-C, R-C, S-C, C-2, C-3, and M-1 zones, and is not allowed in other zoning designations.
- Removes "sale of alcoholic beverages" as prohibited in service stations (WCMC Section 26-664).
- Adds CUP requirement in Alcoholic Beverage Service portion of Municipal Code (WCMC Section

26-685.103) and cross-reference Section 26-685.103.3.

- Adds new section to the Municipal Code (WCMC Section 26-685.103.3) that identifies the CUP process for service stations selling alcohol and lists the following standards:
 1. Beer and wine sales shall only be allowed in convenience stores greater than 2,000 square feet in floor area.
 2. A maximum of ten (10) percent of the retail floor area shall be allowed for the display and sale of alcohol. Merchandise stacking shall not be included in the retail floor area calculation when determining the maximum area for display and alcohol sales.
 3. The sale of beer in quantities fewer than three containers is prohibited and no alcoholic beverage shall be sold in unit quantities less than the distributor's intended resale units.
 4. No beer and wine shall be displayed within five feet of the cash register or front door.
 5. The advertisement of beer and wine shall not be permitted at motor fuel islands.
 6. Identification card reader is required to determine the authenticity of the identification that displays the age of the individual.
 7. No pay phone shall be permitted on the exterior of the premises.
 8. No beer and wine shall be sold from or displayed in an ice tub.
 9. No coin operated video games or video entertainment machines shall be permitted on the premises.
 10. Signage shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
 11. Signs shall be prominently posted, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.

PLANNING COMMISSION REVIEW

Following the initiation, the Planning Commission held study sessions on February 26, 2019, April 23, 2019, and May 14, 2019. At the February 26th study session, staff presented the Planning Commission with a list of 18 gasoline service stations within the City (with business licenses) and a list of 55 businesses within the City with active off-sale alcohol licenses. In addition, staff provided the Planning Commission with the list of potential standards discussed by the Planning Commission in 2010, when a similar code amendment was being considered (Code Amendment No. 10-03 was later rescinded). The Planning Commission directed staff to reach out to the Police and Fire Departments for their input on the issue, bring back information on surrounding cities' standards regarding alcohol sales in service stations, and prepare a map identifying all the service stations and stores with off-sale alcohol licenses within the City. In addition to two emails received by staff prior to the February 26th Planning Commission study session, 11 members of the public spoke with concerns regarding public safety and over-concentration of retailers selling alcohol within the City. Four members of the public (including the applicant) spoke in support of the Code Amendment citing customer convenience and the need to stay competitive with gasoline stations in surrounding cities.

A second study session was held by the Planning Commission on April 23, 2019. Staff provided the Planning Commission memorandums prepared by the Police and Fire Departments pertaining to the proposed Code Amendment and a map identifying all the service stations and stores with off-sale alcohol licenses within the City. The Planning Commission continued the matter to May 14, 2019, to allow the entire Commission to participate in the discussion (Commissioner Jacquez was absent).

At the May 14th study session, six members of the public spoke in opposition of the code amendment, and eight members of the public spoke in favor of the code amendment. The Planning Commission voted 3-2 to direct staff to draft a code amendment allowing off-site alcohol sales at service stations as an accessory use.

On August 13, 2019, the Planning Commission held a public hearing and adopted Resolution No. 19-5997, recommending City Council approval of Code Amendment No. 18-04, which would amend the West Covina Municipal Code to allow alcohol sales in service stations. The Commission voted 3-2 (AYES: Commissioners Redholtz, Kennedy and Jacquez; NOES: Commissioners Holtz and Heng). During the Planning Commission meeting, two members of the public spoke in favor of the proposed code amendment citing fairness and customer convenience, two members of the public spoke against the proposed code amendment with public safety concerns, and one member of the public spoke with a neutral point-of-view.

GENERAL PLAN CONSISTENCY

The proposed code amendment is consistent with Policy 2.1 (Maintain and enhance the City's current tax base) and Action 2.1a (Continue to strengthen the City's retail base) of the General Plan. The code amendment would allow service station convenience stores to better compete with similar sized markets, which may improve their generation of taxable sales for the City.

LEGAL REVIEW:

The City Attorney's Office has reviewed the proposed ordinance as to form and content and has concluded that they are in compliance with both State and federal law.

OPTIONS:

The City Council has the following options:

1. Approve the Planning Commission's recommendation and adopt the Ordinance;
2. Provide alternative direction; or
3. Receive and file.

ENVIRONMENTAL REVIEW:

The proposal is not subject to the California Environmental Quality Act (CEQA) per Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to activity that results in direct or reasonably foreseeable indirect physical change in the environment and for activity considered to be a project, respectively. The amendment to the West Covina Municipal Code would not result in a physical change in the environment because it would only revise development standards for alcohol sales within service stations.

Prepared by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Ordinance No. 2461
Attachment No. 2 - Planning Commission Resolution No. 19-5997
Attachment No. 3 - August 13, 2019 Planning Commission Study Session Staff Report
Attachment No. 4 - May 14, 2019 Planning Commission Study Session Staff Report
Attachment No. 5 - May 14, 2019 Planning Commission Minutes Excerpt
Attachment No. 6 - April 23, 2019 Planning Commission Study Session Report
Attachment No. 7 - April 23, 2019 Planning Commission Minutes Excerpt
Attachment No. 8 - February 26, 2019 Planning Commission Study Session Report
Attachment No. 9 - February 26, 2019 Planning Commission Minutes Excerpt
Attachment No. 10 - Letter of Request.Karimi
Attachment No. 11 - Fire Department Memo
Attachment No. 12 - Police Department Memo
Attachment No. 13 - Service Stations and Off-sale Alcohol License Location Map
Attachment No. 14 - Active Off-sale Licenses

CITY COUNCIL GOALS & OBJECTIVES: Engage in Proactive Economic Development

ORDINANCE NO. 2461

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA APPROVING CODE AMENDMENT
NO. 18-04, RELATED TO ALCOHOL SALES AT SERVICE
STATIONS**

WHEREAS, the City's provisions regarding alcohol uses were last updated in 2017; and

WHEREAS, the City currently does not allow alcohol sales at service stations; and

WHEREAS, on the 28th day of August 2018, the Planning Commission initiated a code amendment to Section 26-664 (c) of the West Covina Municipal Code; and

WHEREAS, the Planning Commission, did on the February 26, 2019 and April 23, 2019, conduct study sessions to consider the initiated zone change; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 13th day of August 2019, conduct a duly advertised public hearing as prescribed by law to make recommendations to the City Council to approve Code Amendment No. 18-04; and

WHEREAS, the City Council, upon giving the required notice, did on the 1st day of October 2019, conduct a duly advertised public hearing as prescribed by law on the proposed ordinance; and

WHEREAS, based on review of the State CEQA Guidelines, the City Council finds and determines that the proposed ordinance is statutorily exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment; and

WHEREAS, the City Council has duly considered all information presented to it, including written staff reports and any testimony provided at the public hearing, with all testimony received being made a part of the public record.

**WHEREFORE, THE MAYOR AND THE CITY COUNCIL OF THE CITY OF
WEST COVINA HEREBY ORDAINS AS FOLLOWS:**

SECTION NO. 1: Section 26-597 of the West Covina Municipal Code is hereby amended to include the following use within the table, to be inserted consistent with alphabetical ordering:

			M	M	M	M											
	R	R	F	F	F	F	O	N	R	S	C	C	M	I		P	O
	A	1	8	15	20	45	P	C	C	C	2	3	1	P		B	S
<u>Alcohol off-sale, service stations (see art XII, div. 15)</u>								<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>				

SECTION NO. 2: Section 26-664 of the West Covina Municipal Code is hereby amended to read as follows:

- (a) A service station shall not be established or maintained without facilities to pump gasoline.
- (b) Garage, mechanical repair service not specifically mentioned in Section 26-663, including but not limited to the following items are prohibited:
 - (1) Battery repair.
 - (2) Tire rebuilding or recapping.
 - (3) Painting.
 - (4) Body work.
 - (5) Steam cleaning or radiator repair.
 - (6) Transmission rebuilding.
 - (7) Motor repairs involving the removal of the head or crank case.
- ~~(c) Sale of alcoholic beverages.~~
- ~~(d)~~ (c) Subleasing of floor space or site area except for any use specifically authorized by section 26-663, subparagraphs (a) through (i), (k) and (m).

SECTION NO. 3: Section 26-685.103 of the West Covina Municipal Code is hereby amended to read as follows:

An administrative use permit is required in specified commercial and manufacturing zones for any business that sells alcohol for off-site consumption, except for service stations that sell alcohol which requires a conditional use permit pursuant to Section 26-685.103.3.

SECTION NO. 4: Section 26-685.103.3 is hereby added to Chapter 26 of the West Covina Municipal Code to read as follows:

Sec. 26-685.103.3 Service Stations Selling Beer and Wine for Off-Premises Consumption

- (a) Conditional Use Permit Required. Any service station located in specified commercial and manufacturing zones may sell beer and wine for off-site consumption with a conditional use permit. The sales of distilled spirits shall not be allowed.
- (1) The site shall comply with all current development standards for service stations as set forth in the West Covina Municipal Code including, but not limited to, the minimum number of parking spaces prior to the approval of a conditional use permit to allow off-sale of alcohol.
- (b) Unless otherwise noted, the following requirements shall apply to all gasoline service stations selling beer and wine:
- (1) Beer and wine sales shall only be allowed in convenience stores greater than 2,000 square feet in floor area.
- (2) A maximum of ten (10) percent of the retail floor area shall be allowed for the display and sale of alcohol. Merchandise stacking shall not be included in the retail floor area calculation when determining the maximum area for display and alcohol sales.
- (3) The sale of beer in quantities fewer than three containers is prohibited and no alcoholic beverage shall be sold in unit quantities less than the distributor's intended resale units.
- (4) No beer and wine shall be displayed within five feet of the cash register or front door.
- (5) The advertisement of beer and wine shall not be permitted at motor fuel islands.
- (6) Identification card reader is required to determine to the authenticity of the identification that displays the age of the individual.
- (7) No pay phone shall be permitted on the exterior of the premises.
- (8) No beer and wine shall be sold from or displayed in an ice tub.
- (9) No coin operated video games or video entertainment machines shall be permitted on the premises.
- (10) Signage shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
- (11) Signs shall be prominently posted, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.

SECTION NO. 5: That the City Clerk shall certify to the passage of this ordinance and shall cause the same to be published as required by law.

SECTION NO. 6: This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

PASSED, APPROVED AND ADOPTED this 1st day of October 2019.

Lloyd Johnson
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Carrie Gallagher, CMC
Assistant City Clerk

I, CARRIE GALLAGHER, Assistant City Clerk, of the City of West Covina, custodian of the original records, which are public records which I maintain custody and control for the City of West Covina do hereby certify the foregoing Ordinance, being Ordinance No. 2461 as passed by the City Council of the City of West Covina, signed by the Mayor of said Council, and attested by the Assistant City Clerk, at a regular meeting of the City Council held on the 1st of October 2019, and that the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINED:

Carrie Gallagher, CMC
Assistant City Clerk

**PLANNING COMMISSION
R E S O L U T I O N N O . 19-5997**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
WEST COVINA, CALIFORNIA, RECOMMENDING TO THE CITY
COUNCIL APPROVAL OF CODE AMENDMENT NO. 18-04, RELATED
TO ALCOHOL SALES AT SERVICE STATIONS**

CODE AMENDMENT NO. 18-04

GENERAL EXEMPTION

APPLICANT: City of West Covina

LOCATION: Citywide

WHEREAS, on the 28th day of August 2018, the Planning Commission initiated a code amendment to Section 26-664 (c) of the West Covina Municipal Code; and

WHEREAS, the Planning Commission, did on February 26, 2019, April 23, 2019, and May 14, 2019, conduct study sessions to consider the initiated zone change; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 13th day of August 2019, conduct a duly advertised public hearing as prescribed by law; and

WHEREAS, studies and investigations made by this Commission and on its behalf reveal the following facts:

1. The City's provisions regarding alcohol uses were last updated in 2017.
2. The Municipal Code currently does not allow sales of alcohol at service stations.
3. On June 28, 2018 the City received a request from Mohsen Karimi owner of the Chevron Extra Mile Service Station at 246 N. Citrus Avenue, to amend the West Covina Municipal Code to allow off-sale of beer and wine within service stations.
4. It is necessary to revise the standards in order to allow service station convenience stores to fairly compete with other small market and convenience stores which are allowed to sell alcohol for off-site consumption.

5. The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines, in that the proposed action consists of a code amendment, which does not have the potential for causing a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of West Covina as follows:

SECTION NO. 1: The above recitals are true and correct and are incorporated herein as if set forth herein in full.

SECTION NO. 2: Based on the evidence presented and the findings set forth, Code Amendment No. 18-04 is hereby found to be consistent with the West Covina General Plan and the implementation thereof, and that the public necessity, convenience, general welfare, and good zoning practices require Code Amendment No. 18-04.

SECTION NO. 3: Based on the evidence presented and the findings set forth, the Planning Commission of the City of West Covina hereby recommends to the City Council of the City of West Covina that it approves Code Amendment No. 18-04 to amend Chapter 26 (Zoning) of the West Covina Municipal Code as shown on Exhibit "A."

SECTION NO. 4: The Secretary is instructed to forward a copy of this Resolution to the City Council for their attention in the manner as prescribed by law and this Resolution shall go into force and effect upon its adoption.

[continued on next page]

I HEREBY CERTIFY, that the foregoing Resolution was adopted by the Planning Commission of the City of West Covina, at a regular meeting held on the 13th day of August, 2019, by the following vote.

AYES: Redholtz, Kennedy, Jacquez

NOES: Holtz, Heng

ABSTAIN: None

ABSENT: None

DATE: August 13, 2019



Herb Redholtz, Chairman
Planning Commission



Jeff Anderson, Secretary
Planning Commission

EXHIBIT A

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA TO AMEND SECTIONS 26-597, 26-664, AND 26-685.103, AND ADDING SECTION 26-685.193.3 TO THE WEST COVINA MUNICIPAL CODE RELATING TO ALCOHOL SALES AT SERVICE STATIONS

WHEREAS, the City's provisions regarding alcohol uses were last updated in 2017; and

WHEREAS, the City currently does not allow alcohol sales at service stations; and

WHEREAS, on the 28th day of August 2018, the Planning Commission initiated a code amendment to Section 26-664 (c) of the West Covina Municipal Code; and

WHEREAS, the Planning Commission, did on the February 26, 2019, April 23, 2019, and May 14, 2019, conduct study sessions to consider the initiated zone change; and

WHEREAS, the Planning Commission, upon giving the required notice, did on the 13th day of August 2019, conduct a duly advertised public hearing as prescribed by law to make recommendations to the City Council to approve Code Amendment No. 18-04; and

WHEREAS, the City Council, upon giving the required notice, did on the ____ day of _____ 2019, conduct a duly advertised public hearing as prescribed by law on the proposed ordinance; and

WHEREAS, based on review of the State CEQA Guidelines, the City Council finds and determines that the proposed ordinance is statutorily exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment; and

WHEREAS, the City Council has duly considered all information presented to it, including written staff reports and any testimony provided at the public hearing, with all testimony received being made a part of the public record.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION NO. 1: Section 26-597 of the West Covina Municipal Code is hereby amended to include the following use within the table, to be inserted consistent with alphabetical ordering:

			M	M	M	M											
	R	R	F	F	F	F	O	N	R	S	C	C	M	I		P	O
	A	1	8	15	20	45	P	C	C	C	2	3	1	P		B	S
<u>Alcohol off-sale, service stations (see art XII, div. 15)</u>								<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>	<u>c</u>				

SECTION NO. 2: Section 26-664 of the West Covina Municipal Code is hereby amended to read as follows:

- (a) A service station shall not be established or maintained without facilities to pump gasoline.
- (b) Garage, mechanical repair service not specifically mentioned in Section 26-663, including but not limited to the following items are prohibited:
 - (1) Battery repair.
 - (2) Tire rebuilding or recapping.
 - (3) Painting.
 - (4) Body work.
 - (5) Steam cleaning or radiator repair.
 - (6) Transmission rebuilding.
 - (7) Motor repairs involving the removal of the head or crank case.
- ~~(e) Sale of alcoholic beverages.~~
- ~~(d)~~ (c) Subleasing of floor space or site area except for any use specifically authorized by section 26-663, subparagraphs (a) through (i), (k) and (m).

SECTION NO. 3: Section 26-685.103 of the West Covina Municipal Code is hereby amended to read as follows:

An administrative use permit is required in specified commercial and manufacturing zones for any business that sells alcohol for off-site consumption, except for service stations that sell alcohol which requires a conditional use permit pursuant to Section 26-685.103.3.

SECTION NO. 4: Section 26-685.103.3 is hereby added to Chapter 26 of the West Covina Municipal Code to read as follows:

Sec. 26-685.103.3 Service Stations Selling Beer and Wine for Off-Premises Consumption

(a) Conditional Use Permit Required. Any service station located in specified commercial and manufacturing zones may sell beer and wine for off-site consumption with a conditional use permit. The sales of distilled spirits shall not be allowed.

(1) The site shall comply with all current development standards for service stations as set forth in the West Covina Municipal Code including, but not limited to, the minimum number of parking spaces prior to the approval of a conditional use permit to allow off-sale of alcohol.

(b) Unless otherwise noted, the following requirements shall apply to all gasoline service stations selling beer and wine:

(1) Beer and wine sales shall only be allowed in convenience stores greater than 2,000 square feet in floor area.

(2) A maximum of ten (10) percent of the retail floor area shall be allowed for the display and sale of alcohol. Merchandise stacking shall not be included in the retail floor area calculation when determining the maximum area for display and alcohol sales.

(3) The sale of beer in quantities fewer than three containers is prohibited and no alcoholic beverage shall be sold in unit quantities less than the distributor's intended resale units.

(4) No beer and wine shall be displayed within five feet of the cash register or front door.

(5) The advertisement of beer and wine shall not be permitted at motor fuel islands.

(6) Identification card reader is required to determine the authenticity of the identification that displays the age of the individual.

(7) No pay phone shall be permitted on the exterior of the premises.

(8) No beer and wine shall be sold from or displayed in an ice tub.

(9) No coin operated video games or video entertainment machines shall be permitted on the premises.

- (10) Signage shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
- (11) Signs shall be prominently posted, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.

SECTION NO. 5: That the City Clerk shall certify to the passage of this ordinance and shall cause the same to be published as required by law.

SECTION NO. 6: This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

APPROVED AND ADOPTED on this — day of _____, 2019.

Lloyd Johnson, Mayor

ATTEST:

Nickolas S. Lewis, City Clerk

I, NICKOLAS S. LEWIS, City Clerk of the City of West Covina, California, do hereby certify that the foregoing Ordinance No. ____ was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the ____ day of _____, 2018. That thereafter said Ordinance was duly adopted and duly adopted and passed at a regular meeting of the City Council on the — day of _____, 2019 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

Nickolas S. Lewis, City Clerk

APPROVED AS TO FORM:

Scott Porter, City Attorney

AGENDA

ITEM NO. 2.

DATE: August 13, 2019

PLANNING DEPARTMENT STAFF REPORT

SUBJECT

CODE AMENDMENT NO. 18-04

CATEGORICAL EXEMPTION

APPLICANT: Mohsen Karimi

LOCATION: Citywide

REQUEST: The proposed code amendment consist of amendments to Sections 26-597, 26-664, and 26-685.103, and adding Section 26-685.103.3 to Chapter 26 (Zoning) of the West Covina Municipal Code to allow and regulate off-sale of beer and wine as an accessory use to a service station. The proposed code amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3).

BACKGROUND

On August 28, 2018, the Planning Commission adopted Resolution No. 18-5961 to initiate a Code Amendment to Section 26-664(c) of the West Covina Municipal Code (WCMC) pertaining to the prohibition of alcoholic beverage sales within gasoline service stations. The proposed Code Amendment is being considered due to a request received by the Planning Division on June 28, 2018 from Mohsen Karimi, owner of the Chevron Extra Mile Service Station at 246 N. Citrus Avenue.

The Planning Commission held study sessions on February 26, 2019 and April 23, 2019.

At the February 26th Study Session, staff presented the Planning Commission with a list of 18 gasoline service stations within the City (with business licenses) and a list of 55 businesses within the City with active off-sale alcohol licenses. In addition, staff provided the Planning Commission with the list of potential standards discussed by the Planning Commission in 2010 when a similar code amendment was being considered (Code Amendment No. 10-03 was later rescinded). The Planning Commission directed staff to reach out to the Police and Fire Departments for their input on the issue, bring back information on surrounding cities' standards regarding alcohol sales in service stations, and prepare a map identifying all the service stations and stores with off-sale alcohol licenses within the City.

During the April 23rd Study Session, staff provided the Planning Commission memorandums prepared by the Police and Fire Departments pertaining to the proposed Code Amendment and a map identifying all the service stations and stores with off-sale alcohol licenses within the City. The following table prepared by the Police Department was presented to Planning Commission:

City	Total Number of Off-Sale Licenses	Gasoline Stations Allowed to Sell Alcohol?	Number of Gas Stations with Alcohol Licenses?	City Square Mileage
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Azusa	46	Yes	6	9.7
Baldwin Park	48	Yes	2	6.8
Covina	50	Yes	6	7
El Monte	75	Yes	2	9.7
Glendora	27	Yes	1	19.7
La Verne	21	Yes	3	8.6
Walnut	13	Yes	2	9
West Covina	55	No	0	16.1

DISCUSSION

The Planning Commission voted 3-2 to direct staff to draft a code amendment allowing off-site alcohol sales at service stations as an accessory use.

The proposed amendment has been drafted and the code text is attached to the resolution for your review (Attachment No. 1). If the Planning Commission chooses to recommend approval of the proposed code amendment, the City Council will hold a public hearing to consider adopting the proposed code amendment.

The draft code amendment provides the following changes:

- Adds category to the Land Use Matrix (WCMC Section 26-597) and identifies that a conditional use permit (CUP) is required for the use in the N-C, R-C, S-C, C-2, C-3, and M-1 zones, and is not allowed in other zoning designations.
- Removes "sale of alcoholic beverages" as prohibited in service stations (WCMC Section 26-664).
- Adds CUP requirement in Alcoholic Beverage Service portion of Municipal Code (WCMC Section 26-685.103) and cross-reference Section 26-685.103.3.
- Adds new section to the Municipal Code (WCMC Section 26-685.103.3) that identifies the CUP process for service stations selling alcohol and lists the following standards:
 1. Beer and wine sales shall only be allowed in convenience stores greater than 2,000 square feet in floor area.
 2. A maximum of ten (10) percent of the retail floor area shall be allowed for the display and sale of alcohol. Merchandise stacking shall not be included in the retail floor area calculation when determining the maximum area for display and alcohol sales.
 3. The sale of beer in quantities fewer than three containers is prohibited and no alcoholic beverage shall be sold in unit quantities less than the distributor's intended resale units.
 4. No beer and wine shall be displayed within five feet of the cash register or front door.
 5. The advertisement of beer and wine shall not be permitted at motor fuel islands.
 6. Identification card reader is required to determine the authenticity of the identification that displays the age of the individual.
 7. No pay phone shall be permitted on the exterior of the premises.
 8. No beer and wine shall be sold from or displayed in an ice tub.
 9. No coin operated video games or video entertainment machines shall be permitted on the premises.

10. Signage shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
11. Signs shall be prominently posted, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.

Noticing for the proposed code amendment public hearing was published in the San Gabriel Valley Tribune on August 2, 2019. Staff also notified 29 interested parties who were signed up for e-notification on August 2, 2019.

GENERAL PLAN CONSISTENCY

The proposed code amendment is consistent with Policy 2.1 (Maintain and enhance the City's current tax base) and Action 2.1a (Continue to strengthen the City's retail base) of the General Plan. The code amendment would allow service station convenience stores to better compete with similar sized markets, which may improve their generation of taxable sales for the City.

ENVIRONMENTAL DETERMINATION

The proposal is not subject to the California Environmental Quality Act (CEQA) per Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to activity that results in direct or reasonably foreseeable indirect physical change in the environment and for activity considered to be a project, respectively. The amendment to the West Covina Municipal Code would not result in a physical change in the environment because it would only revise development standards for alcohol sales within service stations.

STAFF RECOMMENDATIONS

Staff recommends that the Planning Commission adopt a resolution recommending approval of Code Amendment No. 18-04 to the City Council.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Resolution of Approval

Attachment No. 2 - April 23, 2019 Planning Commission Study Session Memo

Attachment No. 3 - February 26, 2019 Study Session Memo

Attachment No. 4 - Active Off-sale Licenses

Attachment No. 5 - Service Stations and Off-sale Alcohol License Location Map

Attachment No. 6 - Police Dept Memo

Attachment No. 7 - Fire Dept Memo

Attachment No. 8 - Letter of Request from Mr. Karimi

City of West Covina
Memorandum
A G E N D A

ITEM NO. 3.

TO: Planning Commission

DATE: **May 14, 2019**

FROM: Planning Division

**SUBJECT: STUDY SESSION - CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS**

BACKGROUND:

On August 28, 2018, the Planning Commission adopted Resolution No. 18-5961 to initiate a Code Amendment to Section 26-664(c) of the West Covina Municipal Code (WCMC) pertaining to the prohibition of alcoholic beverage sales within gasoline service stations. The proposed Code Amendment is being considered due to a request received by the Planning Division on June 28, 2018 from Mohsen Karimi, owner of the Chevron Extra Mile Service Station at 246 N. Citrus Avenue.

The Planning Commission held a study session on February 26, 2019. During the study session staff presented the Planning Commission with a list of gasoline service stations within the City (with business licenses) and a list of businesses within the City with active off-sale alcohol licenses. In addition, staff provided the Planning Commission with the list of potential standards discussed by the Planning Commission in 2010 when a similar code amendment was being considered (Code Amendment No. 10-03 was later rescinded).

This Study Session was a part of the April 24, 2019 Planning Commission agenda. During the April 24th meeting, the Planning Commission directed staff to reschedule the study session to obtain the necessary input from the entire Commission (Commissioner Jacques was absent) in order to process the proposed Code Amendment in a more effective and efficient manner.

DISCUSSION:

During the February 26, 2019 Study Session, the Planning Commission directed staff to reach out to the Police and Fire Departments for their input on the issue, bring back information on surrounding cities' standards regarding alcohol sales in service stations, and prepare a map identifying all the service stations and stores with off-sale alcohol licenses within the City. In addition to letters/emails received by staff prior to the meeting, 11 members of the public spoke with concerns regarding public safety and the over-concentration of retailers selling alcohol (off-sale) within the City. Four members of the public (including Mr. Mohsen Karimi) spoke in support of the Code Amendment citing customer convenience and the need to stay competitive with gasoline service stations in surrounding cities.

The Police and Fire Departments provided staff memorandums (Attachment Nos. 1 and 2, respectively)

pertaining to the proposed Code Amendment. The Police Department conducted research on off-sale licenses within surrounding cities and the number of gas stations that sell alcohol within each City, this information is indicated in the chart below:

City	Total Number of Off-Sale Licenses	Gasoline Stations Allowed to Sell Alcohol?	Number of Gas Stations with Alcohol Licenses	City Square Mileage
Azusa	46	Yes	6	9.7
Baldwin Park	48	Yes	2	6.8
Covina	50	Yes	6	7
El Monte	75	Yes	2	9.7
Glendora	27	Yes	1	19.7
La Verne	21	Yes	3	8.6
Walnut	13	Yes	2	9
West Covina	55	No	0	16.1

Staff has also prepared a map identifying all the service stations and stores with off-sale alcohol licenses within the City; the map is included in this report as Attachment No. 3.

Staff researched zoning standards and processes related to alcohol sales of nearby cities (Covina, Baldwin Park, La Puente, San Dimas, and Walnut) to see how these cities address alcohol sales within service stations. All five municipalities allow off-sale alcohol use in service stations through a conditional use permit (CUP) process. Although none of the municipalities surveyed have performance standards in their zoning codes that are specific to off-sale in service stations, the City of La Puente has performance standards for off-sale alcohol uses in general. The City of La Puente requires markets/store less than 5,000 square feet to be at least 800 feet from another use and from sensitive receptors (schools, parks, and religious institutions) in order to sell alcohol.

The list below are the potential standards that could be included in a code amendment:

1. Sale of alcoholic beverages at service stations requires a conditional use permit. The property owner and/or operator engaged in the concurrent sale of Alcoholic Beverages and motor vehicle fuel shall abide by Section 23790.5 of the California Business and Professions Code, as may be amended.
2. The advertisement of beer and wine shall not be permitted at motor fuel islands.
3. Single container sales of multiple-pack alcoholic beverages are prohibited.
4. Identification card reader is required to determine to the authenticity of the identification that displays the age of the individual.
5. Installation of a comprehensive imaging system, which views and records the entirety of the premise and property.
6. No pay phone shall be permitted on the exterior of the premises.
7. No beer and wine shall be displayed within five feet of the cash register or front door.
8. No beer and wine shall be sold from or displayed in an ice tub.

9. Signage in both English and Spanish shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
10. No coin operated video games or video entertainment machines shall be permitted on the premises.
11. Signs shall be prominently posted in English and Spanish, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.
12. A convenience store shall be a minimum of 2,500 square feet in gross floor area.
13. A maximum of ten (10) percent of the retail area shall be allowed for the display and sale of alcohol.
14. The floor area devoted to off-sale and display of alcohol shall be limited to ten (10) percent of the retail area, including refrigerated (coolers) section.
15. Limit the percentage sales of beer and wine, in association with the convenience market portion of a gasoline service station.
16. The site shall comply with all current development standards for service stations as set forth in the West Covina Municipal Code including, but not limited to, the minimum number of parking spaces prior to the approval of a conditional use permit to allow off-sale of alcohol.

The purpose of the study session is to provide the Planning Commission with the information requested at the previous study session, and to receive direction of moving forward with the code amendment, and if moving forward to receive direction on what standards should be included in a draft ordinance. After discussion on the issues, the Commission may ask for additional information to be provided which may necessitate another study session.

Once the Planning Commission agrees on the standards to be implemented, the next step will be to schedule a public hearing before the Planning Commission. Subsequent to Planning Commission review, a public hearing will be scheduled for the City Council to determine if changes to the code are appropriate.

RECOMMENDATION:

Staff recommends that the Planning Commission review the information in the staff report and attachments and provide appropriate direction to staff regarding the code amendment.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Police Department Memorandum
Attachment No. 2 - Fire Department Memorandum
Attachment No. 3 - Gas Station and Off-sale License Locations Map
Attachment No. 4 - February 26, 2019 Study Session Staff Report
Attachment No. 5 - Letter of Request

A G E N D A

DATE: May 14, 2019

ITEM NO.: 1

**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF WEST COVINA
Tuesday, May 14, 2019**

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the West Covina Council Chambers. The Commission observed a moment of silent prayer/meditation and Chairman Redholtz lead the Pledge of Allegiance.

ROLL CALL

Present: Heng, Holtz, Jaquez, Kennedy and Redholtz

Absent: None

City Staff Present: Anderson, Burns and de Zara

APPROVAL OF MINUTES:

1. Regular meeting, April 23, 2019

The minutes were approved as presented.

OTHER MATTERS OR ORAL COMMUNICATIONS

None

PUBLIC HEARINGS - None

NON-HEARING ITEMS

3. STUDY SESSION – CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS (Heard out of order)

The staff report was presented by Planning Manager Jo-Anne Burns. During her presentation, Ms. Burns reviewed the history of the application to allow sales of beer and wine in service station convenience stores. She also said after the last meeting, staff had reached out to West Covina Police and Fire Departments regarding this matter and their comments were included in the staff report.

Ms. Burns also displayed a map of the locations of service stations in West Covina that also showed the proximity of stores to where beer and wine are available. She also reported the results of the survey of cities that allow beer and wine sales at service station convenience stores. In addition, she told the Commission emails had been submitted by Forrest Wilkins and Mike Touhey and those emails had been

provided to them, along with emails that had been received for the last meeting. She added that Mr. Wilkins had requested that his email be read into the record. Ms. Burns also included a short review of the standards to be required should the code amendment be adopted. After the review of the standards, Commissioner Jaquez asked if these standards apply to other businesses selling beer and wine in the City of West Covina.

There was a short discussion by the Commission regarding the emails that were received. During this discussion it was the consensus of the Commission that if one email was read into the record, all emails should be read into the record. It was decided that none of the emails received would be read into the record.

Chairman Redholtz opened the floor for public comment.

Fred Sykes, Dana Sykes, Jerri Potras, Nate Younan, George Safar and Angie Gillingham spoke in opposition to the code amendment. They cited protecting the quality of life and property values, the standard of living in West Covina, fears that beer and wine will be more readily available to minors at service stations, resident's objections to the code amendment, fears that sales of beer and wine at service stations will cause more drinking and driving and that sales of beer and wine at service station convenience stores will not enhance the quality of life for residents in West Covina.

Oscar Tiscareno, Hanslin Arda, Rommel Cipriano, John Sherrard, Eddie Elda, Larry Kelsey, Phil Kaufman and Mike Touhey spoke in favor of the code amendment. The proponents said persons who work in establishments selling beer and wine are trained to recognize when someone is intoxicated and stores also have all the tools to enforce the requirements of the law, people who have a drink at a restaurant usually drive and could be intoxicated, being able to purchase beer and wine at a service station will provide a convenience for citizens, allowing sales of beer and wine at service station convenience stores will not have a negative impact on the quality of life in West Covina, and the sales of beer and wine will not enhance the transient and homeless population in West Covina.

Chairman Redholtz closed public comments.

There was a discussion by the Commission regarding the testimony offered during public comments. Chairman Redholtz asked if it would be possible to cap the number of service station convenience stores allowed to sell beer and wine. Commissioner Heng commented that the Commission should first decide if they want to forward this matter to the City Council before they discuss standards for sales of beer and wine at service stations. There was a short discussion regarding the code amendment moving forward.

Motion by Heng, seconded by Holtz, to table Code Amendment No. 18-04. Motion failed 2 to 3, (Redholtz, Jaquez, Kennedy opposed.)

The Commission continued their discussion regarding possible standards and conditions of approval to be considered with the code amendment. Commissioner Holtz suggested that hours of operation be added to the list of standards. The Commission also asked applicant Mohsen Karimi for his input.

Commissioner Holtz asked that he be allowed to speak regarding why he voted against the code amendment. During his remarks he said he's never encountered a problem purchasing beer and wine in West Covina since there are plenty of places where alcoholic beverages can be purchased within the city. In addition, he said this code amendment was proposed twice before and abandoned both times. Further he expressed his concern about who will police the sales of beer and wine at service station convenience stores.

Commissioner Holtz asked to be excused from the meeting at 8:38 p.m. to attend to a personal matter. Commissioner Holtz then left the Council Chambers.

There was further discussion by the Commission regarding possible standards and conditions to be added to the code amendment. Community Development Director Jeff Anderson suggested that another study session be scheduled to discuss standards and conditions.

Motion by Kennedy, seconded by Jaquez, to direct staff to draft language for Code Amendment No. 18-04. Motion carried 3-1, (Heng opposed, Holtz absent, excused.)

Staff was directed to draft a code and schedule this matter for a public hearing.

2. STUDY SESSION – CODE AMENDMENT NO. 16-03
SMALL WIRELESS FACILITIES IN THE PUBLIC RIGHT OF WAY

Planning Manager Jo-Anne Burns presented the staff report. During her presentation, Ms. Burns explained that small cell wireless facilities are placed in the public right-of-way on light poles. She also reminded the Commission that they had adopted design standards to provide staff with guidelines when reviewing new applications.

Staff recommended that guidelines be adopted by reference and suggested that these types of facilities be subject to administrative review for approval. The Commission asked about the requirements from the Federal Communications Commission (FCC) and design standards for small wireless facilities.

Commissioner Heng presented various pictures of small wireless facilities to the Commission to illustrate their sizes and appearance. There was a lengthy discussion regarding the aesthetics, separation and possible undergrounding of these facilities. In addition, the Commission considered the review and permitting process and

City of West Covina
Memorandum
A G E N D A

ITEM NO. 4.

TO: Planning Commission

DATE: **April 23, 2019**

FROM: Planning Division

**SUBJECT: STUDY SESSION - CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS**

BACKGROUND:

On August 28, 2018, the Planning Commission adopted Resolution No. 18-5961 to initiate a Code Amendment to Section 26-664(c) of the West Covina Municipal Code (WCMC) pertaining to the prohibition of alcoholic beverage sales within gasoline service stations. The proposed Code Amendment is being considered due to a request received by the Planning Division on June 28, 2018 from Mohsen Karimi, owner of the Chevron Extra Mile Service Station at 246 N. Citrus Avenue.

The Planning Commission held a study session on February 26, 2019. During the study session staff presented the Planning Commission with a list of gasoline service stations within the City (with business licenses) and a list of businesses within the City with active off-sale alcohol licenses. In addition, staff provided the Planning Commission with the list of potential standards discussed by the Planning Commission in 2010 when a similar code amendment was being considered (Code Amendment No. 10-03 was later rescinded).

DISCUSSION:

During the February 26, 2019 Study Session, the Planning Commission directed staff to reach out to the Police and Fire Departments for their input on the issue, bring back information on surrounding cities' standards regarding alcohol sales in service stations, and prepare a map identifying all the service stations and stores with off-sale alcohol licenses within the City. In addition to letters/emails received by staff prior to the meeting, 11 members of the public spoke with concerns regarding public safety and the over-concentration of retailers selling alcohol (off-sale) within the City. Four members of the public (including Mr. Mohsen Karimi) spoke in support of the Code Amendment citing customer convenience and the need to stay competitive with gasoline service stations in surrounding cities.

The Police and Fire Departments provided staff memorandums (Attachment Nos. 1 and 2, respectively) pertaining to the proposed Code Amendment. The Police Department conducted research on off-sale licenses within surrounding cities and the number of gas stations that sell alcohol within each City, this information is indicated in the chart below:

City	Total Number of Off-Sale Licenses	Gasoline Stations Allowed to Sell Alcohol?	Number of Gas Stations with Alcohol Licenses	City Square Mileage
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Glendora	27	Yes	1	19.7
La Verne	21	Yes	3	8.6
Walnut	13	Yes	2	9
West Covina	55	No	0	16.1

Staff has also prepared a map identifying all the service stations and stores with off-sale alcohol licenses within the City; the map is included in this report as Attachment No. 3.

The list below are the potential standards that could be included in a code amendment:

1. Sale of alcoholic beverages at service stations requires a conditional use permit. The property owner and/or operator engaged in the concurrent sale of Alcoholic Beverages and motor vehicle fuel shall abide by Section 23790.5 of the California Business and Professions Code, as may be amended.
2. The advertisement of beer and wine shall not be permitted at motor fuel islands.
3. Single container sales of multiple-pack alcoholic beverages are prohibited.
4. Identification card reader is required to determine to the authenticity of the identification that displays the age of the individual.
5. Installation of a comprehensive imaging system, which views and records the entirety of the premise and property.
6. No pay phone shall be permitted on the exterior of the premises.
7. No beer and wine shall be displayed within five feet of the cash register or front door.
8. No beer and wine shall be sold from or displayed in an ice tub.
9. Signage in both English and Spanish shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
10. No coin operated video games or video entertainment machines shall be permitted on the premises.
11. Signs shall be prominently posted in English and Spanish, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.
12. A convenience store shall be a minimum of 2,500 square feet in gross floor area.
13. A maximum of ten (10) percent of the retail area shall be allowed for the display and sale of alcohol.
14. The floor area devoted to off-sale and display of alcohol shall be limited to ten (10) percent of the retail area, including refrigerated (coolers) section.
15. Limit the percentage sales of beer and wine, in association with the convenience market portion of a gasoline service station.
16. The site shall comply with all current development standards for service stations set forth in the West Covina Municipal Code including, but not limited to, the minimum number of parking spaces prior to the approval of a conditional use permit to allow off-sale of alcohol.

The purpose of the study session is to provide the Planning Commission with the information requested at the previous study session, and to receive direction of moving forward with the code amendment, and if moving

forward to receive direction on what standards should be included in a draft ordinance. After discussion on the issues, the Commission may ask for additional information to be provided which may necessitate another study session.

Once the Planning Commission agrees on the standards to be implemented, the next step will be to schedule a public hearing before the Planning Commission. Subsequent to Planning Commission review, a public hearing will be scheduled for the City Council to determine if changes to the code are appropriate.

RECOMMENDATION:

Staff recommends that the Planning Commission review the information in the staff report and attachments and provide appropriate direction to staff regarding the code amendment.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Police Department Memorandum

Attachment No. 2 - Fire Department Memorandum

Attachment No. 3 - Gas Station and Off-sale License Locations Map

Attachment No. 4 - February 26, 2019 Study Session Staff Report

Attachment No. 5 - Letter of Request

Chairman Redholtz said this action is final unless appealed to the City Council within ten (10) days.

NON-HEARING ITEMS

4. A RESOLUTION ADOPTING DESIGN GUIDELINES FOR SMALL WIRELESS FACILITIES IN THE PUBLIC RIGHT-OF-WAY
GENERAL EXEMPTION

(Heard out of order.)

Planning Manager Jo-Anne Burns presented the staff report. During her presentation, Ms. Burns showed the Commission a power point presentation of the proposed guidelines for small wireless facilities in the public right-of-way. She also spoke about the Federal and State guidelines for these types of small wireless facilities that are located on street light poles.

There was a discussion by the Commission regarding the definition of a small wireless facility, the differences between small wireless facilities and traditional wireless facilities, regulation of these types of sites by cities, the advantages of small wireless facilities in the public right-of-way to telecommunications companies and the proposed guidelines.

City Attorney Baron Bettenhausen answered questions by the Commission regarding the adoption of the guidelines and what telecommunications companies are currently allowed to do regarding small wireless facilities. He also said the guidelines would provide direction for telecommunications companies until a code amendment for such facilities can be adopted. Mr. Bettenhausen also said that many cities are currently working on code amendments addressing these types of facilities. Community Development Director Jeff Anderson added that there is currently nothing in the Zoning Code for regulation of these types of facilities in West Covina and said adoption of the guidelines would allow the city time to review and adopt a code amendment addressing this use.

Motion by Kennedy, seconded by Redholtz, to waive further reading and adopt Resolution No. 19-5986 adopting Guidelines for Small Wireless Facilities in the Public Right-of-Way. Motion carried 4-0 (Jaquez absent.)

3. STUDY SESSION – CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS

Chairman Redholtz suggested that consideration of this matter should be continued to the next regular meeting, May 14, 2019 so that Commissioner Jaquez could be present to participate in the discussion. After a short discussion it was the consensus of the Commission to continue this matter to the next regular meeting.

Motion by Redholtz, seconded by Holtz, to continue consideration of this matter to the May 14, 2019 regular meeting. Motion carried 4-0 (Jaquez absent.)

CONTINUATION OF ORAL COMMUNICATIONS

None

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

Chairman Redholtz spoke about the Grand Opening of Porto's Bakery at 11:00 a.m. on April 30, 2019.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

- a. Forthcoming – April 23, 2019
- b. Project Status Report – April, 2019

Community Development Director Jeff Anderson told the Commission that the Commission reorganization would take place at the May 14, 2019 regular meeting. He also said there was a Project Status Report for April, 2019.

Chairman Redholtz said he intended to appoint Commissioner Jaquez to the Subcommittee for Design Review to serve with Commissioner Heng, and Commissioner Kennedy will be the alternate Subcommittee member.

6. CITY COUNCIL ACTION:

None

ADJOURNMENT

Chairman Redholtz adjourned the meeting in memory of former West Covina Mayor Mike Spence at 8:05 p.m.

Respectfully submitted:

Lydia de Zara
Senior Administrative Assistant

ADOPTED AS SUBMITTED ON: May 14, 2019

City of West Covina

Memorandum
A G E N D A

ITEM NO. 4.

TO: Planning Commission

DATE: **February 26, 2019**

FROM: Planning Division

SUBJECT: STUDY SESSION - CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS

BACKGROUND:

On June 28, 2018, the Planning Division received correspondence from Mohsen Karimi, Chevron Extra Mile Service Station located at 245 N. Citrus Avenue, requesting that a code amendment be initiated to consider amending the Municipal Code to allow alcohol sales as an accessory use to service stations.

Currently, the Code prohibits the sale of alcoholic beverages at service stations. The proposed code amendment would consider amending the Municipal Code to allow the sale of alcohol at service stations. The Planning Commission has considered this issue several times over the last few years. In 2008, Code Amendment No. 08-02 was initiated by the City Council to consider amending the code to allow alcohol sales at service stations. That consideration was subsequently abandoned. In 2010, the Planning Commission initiated Code Amendment No. 10-03 to consider the concept. The code amendment was later rescinded by the Commission.

There are 18 gasoline service stations in the City and 55 businesses that allow off-sale alcohol sales (service station information was obtained from HDL - Attachment No. 3; off-sale alcohol sales information was obtained from the California Department of Alcoholic Beverage Control - Attachment No. 4).

Mr. Karimi is requesting consideration of the Code standards for the following reasons:

- Service stations in West Covina compete with stations in neighboring cities that allow alcohol sales.
- Convenience store customers prefer "one-stop shopping."
- Their research indicates that Covina, Glendora, Azusa, Diamond Bar, Whittier and the County of Los Angeles allow for the sale of beer and wine at service station/convenience stores.
- The recommended regulations include standards such as no advertisement of alcohol on the fuel islands, no sales of single containers, no alcohol displayed within five (5) feet of the front counter and signs in property stating that alcohol shall not be consumed on the premises.

Mr. Karimi's letter (Attachment No. 2) recommends the inclusion of the following performance standards in the code amendment:

1. The advertisement of beer and wine shall not be permitted at motor fuel islands.
2. Single container sales of multiple-pack alcoholic beverages are prohibited.
3. Identification card reader is required to determine the authenticity of the identification that displays the age of the individual.
4. Installation of a comprehensive imaging system which views and records the entirety of the premise and property.
5. No pay phone shall be permitted on the exterior of the premises.
6. No beer and wine shall be displayed within five (5) feet of the cash register or front door.
7. No beer and wine shall be sold from or displayed in an ice tub.
8. Signs in both English and Spanish shall be posted in the parking lot and on the exterior of the building notifying persons that alcohol shall not be consumed on the premises.
9. No coin operated video games or video entertainment machines shall be permitted on the premises.
10. Signs shall be prominently posted in English and Spanish stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.
11. Require that current development standards be met prior to the issuance of a new beer and wine conditional use permit.
12. Limit the area permitted for the display and sale of alcohol.

ANALYSIS:

As part of Code Amendment No. 10-03, a list of potential standards were developed. These standards were presented at a public hearing before the Planning Commission on September 14, 2019. Although some of these standards are identical to Mr. Karimi's list, staff is presenting both lists for the purpose of transparency and to aid the Planning Commission discussion. These standards include the following:

1. Sale of alcoholic beverages at service stations requires a conditional use permit. The property owner and/or operator engaged in the concurrent sale of alcoholic beverages and motor fuel shall abide by Section 23790.5 of the California Business and Professions Code, as may be amended.
2. The advertisement of beer and wine shall not be permitted at motor fuel islands.
3. Single container sales of multiple-pack alcoholic beverages are prohibited.
4. Identification card reader is required to determine the authenticity of the identification that displays the age of the individual.
5. Installation of a comprehensive imaging system, which views and records the entirety of the premise and property.
6. No pay phone shall be permitted on the exterior of the premises.
7. No beer and wine shall be displayed within five (5) feet of the cash register or front door.
8. No beer and wine shall be sold from or displayed in an ice tub.
9. Signage in both English and Spanish shall be posted in the parking lot and exterior of the building notifying persons that alcohol shall not be consumed on the premises.
10. No coin operated video games or video entertainment shall be permitted on the premises.
11. Signs shall be prominently posted in English and Spanish, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.
12. A convenience store shall be a minimum of 2,500 square feet in gross floor area.
13. A maximum of ten (10) percent of the retail area shall be allowed for the display and sale of alcohol.
14. The floor area devoted to off-sale and display of alcohol shall be limited to ten (10) percent of the retail area, including refrigerated (coolers) section.
15. Limit the percentage of sales of beer and wine, in association with the convenience market portion of a gasoline service station.

16. The site shall comply with all current development standards for service stations as set forth in the West Covina Municipal Code including, but not limited to, the minimum number of parking spaces prior to the approval of a conditional use permit to allow off-sale of alcohol.

Mr. Karimi's letter requesting the initiation of a Code Amendment incorporated regulations 2 through 12 and suggested the condition that current development standards be met prior to the issuance of a new beer and wine conditional use permit.

On February 20, 2019, staff received a letter from Mr. Forrest Wilkins (Attachment No. 2) expressing his concerns regarding the proposed Code Amendment and urging the Planning Commission not to change the current code prohibiting alcohol sales at gasoline service stations.

Generally, a study session is held between the initiation and the public hearing to allow for discussion on what standards should be included in the code amendment. Subsequent to the study sessions, a public hearing will be scheduled before the Planning Commission. The Planning Commission will then make a recommendation and the code amendment will be presented to the City Council.

RECOMMENDATION:

Accept the report to support discussion regarding the initiated code amendment and provide further direction/input to staff regarding this code amendment.

Submitted by: Jo-Anne Burns, Planning Manager

Attachments

Attachment No. 1 - Letter of Request

Attachment No. 2 - Letter of Concern dated Feb. 20, 2019

Attachment No. 3 - List of Gasoline Service Stations with Business Licenses

Attachment No. 4 - List of Businesses with Active Off-sale Alcohol Licenses

NON-HEARING ITEMS

4. STUDY SESSION – CODE AMENDMENT NO. 18-04
ALCOHOL SALES AT SERVICE STATIONS

Planning Manager Jo-Anne Burns presented the staff report. During her presentation she told the Commission that this request had been reviewed in the past by previous Planning Commissions. In addition, she added that during the last consideration of this matter, the Commission had provided conditions of approval should the code amendment be approved and adopted by the City Council. She also provided the Commission with information regarding the number of service stations in the city, as well as the number of stores that currently sell beer and wine.

Commissioner Holtz asked for clarification of the history and reason why service stations were not permitted to sell beer and wine. He also asked if permission could be rescinded if the code amendment were approved and adopted by the City Council. He also asked for clarification regarding the sale of distilled spirits and was told by staff that this code amendment was only for the sale of beer and wine.

Chairman Redholtz asked if anyone wanted to speak about this matter.

Mohsen Karimi, Phil Kaufman, John Shewmaker, Sodhi Shoker and Houshi Ardi spoke in favor of the code amendment. Mr. Karimi said he had requested the code amendment because he operates a convenience store at his service station and many of his customers request the sale of beer and wine. He added that, since his main business is selling gasoline and he no longer has service bays, he needs to operate a convenience store to make his business more profitable.

Mr. Kaufman expressed his support of the code amendment saying that it should have been removed years ago. He also stated his opinion that there is no difference in buying beer and wine from a service station convenience store and a liquor store. Mr. Shoemaker said he agrees with Mr. Kaufman's statement and feels that selling gasoline should not affect the ability of service station convenience stores to sell beer and wine. He also expressed his opinion that service station owners should be allowed to compete with other retail establishments that sell beer and wine. Mr. Ardi said he operates a convenience store at a service station and it is difficult for customers to have to go to another location to purchase beer and wine.

Forrest Wilkins, Dana Sykes, Jerri Potras, Heidi Freeman, Brian Jobst, Elsie Messman, Beverly Bulthuis, Kim Sutliff, Angie Gillingham, Adnan Khan, Fredrick Sykes, and Robert Torres spoke in opposition. Mr. Wilkins told the Commission that he is concerned with an increase in gang activity and harassment at the fuel pumps. He added that citizens of West Covina had expressed their opinion by submitting a petition against the sale of beer and wine at service stations. The remainder of the opponents expressed their concerns with people driving while intoxicated, lowering the standards in West Covina, making West Covina less

family-oriented, concerns with public safety, increase in traffic, the possibility that alcoholics will drink and drive endangering West Covina citizens, keeping West Covina a wholesome place to raise families, allowing an over-concentration of liquor stores causing a negative impact on West Covina citizens and not encouraging the use of alcohol and marijuana in public.

At the end of the public comments, the Commission had a discussion regarding whether they should continue studying this matter. It was the consensus of the Commission to direct staff to schedule another study session. In addition, they directed staff to provide them with information regarding the following:

- Request comments from the Police Department;
- Request comments from the Fire Department;
- Survey surrounding cities on if alcohol sales are allowed at gas stations;
- Research if the Department of Alcohol Beverage Control establishes standards for cities on appropriate number of off-sale licenses;
- Prepare map, or information indicating the location of off-sale locations in the city.

Mr. Anderson also said there will be an e-notification list that people interested in this matter can sign up on for notification of future study sessions.

Motion by Jaquez, seconded by Kennedy, directing staff to research additional information and schedule another study session on Code Amendment No. 18-04. Motion carried 4-1 (Holtz opposed.)

CONTINUATION OF ORAL COMMUNICATIONS

Robert Torres – regarding the future study session for Code Amendment No. 18-04.

COMMISSION REPORTS/COMMENTS AND MISCELLANEOUS ITEMS

Chairman Redholtz – regarding future appointments to the Subcommittee for Design Review.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

- a. Forthcoming – March 12, 2019
- b. Subcommittee for Design Review Minutes:

January 22, 2019

February 12, 2019

*CC: Planning
C Mgr
ACR*

Mohsen Karimi
246 N. Citrus Ave
West Covina, CA 91791

RECEIVED

18 JUN 20 P3:23

WEST COVINA CITY MANAGER

June 06, 2018

RECEIVED

JUN 28 2018

PLANNING DEPT.

Honorable Mayor & Planning Commission Members
City of West Covina
1444 West Garvey Ave.
West Covina, CA 91790

RE: Request for the City to initiate an amendment to the City of West Covina Zoning Code to allow the sales of alcohol in conjunction with a service station/convenience store.

Dear Sir,

The purpose of this letter is to formally request that the City of West Covina initiate the process for a Municipal Code, Zoning Text amendment to allow for the sale of beer and wine in conjunction with a service station/convenience store in the City of West Covina.

Presently the City of West Covina allows for the establishment of service stations on Commercial zoned properties and Industrial zoned properties subject to a conditional use permit and subject to the applicable development standards under each zoning classification.

However, the Code prohibits the sale of beer and wine in conjunction with service stations (Section 26-664©).

Service station/convenient stores located in West Covina must compete on a regional basis with service station/convenience stores located in neighboring cities who can provide the convenience of "one stop shopping" for their customers.

It has been shown that service station/convenience store customers prefer "one stop shopping" when fueling their automobiles. Providing this convenience eliminates the need for a second shopping stop, which can add in excess of 20 minutes to the average commuters' day. A public convenience or necessity would be served if this amendment was initiated along with increased economic and social advantages for the City of West Covina which would be gained from new tax revenues. The West Covina Zoning Code currently has a provision (Section 26-685.106) requiring additional findings to be made when considering beer and wine uses and proximity to

residences, parks, schools, preschools, day care facilities, and churches to ensure that the use will not create any undue adverse impacts or otherwise be detrimental to the public health, safety, and welfare of the community.

As part of our study, a number of other cities zoning codes were analyzed to determine what standards have been established for the sale of beer and wine in conjunction with a service station/convenience store which include the cities of Covina, Glendora, Azusa, Diamond Bar, Whittier and the County of Los Angeles.

Now would these cities be causing an undue adverse impact on the public's health, safety, and general welfare? No, because the policies of the general plan are still implemented and all of the cities identified in the study permit the sale of beer and wine in conjunction with a service station/convenience store subject to a conditional use permit. Some cities, for example, such as the City of Diamond Bar, have adopted specific standards which stipulate that any alcohol sales must be a minimum distance of 150 feet away from any school.

The proposed amendment if initiated by the City would allow an incidental use, the sale of beer and wine in conjunction with a service station/convenience store, by amending Division 4, Section 26-663. Permitted incidental uses of West Covina Code and by adding a new sub paragraph (n) to read as follows:

“(n) Sale of alcoholic beverages subject to a conditional use permit.”

And to delete Division 4, Section 26-664, Prohibitions sub paragraph (c) which reads as follows:

“(c) Sale of alcoholic beverages.”

The City may also consider the following regulation, which are examples of alcohol standards imposed upon businesses by Conditional Use Permit.

1. The advertisement of beer and wine shall not be permitted at motor fuel islands.
2. Single container sales of multiple-pack alcoholic beverages are prohibited.
3. Identification card reader is required to determine the authenticity of the identification and displays the age of the individual.
4. Installation of a comprehensive imaging system which views and records the entirety of the premise and property.
5. No pay phones shall be permitted on the exterior of the premises.
6. No beer and wine shall be displayed within 5 feet of the cash register or front door.
7. No beer and wine shall be sold from or displayed in an ice tub.

8. A sign(s) in both English and Spanish shall be posted in the parking lot and on the exterior of the building notifying person that alcohol shall not be consumed on the premises.
9. No coin operated video games or video entertainment machines shall be permitted on the premises.
10. Signs shall be prominently posted in English and Spanish, stating that California State Law prohibits the sale of beer and wine to persons under the age of 21 years.
11. Require that current development standards be met prior to the issuance of a new beer and wine Conditional Use Permit.
12. Limit the area permitted for the display and sale of alcohol.

In conclusion, we found that a majority of cities have established a process in their code to allow the sale of beer and wine in conjunction with a service station/convenience store through a conditional use permit application process with specific distance standards to schools. The list of regulations contained above can be applied by cities/counties under a Conditional Use Permit to ensure that the use will not create any adverse impacts or otherwise be detrimental to the public's health, safety, and welfare of the community but, instead can increase economic and social advantages, will provide a great convenience/need for the public, and will continue to uphold the orderly planned use of land resources.

We are not a service station (mechanic shop) gas station as they used to call us. We are now a gas station convenient store.

Thank you for your consideration on this matter, please do not hesitate to contact me at (626) 665-3013, if you should have any questions.

Sincerely,

Mohsen Karimi

Eastland Chevron Extra Mile (Business Owner)

A handwritten signature in black ink, appearing to read 'Mohsen Karimi', is written over the printed name and title.



Memorandum

FIRE DEPARTMENT

DATE: April 1, 2019

TO: Jo-Anne Burns, Planning Manager
Jeff Anderson, Community Development Director

FROM: Larry Whithorn, Fire Chief 

SUBJECT: RESPONSE TO POTENTIAL ALCOHOL SALES AT GAS STATIONS

These comments are written in consideration of the current City discussion regarding the possible amendment to the West Covina Municipal Code to allow alcohol sales in gas station convenience stores within City jurisdiction.

After researching the 2016 California Fire Code, as well as adopted, applicable NFPA Standards relative to this type of occupancy, we find no allowance, nor any prohibition, related to this type of sale. The 2016 California Fire Codes do not address this issue, nor mandate any enforcement of such by the fire department.

While there are certainly aspects of gas station convenience stores that are of concern to the fire department – i.e.; exit access, Co2 dispensers, certain required fire protection features, etc. - the sale of alcoholic beverages is not among the routinely-addressed items during an initial or annual inspection by fire personnel.

The fire department will continue to ensure gas station and convenience store safety to the extent possible by way of inspecting new dispenser/tank installations, and requiring proper signage, exiting, fire extinguishers and other applicable safety features. We do not, however, find any authority or Code allowing us to address the issue of alcohol sales within this type of occupancy.

**CITY OF WEST COVINA – Memorandum
Police Department**

TO : JO-ANNE BURNS, PLANNING MANAGER
JEFF ANDERSON, COMMUNITY DEVELOPMENT DIRECTOR

FROM : MARC TAYLOR, CHIEF OF POLICE

DATE : MARCH 22, 2019

SUBJECT : **RESPONSE TO POTENTIAL ALCOHOL SALES AT GAS STATIONS**

There is little data to show the correlation of DUI drivers/accidents to the sales of alcohol at gas stations. I am attaching the list of cities that are currently under moratorium by the Department of Alcohol Beverage Control as of 2016. Previously in 1998, section 23817.5 was amended to permanently establish a moratorium on the issuance of off-sale beer and wine licenses (Type 20) in cities and counties where the ratio of Type 20 licenses exceed one for each 2,500 inhabitants. As you can see by the attachment, West Covina is no longer under the moratorium.

While alcohol is not sold in gas stations, West Covina currently allows alcohol to be sold at three drive-thru dairies. I have put together the below chart to show the number of off-sale licenses in other surrounding cities, along with the city's square mileage, and number of gas stations that sell alcohol. This information is from the ABC website as of 3-14-19. The number of gas stations listed is the best representation based on the business name. I have also attached each city's printout from the ABC website.

City	Total Number of Off-Sale Licenses	Gas Station Licenses	City Square Mileage
Azusa	46	6	9.7
Baldwin Park	48	2	6.8
Covina	50	6	7
El Monte	75	2	9.7
Glendora	27	1	19.7
La Verne	21	3	8.6
Walnut	13	2	9
West Covina	55	0	16.1

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

3927 Lennane Drive, Suite, 100
Sacramento, CA 95834
(916) 419-2500



2016 Moratorium Counties/Cities

2016 Moratorium Figures – Section 23817.5 B & P Code

On January 1, 1998, Section 23817.5 was amended to permanently establish a moratorium on the issuance of off-sale beer and wine licenses (Type 20) in cities and counties where the ratio of Type 20 licenses exceed one for each 2,500 inhabitants.

In the city and county of San Francisco, the ratio has been established as one for each 1,250 inhabitants. The San Francisco computation combines off-sale beer and wine licenses with off-sale general licenses for the purpose of establishing the ratio.

Enclosed are the following lists and a map showing the new Type 20 license limitation data:

- List of Counties with their moratorium status.
- List of Cities in Counties with partial moratorium status.
- Summary of Changes to Moratorium Counties/Cities.

Please review the list carefully as some of the previous non-moratorium cities/counties are moratorium and some previously moratorium cities/counties are no longer under moratorium.

The new moratorium lists are effective as of December 15, 2016 and will be in effect until recalculated in approximately five years, in accordance with Section 23817.9.

The enclosed lists and map may be distributed to all interested parties.

If you have any questions or need additional information, please contact Debbie Holden.

Email: Debra.Holden@abc.ca.gov

Phone: (916) 419-2535

MORATORIUM - COUNTIES - SECTION 23817.5 B.P. CODE

December 16, 2016 (Revised on January 30, 2017)

<u>COUNTY</u>	<u>MORATORIUM</u>	<u>COUNTY</u>	<u>MORATORIUM</u>
ALAMEDA	NO	ORANGE	NO
ALPINE	YES	PLACER	NO
AMADOR	YES	PLUMAS	YES
BUTTE	YES	RIVERSIDE	NO
CALAVERAS	YES	SACRAMENTO	NO
COLUSA	YES	SAN BENITO	NO
CONTRA COSTA	NO	SAN BERNARDINO	NO
DEL NORTE	YES	SAN DIEGO	NO
EL DORADO	YES	SAN FRANCISCO	YES
FRESNO	YES	SAN JOAQUIN	NO
GLENN	YES	SAN LUIS OBISPO	YES
HUMBOLDT	YES	SAN MATEO	NO
IMPERIAL	YES	SANTA BARBARA	NO
INYO	YES	SANTA CLARA	NO
KERN	YES	SANTA CRUZ	YES
KINGS	YES	SHASTA	YES
LAKE	YES	SIERRA	YES
LASSEN	YES	SISKIYOU	YES
LOS ANGELES	NO	SOLANO	NO
MADERA	YES	SONOMA	YES
MARIN	NO	STANISLAUS	YES
MARIPOSA	YES	SUTTER	YES
MENDOCINO	YES	TEHAMA	YES
MERCED	YES	TRINITY	YES
MODOC	YES	TULARE	YES
MONO	YES	TUOLUMNE	YES
MONTEREY	YES	VENTURA	NO
NAPA	YES	YOLO	NO
NEVADA	YES	YUBA	YES

MORATORIUM CITIES - SECTION 23817.5 B.P. CODE

Effective December 16, 2016 (Revised on January 30, 2017)

ALAMEDA COUNTY

CITY	MORATORIUM	CITY	MORATORIUM
ALAMEDA	NO	LIVERMORE	NO
ALBANY	YES	NEWARK	NO
BERKELEY	NO	OAKLAND	NO
DUBLIN	NO	PIEDMONT	NO
EMERYVILLE	YES	PLEASANTON	NO
FREMONT	NO	SAN LEANDRO	NO
HAYWARD	NO	UNION CITY	NO

CONTRA COSTA COUNTY

CITY	MORATORIUM	CITY	MORATORIUM
ANTIOCH	NO	OAKLEY	NO
BRENTWOOD	NO	ORINDA	NO
CLAYTON	NO	PINOLE	NO
CONCORD	NO	PITTSBURG	NO
DANVILLE	NO	PLEASANT HILL	YES
EL CERRITO	NO	RICHMOND	NO
HERCULES	NO	SAN PABLO	YES
LAFAYETTE	NO	SAN RAMON	NO
MARTINEZ	NO	WALNUT CREEK	NO
MORAGA	NO		

LOS ANGELES COUNTY

CITY	MORATORIUM	CITY	MORATORIUM
AGOURA HILLS	NO	LANCASTER	NO
ALHAMBRA	NO	LAWNDALE	YES
ARCADIA	NO	LOMITA	NO
ARTESIA	YES	LONG BEACH	NO
AVALON	YES	LOS ANGELES	NO
AZUSA	YES	LYNWOOD	NO
BALDWIN PARK	NO	MALIBU	YES
BELL	NO	MANHATTAN BEACH	NO
BELL GARDENS	YES	MAYWOOD	YES
BELLFLOWER	NO	MONROVIA	NO
BEVERLY HILLS	NO	MONTEBELLO	NO
BRADBURY	YES	MONTEREY PARK	NO
BURBANK	NO	NORWALK	NO
CALABASAS	NO	PALMDALE	NO
CARSON	NO	PALOS VERDES ESTATES	NO

MORATORIUM CITIES - SECTION 23817.5 B.P. CODE

Effective December 16, 2016 (Revised on January 30, 2017)

LOS ANGELES COUNTY (Continued)

CITY	MORATORIUM	CITY	MORATORIUM
CERRITOS	NO	PARAMOUNT	NO
CITY OF INDUSTRY	YES	PASADENA	NO
CLAREMONT	NO	PICO RIVERA	YES
COMMERCE	YES	POMONA	NO
COMPTON	NO	RANCHO PALOS VERDES	NO
COVINA	YES	REDONDO BEACH	NO
CUDAHY	NO	ROLLING HILLS	NO
CULVER CITY	YES	ROLLING HILLS ESTATES	NO
DIAMOND BAR	NO	ROSEMEAD	NO
DOWNEY	NO	SAN DIMAS	NO
DUARTE	YES	SAN FERNANDO	YES
EL MONTE	NO	SAN GABRIEL	NO
EL SEGUNDO	YES	SAN MARINO	NO
GARDENA	YES	SANTA CLARITA	NO
GLENDALE	NO	SANTA FE SPRINGS	YES
GLENDORA	NO	SANTA MONICA	NO
HAWAIIAN GARDENS	NO	SIERRA MADRE	NO
HAWTHORNE	NO	SIGNAL HILL	YES
HERMOSA BEACH	NO	SOUTH EL MONTE	YES
HIDDEN HILLS	NO	SOUTH GATE	YES
HUNTINGTON PARK	YES	SOUTH PASADENA	NO
INGLEWOOD	NO	TEMPLE CITY	NO
IRWINDALE	YES	TORRANCE	NO
LA CANADA FLINTRIDGE	NO	VERNON	YES
LA HABRA HEIGHTS	NO	WALNUT	NO
LA MIRADA	NO	WEST COVINA	NO
LA PUENTE	YES	WEST HOLLYWOOD	NO
LA VERNE	NO	WESTLAKE VILLAGE	NO
LAKEWOOD	NO	WHITTIER	YES

MARIN COUNTY

CITY	MORATORIUM	CITY	MORATORIUM
BELVEDERE	NO	PETALUMA	YES
CORTE MADERA	NO	ROSS	NO
FAIRFAX	YES	SAN ANSELMO	NO
LARKSPUR	NO	SAN RAFAEL	NO
MILL VALLEY	YES	SAUSALITO	YES
NOVATO	NO	TIBURON	NO



California Department of Alcoholic Beverage Control

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Active Off-Sale Retail Licenses

For the Cities of AZUSA

Report as of: 03/14/2019

Rows Per Page: 25

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Total Licenses: 46

Page 1 of 2

Click on column header to sort

	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
1	<u>56612</u>	ACTIVE	21	01/01/1994	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID STORE 5576	153 E GLADSTONE ST AZUSA, CA 91702 Census Tract: 4043.02	1904
2	<u>112905</u>	ACTIVE	21	11/10/1981	05/31/2019	STATER BROS MARKETS	STATER BROS MARKETS 57	1145 E ALOSTA AVE AZUSA, CA 91702 Census Tract: 4008.00	1904
3	<u>260873</u>	ACTIVE	21	05/21/1991	03/31/2019	FUDIL, GHAZWAN	BEVERAGE SHOP THE	251 E GLADSTONE ST AZUSA, CA 91702 Census Tract: 4043.02	1904
4	<u>319086</u>	ACTIVE	21	06/18/1996	05/31/2019	SAMAAN, ZAHER	CITRUS LIQUOR	484 S CITRUS AVE AZUSA, CA 91702 Census Tract: 4040.00	1904
5	<u>323651</u>	ACTIVE	20	04/10/1997	03/31/2019	FARAH, MILAD	MILADS CHEVRON	101 N AZUSA AVE AZUSA, CA 91702 Census Tract: 4043.01	1904
6	<u>332275</u>	ACTIVE	20	07/31/1997	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 17448	455 E FOOTHILL BLVD AZUSA, CA 91702-2518 Census Tract: 4006.02	1904
7	<u>348335</u>	ACTIVE	20	12/28/1998	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 17314	504 S CITRUS AVE AZUSA, CA 91702 Census Tract: 4040.00	1904
8	<u>360559</u>	ACTIVE	21	01/14/2000	12/31/2019	DAHI, GHAZI	CAROUSEL JR MARKET & LIQUOR	801 W GLADSTONE ST AZUSA, CA 91702-4201 Census Tract: 4044.02	1904
9	<u>366863</u>	ACTIVE	20	07/20/2000	06/30/2019	ZUBATOFF, GERRY MORRIS	SPECIAL TIMES GIFTS	760 N MCKEEVER AVE AZUSA, CA 91702 Census Tract: 4006.02	1904
10	<u>380792</u>	ACTIVE	21	12/06/2001	06/30/2019	COSTCO WHOLESALE CORPORATION	COSTCO WHOLESALE 412	1220 W FOOTHILL BLVD AZUSA, CA 91702 Census Tract: 4044.01	1904
11	<u>390167</u>	ACTIVE	20	07/24/2002	10/31/2019	SINGH, JHALMAN	CERTIFIED MARKET	777 W 1ST ST AZUSA, CA 91702 Census Tract: 4044.02	1904
12	<u>405671</u>	ACTIVE	21	11/19/2003	10/31/2019	BEDROS, IBRAHIM GEORGE	SUPER LIQUOR	310 N CITRUS AVE, STE N AZUSA, CA 91702 Census Tract: 4042.02	1904
13	<u>412807</u>	ACTIVE	21	07/28/2004	06/30/2019	XIAO, RAYMOND JIANRONG	SHOP & GO MINI MART	166 W SIERRA MADRE AVE AZUSA, CA 91702-2060 Census Tract: 4006.02	1904
14	<u>424521</u>	ACTIVE	20	08/10/2005	07/31/2019	KALI MATHA PETROLEUM INC	AZUSA MOBIL	145 N AZUSA AVE AZUSA, CA 91702-3547 Census Tract: 4043.01	1904
15	<u>428167</u>	ACTIVE	20	02/10/2006	01/31/2020	US HENDY OIL INC	US HENDY OIL INC	100 N AZUSA AVE AZUSA, CA 91702 Census Tract: 4043.01	1904
16	<u>428457</u>	ACTIVE	21	08/26/2005	07/31/2019	AZ LIQUOR INC	LIQUORLAND 7	944 N AZUSA AVE AZUSA, CA 91702 Census Tract: 4006.02	1904
17	<u>447526</u>	ACTIVE	20	03/12/2007	02/29/2020	ANABI OIL CORPORATION	EVAS SHELL	1195 W FOOTHILL BLVD AZUSA, CA 91702-2845 Census Tract: 4006.03	1904
18	<u>449858</u>	ACTIVE	21	01/24/2007	02/29/2020	DAHI, GHAZI	DONS LIQUOR & DELI	5215 N CLYDEBANK AVE AZUSA, CA 91702-5143 Census Tract: 4045.01	1900
19	<u>456967</u>	ACTIVE	20	11/05/2007	10/31/2019	GUZMAN, ESTHER	VALLEYDALE MARKET	5210 N CLYDEBANK AVE AZUSA, CA 91702-5105	1900

								Census Tract: 4045.01	
20	<u>479287</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9637	367 N CITRUS AVE AZUSA, CA 91702-3909	1904
								Census Tract: 4042.01	
21	<u>479307</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 5945	915 E ARROW HWY AZUSA, CA 91702-5800	1904
								Census Tract: 4040.00	
22	<u>479341</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9780	101 W FOOTHILL BLVD AZUSA, CA 91702-2531	1904
								Census Tract: 4006.02	
23	<u>480388</u>	ACTIVE	21	08/17/2009	07/31/2019	CANYON CITY LIQUOR INC	CANYON CITY LIQUOR	424 W FOOTHILL BLVD AZUSA, CA 91702-2306	1904
								Census Tract: 4044.01	
24	<u>481078</u>	ACTIVE	20	11/17/2009	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 33554	803 W ARROW HWY AZUSA, CA 91702-5411	1904
								Census Tract: 4045.01	
25	<u>487230</u>	ACTIVE	20	04/26/2010	03/31/2019	HAIFA, IBRAHIM MOHAMMAD	MERCADO LA CACHANILLA 2	246 N AZUSA AVE, REAR AZUSA, CA 91702-3527	1904
								Census Tract: 4043.01	



California Department of Alcoholic Beverage Control

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Active Off-Sale Retail Licenses

For the Cities of AZUSA

Report as of: 03/21/2019

Rows Per Page: 25

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Total Licenses: 46

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Click on column header to sort

	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
26	501155	ACTIVE	21	10/21/2010	09/30/2019	TARGET CORPORATION	TARGET T2627	809 N AZUSA AVE AZUSA, CA 91702-2510 Census Tract: 4006.02	1904
27	511485	ACTIVE	20	07/14/2011	06/30/2019	HAIFA, HAIFA ABDEL	MERCADO LA CACHANILLA # 3	345 N AZUSA AVE AZUSA, CA 91702-3440 Census Tract: 4043.01	1904
28	514572	ACTIVE	21	12/21/2011	11/30/2019	SOLO KING, INC.	CLUB HOUSE LIQUOR	1143 E ALOSTA AVE AZUSA, CA 91702-2740 Census Tract: 4008.00	1904
29	525940	ACTIVE	21	11/16/2012	10/31/2019	NEMEH, ELIAS	LOUIES LIQUOR	596 E FOOTHILL BLVD AZUSA, CA 91702-2542 Census Tract: 4043.01	1904
30	526932	ACTIVE	21	01/10/2013	12/31/2019	SINGH, KARNAIL	BENNYS MARKET & LIQUOR	208 N AZUSA AVE AZUSA, CA 91702-3524 Census Tract: 4043.01	1904
31	558411	ACTIVE	21	01/08/2016	06/30/2019	GROCERY OUTLET INC	GROCERY OUTLET	355 N CITRUS AVE AZUSA, CA 91702 Census Tract: 4042.01	1904
32	561406	ACTIVE	21	09/18/2015	02/29/2020	WATFA, MOUSSA	FRONTIER LIQUOR	655 E ARROW HWY AZUSA, CA 91702-5802 Census Tract: 4041.00	1904
33	563198	ACTIVE	21	12/22/2015	11/30/2019	LIM, HONG THUONG	DIANA LIQUOR & MARKET	200 W FOOTHILL BLVD, STE 1 AZUSA, CA 91702-2300 Census Tract: 4044.01	1904
34	564268	ACTIVE	20	01/28/2016	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 22055E	5575 N AZUSA AVE AZUSA, CA 91702-5544 Census Tract: 4045.03	1900
35	570904	ACTIVE	20	11/28/2016	10/31/2019	ATTIYAH, JEHAD	LA ESQUINA MARKET	458 N VIRGINIA AVE AZUSA, CA 91702-3338 Census Tract: 4044.01	1904
36	574827	ACTIVE	21	05/01/2017	04/30/2019	DANDOUCHE, IYAD SAMAAAN	AZUSA LIQUOR	861 S LARK ELLEN AVE AZUSA, CA 91702-5415 Census Tract: 4045.01	1904
37	577363	ACTIVE	20	02/23/2017	01/31/2020	FAHIM, REMON SAMIR	TOP MARKET N	503 N AZUSA AVE AZUSA, CA 91702-2936 Census Tract: 4043.01	1904
38	580349	ACTIVE	21	10/24/2017	06/30/2019	SMART & FINAL STORES LLC	SMART & FINAL #794	303 E FOOTHILL BLVD AZUSA, CA 91702-2516 Census Tract: 4006.02	1904
39	583082	ACTIVE	20	07/12/2017	05/31/2019	GUTIERREZ, IRENE		211 E NEWBURGH ST AZUSA, CA 91702-5540 Census Tract: 4045.04	1904
40	584646	ACTIVE	21	09/28/2017	08/31/2019	GOODLIFE SOLUTIONS, LLC	BOLAVARD	469 E ARROW HWY, A1 & B2 AZUSA, CA 91702-5662 Census Tract: 4045.04	1904
41	588569	ACTIVE	20	03/19/2018	02/29/2020	WESTERN REFINING RETAIL, LLC	WESTERN REFINING RETAIL #68506	106 S AZUSA AVE AZUSA, CA 91702 Census Tract: 4043.02	1904
42	588916	ACTIVE	20	02/28/2018	01/31/2020	AYALA BARRAGAN, AGUSTIN	CARNICERIA DEL VALLE #7	632 E FOOTHILL BLVD AZUSA, CA 91702-2628 Census Tract: 4042.01	1904
43	596419	ACTIVE	20	09/26/2018	08/31/2019	SA MART LLC	SA MART	530 S CITRUS AVE , STE 9-10 AZUSA, CA 91702-5933 Census Tract: 4040.00	1904
44	599757	ACTIVE	20	12/10/2018	11/30/2019	DJ FOOD INC	CITRUS GAS	901 E GLADSTONE ST AZUSA, CA 91702-4748	1904

								Census Tract: 4040.00	
45	<u>600788</u>	ACTIVE	20	02/11/2019	01/31/2020	AMAZING INVESTMENT LLC	HOME2 SUITES BY HILTON AZUSA	229 S AZUSA AVE AZUSA, CA 91702-4554 Census Tract: 4044.02	1904
46	<u>600966</u>	ACTIVE	20	01/10/2019	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 13994B	705 E 5TH ST AZUSA, CA 91702-3858 Census Tract: 4042.01	1904



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1	214706	ACTIVE	20	07/06/1988	06/30/2019	7 ELEVEN INC	7 ELEVEN 2175 19329	3705 PUENTE AVE BALDWIN PARK, CA 91706 Census Tract: 4052.01	1905
2	327014	ACTIVE	21	06/11/1997	06/30/2019	FOOD 4 LESS OF CALIFORNIA INC	FOOD 4 LESS 396	3000 BALDWIN PARK BLVD BALDWIN PARK, CA 91706 Census Tract: 4047.02	1905
3	342968	ACTIVE	21	05/29/1998	11/30/2019	ABDULNOUR, RAYED	M & I LIQUOR	14511 PACIFIC AVE BALDWIN PARK, CA 91706 Census Tract: 4052.01	1905
4	357498	ACTIVE	21	09/14/1999	04/30/2019	SUN YONG LEE CORPORATION	JAYS LIQUOR MARKET	13414 RAMONA BLVD, STE G BALDWIN PARK, CA 91706-3902 Census Tract: 4048.01	1905
5	362075	ACTIVE	21	03/20/2000	02/29/2020	ZIXTA ENTERPRISES INC	SUPERMERCADO VALLARTA 15	13940 RAMONA BLVD BALDWIN PARK, CA 91706 Census Tract: 4048.01	1905
6	374801	ACTIVE	20	04/18/2001	03/31/2019	YI, SUN HO	EL MERCADO DEL PUEBLO	12760 RAMONA BLVD BALDWIN PARK, CA 91706 Census Tract: 4047.01	1905
7	407703	ACTIVE	20	02/02/2004	01/31/2020	FRANKS MINI MARKET INC	FRANKS MARKET	5026 MAINE AVE BALDWIN PARK, CA 91706-1639 Census Tract: 4050.01	1905
8	407972	ACTIVE	21	06/18/2004	12/31/2019	TARGET CORPORATION	TARGET T1033	3100 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4703 Census Tract: 4047.02	1905
9	410416	ACTIVE	21	04/28/2004	06/30/2019	WALMART INC.	WAL MART STORE 3522	3250 BIG DALTON AVE BALDWIN PARK, CA 91706-5107 Census Tract: 4048.02	1905
10	424940	ACTIVE	21	05/27/2005	04/30/2019	RAMONA LIQUOR INC	RAMONA LIQUOR DELI MARKET	13750 RAMONA BLVD BALDWIN PARK, CA 91706-4021 Census Tract: 4048.01	1905
11	433478	ACTIVE	21	12/09/2005	04/30/2019	PUNIT INVESTMENTS INC	K & C ALTA DENA DAIRY	14042 RAMONA BLVD BALDWIN PARK, CA 91706-4130 Census Tract: 4052.02	1905
12	436853	ACTIVE	20	05/03/2006	04/30/2019	LEANG, KHENG HOUR	E Z MINI MART	3648 BALDWIN PARK BLVD BALDWIN PARK, CA 91706 Census Tract: 4048.02	1905
13	441577	ACTIVE	21	07/18/2006	06/30/2019	SUPER CENTER CONCEPTS INC	SUPERIOR GROCERS	14433 RAMONA BLVD BALDWIN PARK, CA 91706-3320 Census Tract: 4052.01	1905
14	441594	ACTIVE	21	08/26/2006	08/31/2019	MUSHAMMEL, FADY FADEL	WALTS LIQUOR	13834 LOS ANGELES ST BALDWIN PARK, CA 91706 Census Tract: 4049.03	1905
15	449297	ACTIVE	20	04/06/2007	03/31/2019	ABDULNOUR, RAYED	JENSENS MARKET	4722-24 N MAINE AVE BALDWIN PARK, CA 91706-2557 Census Tract: 4051.01	1905
16	449853	ACTIVE	21	01/26/2007	01/31/2020	DIAB, ZIAD ISSA	VANCES LIQUOR	4741 MAINE AVE BALDWIN PARK, CA 91706-2558 Census Tract: 4051.01	1905
17	456520	ACTIVE	21	05/20/2008	06/30/2019	SMART & FINAL STORES LLC	SMART & FINAL 481	3123 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4783 Census Tract: 4047.02	1905
18	474415	ACTIVE	20	12/17/2008	11/30/2019	LOO, GRACE CHAN YUKKING	T G L MARKET	13001 FRANCISQUITO AVE BALDWIN PARK, CA 91706-3704 Census Tract: 4048.01	1905
19	479318	ACTIVE	21	09/09/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 5775	3151 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4783	1905

								Census Tract: 4047.02	
20	<u>479330</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9673	1550 PUENTE AVE BALDWIN PARK, CA 91706-5923	1905
								Census Tract: 4048.03	
21	<u>479364</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9672	14503 RAMONA BLVD, # E1 & E2 BALDWIN PARK, CA 91706-3322	1905
								Census Tract: 4052.01	
22	<u>484867</u>	ACTIVE	21	01/04/2010	07/31/2019	J & D LIQUOR INC	J & D LIQUOR	4503 MAINE AVE BALDWIN PARK, CA 91706-2672	1905
								Census Tract: 4051.01	
23	<u>486889</u>	ACTIVE	21	04/04/2011	03/31/2019	HI HO LIQUOR INC	HI HO LIQUOR	14914 PACIFIC AVE BALDWIN PARK, CA 91706-5666	1905
								Census Tract: 4052.03	
24	<u>505562</u>	SUREND	20	03/15/2011	02/28/2019	OLIVE SQUARE MARKET INC	OLIVE SQUARE MARKET INC	4755 MAINE AVE BALDWIN PARK, CA 91706-2558	1905
								Census Tract: 4051.01	
25	<u>514316</u>	ACTIVE	20	11/02/2011	10/31/2019	K & A FUELS INC	VALERO	1870 PUENTE AVE BALDWIN PARK, CA 91706-6021	1905
								Census Tract: 4048.03	



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26	519245	ACTIVE	20	03/30/2012	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 39347B	4400 MAINE AVE BALDWIN PARK, CA 91706-2668 Census Tract: 4051.01	1905
27	525050	ACTIVE	21	12/20/2012	11/30/2019	BODEGA LATINA CORPORATION	EL SUPER	14103 RAMONA BLVD BALDWIN PARK, CA 91706-3146 Census Tract: 4052.02	1905
28	527637	ACTIVE	21	01/04/2013	12/31/2019	SALHAB, BASEL GOZEPH	J N J LIQUOR & MARKET	3216 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4898 Census Tract: 4048.02	1905
29	530426	ACTIVE	20	05/02/2013	04/30/2019	AMERICAN UNITED MARKET, INC.	LOS COMPADRES RANCH MARKET	4801-03 MAINE AVE BALDWIN PARK, CA 91706-1632 Census Tract:	1905
30	532294	ACTIVE	20	05/10/2013	06/30/2019	7 ELEVEN INC	7 ELEVEN 14024G	12954 BESS AVE BALDWIN PARK, CA 91706-4507 Census Tract: 4047.02	1905
31	534237	ACTIVE	21	07/31/2013	06/30/2019	B & G KHINDA, INC.	COUNTRY LIQUOR	12744 RAMONA BLVD BALDWIN PARK, CA 91706-3627 Census Tract: 4047.01	1905
32	536984	ACTIVE	20	01/22/2015	12/31/2019	CEBALLOS, MAYRA LIVIER	SAN GABRIEL MARKET	13126-30 RAMONA BLVD BALDWIN PARK, CA 91706-3805 Census Tract:	1905
33	537886	ACTIVE	21	11/05/2013	10/31/2019	SALHAB, BASEL GOZEPH	VILLAGE LIQUOR	1848 PUENTE AVE BALDWIN PARK, CA 91706-6021 Census Tract: 4048.03	1905
34	544719	ACTIVE	21	07/23/2014	06/30/2019	GOLDEN LIQUOR, INC.	GOLDEN LIQUOR	4811 AZUSA CANYON RD BALDWIN PARK, CA 91706-1939 Census Tract: 4050.02	1905
35	544910	ACTIVE	20	06/17/2015	06/30/2019	CHEVRON STATIONS INC	<u>CHEVRON GAS</u>	3160 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4703 Census Tract: 4047.02	1905
36	546986	ACTIVE	20	11/25/2014	10/31/2019	MARIN, JOSE	LA PRIMERA MEAT MARKET	5004 CALMVIEW AVE BALDWIN PARK, CA 91706-1801 Census Tract: 4050.02	1905
37	547091	ACTIVE	21	10/28/2014	09/30/2019	PLAZA SB, INC.	PLAZA MARKET	13902 FRANCISQUITO AVE, STE B BALDWIN PARK, CA 91706-5964 Census Tract: 4047.03	1905
38	555420	ACTIVE	20	06/02/2015	05/31/2019	MANJARREZ BRISENO, GUSTAVO	DAVIDS MARKET	14135 FRANCISQUITO AVE, STE. 100 BALDWIN PARK, CA 91706-6105 Census Tract: 4048.03	1905
39	561418	ACTIVE	20	09/18/2015	02/29/2020	DORGHALLI, RAMI MICHAEL	EL MAMBI MARKET	13030 FRANCISQUITO AVE BALDWIN PARK, CA 91706-3703 Census Tract: 4047.01	1905
40	562763	ACTIVE	20	06/28/2016	06/30/2019	GROCERY OUTLET INC	GROCERY OUTLET	4249 MAINE AVE BALDWIN PARK, CA 91706-3312 Census Tract: 4051.02	1905
41	565440	ACTIVE	20	04/19/2016	03/31/2019	SHRINATHJI INVESTMENTS, LLC	LA BLANQUITA MEAT MARKET	13810 LOS ANGELES ST BALDWIN PARK, CA 91706-3040 Census Tract: 4049.03	1905
42	566025	ACTIVE	20	08/29/2016	07/31/2019	CARNICERIA URUAPAN, INC.	CARNICERIA URUAPAN	3723 BALDWIN PARK BLVD BALDWIN PARK, CA 91706-4103 Census Tract: 4048.01	1905
43	566429	ACTIVE	20	05/02/2016	04/30/2019	HEREDIA, JUAN	EL PILON MEAT MARKET # 2	14503 PACIFIC AVE BALDWIN PARK, CA 91706-5331 Census Tract: 4052.01	1905
44	588570	ACTIVE	20	03/19/2018	02/29/2020	WESTERN REFINING RETAIL, LLC	WESTERN REFINING	3665 PUENTE AVE	1905

							RETAIL #68106	BALDWIN PARK, CA 91706-5559 Census Tract: 4052.03	
45	<u>593064</u>	ACTIVE	20	07/25/2018	06/30/2019	PATEL, HITENDRA NATUBHAI		4390 MAINE AVE BALDWIN PARK, CA 91706-3314 Census Tract: 4051.02	1905
46	<u>596334</u>	ACTIVE	21	10/26/2018	09/30/2019	ABDALLA, OSAMA AZMY NAKHLA	ESTRELLA MARKET & LIQUOR	13100 RAMONA BLVD BALDWIN PARK, CA 91706-3805 Census Tract: 4048.01	1905
47	<u>600299</u>	ACTIVE	20	03/04/2019	02/29/2020	NG-27 PATAN, INC	NG 2701 CIRCLE K- BALDWIN PARK	13752 LOS ANGELES ST BALDWIN PARK, CA 91706-2352 Census Tract: 4049.03	1905
48	<u>600745</u>	ACTIVE	20	12/31/2018	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 38238A	14101 FRANCISQUITO AVE, STE 200 BALDWIN PARK, CA 91706-6100 Census Tract: 4048.03	1905



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1	<u>40772</u>	ACTIVE	21	08/01/1977	06/30/2019	VONS COMPANIES INC THE	VONS 2056	932 E BADILLO ST COVINA, CA 91724 Census Tract: 4037.22	1913
2	<u>50891</u>	ACTIVE	21	01/01/1994	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID STORE 5585	139 N GRAND AVE COVINA, CA 91724 Census Tract: 4037.22	1913
3	<u>169841</u>	ACTIVE	20	03/29/1985	01/31/2020	WORLD OIL MARKETING COMPANY		478 W ARROW HWY COVINA, CA 91722 Census Tract: 4058.00	1913
4	<u>200422</u>	ACTIVE	21	07/29/1987	02/28/2019	PARS SPIRITS UNLIMITED INC	JOHNNYS LIQUOR & DELI	1665 W SAN BERNARDINO RD COVINA, CA 91722-3409 Census Tract: 4057.01	1913
5	<u>218072</u>	ACTIVE	20	07/07/1988	06/30/2019	7 ELEVEN INC	7 ELEVEN 2175 18840	1085 N CITRUS AVE COVINA, CA 91722 Census Tract: 4060.00	1913
6	<u>266203</u>	ACTIVE	21	11/25/1991	03/31/2019	L T C VENTURES INC	A & J WINE & SPIRITS	471-73 E SAN BERNARDINO RD COVINA, CA 91723 Census Tract: 4061.01	1913
7	<u>272207</u>	ACTIVE	20	06/08/1992	07/31/2019	ABOULHOSN, NABIL	SUN SET FUEL & FOOD MARKET	107 N AZUSA AVE COVINA, CA 91722-3603 Census Tract: 4057.02	1913
8	<u>311546</u>	ACTIVE	20	09/28/1995	08/31/2019	BOUTROS, MAROUN	AZUSA SHELL	871 W SAN BERNARDINO RD COVINA, CA 91722 Census Tract: 4060.00	1913
9	<u>328853</u>	ACTIVE	21	04/03/1997	10/31/2019	ATTIYAH, JEHAD	LIQUORLAND	928 E COVINA BLVD COVINA, CA 91724-1521 Census Tract: 4037.21	1913
10	<u>361248</u>	ACTIVE	20	04/18/2000	03/31/2019	CHIRINOS, DIANA EDITH	LARIOS MEAT MARKET	19004 E ARROW HWY COVINA, CA 91722-2111 Census Tract: 4059.00	1900
11	<u>371765</u>	ACTIVE	21	11/16/2000	04/30/2019	ALHUSRY, GHASSAN	G & H LIQUOR	606 E SAN BERNARDINO RD COVINA, CA 91723 Census Tract: 4037.22	1913
12	<u>385566</u>	ACTIVE	21	04/02/2002	03/31/2019	SUPER CENTER CONCEPTS INC	SUPERIOR GROCERS	1375 N CITRUS AVE COVINA, CA 91722 Census Tract: 4059.00	1913
13	<u>394421</u>	ACTIVE	21	12/09/2002	11/30/2019	VARDAYANI CORPORATION INC	STONEWALL LIQUOR	4550 N GRAND AVE COVINA, CA 91724 Census Tract: 4037.21	1900
14	<u>427786</u>	ACTIVE	21	08/16/2005	07/31/2019	COVINA LIQUOR MART INC	LIQUORLAND NO 6	827 W COVINA BLVD COVINA, CA 91722 Census Tract: 4060.00	1913
15	<u>437858</u>	ACTIVE	21	05/31/2006	04/30/2019	HIAM INC	PICK WICK WINES & SPIRITS	454 E ROWLAND ST COVINA, CA 91723-2743 Census Tract: 4061.02	1913
16	<u>441595</u>	ACTIVE	20	05/01/2007	03/31/2019	CLAROS ITALIAN MARKETS INC	CLAROS ITALIAN MARKETS INC	159 E COLLEGE ST COVINA, CA 91723 Census Tract: 4061.01	1913
17	<u>454895</u>	ACTIVE	21	09/28/2007	08/31/2019	KIM, JUNG HEUI	FIRE BIRD LIQUOR	810 N GLENDORA AVE COVINA, CA 91724-2528 Census Tract: 4037.02	1913
18	<u>456503</u>	ACTIVE	21	05/20/2008	06/30/2019	SMART & FINAL STORES LLC	SMART & FINAL 367	114 N AZUSA AVE COVINA, CA 91722-3604 Census Tract: 4060.00	1913
19	<u>464135</u>	ACTIVE	20	04/16/2008	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 22548D	105 N VINCENT AVE COVINA, CA 91722-3902	1913

								Census Tract: 4054.00	
20	<u>468361</u>	ACTIVE	20	08/11/2008	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 33500B	1075 N GRAND AVE COVINA, CA 91724-2048	1913
								Census Tract: 4037.21	
21	<u>470171</u>	ACTIVE	21	10/31/2008	09/30/2019	BODEGA LATINA CORPORATION	EL SUPER	960 W ARROW HWY COVINA, CA 91722-1252	1913
								Census Tract: 4058.00	
22	<u>475801</u>	ACTIVE	20	03/19/2009	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 19251E	1275 W SAN BERNARDINO RD COVINA, CA 91722-3509	1913
								Census Tract: 4057.02	
23	<u>476456</u>	ACTIVE	21	11/16/2009	03/31/2019	E & T FOODS INC	BAJA RANCH SUPERMARKETS	425 S CITRUS AVE COVINA, CA 91723-2928	1913
								Census Tract: 4061.02	
24	<u>479342</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9641	206 N AZUSA AVE COVINA, CA 91722-3606	1913
								Census Tract: 4060.00	
25	<u>486461</u>	ACTIVE	20	09/28/2010	06/30/2019	WALGREEN CO	WALGREENS 05798	401 N AZUSA AVE COVINA, CA 91722-3609	1913
								Census Tract: 4057.02	



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26	486489	ACTIVE	20	08/25/2010	06/30/2019	WALGREEN CO	WALGREENS 06972	150 S GRAND AVE COVINA, CA 91724-3236 Census Tract: 4037.22	1913
27	487382	ACTIVE	21	04/05/2010	03/31/2019	YOUNAN, NOHA MTANOUS	RED CARPET LIQUOR	225 E ROWLAND ST COVINA, CA 91723-3147 Census Tract: 4061.02	1913
28	488428	ACTIVE	21	05/09/2011	05/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9146	575 S CITRUS AVE COVINA, CA 91723 Census Tract: 4061.02	1913
29	500948	ACTIVE	20	08/24/2010	07/31/2019	GEORGES INVESTMENTS, INC.	ARROW SHELL	110 W ARROW HWY COVINA, CA 91722 Census Tract: 4038.01	1913
30	503182	ACTIVE	21	09/22/2010	04/30/2019	MORGAN, SAMI ESHAK	GRAND LIQUOR MARKET	904 E ARROW HWY COVINA, CA 91724-1019 Census Tract: 4038.02	1913
31	506689	ACTIVE	21	05/05/2011	06/30/2019	WALMART INC.	WAL MART STORE 2292	1275 N AZUSA AVE COVINA, CA 91722-1246 Census Tract: 4058.00	1913
32	514797	ACTIVE	20	03/12/2013	02/28/2019	4JR ENTERPRISES INC	JR OIL	607 S BARRANCA AVE COVINA, CA 91723-3602 Census Tract: 4061.02	1913
33	519717	ACTIVE	20	03/29/2012	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 19959F	20006 E ARROW HWY COVINA, CA 91724-1101 Census Tract: 4038.01	1900
34	520258	ACTIVE	20	04/19/2012	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE #2175-14007C	452 E ROWLAND ST COVINA, CA 91723-2743 Census Tract: 4061.02	1913
35	521904	ACTIVE	20	09/26/2012	08/31/2019	SIERRA FOODS, INC.	CHEVRON GAS 63017	1108 N GRAND AVE COVINA, CA 91724-1532 Census Tract: 4038.01	1913
36	522891	ACTIVE	20	12/10/2012	11/30/2019	NATIONAL PACIFIC PETROLEUM INC.	BARRANCA MOBIL	504 N BARRANCA AVE COVINA, CA 91723-1227 Census Tract: 4037.22	1913
37	526632	ACTIVE	21	01/03/2013	12/31/2019	RADA INVESTMENT INC		909 N CITRUS AVE COVINA, CA 91722-2736 Census Tract: 4060.00	1913
38	528468	ACTIVE	21	01/31/2013	12/31/2019	GHANEM, SAMIR ELIAS	CHARTER OAK LIQUOR	20040-44 E ARROW HWY COVINA, CA 91724-1101 Census Tract: 4038.01	1900
39	539719	ACTIVE	20	01/03/2014	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 36703A	15942 E SAN BERNARDINO RD COVINA, CA 91722-3939 Census Tract: 4054.00	1900
40	539721	ACTIVE	21	07/17/2014	07/31/2019	FRESH & EASY LLC	FRESH & EASY #1144	205 N GRAND AVE COVINA, CA 91724-2959 Census Tract: 4037.22	1913
41	543098	ACTIVE	20	05/01/2015	04/30/2019	AXAR INC.		15955 E SAN BERNARDINO RD COVINA, CA 91722-3950 Census Tract: 4054.00	1900
42	543504	ACTIVE	21	06/23/2014	05/31/2019	SAM EXPRESS INC.	MICHAEL LIQUOR	333 N VINCENT AVE COVINA, CA 91722-3905 Census Tract: 4054.00	1913
43	548287	ACTIVE	21	11/13/2014	10/31/2019	STATER BROS MARKETS	STATER BROS STORE 194	1023 N GRAND AVE COVINA, CA 91724-2048 Census Tract: 4037.21	1913
44	555846	ACTIVE	20	07/22/2015	06/30/2019	SIERRA FOODS, INC.	ARROW HWY USA GAS	20354 E ARROW HWY COVINA, CA 91724-1204	1900

								Census Tract: 4038.01	
45	<u>563588</u>	ACTIVE	20	02/10/2016	01/31/2020	AI CALIFORNIA LLC	ALDI	1400 N AZUSA AVE COVINA, CA 91722-1251 Census Tract: 4058.00	1913
46	<u>566598</u>	ACTIVE	21	06/20/2016	08/31/2019	COUNTRY LIQUOR MARKET 2, INC.	COUNTRY LIQUOR 2	124 E ARROW HWY COVINA, CA 91722-1819 Census Tract: 4038.01	1913
47	<u>582776</u>	ACTIVE	20	08/04/2017	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 13990F	17020 E CYPRESS ST COVINA, CA 91722-3102 Census Tract: 4057.02	1900
48	<u>584602</u>	ACTIVE	20	11/02/2017	10/31/2019	PATEL, AJAY THAKORLAL	ALTADENA DAIRY	456 E SAN BERNARDINO RD COVINA, CA 91723-1706 Census Tract: 4037.22	1913
49	<u>594260</u>	ACTIVE	20	07/31/2018	06/30/2019	KONG, VIRAK	SEVEN STAR MINI MARKET 	1459 N HOLLENBECK AVE COVINA, CA 91722-1543 Census Tract: 4058.00	1913
50	<u>595894</u>	ACTIVE	21	08/02/2018	09/30/2019	JAN GAN MAN, INC.	STARLITE LIQUOR	1029 N AZUSA AVE COVINA, CA 91722-2645 Census Tract: 4057.02	1913



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1	<u>127558</u>	ACTIVE	21	08/24/1982	06/30/2019	ALPHA BETA COMPANY	FOOD 4 LESS 338	11950 GARVEY AVE EL MONTE, CA 91732 Census Tract: 4339.01	1918
2	<u>146057</u>	ACTIVE	20	10/31/1983	07/31/2019	LIU, JIN LIEN HO	21 GROCERY	10905-09 E GARVEY AVE EL MONTE, CA 91733 Census Tract: 4332.00	1918
3	<u>200770</u>	ACTIVE	20	05/13/1987	10/31/2019	KIM, JAUNG KUN		9869 GARVEY AVE EL MONTE, CA 91733 Census Tract: 4331.02	1918
4	<u>228100</u>	SUREND	21	02/27/1989	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID STORE 5588	3570 SANTA ANITA AVE EL MONTE, CA 91731 Census Tract: 4327.00	1918
5	<u>239496</u>	ACTIVE	20	02/22/1990	06/30/2019	MION, ANGELA R	TITOS MARKET	9814 GARVEY AVE, STE 15 EL MONTE, CA 91733 Census Tract: 4335.04	1918
6	<u>247467</u>	ACTIVE	21	05/14/1991	07/31/2019	KWON, BYUNG SOON	ARMANDS LIQUOR	10029 VALLEY BLVD EL MONTE, CA 91731 Census Tract: 4328.02	1918
7	<u>254989</u>	ACTIVE	21	01/14/1991	09/30/2019	PARK, JUNG MI	BOTTLE N CORK LIQUOR	12086 VALLEY BLVD EL MONTE, CA 91732-3137 Census Tract: 4339.01	1918
8	<u>277224</u>	ACTIVE	20	10/01/1992	04/30/2019	YOON, HONG SUK	MARKET PLACE THE	3403 COGSWELL RD EL MONTE, CA 91732 Census Tract: 4333.04	1918
9	<u>284741</u>	ACTIVE	21	06/23/1993	06/30/2019	CIRCLE K STORES INC	CIRCLE K 3066	5202 PECK RD EL MONTE, CA 91732-1123 Census Tract: 4325.00	1918
10	<u>296145</u>	ACTIVE	20	05/09/1995	04/30/2019	LOS TOROS MARKET CORP	LOS TOROS MARKET CORPORATION	5225 PECK RD EL MONTE, CA 91732-1122 Census Tract: 4325.00	1918
11	<u>306745</u>	ACTIVE	20	05/31/1995	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 25051	12170 RAMONA BLVD EL MONTE, CA 91732 Census Tract: 4333.05	1918
12	<u>333530</u>	ACTIVE	20	09/09/1997	08/31/2019	BANG, HO IL	T & M MARKET	2601-07 N MEEKER AVE EL MONTE, CA 91732 Census Tract: 4334.03	1918
13	<u>344093</u>	ACTIVE	20	08/20/1998	07/31/2019	LIM, HOUR SEAV	TEDS QUALITY MARKET	2514 DURFEE AVE EL MONTE, CA 91732 Census Tract: 4340.03	1918
14	<u>345135</u>	ACTIVE	20	09/01/1998	08/31/2019	KIM, STEPHANUS POMKYU	RAINBOW MARKET	2403 TYLER AVE EL MONTE, CA 91733 Census Tract: 4334.02	1918
15	<u>355187</u>	ACTIVE	20	08/02/1999	07/31/2019	HUERTA, AMADOR GARCIA	LA TIENDITA	3800 CLARK AVE EL MONTE, CA 91731-2002 Census Tract: 4327.00	1918
16	<u>355416</u>	ACTIVE	20	12/15/1999	11/30/2019	CHEVRON STATIONS INC	CHEVRON STATIONS INC	11453 VALLEY BLVD EL MONTE, CA 91731-3229 Census Tract: 4332.00	1918
17	<u>388796</u>	ACTIVE	21	09/05/2002	08/31/2019	P V MART INC	BUY LOW MARKET 2	9900 GARVEY AVE EL MONTE, CA 91733-1230 Census Tract: 4335.04	1918
18	<u>397737</u>	ACTIVE	21	05/27/2003	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 25625B	10008 VALLEY BLVD EL MONTE, CA 91731 Census Tract: 4328.02	1918
19	<u>399628</u>	SUREND	20	06/17/2003	05/31/2019	FLORES, ARTURO	DAISYS MARKET	11532 MEDINA CT EL MONTE, CA 91731-2114	1918

								Census Tract: 4327.00	
20	<u>402447</u>	ACTIVE	21	09/17/2003	08/31/2019	KHAZAAL, AMER	VICS	3714 PECK RD EL MONTE, CA 91731	1918
								Census Tract: 4333.04	
21	<u>410925</u>	ACTIVE	20	05/17/2004	01/31/2020	EL GALLITO MARKET INC	EL GALLITO MARKET	12242 VALLEY BLVD EL MONTE, CA 91732	1918
								Census Tract: 4339.01	
22	<u>422743</u>	ACTIVE	21	03/21/2005	02/29/2020	CHEN, LILI	PLAZA LIQUOR	10530 GARVEY AVE EL MONTE, CA 91733	1918
								Census Tract: 4334.01	
23	<u>428793</u>	ACTIVE	21	08/22/2005	07/31/2019	HI WAY LIQUOR MARKET INC	HI WAY LIQUOR MARKET INC	11312 GARVEY AVE EL MONTE, CA 91732-3302	1918
								Census Tract: 4334.03	
24	<u>429085</u>	ACTIVE	20	09/13/2005	08/31/2019	KHAZAAL, AMER	CORTADA MARKET	9701 CORTADA ST EL MONTE, CA 91733	1918
								Census Tract: 4331.02	
25	<u>433781</u>	ACTIVE	20	01/04/2006	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 33403A	10707 LOWER AZUSA RD EL MONTE, CA 91731	1918
								Census Tract: 4315.01	



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26	437164	ACTIVE	21	04/10/2006	03/31/2019	JALCO LIQUOR MARKET INC	JALCO LIQUOR	2556 DURFEE AVE EL MONTE, CA 91732-3709 Census Tract: 4340.03	1918
27	442248	ACTIVE	21	09/07/2006	08/31/2019	LIM, HOUR SEAV	JUHN LIQUOR MARKET	2706 PECK RD EL MONTE, CA 91733 Census Tract: 4334.03	1918
28	448828	ACTIVE	21	01/24/2007	03/31/2019	CORNER LIQUOR INC	CORNER LIQUOR	10336 LOWER AZUSA RD EL MONTE, CA 91731-1207 Census Tract: 4323.00	1918
29	448984	ACTIVE	20	01/29/2007	12/31/2019	YG & HK CORPORATION	FINEVIEW MARKET	12349 FINEVIEW ST EL MONTE, CA 91732-3948 Census Tract: 4340.03	1918
30	451566	ACTIVE	21	08/02/2007	07/31/2019	NORTHGATE GONZALEZ LLC	NORTHGATE MARKET 20	3828 PECK RD EL MONTE, CA 91732-2241 Census Tract: 4326.01	1918
31	456534	ACTIVE	21	05/20/2008	06/30/2019	SMART & FINAL STORES LLC	SMART & FINAL 373	11110 RAMONA BLVD EL MONTE, CA 91731-3139 Census Tract: 4332.00	1918
32	464974	ACTIVE	21	04/22/2008	03/31/2019	HYS GHOTRA INC	HYS LIQUOR	10693 LOWER AZUSA RD EL MONTE, CA 91731 Census Tract: 4321.01	1918
33	468497	ACTIVE	21	08/19/2008	07/31/2019	DO, KINH VAN	EL MONTE VILLAGE MARKET	3933 BALDWIN AVE EL MONTE, CA 91731-1703 Census Tract: 4328.02	1918
34	476946	ACTIVE	21	04/30/2009	06/30/2019	SAMS WEST INC	SAMS CLUB 6614	4901 SANTA ANITA AVE EL MONTE, CA 91731-1415 Census Tract: 4315.01	1918
35	477125	SUREND	21	05/05/2009	06/30/2019	LEE, SAMUEL D	GOLD KEY LIQUOR & MARKET	10302 GARVEY AVE EL MONTE, CA 91733-2136 Census Tract: 4334.01	1918
36	479290	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9639	11940 GARVEY AVE EL MONTE, CA 91732-3514 Census Tract: 4339.01	1918
37	479317	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9609	9920 E GARVEY AVE EL MONTE, CA 91733-1230 Census Tract: 4335.04	1918
38	480681	ACTIVE	20	09/29/2009	08/31/2019	LA BLANQUITA TORTILLERIA INC	LA BLANQUITA TORTILLERIA	11859 VALLEY BLVD EL MONTE, CA 91732-3039 Census Tract: 4333.02	1918
39	486514	ACTIVE	20	11/17/2010	06/30/2019	WALGREEN CO	WALGREENS 07575	3643 PECK RD EL MONTE, CA 91731-3530 Census Tract: 4332.00	1918
40	487897	ACTIVE	21	06/03/2010	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 16020	3243 SANTA ANITA AVE EL MONTE, CA 91733-1372 Census Tract: 4332.00	1918
41	506980	ACTIVE	20	02/03/2011	01/31/2020	GARFIELD BEACH CVS LLC	CVS PHARMACY #5834	11574 LOWER AZUSA RD EL MONTE, CA 91732-1333 Census Tract: 4324.01	1918
42	509400	ACTIVE	20	05/12/2011	04/30/2019	POTRERO MARKET INC	HI WAY MARKET	2561 POTRERO AVE EL MONTE, CA 91733-1813 Census Tract: 4335.04	1918
43	512660	ACTIVE	21	10/06/2011	09/30/2019	MJE CARLTON'S MARKET, INC.	CARLTONS MARKET	11944 RAMONA BLVD EL MONTE, CA 91732-2314 Census Tract: 4333.04	1918
44	515924	ACTIVE	21	11/18/2011	10/31/2019	HANNA, BRIAN	FAMOUS EDS MARKET & LIQUOR	4203 TYLER AVE EL MONTE, CA 91731-1629	1918

45	<u>525805</u>	ACTIVE	20	10/16/2012	08/31/2019	SAINI, JYOTI	HAPPYS MARKET	Census Tract: 4324.02 3155 SANTA ANITA AVE EL MONTE, CA 91733-1357 Census Tract: 4332.00	1918
46	<u>534389</u>	ACTIVE	21	01/03/2014	12/31/2019	NEWHOPE CORPORATION	GREEN FARM MARKET EL MONTE	4840 PECK RD EL MONTE, CA 91732-1302 Census Tract: 4325.00	1918
47	<u>535612</u>	SUREND	20	09/24/2013	08/31/2019	SORIA, CRISTINA	LOS FRANK'S DAIRY	9850 LOWER AZUSA RD EL MONTE, CA 91731-1025 Census Tract: 4323.00	1918
48	<u>537446</u>	ACTIVE	20	11/25/2013	10/31/2019	SINGH, INDERPAL	ARDEN MARKET	4266 ARDEN DR EL MONTE, CA 91731-1953 Census Tract: 4323.00	1918
49	<u>540254</u>	ACTIVE	20	01/22/2014	12/31/2019	KING OF CRAFT BEER, INC.	PLAZA MARKET	2400 PECK RD EL MONTE, CA 91733-2812 Census Tract: 4334.03	1918
50	<u>543019</u>	SUREND	20	06/18/2015	05/31/2019	BESTCO FOOD WHOLESALE, INC		10775 LOWER AZUSA RD EL MONTE, CA 91731-1351 Census Tract: 4315.01	1918



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51	544060	ACTIVE	21	05/22/2014	04/30/2019	FANG, HAI YONG	DICK'S LIQUOR	2530 TYLER AVE EL MONTE, CA 91733-2716 Census Tract: 4334.02	1918
52	545271	ACTIVE	21	08/14/2014	07/31/2019	KAUR, HERMINDER	STAR LIQUOR	10801 GARVEY AVE EL MONTE, CA 91733-2301 Census Tract: 4332.00	1918
53	546663	ACTIVE	20	11/17/2014	10/31/2019	APRO LLC	UNITED OIL #147	10243 VALLEY BLVD EL MONTE, CA 91731-4513 Census Tract: 4328.01	1918
54	547306	ACTIVE	20	12/02/2014	11/30/2019	SORIA, CRISTINA	DOS FRANK	10960 RANCHITO ST EL MONTE, CA 91731-1330 Census Tract: 4324.02	1918
55	548247	ACTIVE	21	10/24/2014	09/30/2019	SINGH, AMARJIT	EL CARIBE MARKET	10201 VALLEY BLVD EL MONTE, CA 91731-2331 Census Tract: 4328.01	1918
56	551036	ACTIVE	21	12/17/2014	11/30/2019	JOYT, INC.	DON RAMIREZ LIQUOR	2401 DUFFEE AVE EL MONTE, CA 91732-3707 Census Tract: 4339.02	1918
57	552722	ACTIVE	20	04/20/2016	06/30/2019	99 CENTS ONLY STORES LLC	99¢ ONLY STORE #52	11114 RAMONA BLVD EL MONTE, CA 91731-3139 Census Tract: 4332.00	1918
58	557033	ACTIVE	21	10/20/2015	11/30/2019	SUPER CENTER CONCEPTS INC	SUPERIOR GROCERS	10683 VALLEY BLVD EL MONTE, CA 91731-2404 Census Tract: 4327.00	1918
59	562034	ACTIVE	21	08/12/2016	05/31/2019	P & L LIQUOR, INC.	P & L LIQUOR	4301 PECK RD EL MONTE, CA 91732-1905 Census Tract: 4324.02	1918
60	564276	ACTIVE	20	12/15/2015	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 16417A	4041 PECK RD EL MONTE, CA 91732-2246 Census Tract: 4327.00	1918
61	568056	ACTIVE	21	06/17/2016	05/31/2019	SHIN, OK JA	LITTLE FIVE POINT LIQUOR	2602 MOUNTAIN VIEW RD EL MONTE, CA 91732-3426 Census Tract: 4339.01	1918
62	569039	SUREND	20	06/20/2016	05/31/2019	BARRERA, SILVIA JASMIN	COLIMA TORTILLERIA MEAT MARKET	4711 & 4713 PECK RD EL MONTE, CA 91732-1309 Census Tract: 4324.01	1918
63	577465	ACTIVE	21	02/16/2017	01/31/2020	A&B LIQUOR STORE INC.	A&B LIQUOR STORE	2406 MOUNTAIN VIEW RD EL MONTE, CA 91733-2808 Census Tract: 4339.02	1918
64	579584	ACTIVE	20	06/02/2017	05/31/2019	HARRY'S MARKET	HARRY'S MARKET	11243 ELLIOTT AVE EL MONTE, CA 91733-2421 Census Tract: 4334.02	1918
65	580347	ACTIVE	20	06/28/2017	05/31/2019	SAMVAH GROUP INC.		9824 FLAIR DR EL MONTE, CA 91731-2238 Census Tract: 4331.01	1918
66	580708	ACTIVE	21	06/22/2017	05/31/2019	KAUR, PARAMJIT	EL MONTE LIQUOR & DELI	10616 VALLEY MALL EL MONTE, CA 91731-2417 Census Tract: 4327.00	1918
67	582650	ACTIVE	20	08/23/2017	07/31/2019	DADHANIA, MANSUKH BAVANJI	JOY'S MARKET PLACE	12256 RAMONA BLVD EL MONTE, CA 91732-2538 Census Tract: 4333.06	1918
68	587112	ACTIVE	20	12/04/2017	11/30/2019	JS TRADING ENTERPRISE, INC.	HONG'S MARKET	2319 MOUNTAIN VIEW RD EL MONTE, CA 91733-3531 Census Tract: 4338.01	1918
69	589094	ACTIVE	20	12/15/2017	01/31/2020	SLIM, IMAD TOUFIC		5102 PECK RD EL MONTE, CA 91732-1426	1918

								Census Tract: 4325.00	
70	<u>590400</u>	ACTIVE	20	03/06/2018	02/29/2020	COGSRAM INC.	RAMONA STORE	12004 RAMONA BLVD EL MONTE, CA 91732-2422	1918
								Census Tract: 4333.05	
71	<u>590840</u>	ACTIVE	21	05/30/2018	04/30/2019	NEW YORK MART EL MONTE, INC.	IFRESH MARKET	11850 VALLEY BLVD EL MONTE, CA 91732-3055	1918
								Census Tract: 4334.03	
72	<u>595529</u>	ACTIVE	20	12/31/2018	11/30/2019	ASKAR, NEZAR NAIEM	BALDWIN MARKET	3846 BALDWIN AVE EL MONTE, CA 91731-1718	1918
								Census Tract: 4328.02	
73	<u>596617</u>	ACTIVE	20	12/20/2018	11/30/2019	TOM TYLER MARKET INC.	TOM TYLER MARKET INC.	4022 TYLER AVE, UNIT C EL MONTE, CA 91731-2040	1918
								Census Tract: 4327.00	
74	<u>597374</u>	ACTIVE	20	10/16/2018	09/30/2019	CHI, GEORGE J W	FAVORITO MARKET	2432 TYLER AVE EL MONTE, CA 91733-2714	1918
								Census Tract: 4334.02	
75	<u>597535</u>	ACTIVE	21	12/20/2018	11/30/2019	ASHKAR, AZZA	ACE LIQUOR	3333 TYLER AVE EL MONTE, CA 91731-3101	1918
								Census Tract: 4332.00	



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1	90567	ACTIVE	21	05/22/1980	06/30/2019	VONS COMPANIES INC THE	VONS 2169	435 W FOOTHILL BLVD GLENDORA, CA 91741 Census Tract: 4010.02	1922
2	112907	ACTIVE	21	01/18/1984	07/31/2019	STATER BROS MARKETS	STATER BROS MARKETS 06	1830 E ROUTE 66 GLENDORA, CA 91740 Census Tract: 4012.01	1922
3	118903	SUREND	21	03/15/1982	06/30/2019	VONS COMPANIES INC THE	VONS 2007	431 E ARROW HWY GLENDORA, CA 91740 Census Tract: 4038.01	1922
4	229726	ACTIVE	21	03/06/1989	06/30/2019	SAFAR, ZOUHAIR GEORGE	LONE HILL LIQUOR	1828 E ROUTE 66 GLENDORA, CA 91740-3815 Census Tract: 4012.01	1922
5	292470	ACTIVE	21	02/18/1994	01/31/2020	HUSRY, ABDUL KARIM	WINE RACK LIQUOR THE	1063 E ROUTE 66 GLENDORA, CA 91740 Census Tract: 4011.01	1922
6	317924	ACTIVE	20	04/16/1996	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 13995	861 W ROUTE 66 GLENDORA, CA 91740-4136 Census Tract: 4009.00	1922
7	329175	ACTIVE	20	04/15/1997	12/31/2019	PLAZA PRODUCE AND GOURMET FOODS INC	PLAZA PRODUCE AND GOURMET FOODS INC	303 W FOOTHILL BLVD GLENDORA, CA 91741 Census Tract: 4010.02	1922
8	343155	ACTIVE	20	07/10/1998	06/30/2019	A & A DRIVE IN DAIRY INC	ALTA DENA DAIRY	437 E ROUTE 66 GLENDORA, CA 91740-3502 Census Tract: 4011.01	1922
9	365703	ACTIVE	20	07/20/2000	06/30/2019	SONG, GWANG HYUN	ALTA DENA DRIVE IN DAIRY	408 W FOOTHILL BLVD GLENDORA, CA 91741-3361 Census Tract: 4011.02	1922
10	370094	ACTIVE	21	07/23/2001	06/30/2019	SAMS WEST INC	SAMS CLUB 6240	1301 S LONE HILL AVE GLENDORA, CA 91740-5348 Census Tract: 4012.02	1922
11	371756	ACTIVE	21	11/16/2000	02/29/2020	HUSRY, HASSAN	GLENDORA LIQUOR	223 W FOOTHILL BLVD GLENDORA, CA 91741 Census Tract: 4010.02	1922
12	406866	ACTIVE	20	12/08/2003	08/31/2019	SONDH ENTERPRISES INC	ARCO AM PM GLENDORA	465 W FOOTHILL BLVD GLENDORA, CA 91741 Census Tract: 4010.02	1922
13	407141	SUREND	21	01/08/2004	06/30/2019	RALPHS GROCERY COMPANY	RALPHS 171	655 S GRAND AVE GLENDORA, CA 91740-4107 Census Tract: 4009.00	1922
14	443368	ACTIVE	21	05/25/2007	04/30/2019	BEVERAGES & MORE INC	BEVERAGES & MORE	1397 E GLADSTONE ST GLENDORA, CA 91740 Census Tract: 4012.02	1922
15	477380	ACTIVE	21	06/22/2009	05/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY STORE 9851	130 N GRAND AVE GLENDORA, CA 91741-2434 Census Tract: 4010.02	1922
16	479336	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9733	435 E ARROW HWY GLENDORA, CA 91740-5607 Census Tract: 4038.01	1922
17	488679	ACTIVE	21	06/10/2010	05/31/2019	DEEB, DANY SALIM	TOP HAT BEVERAGE SHOPPE	950 S GRAND AVE GLENDORA, CA 91740-4808 Census Tract: 4039.01	1922
18	501883	ACTIVE	20	09/29/2010	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE #2175-34521	1410 S GRAND AVE GLENDORA, CA 91740-5405 Census Tract: 4039.02	1922
19	507780	ACTIVE	21	03/23/2011	06/30/2019	WALMART INC.	WAL MART STORE 1941	1950 AUTO CENTRE DR GLENDORA, CA 91740-6700	1922

								Census Tract: 4012.02	
20	<u>509399</u>	ACTIVE	21	05/25/2011	04/30/2019	SAFAR, ZOUHAIR GEORGE	H & H LIQUOR	360 E ROUTE 66 GLENORA, CA 91740-6243 Census Tract: 4011.01	1922
21	<u>513245</u>	ACTIVE	21	11/04/2011	10/31/2019	PATEL, RAMESHKUMAR GOVINDBHAI	LA TIENDA LIQUOR	608 W ROUTE 66 GLENORA, CA 91740-4121 Census Tract: 4009.00	1922
22	<u>531628</u>	SUREND	21	11/02/2013	06/30/2019	ALBERTSONS LLC	ALBERTSONS 601	133 W ROUTE 66 GLENORA, CA 91740-6208 Census Tract: 4011.02	1922
23	<u>559165</u>	ACTIVE	20	03/21/2017	01/31/2020	DABBOUS, HELLAL	DABBOUS BROTHER	857 E ARROW HWY GLENORA, CA 91740-6038 Census Tract: 4038.02	1922
24	<u>577392</u>	ACTIVE	20	05/03/2017	04/30/2019	SF MARKETS LLC	SPROUTS FARMERS MARKETS #410	655 S GRAND AVE GLENORA, CA 91740-4107 Census Tract: 4009.00	1922
25	<u>578706</u>	ACTIVE	20	12/06/2017	11/30/2019	AI CALIFORNIA LLC	ALDI	1251 S LONE HILL AVE GLENORA, CA 91740-4507 Census Tract: 4012.02	1922



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Active Off-Sale Retail Licenses

For the Cities of LA VERNE

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Total Licenses: 21

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	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
1	<u>12494</u>	ACTIVE	20	08/01/1976	04/30/2019	PATEL, BABUBHAI K	INLAND DAIRY	2055 N WHITE AVE LA VERNE, CA 91750 Census Tract: 4015.00	1931
2	<u>112908</u>	ACTIVE	21	11/10/1981	08/31/2019	STATER BROS MARKETS	STATER BROS MARKETS 48	2090 FOOTHILL BLVD LA VERNE, CA 91750 Census Tract: 4016.02	1931
3	<u>284693</u>	ACTIVE	20	06/23/1993	06/30/2019	CIRCLE K STORES INC	CIRCLE K 3106	2210 D ST LA VERNE, CA 91750-5403 Census Tract: 4015.00	1931
4	<u>349709</u>	ACTIVE	21	05/26/1999	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID 5595	1480 FOOTHILL BLVD LA VERNE, CA 91750 Census Tract: 4016.03	1931
5	<u>367547</u>	SUREND	21	09/11/2000	06/30/2019	VONS COMPANIES INC THE	VONS 1916	2340 FOOTHILL BLVD LA VERNE, CA 91750 Census Tract: 4016.02	1931
6	<u>407812</u>	ACTIVE	21	01/09/2004	12/31/2019	CHUI, GEORGE	A & C LIQUOR	3836 EMERALD AVE, UNIT A & B LA VERNE, CA 91750 Census Tract: 4016.01	1931
7	<u>439115</u>	ACTIVE	21	06/02/2006	05/31/2019	BUTTAR, BHARPUR SINGH	ARROW LIQUOR MART	700 ARROW HWY LA VERNE, CA 91750 Census Tract: 4015.00	1931
8	<u>439910</u>	ACTIVE	21	07/06/2006	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 13942	3720 TOWNE CENTER DR LA VERNE, CA 91750 Census Tract: 4016.02	1931
9	<u>441234</u>	ACTIVE	21	04/01/2008	06/30/2019	VONS COMPANIES INC THE	VONS STORE 2832	1600 FOOTHILL BLVD LA VERNE, CA 91750 Census Tract: 4016.03	1931
10	<u>450811</u>	ACTIVE	21	08/06/2007	06/30/2019	TARGET CORPORATION	TARGET T0226	2462 FOOTHILL BLVD LA VERNE, CA 91750-3056 Census Tract: 4016.02	1931
11	<u>477026</u>	ACTIVE	20	06/23/2009	05/31/2019	KOVER INC	<u>LA VERNE SHELL</u>	2510 FOOTHILL BLVD LA VERNE, CA 91750-3702 Census Tract: 4016.02	1931
12	<u>479344</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9709	1479 FOOTHILL BLVD LA VERNE, CA 91750-3451 Census Tract: 4016.01	1931
13	<u>489359</u>	ACTIVE	21	06/22/2010	07/31/2019	CHONOS, RONALD	FAIRPLEX LIQUOR	1922 FAIRPLEX DR LA VERNE, CA 91750-5501 Census Tract: 4015.00	1931
14	<u>509033</u>	ACTIVE	20	12/15/2011	11/30/2019	LA VERNE CAR WASH L-PSHIP	LA VERNE CAR WASH	914 FOOTHILL BLVD LA VERNE, CA 91750-3234 Census Tract: 4003.02	1931
15	<u>509958</u>	ACTIVE	20	05/05/2011	05/31/2019	RIZK, GEORGE ELIAS	<u>J R SHELL</u>	1808 N WHITE AVE LA VERNE, CA 91750-5660 Census Tract: 4015.00	1931
16	<u>526730</u>	ACTIVE	20	11/30/2012	10/31/2019	JAY MAHAKALI INC	KIMS DAIRY & GENERAL STORE	1300 BONITA AVE LA VERNE, CA 91750-5221 Census Tract: 4015.00	1931
17	<u>546569</u>	ACTIVE	21	10/27/2014	09/30/2019	RADC ENTERPRISES INC	<u>SHELL GAS</u>	1947 D ST LA VERNE, CA 91750-5411 Census Tract: 4015.00	1931
18	<u>563518</u>	ACTIVE	20	04/01/2016	03/31/2019	AI CALIFORNIA LLC	ALDI	2268 FOOTHILL BLVD LA VERNE, CA 91750-2944 Census Tract: 4016.02	1931
19	<u>575165</u>	ACTIVE	20	01/26/2017	12/31/2019	SF MARKETS LLC	SPROUTS MARKET	1375 FOOTHILL BLVD LA VERNE, CA 91750-3333	1931

								Census Tract: 4016.01	
20	<u>595442</u>	ACTIVE	20	09/22/2018	08/31/2019	CRAFT-E-FLIGHTS, INC.	CRAFT-E-FLIGHTS	2497 FOOTHILL BLVD STE B1 LA VERNE, CA 91750-3066	1931
								Census Tract: 4016.01	
21	<u>595976</u>	ACTIVE	20	10/08/2018	09/30/2019	FALTAS, EMAD REFAAT	VILLAS MARKET	1912 ARROW HWY LA VERNE, CA 91750-5412	1931
								Census Tract: 4015.00	



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Active Off-Sale Retail Licenses

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	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
1	72524	ACTIVE	21	08/02/1983	04/30/2019	LEE, HAE WANG	MILLERS MARKET	19763 VALLEY BLVD WALNUT, CA 91789 Census Tract: 4034.01	1963
2	141779	ACTIVE	21	01/09/1984	06/30/2019	VONS COMPANIES INC THE	VONS 2167	350 N LEMON AVE WALNUT, CA 91789 Census Tract: 4034.02	1963
3	226601	ACTIVE	20	12/19/1988	01/31/2020	KOURY, JEANIE	PAVILION FLORIST	20199 VALLEY BLVD, STE A WALNUT, CA 91789 Census Tract: 4034.01	1963
4	251969	ACTIVE	20	12/26/1990	09/30/2019	GERSTNER, SILVIA	ALAMO FOOD MART	762 NOGALES AVE WALNUT, CA 91789 Census Tract: 4080.06	1963
5	295498	ACTIVE	21	05/12/1994	04/30/2019	SAFAR, ZOUHAIR GEORGE	WALNUT LIQUORETTE	154 PIERRE RD WALNUT, CA 91789 Census Tract: 4034.02	1963
6	345302	ACTIVE	20	09/04/1998	08/31/2019	SIMONIAN, SAMUEL	<u>SAMS MOBIL</u>	1024 BREA CANYON RD WALNUT, CA 91789 Census Tract: 4033.22	1963
7	355328	ACTIVE	21	10/14/1999	09/30/2019	STATER BROS MARKETS	STATER BROS MARKETS 168	20677 AMAR RD WALNUT, CA 91789-5037 Census Tract: 4034.06	1963
8	551309	ACTIVE	20	12/19/2014	11/30/2019	12 ZODIACS, INC.	12 ZODIACS	20120 PASEO DEL PRADO, STE B WALNUT, CA 91789-2669 Census Tract: 4034.01	1963
9	552403	ACTIVE	20	04/03/2015	03/31/2019	BASSI & BASSI, INC.	CIRCLE K	20839 VALLEY BLVD WALNUT, CA 91789-2540 Census Tract: 4034.02	1963
10	558365	ACTIVE	20	05/19/2016	06/30/2019	7 ELEVEN INC	7-ELEVEN STORE 27324	1325 N GRAND AVE WALNUT, CA 91789-1319 Census Tract: 4034.06	1963
11	567369	ACTIVE	21	04/28/2016	03/31/2019	OC 168 MARTS, LLC	VALLEY MARKET & LIQUOR	20311 VALLEY BLVD, STE D WALNUT, CA 91789-2658 Census Tract: 4034.01	1963
12	590506	ACTIVE	21	09/19/2018	08/31/2019	MOZUMDER, FARHAD	LIQUOR STATION	800 NOGALES AVE WALNUT, CA 91789-4170 Census Tract: 4034.08	1963
13	601123	ACTIVE	20	02/15/2019	01/31/2020	CHEVRON STATIONS INC	<u>CHEVRON</u>	1203 N GRAND AVE WALNUT, CA 91789-1375 Census Tract: 4034.06	1963



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Active Off-Sale Retail Licenses

For the Cities of WEST COVINA

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	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo. Code
1	24028	ACTIVE	21	04/09/1973	06/30/2019	VONS COMPANIES INC THE	VONS 2123	777 S GLENDORA AVE WEST COVINA, CA 91790 Census Tract: 4067.02	1960
2	60501	ACTIVE	21	01/01/1994	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID STORE 5610	1528 E AMAR RD WEST COVINA, CA 91792 Census Tract: 4081.33	1960
3	112915	ACTIVE	21	11/10/1981	05/31/2019	STATER BROS MARKETS	STATER BROS MARKETS 54	1025 E AMAR RD WEST COVINA, CA 91792 Census Tract: 4079.00	1960
4	193861	ACTIVE	21	12/05/1986	01/31/2020	STATER BROS MARKETS	STATER BROS MARKETS 106	375 N AZUSA AVE WEST COVINA, CA 91791-1346 Census Tract:	1960
5	299407	ACTIVE	21	10/03/1994	06/30/2019	FOOD 4 LESS OF CALIFORNIA INC	FOOD 4 LESS 337	615 N AZUSA AVE WEST COVINA, CA 91791 Census Tract: 4056.00	1960
6	304958	ACTIVE	21	03/14/1995	02/29/2020	KASSAB, ZIAD	PACIFIC LIQUOR	2017 W PACIFIC AVE WEST COVINA, CA 91790 Census Tract: 4053.02	1960
7	311983	ACTIVE	21	12/26/1995	11/30/2019	A & B AZUSA INC	SEAFOOD CITY SUPERMARKET	1525 E AMAR RD WEST COVINA, CA 91792-1619 Census Tract: 4080.06	1960
8	328531	ACTIVE	20	04/07/1997	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 14003	2887 E VALLEY BLVD WEST COVINA, CA 91792 Census Tract: 4081.37	1960
9	330590	ACTIVE	20	08/14/1997	07/31/2019	KMART CORPORATION	KMART 3235	730 S ORANGE AVE WEST COVINA, CA 91790 Census Tract: 4067.02	1960
10	361039	ACTIVE	21	01/03/2000	12/31/2019	BRAR, AJAIB SINGH	LEPRECHAUN LIQUOR	334 N AZUSA AVE WEST COVINA, CA 91791-1345 Census Tract: 4062.00	1960
11	371626	ACTIVE	21	12/12/2000	11/30/2019	SINGH, NARINDER	JERRYS HOUSE OF SPIRITS	944 W WEST COVINA PKWY WEST COVINA, CA 91790 Census Tract: 4067.02	1960
12	396298	ACTIVE	21	02/24/2003	01/31/2020	DIAB, TAMER	CANYON LIQUOR	19058 LA PUENTE RD WEST COVINA, CA 91792-2832 Census Tract: 4081.37	1900
13	405118	ACTIVE	21	12/01/2003	11/30/2019	AZUSA SUPERMARKET INC	ISLAND PACIFIC SUPERMARKET	1512 E AMAR RD WEST COVINA, CA 91792-1618 Census Tract: 4081.33	1960
14	407976	ACTIVE	20	03/01/2004	02/29/2020	TARGET CORPORATION	TARGET T1028	2831 E EASTLAND CTR DR WEST COVINA, CA 91791-1624 Census Tract: 4062.00	1960
15	427318	ACTIVE	21	08/10/2005	07/31/2019	SAFAR, ZOUHAIR GEORGE	KEG LIQUOR	1915 W SAN BERNARDINO RD WEST COVINA, CA 91790 Census Tract: 4053.01	1960
16	433001	ACTIVE	21	11/29/2005	10/31/2019	ALJOUNI, AIDA ARACELI	CIRCLE A LIQUOR	172 S GLENDORA AVE WEST COVINA, CA 91790-3038 Census Tract: 4065.00	1960
17	433960	ACTIVE	21	05/08/2006	04/30/2019	SK MINI MART INC	SK MINI MART INC	605 E FRANCISQUITO AVE WEST COVINA, CA 91790 Census Tract: 4066.02	1960
18	436387	ACTIVE	21	03/21/2006	02/29/2020	KAUR, SATINDER	BIG BOB'S LIQUOR & MARKET	1413 W PUENTE AVE WEST COVINA, CA 91790 Census Tract: 4053.01	1960
19	451564	ACTIVE	21	08/02/2007	07/31/2019	NORTHGATE GONZALEZ LLC	NORTHGATE MARKET 22	1320 W FRANCISQUITO AVE WEST COVINA, CA 91790	1960

								Census Tract: 4074.00	
20	<u>463658</u>	ACTIVE	21	03/17/2008	02/29/2020	TARGET CORPORATION	TARGET T2147	2370 S AZUSA AVE WEST COVINA, CA 91792-1511 Census Tract: 4080.06	1960
21	<u>465202</u>	SUREND	21	05/06/2009	04/30/2019	CHONOS, DIANE DENISE	JUG N JIGGER 2	2518 E WORKMAN AVE WEST COVINA, CA 91791-1534 Census Tract: 4062.00	1960
22	<u>474293</u>	ACTIVE	20	08/26/2009	04/30/2019	FILMAGIC INC	NATURES DREAM	120 N FAIRWAY LN WEST COVINA, CA 91791-1729 Census Tract: 4036.00	1960
23	<u>477382</u>	ACTIVE	21	06/22/2009	05/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY STORE 9735	727 S GLENDORA AVE WEST COVINA, CA 91790-3707 Census Tract: 4067.02	1960
24	<u>478476</u>	ACTIVE	21	01/14/2010	12/31/2019	HK2 OF WEST COVINA LLC		987 S GLENDORA AVE WEST COVINA, CA 91790-4205 Census Tract: 4067.02	1960
25	<u>479321</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9748	3670 S NOGALES ST WEST COVINA, CA 91792-2714 Census Tract: 4081.37	1960



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Active Off-Sale Retail Licenses

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	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
26	479340	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9687	702 N AZUSA AVE WEST COVINA, CA 91791-1010 Census Tract: 4062.00	1960
27	485347	ACTIVE	20	07/08/2010	06/30/2019	WALGREEN CO	WALGREENS 09560	2453 S AZUSA AVE WEST COVINA, CA 91792-1536 Census Tract: 4080.04	1960
28	485359	ACTIVE	20	01/19/2011	06/30/2019	WALGREEN CO	WALGREENS 09656	1131 S GLENDORA AVE WEST COVINA, CA 91790-4955 Census Tract: 4067.02	1960
29	487557	ACTIVE	20	06/02/2010	06/30/2019	7 ELEVEN INC	7 ELEVEN	235 N AZUSA AVE, STE D & E WEST COVINA, CA 91791-1356 Census Tract: 4056.00	1960
30	516663	ACTIVE	21	03/06/2012	02/29/2020	MARUKAI CORPORATION	TOKYO CENTRAL	1420 S AZUSA AVE WEST COVINA, CA 91791-4121 Census Tract: 4080.05	1960
31	522698	ACTIVE	20	07/27/2012	06/30/2019	HEREDIA, JUAN	EL PILON MEAT MARKET & RESTAURANT	322 S GLENDORA AVE WEST COVINA, CA 91790-3043 Census Tract: 4065.00	1960
32	526322	ACTIVE	21	03/25/2013	02/29/2020	PATEL, INDIRA RAMESH	FRANCISQUITO DRIVE IN DAIRY	2125 W FRANCISQUITO AVE WEST COVINA, CA 91790-3205 Census Tract: 4069.02	1960
33	526549	ACTIVE	21	02/14/2013	06/30/2019	WALMART INC.	WALMART 5954	2753 E EASTLAND CENTER DR WEST COVINA, CA 91791-6612 Census Tract: 4062.00	1960
34	530748	ACTIVE	20	04/22/2013	03/31/2019	PATEL, DHARINI RAJESH	ROYAL CREST DAIRY	1818 E ROWLAND AVE WEST COVINA, CA 91791-1136 Census Tract: 4062.00	1960
35	531230	ACTIVE	21	05/08/2013	05/31/2019	CHONOS, DIANE DENISE	JUG & JIGGER LIQUOR STORE	2612 E GARVEY AVE S WEST COVINA, CA 91791-2113 Census Tract: 4063.00	1960
36	531611	SUREND	21	11/02/2013	06/30/2019	ALBERTSONS LLC	ALBERTSONS 4557	2630 E WORKMAN AVE WEST COVINA, CA 91791-1627 Census Tract: 4062.00	1960
37	533522	ACTIVE	20	08/26/2013	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 14004B	1319 W MERCED AVE WEST COVINA, CA 91790-3904 Census Tract: 4067.02	1960
38	533965	ACTIVE	21	10/18/2013	09/30/2019	BEVERAGES & MORE INC	BEVMOI	2970 E WORKMAN AVE WEST COVINA, CA 91791-1610 Census Tract: 4061.02	1960
39	534400	ACTIVE	21	12/11/2013	11/30/2019	LA AMAPOLA INC	LA AMAPOLA	130 PLAZA DR WEST COVINA, CA 91790-2870 Census Tract: 4067.02	1960
40	536807	ACTIVE	21	11/15/2013	10/31/2019	AWAN, NUSRAT SHAHEEN	RANCH TOWN MARKET	522 E VINE AVE WEST COVINA, CA 91790-5101 Census Tract: 4066.02	1960
41	537731	ACTIVE	20	01/29/2014	12/31/2019	WHOLE LIVING LLC	ELEMENTS NATURAL FOODS	2522-2526 E WORKMAN AVE WEST COVINA, CA 91791-1534 Census Tract: 4062.00	1960
42	539769	ACTIVE	21	07/17/2014	07/31/2019	FRESH & EASY LLC	FRESH & EASY #1354	2340 S AZUSA AVE WEST COVINA, CA 91792-1511 Census Tract: 4080.06	1960
43	549344	ACTIVE	21	10/14/2014	11/30/2019	G S BRAR CORP.	HAIGS LIQUOR	1230 W FRANCISQUITO AVE WEST COVINA, CA 91790-4722 Census Tract: 4074.00	1960
44	554763	ACTIVE	21	06/25/2015	05/31/2019	WEST COVINA LIQUOR	WEST COVINA LIQUOR	1341 S AZUSA AVE WEST COVINA, CA 91790-3902	1960

								Census Tract: 4066.01	
45	<u>555411</u>	ACTIVE	20	04/29/2015	03/31/2019	TOUHEY, DEBBIE JOYCE	ROCKVIEW DAIRY #29	551 E VINE AVE WEST COVINA, CA 91790-5102	1960
								Census Tract: 4066.02	
46	<u>559540</u>	ACTIVE	21	09/28/2015	08/31/2019	BUY-LOW MARKET, INC.	BUY LOW MARKET	19050 LA PUENTE RD WEST COVINA, CA 91792-2832	1900
								Census Tract: 4081.37	
47	<u>561395</u>	ACTIVE	21	11/23/2015	10/31/2019	S&T ENTERPRISE INC.	7 ELEVEN STORE 39860A	100 N GRAND AVE, BLDG A WEST COVINA, CA 91791-1746	1960
								Census Tract: 4036.00	
48	<u>569260</u>	ACTIVE	20	06/30/2016	06/30/2019	99 CENTS ONLY STORES LLC	99 CENTS ONLY STORE #428	1516 E AMAR RD WEST COVINA, CA 91792-1618	1960
								Census Tract: 4018.33	
49	<u>572888</u>	ACTIVE	21	11/09/2016	10/31/2019	TR & V CORP	CHANTRY'S PANTRY LIQUOR	1005 E AMAR RD WEST COVINA, CA 91792-1300	1960
								Census Tract: 4079.00	
50	<u>580975</u>	SUREND	21	08/16/2017	06/30/2019	ALBERTSONS LLC	ALBERTSONS #6557	2630 E WORKMAN AVE WEST COVINA, CA 91791-1627	1960
								Census Tract: 4062.00	



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Active Off-Sale Retail Licenses

For the Cities of WEST COVINA

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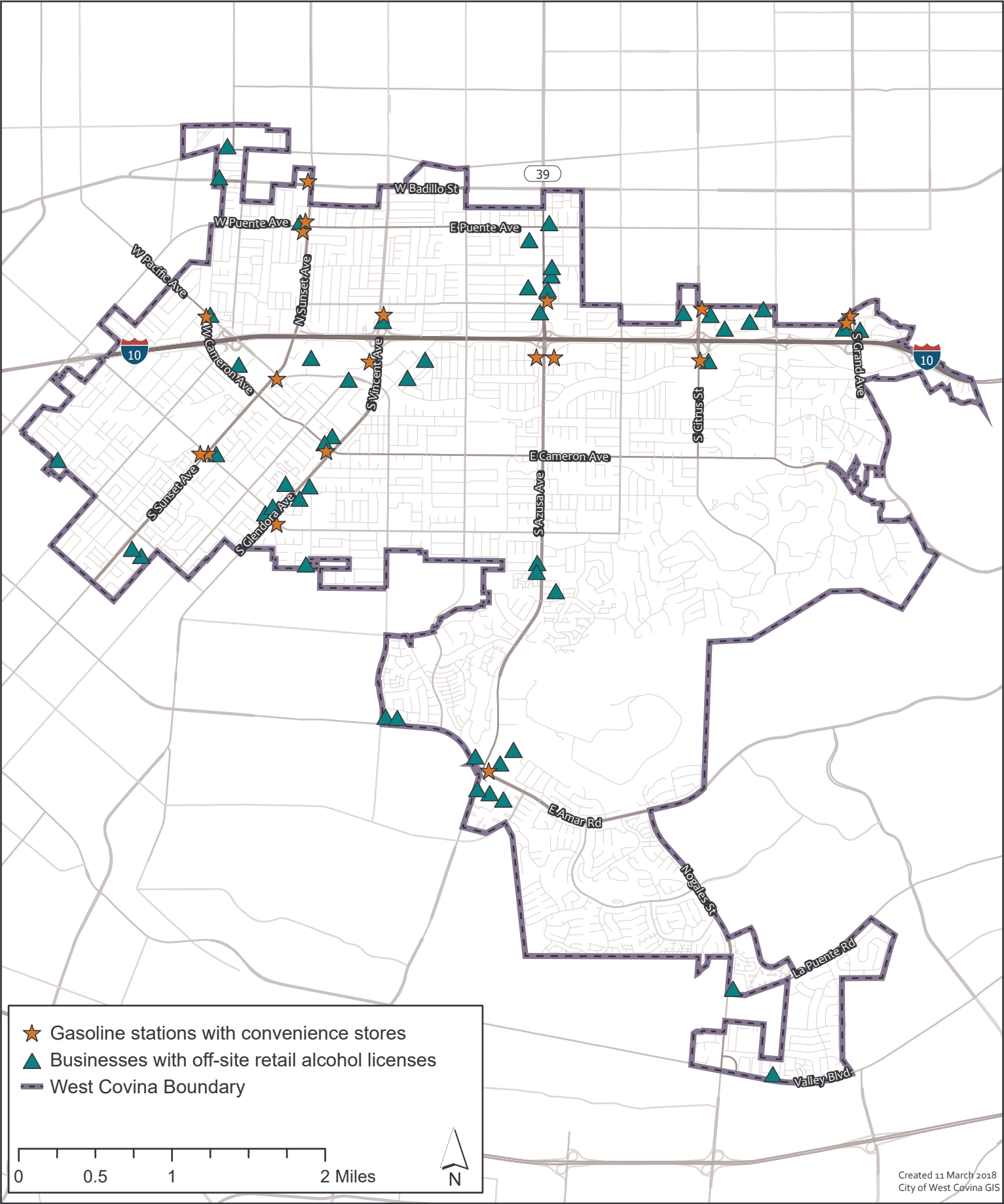
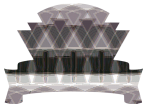
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	License Number	Status	License Type	Orig. Iss. Date	Expir. Date	Primary Owner	Business Name	Premises Addr.	Geo Code
51	591107	ACTIVE	20	03/29/2018	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 29939D	1347 S AZUSA AVE, STE A WEST COVINA, CA 91791-3965 Census Tract: 4066.01	1960
52	591418	ACTIVE	21	04/30/2018	03/31/2019	GOODLIFE SOLUTIONS, LLC	BOLAVARD	1925 W BADILLO ST WEST COVINA, CA 91790-1133 Census Tract: 4053.01	1960
53	592127	ACTIVE	21	05/31/2018	04/30/2019	JABBAR, WASILEH GHANEM	QUICK STOP LIQUOR & MARKET	430 N AZUSA AVE WEST COVINA, CA 91791-1347 Census Tract: 4062.00	1960
54	599728	ACTIVE	21	10/09/2018	07/31/2019	YOUNAN, WAFA	FREEWAY LIQUOR	130 N VINCENT AVE WEST COVINA, CA 91790-2205 Census Tract: 4055.00	1960
55	600204	ACTIVE	21	12/07/2018	11/30/2019	KASSIS, MARIO	STONE LIQUOR	1211 S GLENDORA AVE WEST COVINA, CA 91790-4925 Census Tract: 4067.01	1960

Gasoline Stations with Convenience Stores and
Businesses with Off-site Retail Alcohol Licenses





California Department of Alcoholic Beverage Control
Active Off-Sale Retail Licenses
 For the Cities of WEST COVINA

Save As CSV

Report as of: 02/19/2019

Rows Per Page: 55 Reload

Total Licenses: 55

Page 1 of 1

Click on column header to sort

	<u>License Number</u>	<u>Status</u>	<u>License Type</u>	<u>Orig. Iss. Date</u>	<u>Expir. Date</u>	<u>Primary Owner</u>	<u>Business Name</u>	<u>Premises Addr.</u>	<u>Geo Code</u>
1	24028	ACTIVE	21	04/09/1973	06/30/2019	VONS COMPANIES INC THE	VONS 2123	777 S GLENDORA AVE WEST COVINA, CA 91790 Census Tract: 4067.02	1960
2	60501	ACTIVE	21	01/01/1994	06/30/2019	THRIFTY PAYLESS, INC.	RITE AID STORE 5610	1528 E AMAR RD WEST COVINA, CA 91792 Census Tract: 4081.33	1960
3	112915	ACTIVE	21	11/10/1981	05/31/2019	STATER BROS MARKETS	STATER BROS MARKETS 54	1025 E AMAR RD WEST COVINA, CA 91792 Census Tract: 4079.00	1960
4	193861	ACTIVE	21	12/05/1986	01/31/2020	STATER BROS MARKETS	STATER BROS MARKETS 106	376 N AZUSA AVE WEST COVINA, CA 91791- 1346 Census Tract:	1960
5	299407	ACTIVE	21	10/03/1994	06/30/2019	FOOD 4 LESS OF CALIFORNIA INC	FOOD 4 LESS 337	615 N AZUSA AVE WEST COVINA, CA 91791 Census Tract: 4056.00	1960
6	304958	ACTIVE	21	03/14/1995	02/28/2019	KASSAB, ZIAD	PACIFIC LIQUOR	2017 W PACIFIC AVE WEST COVINA, CA 91790 Census Tract: 4053.02	1960
7	311983	ACTIVE	21	12/26/1995	11/30/2019	A & B AZUSA INC	SEAFOOD CITY SUPERMARKET	1525 E AMAR RD WEST COVINA, CA 91792- 1619 Census Tract: 4080.06	1960
8	328531	ACTIVE	20	04/07/1997	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 2175 14003	2887 E VALLEY BLVD WEST COVINA, CA 91792 Census Tract: 4081.37	1960
9	330590	ACTIVE	20	08/14/1997	07/31/2019	KMART CORPORATION	KMART 3235	730 S ORANGE AVE WEST COVINA, CA 91790 Census Tract: 4067.02	1960
10	361039	ACTIVE	21	01/03/2000	12/31/2019	BRAR, AJAIB SINGH	LEPRECHAUN LIQUOR	334 N AZUSA AVE WEST COVINA, CA 91791- 1345 Census Tract: 4062.00	1960
11	371626	ACTIVE	21	12/12/2000	11/30/2019	SINGH, NARINDER	JERRYS HOUSE OF SPIRITS	944 W WEST COVINA PKWY WEST COVINA, CA 91790 Census Tract: 4067.02	1960
12	396298	ACTIVE	21	02/24/2003	01/31/2020	DIAB, TAMER	CANYON LIQUOR	19058 LA PUENTE RD WEST COVINA, CA 91792- 2832 Census Tract: 4081.37	1900
13	405118	ACTIVE	21	12/01/2003	11/30/2019	AZUSA SUPERMARKET INC	ISLAND PACIFIC SUPERMARKET	1512 E AMAR RD WEST COVINA, CA 91792- 1618 Census Tract: 4081.33	1960
14	407976	ACTIVE	20	03/01/2004	02/28/2019	TARGET CORPORATION	TARGET T1028	2831 E EASTLAND CTR DR WEST COVINA, CA 91791- 1624 Census Tract: 4062.00	1960
15	427318	ACTIVE	21	08/10/2005	07/31/2019	SAFAR, ZOUHAIR GEORGE	KEG LIQUOR	1915 W SAN BERNARDINO RD WEST COVINA, CA 91790 Census Tract: 4053.01	1960
16	433001	ACTIVE	21	11/29/2005	10/31/2019	ALJOUNI, AIDA ARACELI	CIRCLE A LIQUOR	172 S GLENDORA AVE WEST COVINA, CA 91790- 3038 Census Tract: 4065.00	1960

17	<u>433960</u>	ACTIVE	21	05/08/2006	04/30/2019	SK MINI MART INC	SK MINI MART INC	605 E FRANCISQUITO AVE WEST COVINA, CA 91790 Census Tract: 4066.02	1960
18	<u>436387</u>	ACTIVE	21	03/21/2006	02/28/2019	KAUR, SATINDER	BIG BOBS LIQUOR & MARKET	1413 W PUENTE AVE WEST COVINA, CA 91790 Census Tract: 4053.01	1960
19	<u>451564</u>	ACTIVE	21	08/02/2007	07/31/2019	NORTHGATE GONZALEZ LLC	NORTHGATE MARKET 22	1320 W FRANCISQUITO AVE WEST COVINA, CA 91790 Census Tract: 4074.00	1960
20	<u>463658</u>	ACTIVE	21	03/17/2008	02/28/2019	TARGET CORPORATION	TARGET T2147	2370 S AZUSA AVE WEST COVINA, CA 91792- 1511 Census Tract: 4080.06	1960
21	<u>485202</u>	SUREND	21	05/06/2009	04/30/2019	CHONOS, DIANE DENISE	JUG N JIGGER 2	2518 E WORKMAN AVE WEST COVINA, CA 91791- 1534 Census Tract: 4062.00	1960
22	<u>474293</u>	ACTIVE	20	08/26/2009	04/30/2019	FILMAGIC INC	NATURES DREAM	120 N FAIRWAY LN WEST COVINA, CA 91791- 1729 Census Tract: 4036.00	1960
23	<u>477382</u>	ACTIVE	21	06/22/2009	05/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY STORE 9735	727 S GLENDORA AVE WEST COVINA, CA 91790- 3707 Census Tract: 4067.02	1960
24	<u>478476</u>	ACTIVE	21	01/14/2010	12/31/2018	HK2 OF WEST COVINA LLC		987 S GLENDORA AVE WEST COVINA, CA 91790- 4205 Census Tract: 4067.02	1960
25	<u>479321</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9748	3670 S NOGALES ST WEST COVINA, CA 91792- 2714 Census Tract: 4081.37	1960
26	<u>479340</u>	ACTIVE	21	09/01/2009	08/31/2019	GARFIELD BEACH CVS LLC	CVS PHARMACY 9687	702 N AZUSA AVE WEST COVINA, CA 91791- 1010 Census Tract: 4062.00	1960
27	<u>485347</u>	ACTIVE	20	07/08/2010	06/30/2019	WALGREEN CO	WALGREENS 09560	2453 S AZUSA AVE WEST COVINA, CA 91792- 1536 Census Tract: 4080.04	1960
28	<u>485359</u>	ACTIVE	20	01/19/2011	06/30/2019	WALGREEN CO	WALGREENS 09656	1131 S GLENDORA AVE WEST COVINA, CA 91790- 4955 Census Tract: 4067.02	1960
29	<u>487557</u>	ACTIVE	20	06/02/2010	06/30/2019	7 ELEVEN INC	7 ELEVEN	235 N AZUSA AVE, STE D & E WEST COVINA, CA 91791- 1356 Census Tract: 4056.00	1960
30	<u>516663</u>	ACTIVE	21	03/06/2012	02/28/2019	MARUKAI CORPORATION	TOKYO CENTRAL	1420 S AZUSA AVE WEST COVINA, CA 91791- 4121 Census Tract: 4080.05	1960
31	<u>522698</u>	ACTIVE	20	07/27/2012	06/30/2019	HEREDIA, JUAN	EL PILON MEAT MARKET & RESTAURANT	322 S GLENDORA AVE WEST COVINA, CA 91790- 3043 Census Tract: 4065.00	1960
32	<u>526322</u>	ACTIVE	21	03/25/2013	02/28/2019	PATEL, INDIRA RAMESH	FRANCISQUITO DRIVE IN DAIRY	2125 W FRANCISQUITO AVE WEST COVINA, CA 91790- 3205 Census Tract: 4069.02	1960
33	<u>526549</u>	ACTIVE	21	02/14/2013	06/30/2019	WALMART INC.	WALMART 5954	2753 E EASTLAND CENTER DR WEST COVINA, CA 91791- 6612 Census Tract: 4062.00	1960

34	<u>530748</u>	ACTIVE	20	04/22/2013	03/31/2019	PATEL, DHARINI RAJESH	ROYAL CREST DAIRY	1818 E ROWLAND AVE WEST COVINA, CA 91791-1136 Census Tract: 4062.00	1960
35	<u>531230</u>	ACTIVE	21	05/08/2013	05/31/2019	CHONOS, DIANE DENISE	JUG & JIGGER LIQUOR STORE	2612 E GARVEY AVE S WEST COVINA, CA 91791-2113 Census Tract: 4063.00	1960
36	<u>531611</u>	SUREND	21	11/02/2013	06/30/2019	ALBERTSONS LLC	ALBERTSONS 4557	2630 E WORKMAN AVE WEST COVINA, CA 91791-1627 Census Tract: 4062.00	1960
37	<u>533522</u>	ACTIVE	20	08/26/2013	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 14004B	1319 W MERCED AVE WEST COVINA, CA 91790-3904 Census Tract: 4067.02	1960
38	<u>533965</u>	ACTIVE	21	10/18/2013	09/30/2019	BEVERAGES & MORE INC	BEVMOI	2970 E WORKMAN AVE WEST COVINA, CA 91791-1610 Census Tract: 4061.02	1960
39	<u>534400</u>	ACTIVE	21	12/11/2013	11/30/2019	LA AMAPOLA INC	LA AMAPOLA	130 PLAZA DR WEST COVINA, CA 91790-2870 Census Tract: 4067.02	1960
40	<u>536807</u>	ACTIVE	21	11/15/2013	10/31/2019	AWAN, NUSRAT SHAHEEN	RANCH TOWN MARKET	522 E VINE AVE WEST COVINA, CA 91790-5101 Census Tract: 4066.02	1960
41	<u>537731</u>	ACTIVE	20	01/29/2014	12/31/2019	WHOLE LIVING LLC	ELEMENTS NATURAL FOODS	2522-2526 E WORKMAN AVE WEST COVINA, CA 91791-1534 Census Tract: 4062.00	1960
42	<u>539769</u>	ACTIVE	21	07/17/2014	07/31/2019	FRESH & EASY LLC	FRESH & EASY #1354	2340 S AZUSA AVE WEST COVINA, CA 91792-1511 Census Tract: 4080.06	1960
43	<u>549344</u>	ACTIVE	21	10/14/2014	11/30/2019	G S BRAR CORP.	HAIGS LIQUOR	1230 W FRANCISQUITO AVE WEST COVINA, CA 91790-4722 Census Tract: 4074.00	1960
44	<u>554763</u>	ACTIVE	21	06/25/2015	05/31/2019	WEST COVINA LIQUOR	WEST COVINA LIQUOR	1341 S AZUSA AVE WEST COVINA, CA 91790-3902 Census Tract: 4066.01	1960
45	<u>555411</u>	ACTIVE	20	04/29/2015	03/31/2019	TOUHEY, DEBBIE JOYCE	ROCKVIEW DAIRY #29	551 E VINE AVE WEST COVINA, CA 91790-5102 Census Tract: 4066.02	1960
46	<u>559540</u>	ACTIVE	21	09/28/2015	08/31/2019	BUY-LOW MARKET, INC.	BUY LOW MARKET	19050 LA PUENTE RD WEST COVINA, CA 91792-2832 Census Tract: 4081.37	1900
47	<u>561395</u>	ACTIVE	21	11/23/2015	10/31/2019	S&T ENTERPRISE INC.	7 ELEVEN STORE 39880A	100 N GRAND AVE, BLDG A WEST COVINA, CA 91791-1746 Census Tract: 4036.00	1960
48	<u>569260</u>	ACTIVE	20	06/30/2016	06/30/2019	99 CENTS ONLY STORES LLC	99 CENTS ONLY STORE #428	1516 E AMAR RD WEST COVINA, CA 91792-1618 Census Tract: 4018.33	1960
49	<u>572888</u>	ACTIVE	21	11/09/2016	10/31/2019	TR & V CORP	CHANTRY'S PANTRY LIQUOR	1005 E AMAR RD WEST COVINA, CA 91792-1300 Census Tract: 4079.00	1960
50	<u>580975</u>	SUREND	21	08/16/2017	06/30/2019	ALBERTSONS LLC	ALBERTSONS #6557	2630 E WORKMAN AVE WEST COVINA, CA 91791-1627 Census Tract: 4062.00	1960

51	<u>591107</u>	ACTIVE	20	03/29/2018	06/30/2019	7 ELEVEN INC	7 ELEVEN STORE 29939D	1347 S AZUSA AVE, STE A WEST COVINA, CA 91791- 3965 Census Tract: 4066.01	1960
52	<u>591418</u>	ACTIVE	21	04/30/2018	03/31/2019	GOODLIFE SOLUTIONS, LLC	BOLAVARD	1925 W BADILLO ST WEST COVINA, CA 91790- 1133 Census Tract: 4053.01	1960
53	<u>592127</u>	ACTIVE	21	05/31/2018	04/30/2019	JABBAR, WASILEH GHANEM	QUICK STOP LIQUOR & MARKET	430 N AZUSA AVE WEST COVINA, CA 91791- 1347 Census Tract: 4062.00	1960
54	<u>599728</u>	ACTIVE	21	10/09/2018	07/31/2019	YOUNAN, WAFA	FREEWAY LIQUOR	130 N VINCENT AVE WEST COVINA, CA 91790- 2205 Census Tract: 4055.00	1960
55	<u>600204</u>	ACTIVE	21	12/07/2018	11/30/2019	KASSIS, MARIO	STONE LIQUOR	1211 S GLENDORA AVE WEST COVINA, CA 91790- 4925 Census Tract: 4067.01	1960