



Planning Commission **STAFF REPORT**

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*Vincent Gonzalez, Director of
Planning and Community
Preservation*

DATE: March 17, 2016

TO: Planning Commission

FROM: Vincent Gonzalez, Director of Planning & Community Preservation

SUBJECT: GENERAL PLAN IMPLEMENTATION UPDATE

SUMMARY

On July 14, 2015, City Council certified the Final Environmental Impact Report and adoption of the General Plan Update document. The document includes updates to the Land Use, Resource Management, Hazard Prevention, and Community Services Elements, and the associated Implementation Program 2015–2035.

On September 22, 2015, as part of the Strategic Plan three-year goals, staff received City Council direction to prioritize General Plan Implementation Measures (IM) for calendar year 2015-2016. Included in this report is the General Plan Implementation Program Schedule approved by the City Council for calendar years 2015-2020.

The General Plan categories discussed in this report include Land Use, Historic Preservation, Economic Development, Hillside Preservation, Co-Existence with Wildlife, Air Quality, Hazard Prevention, Seismic Safety, Noise, Law Enforcement, and Public Service.

Municipal Code Amendments Completed in 2015-2016

Since City Council direction in September 2015, staff has updated the following Municipal Code Text Amendments:

IM-3 Land Use - Water conservation measures Ordinance. (Completed)

IM-7 Historic Preservation - Information brochure regarding designation of historic resources and Mills Act Contracts to owners of properties identified in the comprehensive survey of historic resources. (Completed)

IM-9 Land Use - Neighborhood notification and appeal opportunities for new construction and construction exceeding one-story or significantly increasing the footprint. (Planning Commission determined to leave language as is)

IM-12 Land Use - Second Unit amendments. (Completed)

IM-12 Land Use - R-1 Zone Reverse Corner Lot Setback amendments applicable to second units. (Completed)

IM-12 Land Use – R-1 Zone Prevailing Front Yard Setback amendments. (Completed)

IM-12 Land Use - Minor CUP noticing requirements. Completed

IM-12 Land Use - Encroachment of Chimney into the 45-degree angled plane. (Completed)

Municipal Code Amendments in Progress

In addition to the Implementation Measures above, the Planning Commission is currently discussing the following potential amendments of the Municipal Code paraphrased below.

IM-2 Lot Splits and Minimum Lot Size in the R-1 Zone - Includes new zoning regulations that discourage lot splits, including but not limited to minimum lot sizes. This reflects a concern regarding the potential densification of the City through further subdivision of existing lots. The Planning Commission has provided direction to staff and will review proposed zoning modifications in September and October and is anticipated to go to City Council in November 2015

Institutional Zone - New zoning regulations to the Institutional Zone Ordinance specific to permitted uses, conditionally permitted uses, and Master Plan objectives, components, and requirements.

The following discussion is provided as an update to the Planning Commission regarding the City Council Approved General Plan Implementation Program Schedule.

ANALYSIS

Each city department has a number of assignments per the approved General Plan Implementation Program. Provided are the implementation program assignments under the purview of the Planning and Community Preservation Department and other participating Departments. Staff is presenting this information to the Planning Commission as an update.

Planning and Community Preservation

Because the Planning and Community Preservation Department's Implementation Plan includes a number of possible amendments to the City's Zoning code, provided below are the Implementation Measures (IM) identified for update in calendar years 2015-2020 and the City Council approved timeline and project status. This same information can also be found in Exhibit A – General Plan Implementation Update (PowerPoint Presentation).

Chapter One – Land Use Implementation Program - 2015-2016

Land Use

- IM-2** The City Shall amend the Zoning Code as necessary to include a program to encourage preservation of existing housing stock and discourage lot splits. (November 2015) (In Progress)
- IM-3** The City shall amend the Municipal Code as necessary to include a requirement for compliance with all adopted water conservation measures. (April 2016) (Completed)
- IM-4** The City shall adopt a Zoning Ordinance to establish requirements regarding group living facilities. (June 2016)
- IM-9** The City shall establish a pre-application process to require neighborhood notification and appeal opportunities with respect to any new construction and additions that exceeds one-story in height or significantly increases the volume of the footprint of the structure. (November 2015) (Planning Commission determined to leave language as is)
- IM-10** The City shall establish guidelines to minimize direct lines-of-sight between neighboring homes and backyards and encourage preservation of mountain and basin views as they relate to new or expanded structures. (September 2016)
- IM-12** The City shall continue to enforce and amend the R-1 (One Family Residential) Zoning Ordinance as necessary to ensure that development is compatible in design and scale with the neighborhood. (Ongoing)
- IM-29** The City shall amend the Hillside Management Zone Ordinance, to include Standards to address the upkeep and maintenance of sites during construction. (March 2016)
- IM-30** The City shall continue to enforce the Hillside Management Zone Ordinance, and amend as necessary to protect views to and from hillside areas to maintain the image and identity of the City as a village of the foothills. (On-going)
- IM-36** The City shall amend the R-3 (Multiple Family Residential) Zoning Ordinance as necessary to allow densities of approximately 13 units per acre and establish a maximum allowable floor area. (June 2016)

- IM-37** The City shall amend the R-3 (Multiple Family Residential) Zoning Ordinance as necessary to ensure that new development is compatible in scale and character with existing development, including setbacks, building materials, front yard paving, parking, building siting, building orientation, common space, retention of mature trees, facade design, architectural articulation, and small lot zoning requirements. (June 2016)
- IM-38** The City shall amend the R-3 (Multiple Family Residential) Zoning Ordinance to improve the safety of individuals with respect to the location of entrances, height of perimeter fencing and landscaping, and parking. (November 2016)

Historic Preservation

- IM-1** The City shall engage the services of a historic preservation consultant to complete a comprehensive survey of the City's significant historic resources according to the State Office of Historic Preservation Guidelines. (February 2018)
- IM-2** The City shall continue to maintain and update its Register of Historic Cultural Landmarks. (Ongoing)
- IM-7** The City shall provide information regarding designation of historic resources and Mills Act Contracts to owners of properties identified in the comprehensive survey of historic resources. (December 2015)
- IM-10** The City shall continue to require approval of a Certificate of Appropriateness for alternations to historic properties that are visible to the public. (Ongoing)

Economic Development

- IM-1** The City shall develop a plan to encourage new businesses that complement existing businesses to locate in the City's core area. (Ongoing)
- IM-2** The City shall work with the Chamber of Commerce and/or group of local businesses to explore implementing a Business Improvement District. (June 2018)
- IM-4** The City shall develop a plan that addresses parking, walkability, and pedestrian activity in the core area. (August 2017)
- IM 7** The City shall review its business incentive program. (August 2017 - Annual)

Chapter Two – Resource Management 2015-2020

Hillside Preservation

- IM-1** The City shall continue to enforce the Hillside Zone Ordinance and other ordinances that seek to protect the hillside areas. (Ongoing)
- IM-2** The City shall approach other hillside communities in the San Gabriel Valley to discuss the feasibility of establishing a protected hillside corridor along the San Gabriel Mountains. (Ongoing)

- IM-6** The City shall designate properties purchased by the Sierra Madre Mountains Conservation and other non-profit organizations as natural open space utilizing conservation easements. (Ongoing)
- IM-7** The City Shall coordinate with other public agencies' plans and pursue partnerships with local and regional environmental and conservation organizations to locate and protect hillside open space areas. (Ongoing)

Co-existence with Wildlife

- IM-1** The City shall coordinate with other public agencies' plans and pursue partnerships with local and regional environmental and conservation organizations to locate and protect hillside open space areas. (May 2018)
- IM-2** The City shall promote the establishment of a non-Brown Act, grassroots committee dedicated to encouraging the peaceful co-existence with wildlife. (May 2018)
- IM-3** The City shall publicize and post signs that announce Resolution 72-62 which designates Sierra Madre as a Wildlife Sanctuary. (August 2016)
- IM-4** The City shall provide information to the public regarding "wild proofing" their property and State laws that prohibit trapping, killing and relocating wildlife. (August 2016)
- IM-5** The City shall continue to enforce regulations prohibiting spiked iron fencing. (On-going)
- IM-6** The City shall consider providing incentives for property owners to modify existing structures to better accommodate safe passage of wildlife. (May 2018)

Air Quality

- IM-7** The City shall continue to allow home-based businesses pursuant to the Home Occupation Permit. (On-going)
- IM-8** The City shall continue to allow residential business above or at the rear of commercial uses in the Commercial Zone. (On-going)
- IM-13** The City shall continue to enforce dust abatement measures during grading and construction. (On-going)
- IM-14** The City shall continue to enforce applicable City ordinances, as well as regional regulations pertaining to fugitive dust control. (On-going)
- IM-15** Staff shall research and review adopted second-unit smoke ordinances and present the results to the Planning Commission and City Council for their consideration as to whether they wish to adopt a second-unit smoke ordinance. (On-going)

Chapter Three – Hazard Prevention - 2015-2020

Flood/Landslide

- IM-1** The City shall require that all new tract developments provide storm drainage infrastructure designed and build according to Los Angeles County Public Works/Flood Control District standards to allow for inclusion of those systems into the County Transfer Drain program. (On-going)
- IM-2** The City shall amend the Grading, Hillside Management Zone, Low Impact Development, and/or **Water Efficient Landscape ordinances** to limit the amount of impermeable area that can be constructed as part of any development project. (April 2016) (Completed)

Seismic Safety

- IM-1** The City will consider earthquake safety and post-disaster functioning when siting, designing and constructing essential facilities in Sierra Madre. (On-going)
- IM-3** The City shall keep on file any geologic information obtained through project approvals for future reference (On-going)
- IM-4** The City shall make information available to residents, property owners and emergency responders regarding seismic upgrade of buildings, including historic structures. (July 2017)
- IM-5** The City shall collect and undertake a review of buildings that are unreinforced masonry (URM) and soft first-stories. (July 2017)
- IM-6** The City shall continue to maintain and update the multi-hazard emergency preparedness plan for the City, and improve emergency coordination between the City's internal department, outside agencies, and city residents and businesses. (On-going)
- IM-7** The City shall continue to enforce the Building Code and adopt any updates to seismic requirement in a timely manner. (On-going)
- IM-8** The City shall investigate requiring automatic gas shut-off in new construction and major renovations. (July 2017)

Noise

- IM-4** The City shall continue to enforce its Noise Ordinance to ensure that noise levels in the commercial areas do not interfere with the normal business, commercial and residential activities (On-going)

- IM-9** The City shall continue to limit construction activities to reasonable weekday and weekend/holiday hours to reduce noise impacts to residential uses, and enforce noise regulations addressing construction activities. (On-going)

Chapter Four – Community Services - 2015-2020

Law Enforcement

- IM-11** The City will review existing ordinances and amend as necessary to incorporate hazard prevention measures for new and existing development. (February 2019)
- IM-12** The City will continue to maintain a Code Enforcement Officer to respond to complaints from the public in a timely manner and ensure compliance with City codes and regulations. (On-going)
- IM-13** The City will work with residents and business owners to ensure code compliance in order to avoid the need for legal action. When such efforts have been exhausted, the City will follow Code Enforcement procedures to resolve violations. (On-going)
- IM-14** The City will identify and address Code violations that warrant pro-active, targeted Code enforcement efforts. (On-going)

Public Services

- IM-11** The City shall review and amend as necessary Titles 15 (Building and Construction), 16 (Subdivisions), and 17 (Zoning) of the Municipal Code to require that all proposed development be provided with adequate water, sewer, drainage, electrical, and telecommunications systems to meet the demands of the project. (June 2016)

ACTION

The information is provided as an update to the Planning Commission regarding the City Council Approved General Plan Implementation Program Schedule.

Attachment

1. Exhibit A – PowerPoint Presentation



Planning & Community Preservation Department General Plan Implementation Update

Planning Commission

March 17, 2016

General Plan Implementation Update

Completed Municipal Code Amendments

- Second Unit Amendments
- Second Unit Reverse Corner Lot Setback Amendments
- R-1 Zone Prevailing Front Yard Setback
- Flag Lots and Exclusive Access Easements
- Modified Front Yard on Cul-de-sac
- Conditional Use Permit Findings
- Minor CUP Noticing Amendments
- Encroachment of Chimneys into the 45-degree Angled Plane
- Revised Conditional Use Permit Findings
- Water Efficient Landscape Requirements
- Mills Act Contract Information Brochure

General Plan Implementation Update

Municipal Code Amendments In Progress

- Institutional Zone Ordinance Amendments (In progress)
- Regulations regarding lot splits and Minimum Lot Size in R-1 Zone (Land Use IM-2) (In progress)

General Plan Implementation Program Schedule 15-16

IM-12 Land Use - Second Unit Regulations. (November 2015) Completed

IM-9 Land Use - Neighborhood notification and appeal opportunities for new construction and construction exceeding one-story or significantly increases the footprint. (November 2015) (Planning Commission directive to leave as is)

IM-7 Historic Preservation - The City shall provide information [Brochure] regarding designation of historic resources and Mills Act Contracts to owners of properties identified in the comprehensive survey of historic resources. (December 2015) Completed

IM-2 Land Use - Amend Zoning Code to discourage lot splits and establish minimum lot sizes. (January 2016) In progress

IM-12 Land Use – R-1 Zone prevailing front yard setback. (January 2016) Completed

IM-12 Land Use - Minor CUP noticing requirements. (February 2016) Completed

IM-12 Land Use -- Encroachment of Chimney into the 45-degree angled plane. (February 2016) Completed

IM-29 Land Use - Amend the Hillside Management Zone Ordinance, to include Standards to address the upkeep and maintenance of sites during construction. (March 2016)

IM-3 Land Use - Amend Municipal Code to include requirement for compliance with water conservation measures. (April 2016) Completed

General Plan Implementation Program Schedule, cont.

IM-4 Adopt Ordinance establishing requirements for group living facilities. (June 2016)

IM-36 Amend R-3 Ordinance to allow densities of 13 units per acre and establish a maximum allowable floor area. (June 2016)

IM-37 Amend R-3 Zoning Ordinance to ensure new development is compatible in scale and character with existing development, and small lot zoning requirements. (June 2016)

IM-10 Establish guidelines to minimize direct lines-of-sight between neighboring homes and preserve mountain and basin views. (September 2016)

IM-38 The City shall amend the R-3 (Multiple Family Residential) Zoning Ordinance to improve the safety of individuals with respect to the location of entrances, height of perimeter fencing and landscaping, and parking. (November 2016)

IM-12 Continue to enforce and amend the R-1 Zoning Ordinance. (Ongoing)

IM-27 Continue to enforce the Hillside Management Zone Ordinance to address development densities. (On-going)

IM-30 Continue to enforce the Hillside Management Zone Ordinance, and amend as necessary to protect views to and from hillside areas. (On-going)

Chapter One - Land Use IP 2015-16

IM-2 The City Shall amend the Zoning Code as necessary to include a program to encourage preservation of existing housing stock and discourage lot splits. (November 2015) (In Progress)

IM-3 The City shall amend the Municipal Code as necessary to include a requirement for compliance with all adopted water conservation measures. (April 2016) (Completed)

IM-4 The City shall adopt a Zoning Ordinance to establish requirements regarding group living facilities. (June 2016)

IM-9 The City shall establish a pre-application process to require neighborhood notification and appeal opportunities with respect to any new construction and additions that exceeds one-story in height or significantly increases the volume of the footprint of the structure. (November 2015) (Planning Commission directed staff to leave as is.)

Land Use Implementation Program, cont.

IM-10 The City shall establish guidelines to minimize direct lines-of-sight between neighboring homes and backyards and encourage preservation of mountain and basin views as they relate to new or expanded structures. (September 2016)

IM-12 The City shall continue to enforce and amend the R-1 (one Family Residential) Zoning Ordinance as necessary to ensure that development is compatible in design and scale with the neighborhood. (Ongoing)

IM-27 The City shall continue to enforce the Hillside Management Zone Ordinance, and amend as necessary to address development density, environmental impact of development, access, water conservation and development impacts on wildlife. (On-going)

IM-29 The City shall amend the Hillside Management Zone Ordinance, to include Standards to address the upkeep and maintenance of sites during construction. (March 2016)

Land Use Implementation Program, cont.

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IM 7 The City shall review its business incentive program. (August 2017 - Annual)

Chapter 2 - Hillside Preservation 2015-2020

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Chapter Four – Law Enforcement 2015-2020

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