

P I C O R I V E R A



C O M P R E H E N S I V E Z O N I N G C O D E U P D A T E

ROUND #1 STUDY SESSION
PLANNING COMMISSION

AGENDA



1. Introductions
2. Purpose of this Study Session
3. What is the Zoning Code?
4. Zoning Code Diagnostic Analysis
 - a) Implementing the General Plan
 - b) Overall Zoning Code
 - c) Zones
 - d) Land Use Regulations
 - e) Property Development Regulations (Standards)
 - f) Administration and Procedures
 - g) Compliance with State and Federal Law
 - h) Proposed Outline of New Zoning Code
5. Next Steps

2. Purpose of this Study Session



P I C O R I V E R A



C I T Y W I D E
D E S I G N S T A N D A R D S
A N D G U I D E L I N E S

Issues identified in the Zoning Code while addressing Design Standards and Guidelines:

- Verbose
- Redundant
- Confusing
- Internal inconsistencies
- Difficult to navigate/use
- Outdated approach to regulating land use and development

COMPREHENSIVE ZONING CODE UPDATE



P I C O R I V E R A



C I T Y W I D E
D E S I G N S T A N D A R D S
A N D G U I D E L I N E S



P I C O R I V E R A

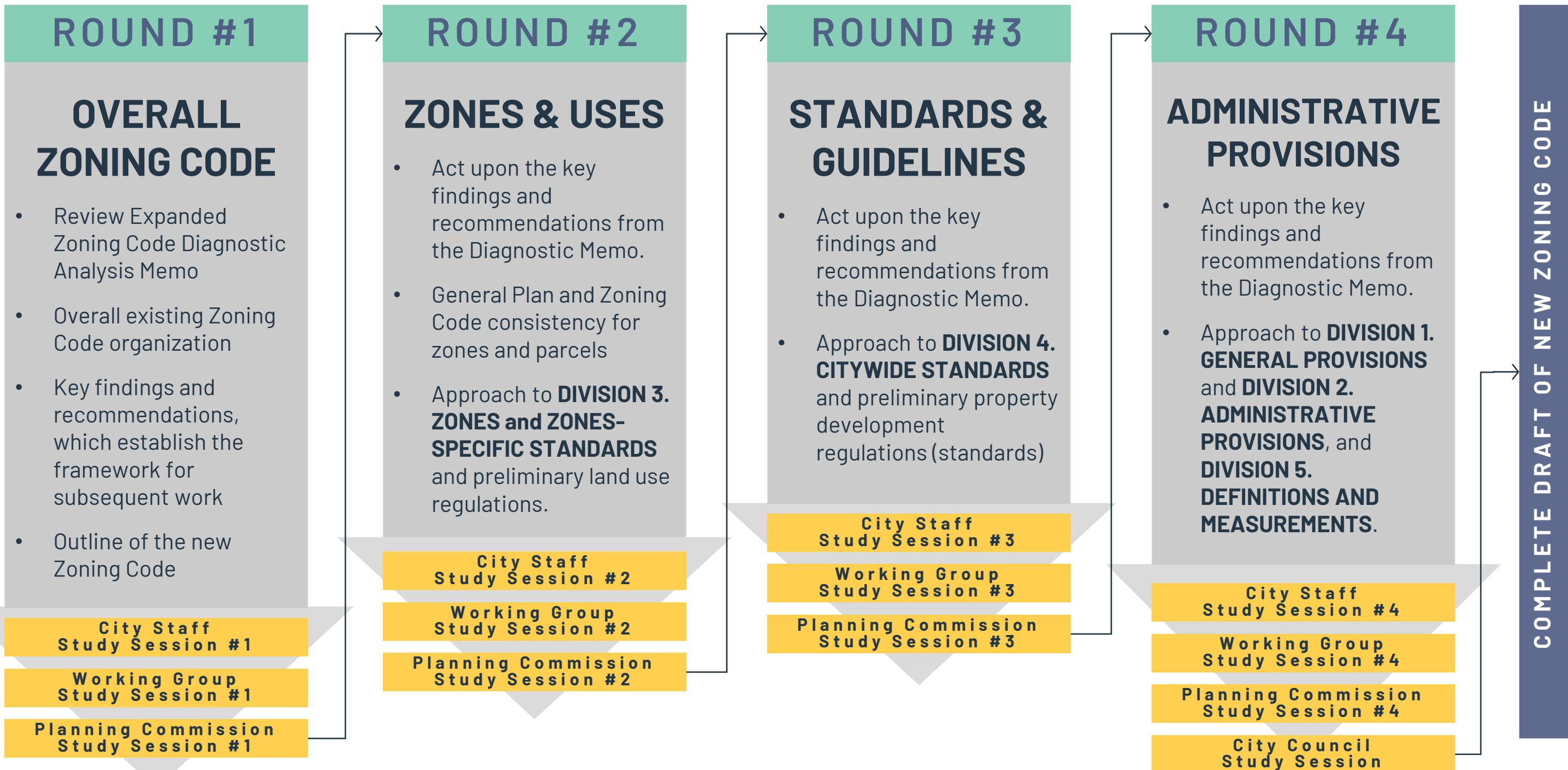


C O M P R E H E N S I V E
Z O N I N G C O D E U P D A T E

Goals of the Zoning Code Update:

- Implement the goals and policies of the General Plan;
- Be consistent with State and Federal law;
- Be user-friendly and simple to understanding;
- Allow for a transparent, predictable, and consistent development process;
- Promote well-designed buildings and places;
- Be enduring and have longevity in use; and
- Eliminate ambiguity in intentions by utilizing objective standards.

4 ROUNDS OF STUDY SESSIONS



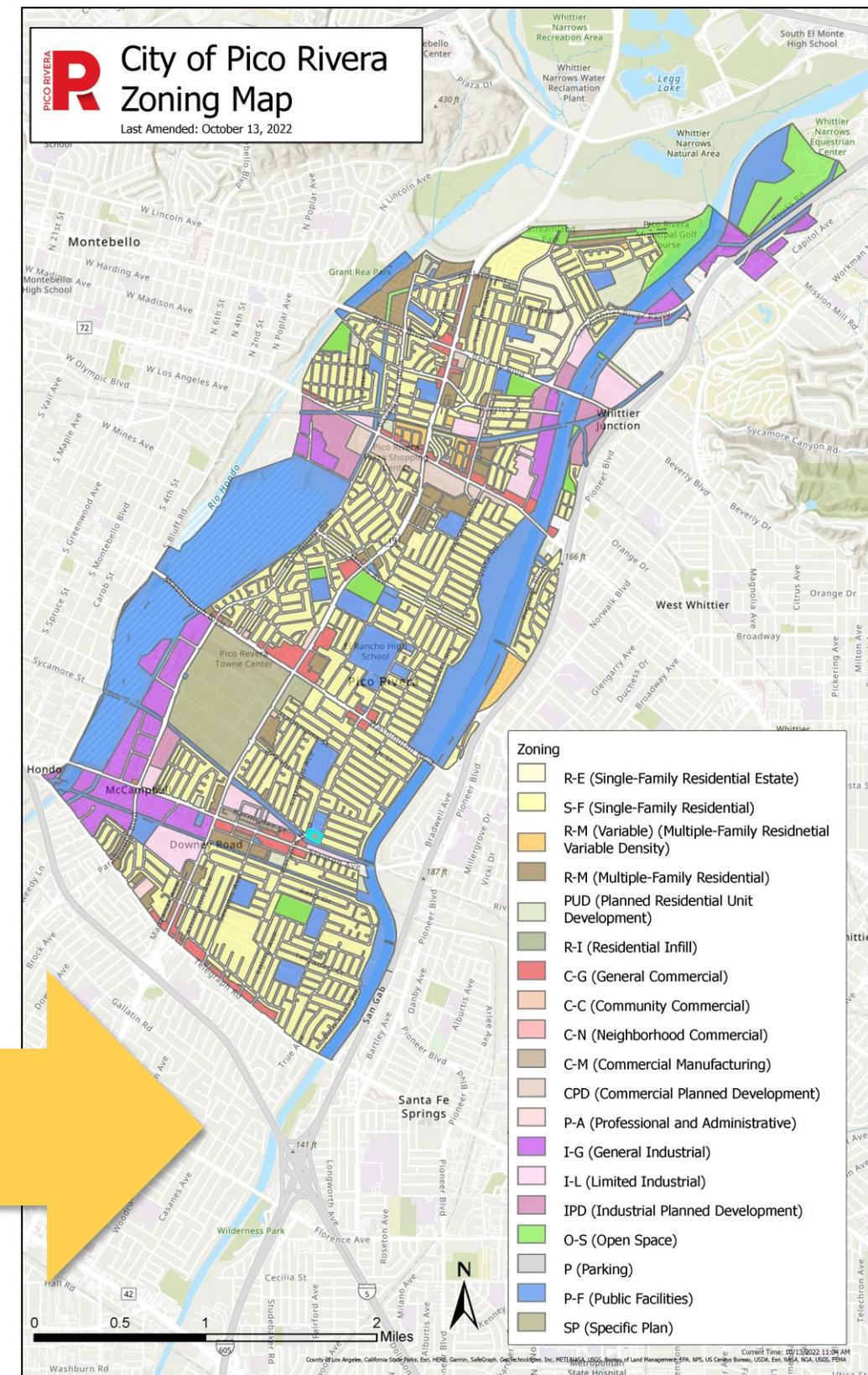
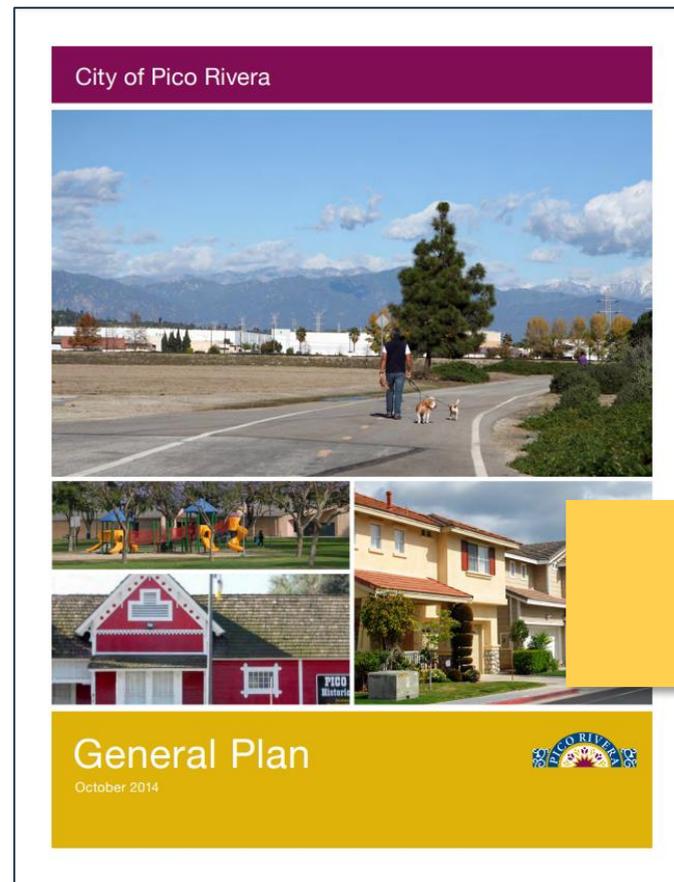
3. What is the Zoning Code?

What is the Zoning Code?

- In the City of Pico Rivera, the Zoning Code exists as Title 18 of the City's Municipal Code.

What does Zoning do?

- It is the primary means of implementing the vision and policies of the City's General Plan.
 - Social well-being
 - Excellence in place-making
 - Respect for the natural environment
 - Economic vitality



What is the Zoning Code?

What does Zoning do?

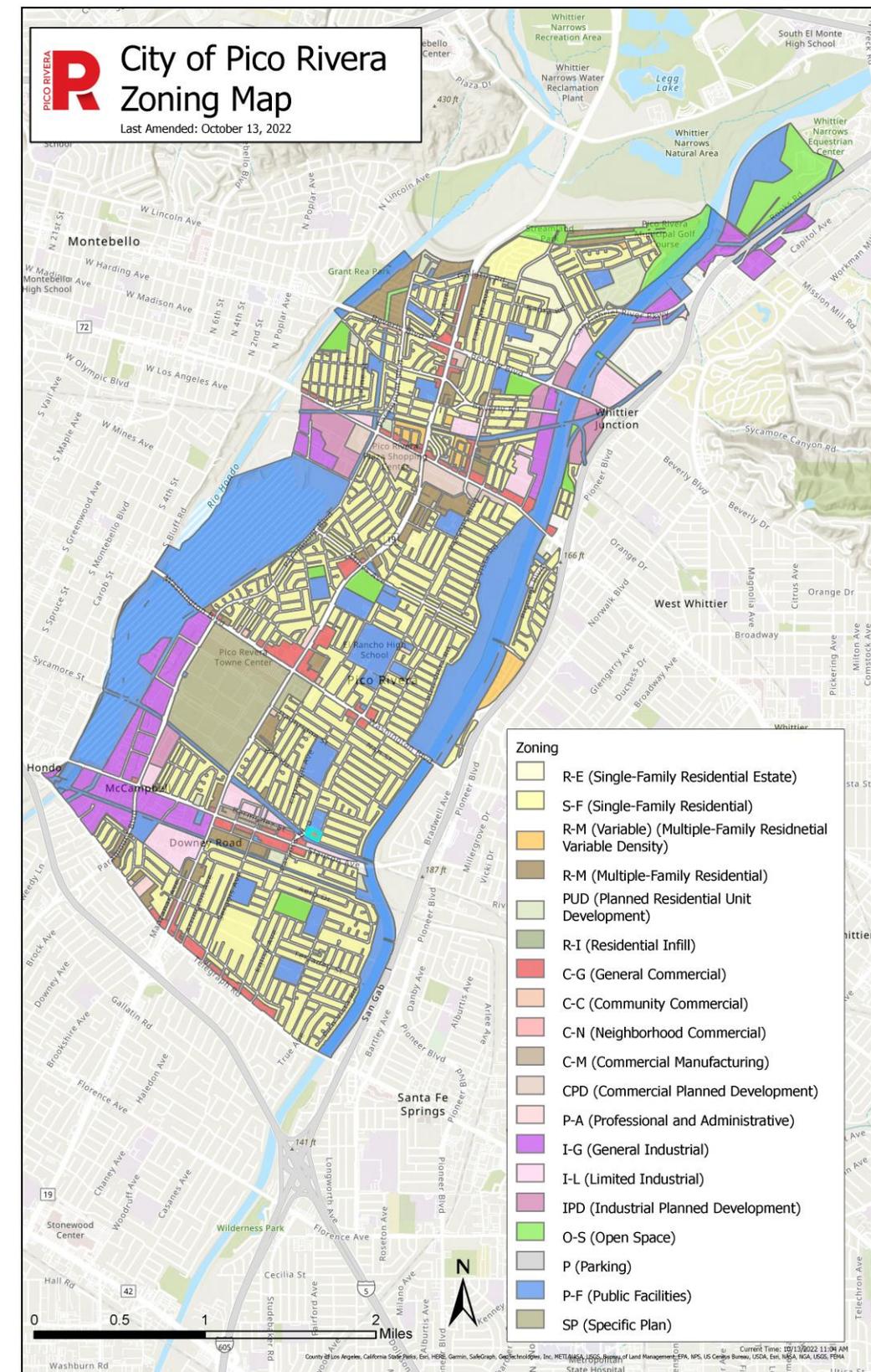
- It provides land use and property development regulations for all properties in the City, including:
 - Uses and activities
 - Physical character of buildings and sites
 - Procedures for approvals

Who uses the Zoning Code?

- Property owners
- Developers, builders, and designers
- City staff

What does Zoning NOT do?

- It does not dictate architectural style.
- It does not regulate the free market.
- It does not establish land use policy.



4. Zoning Code Diagnostic Analysis

- a) Implementing the General Plan**
- b) Overall Zoning Code
- c) Zones
- d) Land Use Regulations
- e) Property Development Regulations
- f) Administration and Procedures
- g) Compliance with State and Federal Law
- h) Proposed Outline of New Zoning Code

a) IMPLEMENTING THE GENERAL PLAN



- The General Plan was last updated in 2014.
- Items reviewed:
 - Core Values and Guiding Principles
 - Land Use Element
 - Housing Element
- Major themes identified:
 - Protect and enhance Pico Rivera's history, character, and culture
 - Minimize urban impact on natural environment
 - High-quality design
 - Maintenance and improvement of existing structures
 - Sustainability in all aspects of building and site design
 - Reduce constraints on housing development

RECOMMENDATIONS:

- Ensure consistency with the General Plan, including for zones and parcels.
- Where applicable, implement programs identified in the General Plan:
 - Design Guidelines
 - Design Review Process
 - CUP for certain uses
 - Performance Standards for Industrial Uses

4. Zoning Code Diagnostic Analysis

- a) Implementing the General Plan
- b) Overall Zoning Code**
- c) Zones
- d) Land Use Regulations
- e) Property Development Regulations
- f) Administration and Procedures
- g) Compliance with State and Federal Law
- h) Proposed Outline of New Zoning Code

b) Overall Zoning Code



- The Zoning Code is codified as Title 18 in the Pico Rivera Municipal Code.
- Consists of 45 chapters.
- Adopted in 1993 with numerous amendments.
- Resulted in internal inconsistencies, navigability/usability challenges, and an outdated approach to regulating land use and development.

RECOMMENDATIONS:

- Restructure into a **5-Division** organizational system.
- Discontinue the “**special/ specific use conditions and chart notes**” system.
- Consolidate all provisions for a specific topic into **one location** of the Code.
- Utilize **consistent terminology** throughout.
- Better use **lists, tables, and graphics**, where applicable.
- Utilize a more **user-friendly web interface**.

b) Overall Zoning Code



Restructure into a 5-Division organizational system.

EXISTING TITLE 18. ZONING

Chapter 18.02 GENERAL PROVISIONS
Chapter 18.04 DEFINITIONS
Chapter 18.06 ADMINISTRATION AND ENFORCEMENT
Chapter 18.08 ZONING DISTRICTS AND ZONING MAP
Chapter 18.10 O-S OPEN SPACE ZONE
Chapter 18.12 R-E SINGLE-FAMILY RESIDENTIAL ESTATE ZONE
Chapter 18.14 S-F SINGLE-FAMILY RESIDENTIAL ZONE
Chapter 18.15 R-I RESIDENTIAL INFILL ZONE
Chapter 18.16 PUD PLANNED RESIDENTIAL UNIT DEVELOPMENT ZONE
Chapter 18.17 SPECIFIC PLAN 301
Chapter 18.18 R-M MULTIPLE-FAMILY RESIDENTIAL VARIABLE DENSITY ZONE
Chapter 18.19 SPECIFIC PLAN 400
Chapter 18.20 PUBLIC FACILITIES ZONE
Chapter 18.21 MERCURY SPECIFIC PLAN ZONE
Chapter 18.22 P-A PROFESSIONAL AND ADMINISTRATIVE ZONE
Chapter 18.24 C-N NEIGHBORHOOD COMMERCIAL ZONE
Chapter 18.26 C-C COMMUNITY COMMERCIAL ZONE
Chapter 18.28 C-G GENERAL COMMERCIAL ZONE
Chapter 18.30 CPD COMMERCIAL PLANNED DEVELOPMENT ZONE
Chapter 18.32 C-M COMMERCIAL/ MANUFACTURING ZONE
Chapter 18.33 MIXED USE OVERLAY ZONE
Chapter 18.34 I-L LIMITED INDUSTRIAL ZONE
Chapter 18.36 I-G GENERAL INDUSTRIAL ZONE
Chapter 18.37 IPD INDUSTRIAL PLANNED DEVELOPMENT ZONE
Chapter 18.38 P PARKING ZONE
Chapter 18.39 EMERGENCY SHELTERS OVERLAY ZONE
Chapter 18.40 LAND USE REGULATIONS
Chapter 18.42 PROPERTY DEVELOPMENT REGULATIONS
Chapter 18.43 RECYCLING SPACE ALLOCATION
Chapter 18.44 OFF-STREET PARKING AND LOADING
Chapter 18.46 SIGNS AND ADVERTISING
Chapter 18.47 TRANSPORTATION DEMAND MANAGEMENT
Chapter 18.48 PRECISE PLAN OF DESIGN REGULATIONS
Chapter 18.49 WIRELESS TELECOMMUNICATION FACILITIES
Chapter 18.50 ANIMALS, POULTRY AND LIVESTOCK
Chapter 18.52 HOME OCCUPATIONS
Chapter 18.54 NONCONFORMING USES
Chapter 18.56 CONDITIONAL USE PERMITS
Chapter 18.58 MOVING BUILDINGS AND RELOCATION PERMITS
Chapter 18.60 VARIANCES
Chapter 18.61 TEMPORARY USES
Chapter 18.62 AMENDMENTS AND ZONE RECLASSIFICATION
Chapter 18.64 APPEALS
Chapter 18.66 AMENDMENTS—PROCEDURES AND EXAMPLES
Chapter 18.67 REQUESTS FOR REASONABLE ACCOMMODATIONS UNDER THE FAIR HOUSING ACT

ISSUES:

- “Laundry-list” of chapters
- Overwhelming amount of initial information

RECOMMENDATION

- Restructure into 5 Divisions.

RESTRUCTURED TITLE 18. ZONING

- ▶ **Division 1:** General Provisions
- ▶ **Division 2:** Administrative Regulations
- ▶ **Division 3:** Zones and Zone-Specific Standards
- ▶ **Division 4:** Citywide Standards
- ▶ **Division 5:** Definitions and Rules of Measurement

b) Overall Zoning Code



Discontinue the “special/specific use conditions and chart notes” system. Consolidate all provisions for a specific topic into one location of the Code.

Example of Existing

18.42.050 Special use conditions and chart notes.

The regulations governing development of property set forth in Table 18.42.040, the Property Development Regulations Chart, as may be applicable, shall be subject to the provisions of this section, as follows:

A. Relationship to Chart. Special development conditions, requirements and limitations governing property development regulations indicated by a parenthetical number appearing in the zone column of the Property Development Regulations Chart, correspond to the specific numbered conditions, requirements or limitations set forth in subsection B of this section.

B. Development Conditions, Requirements and Limitations Enumerated. Special development conditions, requirements and limitations for the development of property set forth in Table 18.42.040, the Property Development Regulations Chart, are as follows:

Note 1. Every lot shall have and maintain frontage along a publicly dedicated and improved street, and shall have unobstructed access to such street or to a publicly dedicated and improved alley.

Note 2. Every lot shall be provided with a means of access to a publicly dedicated and improved street. For purposes of the R-I and PUD zoned districts, the front property line shall be considered that portion of property from which vehicular access is taken.

Note 3. In the case when development occurs on a corner or reverse corner lot that has frontage along a major, secondary, collector or local street, or any combination thereof, as designated and defined in the circulation element of the general plan, the front lot line and permitted vehicular access to such lot shall be determined by that portion of the lot congruent with the right-of-way of the street designated as having the highest classification of traffic-generating capacity. All other lot lines shall be relative to such determined front lot as set forth herein.

Note 4. Whenever property located in this zone classification abuts property located in the O-S, R-E, S-F, PUD or R-M zone, such property shall be separated therefrom by a publicly dedicated and improved alley.

ISSUES:

- Numerical /chronological order
- Some titled/labeled, some not
- Regulations deeply embedded
- Related or similar regulations dispersed across multiple notes, chapters, or sections in the Code

RECOMMEDATION

- Locate and consolidate information in their appropriate location (chapter, section, etc.) in the Code.

b) Overall Zoning Code



Utilize consistent terminology throughout.

Example of Existing

Chapter 18.08 **ZONING DISTRICTS AND ZONING MAP**

(All Content Displayed)

18.08.010 Purpose of provisions.

18.08.020 Applicability and conformance.

18.08.030 **Zones** established.

18.08.040 Purpose of zones.

ISSUES:

- Multiple versions, capitalizations, and abbreviations of certain terms

RECOMMEDATION

- Establish a default for all terms in the DEFINITIONS chapter.

Example of Existing

Chapter 18.42 **PROPERTY DEVELOPMENT REGULATIONS**

n. Maintenance of Buildings, Structures and Parking Lots. All buildings, structures and parking lots shall be maintained to protect the appearance, character and integrity of nonresidential zoned properties and promote a safe and decent environment by establishing minimum **standards** as they relate to the maintenance of nonresidential buildings and structures.

o. Underground Utilities. All utilities shall be underground and aboveground equipment shall be located away from major pedestrian streets and corners. Equipment boxes and vaults must be placed in back of the sidewalk and where landscaping can minimize or screen their impact.

p. Usable Open Space Defined. Usable open space areas are an open area or an indoor or outdoor recreational facility which is designed and intended to be used for outdoor living and/or recreation. Usable open space shall not include any portion of parking areas, streets, driveways, sidewalks, or turnaround areas.

q. The following **standards** shall apply to the requirements for open space:

1. Private Residential Open Space

b) Overall Zoning Code



Better use lists, tables, and graphics, where applicable.

Example of Existing

Note 41. Trash Area Requirements. There shall not be less than six square feet of enclosed trash area provided for every dwelling unit, and such trash area enclosure shall be designed and constructed of materials compatible with the main building structure.

Note 44. Trash Area Requirements. There shall be not less than thirty-six square feet of enclosed trash area for every five thousand square feet of gross building floor area or fraction thereof, and such trash area enclosure shall be designed and constructed of materials compatible with the main building structure.

ISSUES:

- Language is sometimes verbose or redundant.

RECOMMEDATION

- Simplify text
- Use lists, tables, and graphics.

b) Overall Zoning Code



Utilize a more user-friendly web interface.

Example of Existing

The screenshot shows a web browser window with the following content:

- Browser Tab:** Title 18 ZONING
- Address Bar:** library.qcode.us/lib/pico_rivera_ca/pub/municipal_code/item/title_18
- Search Bar:** SEARCH
- Navigation:** < Previous, Next >
- Quick Links:** Quick Links, Navigate, About This Publication
- Main Content:**
 - Copy, Print buttons
 - Pico Rivera, California Municipal Code
 - Title 18 ZONING**
 - [Expand List](#)
 - Chapter 18.02 GENERAL PROVISIONS
 - Chapter 18.04 DEFINITIONS
 - Chapter 18.06 ADMINISTRATION AND ENFORCEMENT
 - Chapter 18.08 ZONING DISTRICTS AND ZONING MAP
 - Chapter 18.10 O-S OPEN SPACE ZONE
 - Chapter 18.12 R-E SINGLE-FAMILY RESIDENTIAL ESTATE ZONE
 - Chapter 18.14 S-F SINGLE-FAMILY RESIDENTIAL ZONE
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 - Chapter 18.26 C-C COMMUNITY COMMERCIAL ZONE
 - Chapter 18.28 C-G GENERAL COMMERCIAL ZONE
 - Chapter 18.30 CPD COMMERCIAL PLANNED DEVELOPMENT ZONE
- Footer:** This code is current through Ordinance 1170 and the May 2023 code supplement. For more recent amendments, please refer to the [CodeAlert](#) page.
- Contact:** City Clerk: 562-801-4390
- Terms of Use:** Published by [Quality Code Publishing, Seattle, WA](#). By using this site, you agree to the [terms of use](#).

ISSUES:

- Limited navigation capabilities.

RECOMMENDATION

- Publish code on a different web platform, such as:
 - [Library.municode.com](#)
 - [Codepublishing.com](#)
 - [Codelibrary.amlegal.com](#)

- CHAPTER 1 ZONING **Amended**
- ARTICLE 1. GENERAL PLAN
 - 10-1-101: GENERAL PLAN
 - 10-1-102: AMENDMENT OF GENERAL PLAN
 - 10-1-103: INITIATION OF AMENDMENT
 - 10-1-104: PRELIMINARY REVIEW AND DECISION BY CITY COUNCIL
 - 10-1-105: PRELIMINARY REVIEW; NOTICE
 - 10-1-106: ENVIRONMENTAL IMPACT REPORT
 - 10-1-107: ZONE MAP AMENDMENTS CONSISTENT WITH GENERAL PLAN
- + ARTICLE 2. ZONING ORDINANCES AND DEFINITIONS
- + ARTICLE 3. CLASSIFICATIONS AND ZONE MAP

CHAPTER 1

ZONING¹ **Amended** **Ord. 23-3,993** **Ord. 23-3,994** **Ord. 23-3,995** **Ord. 23-3,996**

[Article 1.](#) General Plan

- 10-1-101: General Plan**
- 10-1-102: Amendment of General Plan**
- 10-1-103: Initiation of Amendment**
- 10-1-104: Preliminary Review and Decision by City Council**
- 10-1-105: Preliminary Review; Notice**
- 10-1-106: Environmental Impact Report**
- 10-1-107: Zone Map Amendments Consistent with General Plan**

[Article 2.](#) Zoning Ordinances and Definitions

- 10-1-201: Zoning Ordinance**
- 10-1-202: Purpose of Ordinance**
- 10-1-203: Definitions **Amended** **Ord. 23-3,994** **Ord. 23-3,996****

[Article 3.](#) Classifications and Zone Map

- 10-1-301: Establishment of Zones**
- 10-1-302: Zone Map**
- 10-1-303: Uncertainty of Boundaries**

[Article 4.](#) Administration and Enforcement

- 10-1-401: Interpretation of Zoning Ordinance**
- 10-1-402: Application; Exceptions**
- 10-1-403: Building Permits**
- 10-1-404: Enforcement**
- 10-1-405: Adoption of Interpretive Policies, Rules, and Regulations**
- 10-1-406: Inspection of Premises**

2023 S-6 (current)

- ▶ [TITLE 13 BUILDING REGULATIONS](#)
- ▶ [TITLE 14 SUBDIVISION REGULATIONS](#)
- ▼ [TITLE 15 ZONING REGULATIONS](#)
 - ▶ [CHAPTER 1 TITLE; INTERPRETATION; DEFINITIONS](#)
 - ▶ [CHAPTER 2 GENERAL PROVISIONS](#)
 - ▼ [CHAPTER 3 ZONES AND USES](#)
 - 15-3-1: DESIGNATION OF ZONE NAMES:
 - 15-3-2: SPECIFIC PLAN ZONES:
 - 15-3-3: ZONING MAP:
 - 15-3-4: BOUNDARIES; CHANGES; UNCERTAINTY:
 - ▶ [CHAPTER 4 RESIDENTIAL ZONES](#)
 - ▶ [CHAPTER 5 COMMERCIAL ZONES](#)
 - ▶ [CHAPTER 6 INDUSTRIAL ZONES](#)

CHAPTER 3 ZONES AND USES

SECTION:

[15-3-1: Designation Of Zone Names](#)

[15-3-2: Specific Plan Zones](#)

[15-3-3: Zoning Map](#)

[15-3-4: Boundaries; Changes; Uncertainty](#)

15-3-1: DESIGNATION OF ZONE NAMES:



In order to classify, regulate, restrict and segregate the uses of lands and buildings, to regulate and restrict the height and bulk of buildings, to regulate the area of yards and other open spaces about buildings, and to regulate the density of population, the classes of use zones are by this title established, to be known as follows:

R-1	Single-Family Residential Zone
R-2	Two-Family Residential Zone
R-3	Multi-Family Residential Zone
C-RS	Downtown Commercial Zone



Search or jump to

NOTIFICATIONS SIGN IN HELP Select Language

Rancho Palos Verdes, California - Code of Ordinances / Title 17 - ZONING / ARTICLE I. - RESIDENTIAL DISTRICTS / Chapter 17.02 - SINGLE-FAMILY RESIDENTIAL (RS) DISTRICTS

- VERSION: MAR 6, 2023 (CURRENT)
- Title 2 - ADMINISTRATION AND PERSONNEL
- Title 3 - REVENUE AND FINANCE
- Title 5 - BUSINESS TAXES, LICENSES AND REGULATIONS
- Title 6 - ANIMALS
- Title 8 - HEALTH AND SAFETY
- Title 9 - PUBLIC PEACE, MORALS AND WELFARE
- Title 10 - VEHICLES AND TRAFFIC
- Title 12 - STREETS, SIDEWALKS AND PUBLIC PLACES
- Title 13 - PUBLIC SERVICES
- Title 15 - BUILDINGS AND CONSTRUCTION
- Title 16 - SUBDIVISIONS
- Title 17 - ZONING
 - ARTICLE I. - RESIDENTIAL DISTRICTS
 - Chapter 17.02 - SINGLE-FAMILY RESIDENTIAL (RS) DISTRICTS
 - 17.02.010 - Purpose.
 - 17.02.020 - Uses and development permitted.

Chapter 17.02 - SINGLE-FAMILY RESIDENTIAL (RS) DISTRICTS

Sections:

17.02.010 - Purpose.

The purpose of the single-family residential district (RS) is to provide for individual homes on separate lots, each for the occupancy of one family, at various minimum lot sizes, to provide for a range of yard and lot sizes which are based on the general plan of the city, and to provide for other uses that are associated and compatible with residential uses designated in this title.

(Ord. 320 § 7 (part), 1997; Ord. 78 (part), 1975)

Sections:

Footnotes:

--- (1) ---

Editor's note— Ord. No. 640, § 10, adopted January 19, 2021, repealed the former Ch. 17.10, §§ 17.10.010 —17.10.050, and enacted a new Ch. 17.10 as set out herein. The former Ch. 17.10 pertained to similar subject matter and derived from Ord. No. 628, § 9, adopted October 2019.

Development permitted.

Developments may be conducted or constructed:

- Single-family detached buildings, mobile homes on city approved foundations, as provided in California Government Code Sections 65852.3 and 65852.4 and associated accessory structures for the occupancy of not more than one family and not more than one dwelling unit per lot, with the exception of accessory dwelling units and junior accessory dwelling units pursuant to [Chapter 17.10](#) (Accessory Dwelling Unit and Junior Accessory Dwelling Unit Development Standards);
- Two-unit developments approved pursuant to [Chapter 17.09](#) (Second Units and Two-Unit Developments In Single-Family Zones);
- Home occupations pursuant to [Chapter 17.08](#) (Home Occupations);
- Recreational uses, such as tennis courts, swimming pools and basketball courts, which are incidental to the residential use of the property;
- Residential Planned Development (RPD), pursuant to [Chapter 17.42](#) (Residential Planned Development);
- Household pets that are household pets, as defined in [Section 17.96.945](#) (Household Pets) and small domestic animals for noncommercial purposes. Animals that are not household pets may be permitted pursuant to approval of an exotic animal permit;

- G. The keeping of large domestic animals, pursuant to [Chapter 17.46](#) (Equestrian Overlay (Q) District);
- H. The keeping of a maximum of five bee hives for noncommercial purposes, except for the RS-A-5 residential zoning district, where a maximum of ten bee hives may be kept upon approval by the director of a site plan review application, which shall be appealable to the planning commission pursuant to [Chapter 17.80](#) (Hearing Notice and Appeal Procedures);
- I. The growing of crops and/or fruits on one acre or less for noncommercial purposes;
- J. Small family day care;
- K. Temporary special uses and developments, if a special use permit is first obtained, pursuant to [Chapter 17.62](#) (Special Use Permits);
- L. Commercial filming or photography, if a city film permit is first obtained, pursuant to [Chapter 9.16](#) (Still Photography, Motion Picture and Television Productions) of this code;

b) Overall Zoning Code



SUMMARY OF RECOMMENDATIONS:

- Restructure into a **5-Division** organizational system.
- Discontinue the “**special/ specific use conditions and chart notes**” system.
- Consolidate all provisions for a specific topic into **one location** of the Code.
- Utilize **consistent terminology** throughout.
- Better use **lists, tables, and graphics**, where applicable.
- Utilize a more **user-friendly web interface**.

4. Zoning Code Diagnostic Analysis

- a) Implementing the General Plan
- b) Overall Zoning Code
- c) Zones**
- d) Land Use Regulations
- e) Property Development Regulations
- f) Administration and Procedures
- g) Compliance with State and Federal Law
- h) Proposed Outline of New Zoning Code

c) Zones



- Items reviewed:
 - General Plan, Zoning Code, Zoning Map
- 12 Land Use Designations in the General Plan
 - Residential Land Uses
 - Business-Oriented Land Uses
 - Community and Public Land Uses
 - Mixed-Use Development
- 25 Zones in the Zoning Code/Map
 - 16 base zones
 - 3 planned unit development zones
 - 3 specific plan zones
 - 3 overlay districts
- Several inconsistencies found between the General Plan and Zoning Code/Map.

RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Rename the **mixed-use zones**.
- Reconcile **inconsistent zones**.
- Reconcile **inconsistent parcels**.

c) Zones



Rename the mixed-use zones.

Example of Existing

(Part 1—R-E, S-F, R-I, PUD, R-M, and M-U and R-40 Overlay Zones)

Regulations	Zone							
	R-E	S-F	R-I	PUD ¹		R-M	M-U Overlay	R-40 Overlay
				A	B			
A. Lot Frontage and Access	(1)	(1)	(2)	(2)	(2)	(1, 3)	(1,3)	(1.3)
B. Size, Area & Frequency of Zone			0.5<2.5 Acres (Gross)	N/A	2.5 Acres (Gross)			
C. Lot Area	15,000sq. ft. (8)	6,500 sq. ft. (8)	4,200 sq. ft. (6)	1,500 sq. ft. (6)	2,600 sq. ft. (6)	12,500 sq. ft. (8, 9, 44)		
D. Dwelling Unit Density	One per lot (10)	One per lot (11)	One per lot	1—30 DUs ² per acre (12, 13)	1—30 DUs ² per acre	30 DUs per acre (14)	30 DUs per acre (14)	40 DUs per acre
E. Floor Area per Dwelling Unit. 1—6 deleted.						500 sq. ft. (15)	500 sq. ft. (15)	500 sq. ft. (15)
7. Senior citizens housing								

ISSUES:

- Similar intent and regulations, but very different names.

RECOMMEDATION

- Mixed-Use Overlay becomes M-U-30.
- R-40 Overlay becomes M-U-40.

c) Zones



Reconcile inconsistent zones.

▪ C-Z Civic Center Zone

- NOT listed on Zoning Map
- NOT listed on Zoning Code
- **Recommend to remove entirely.**

▪ R-M Multiple Family Residential Zone and Multiple Family Residential Variable Density Zone

- Both R-M and R-M Variable are listed on Zoning Map
- R-M is NOT listed in Zoning Code
- R-M Variable is listed in Zoning Code, but all regulations are instead for R-M
- **Recommend to clarify zoning regulations for each zone.**

▪ Mixed-Use Overlay Zone

- NOT listed on Zoning Map
- Listed in Zoning Code
- **Recommend to update across all documents.**

▪ Parking Zone

- Listed on Zoning Map
- Listed in Zoning Code
- **This zone appears to be a remnant of the previous Zoning Code and is reserved to a handful of parcels that might be better suited for alternative uses.**

ISSUES:

- 4 zones identified as being inconsistent across the General Plan, Zoning Code, and Zoning Map.

RECOMMEDATION

- Reconcile as noted.

c) Zones



Reconcile inconsistent parcels.

A	B	C	D	E	F	G	H
Inconsistent Parcels							
#	Address	APN	General Plan Land Use Designation	Zoning Designation	Group Name (if applicable)	Recommended Change	Notes
1	5049 CHURCH ST	6376-001-049	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	also in a H and are zoned as CPD are
2	5021 CHURCH ST	6376-001-010	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
3	5043 CHURCH ST	6376-001-048	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
4	5033 CHURCH ST	6376-001-008	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
5	5027 CHURCH ST	6376-001-009	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
6	5037 CHURCH ST	6376-001-007	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
7	5017 CHURCH ST	6376-001-011	HDR	S-F	Church St Cluster	R-M or R-M (Variable)	
8	5042 PASSONS BLVD	6376-001-047	HDR	S-F	Passons Cluster	R-M or R-M (Variable)	The cluster also in a H and are zoned as R-M. Adjacent to the parcels in the Church St Cluster, may be consolidated into a zoning district together.
9	5048 PASSONS BLVD	6376-001-050	HDR	S-F	Passons Cluster	R-M or R-M (Variable)	
10	N/A	6368-002-011	I	I-L		I-G	Adjacent parcel is I-G.
11	N/A	6348-002-901	LDR	R-I	Coffman Pico Cluster	S-F	Surrounding residential zoning districts are all S-F with LDR GP land use designation.
12	8602 COFFMAN PICO RD	6348-002-005	LDR	R-I	Coffman Pico Cluster	S-F	
13	8604 COFFMAN PICO RD	6348-002-006	LDR	R-I	Coffman Pico Cluster	S-F	Surrounding residential zoning districts are all S-F with LDR GP land use designation.
14	8608 COFFMAN PICO RD	6348-002-008	LDR	R-I	Coffman Pico Cluster	S-F	
15	8606 COFFMAN PICO RD	6348-002-007	LDR	R-I	Coffman Pico Cluster	S-F	
16	8610 COFFMAN PICO RD	6348-002-009	LDR	R-I	Coffman Pico Cluster	S-F	
17	8616 COFFMAN PICO RD	6348-002-010	LDR	R-I	Coffman Pico Cluster	S-F	
18	8622 COFFMAN PICO RD	6348-002-011	LDR	R-I	Coffman Pico Cluster	S-F	
19	8628 COFFMAN PICO RD	6348-002-012	LDR	R-I	Coffman Pico Cluster	S-F	
20	8634 COFFMAN PICO RD	6348-002-013	LDR	R-I	Coffman Pico Cluster	S-F	
21	8640 COFFMAN PICO RD	6348-002-014	LDR	R-I	Coffman Pico Cluster	S-F	
22	3919 DURFEE AVE	8121-007-047	LDR	R-I	Durfee/Salma Cluster	S-F	Adjacent parcel is S-F.
23	3923 DURFEE AVE	8121-007-049	LDR	R-I	Durfee/Salma Cluster	S-F	
24	9217 SALMA LN	8121-007-055	LDR	R-I	Durfee/Salma Cluster	S-F	Adjacent parcel is S-F.
25	9229 SALMA LN	8121-007-054	LDR	R-I	Durfee/Salma Cluster	S-F	
26	9027 GALLATIN RD	8123-020-026	LDR	R-I	Gallatin Cluster	S-F	Adjacent parcel is S-F.
27	9033 GALLATIN RD	8123-020-027	LDR	R-I	Gallatin Cluster	S-F	
28	9039 GALLATIN RD	8123-020-028	LDR	R-I	Gallatin Cluster	S-F	
29	9021 GALLATIN RD	8123-020-025	LDR	R-I	Gallatin Cluster	S-F	
30	9045 GALLATIN RD	8123-020-029	LDR	R-I	Gallatin Cluster	S-F	
							Multiple parcels with the same APN. Others seems to be correctly zoned. Closest address

ISSUES:

- 86 parcels identified as not zoned consistently with the General Plan.

RECOMMEDATION

- Reconcile as noted in Memo.

c) Zones



SUMMARY OF RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Rename the **mixed-use zones**.
- Reconcile **inconsistent zones**.
- Reconcile **inconsistent parcels**.

4. Zoning Code Diagnostic Analysis

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- h) Proposed Outline of New Zoning Code

d) Land Use Regulations



- Items reviewed:
 - Chapter 18.40 Land Use Regulations and applicable chapters and sections
- Land use regulations provided in:
 - 6 charts
 - 216 land uses (some repeated)
 - 83 specific use conditions and chart notes

RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Simplify **land use permissions.**
- Simplify list of uses into broad **use type categories.**
- Resolve **unused/unapplied, conflicting, or incorrectly** referenced regulations.
- Resolve **odd** regulations.

d) Land Use Regulations



Simplify land use permissions.

Example of Existing

	Land Use	Zone							
		R-E	S-F	R-I	PUD	R-M	P	E-S	M-U Overlay
B.	Residential Uses*								
1.	Accessory buildings and uses	X	X	X	X	X			X, 76
2.	Animals, poultry and fowl, keeping	3	3	3	3	3			
3.	(Unassigned)								
4.	Boardinghouses					2, 4			
5.	Farms, limited to agriculture crops only	2	2						
6.	Guest houses, limited to one only	X	X						
7.	Multiple-family dwellings					1, 76, 35			35, 76

Example from the Pasadena Zoning Code

LAND USE (1)	PERMIT REQUIREMENT BY DISTRICT						See Specific Use Regulations:
	R1	R2	R3	RLD	RMD	RHD	
	Duplex	-	P	P	P	P	
Home occupations	P	P	P	P	P	P	17.400.055
Multiple-family dwellings	-	-	-	P	P	P	17.400.105
Residential care facility, 6 or fewer clients	P	P	P	P	P	P	
Residential care facility, 7 or more clients	CUP (4)	CUP (4)	CUP (4)	CUP	CUP	CUP	

ISSUES:

- Use of notes system.

RECOMMEDATION

- Simplify permissions to:
 - **Permitted**
 - **Not Permitted**
 - **Conditionally Permitted**
- ~~PPD~~ **AUP** (Administrative Use Permit)
CUP (Conditional Use Permit)

d) Land Use Regulations



Simplify list of uses into broad use type categories.

Example of Vacaville Zoning Code

"P" = Permitted Use; "M" = Minor Use Permit required; "C" = Conditional Use Permit required; "–" = Use Not Allowed								
Land Use Classification	CN	CG	CO	CH	MX ¹	DCSP	DRSP	Additional Regulations
Automobile/Vehicle Sales and Services	See subclassifications below							
Automobile Brokerage	P	P	P	P	P			
Automobile Rental	–	P	–	P	–			
Automobile/Vehicle Sales and Leasing, New Vehicles	–	P	–	P	–			
Automobile/Vehicle Sales and Leasing, Used Vehicles	–	C	–	C	–			
Automobile/Vehicle Service and Repair, Minor	–	P	–	P	–			
Automobile/Vehicle Repair, Major	–	C	–	P	–			
Large Vehicle and Equipment Sales, Service, and Rental	–	M	–	P	–			
Service Stations	C	M	–	P	–			
Washing	–	M	–	P	–			

ISSUES:

- 216 existing land uses, some of which need to be modernized or clarified.

RECOMMEDATION

- List out detailed/specific uses only when necessary.
- Otherwise, use broad categories that allow for new, unanticipated uses as they arise and minimize frequent amendments or interpretations.

Example of Vacaville Zoning Code

"P" = Permitted Use; "M" = Minor Use Permit required; "C" = Conditional Use Permit required; "–" = Use Not Allowed								
Land Use Classification	CN	CG	CO	CH	MX ¹	DCSP	DRSP	Additional Regulations
Offices	See subclassifications below							
Business, Professional, and Technology	P	P	P	–	P			
Medical and Dental	P	P	P	–	P			
Personal Services	P	P	P	–	P			See Chapter 9.07 , Massage Therapy Regulations, of this code

d) Land Use Regulations



Resolve unused/unapplied, conflicting, incorrectly, and/or odd referenced regulations.

Example of conflicting regulation:

	Land Use	Zone		
5.	Automobile overhauling and major or minor repairing	20, 51, 58, 62, 79	58, 59, 62	1, 58, 59

Note 51. On-premises car washing, cleaning, and repairs prohibited.

Example of odd regulation:

Note 55. This specific use is automatically permitted within an existing building subject to certificate of occupancy approval and compliance to the following provision:

- a. Existing landscaped planters to be completely landscaped and continuously maintained within thirty days of certificate of occupancy approval.

	Land Use	Zone						
		P-A	C-M	C-N	C-C	C-G	CPD	M-U Overlay
D.	Commercial Uses* (Every permitted use of land shall be conducted within an entirely enclosed building except as otherwise designated below.)							
1.	Adult uses		60					
2.	Animal hospitals		20, 23, 55, 57		20, 23, 55, 57	20, 23, 55, 57		20, 23, 55, 57
3.	Antique shops				12, 20, 27, 55, 57	12, 20, 27, 55, 57	1, 12, 27, 55, 57	1, 12, 27, 57
4.	Appliance sales, rentals, repairs, service		20, 28, 55					
5.	Automated teller machines-interior	55	55	55	55	55	1, 55	55
6.	Automated teller machines-exterior	61	61	61	61	61	61	61
7.	Automobile leasing and renting		20, 24, 51, 55		20, 24, 51, 55	20, 24, 51, 55	1, 20, 24, 51, 55	
8.	Automobile parts and accessories stores		20, 29, 55, 57		20, 29, 55, 57	20, 29, 55, 57	1, 29, 55, 57	

ISSUES:

- At least 8 regulations (Notes 21, 26, 31, 47, 49, 50, 68, and 69) are listed but are not applied anywhere
- Some regulations are conflicting or confusing.

RECOMMEDATION

- Account for all necessary regulations
- Simplify regulations

d) Land Use Regulations



SUMMARY OF RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Simplify **land use permissions**.
- Simplify list of uses into broad **use type categories**.
- Resolve **unused/unapplied, conflicting, or incorrectly** referenced regulations.
- Resolve **odd** regulations.

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e) Property Development Regulations



- Items reviewed:
 - Chapter 18.42 Property Development Regulations and applicable chapters and sections
- Property development regulations (aka standards) provided in:
 - 1 chart in 2 parts
 - 12 regulatory topics
 - 68 special use conditions and chart notes

RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Transition to **objective standards**.
- Clarify between **standards and guidelines**.
- Encourage good design.
- Establish **performance standards**.
- Consolidate provisions for **special uses** into one location.

e) Property Development Regulations



Transition to objective standards **and** clarify between standards and guidelines.

Example informational DSG board

PICO RIVERA

WHAT DO DESIGN STANDARDS & GUIDELINES DO?

STANDARDS
GUIDELINES

WHAT ARE OBJECTIVE DESIGN STANDARDS?

- Mandatory regulations for private property that are measurable and verifiable.
- Use language such as "shall," "must," or "is required to," and associates the standard with a quantifiable measurement, dimension, or quantity.
- Used in the planning review process and involves no personal or subjective judgement by a public official.

WHY HAVE OBJECTIVE DESIGN STANDARDS?

- To create a more efficient and predictable path to planning approvals for new development projects;
- To provide applicants and developers with a clear understanding of the City's expectations for development; and
- To allow the City to streamline development of new multi-family and mixed-use residential housing projects in compliance with Senate Bill 35 and 330, while also ensuring projects achieve a desired level of quality.

Sample Objective Design Standard:
"A ground floor retail use shall have a minimum floor-to-ceiling height of twelve (12) feet."

WHY DOES THE CITY REGULATE DESIGN?

Because design affects the appearance and function of the built environment, it is in the City's interest to regulate design to be able to protect and promote the health, safety, and well-being of the general public. In addition, the Citywide Design Standards & Guidelines will help to implement the various goals and policies established in the City's General Plan, such as:

Goal 3.6: Improve the community image by ensuring a consistent level of high-quality design and ongoing maintenance and improvement of existing development.

WHAT ARE DESIGN GUIDELINES?

- Best practices for the design of private property, addressing a range of appropriate responses to a variety of design issues.
- Identify common design goals to improve and enhance the quality and desired character of the built environment.
- Use language such as "should," "is preferred," or "is encouraged to."
- Provide direction to applicants and City staff when reviewing projects.

WHY HAVE DESIGN GUIDELINES?

- To establish cohesive design principles for different types of developments in the city; and
- To identify common design goals to improve the quality of and strengthen the desired character of the built environment in Pico Rivera.

Sample Design Guidelines:
"Awning design should be consistent with the architectural style and character of the building."

WHERE WILL THE STANDARDS & GUIDELINES APPLY?

The Citywide Design Standards and Guidelines will apply to all residential, commercial, industrial, and mixed-use projects within the following zones:

• R-E Single-Family Residential Estate Zone	• C-M Commercial/Manufacturing Zone
• S-F Single-Family Residential Zone	• Mixed Use Overlay Zone
• R-I Residential Infill Zone	• I-L Limited Industrial Zone
• R-M Multiple-Family Residential Zone	• I-G General Industrial Zone
• P-A Professional and Administrative Zone	• PUD Planned Residential Unit Development Zone
• C-N General Commercial Zone	• CPD Commercial Planned Development Zone
• C-C Community Commercial Zone	• IPD Industrial Planned Development Zone
• C-G General Commercial Zone	• R-40 Overlay Zone

R CITYWIDE DESIGN STANDARDS & GUIDELINES

ISSUES:

- Inconsistent use of "shall" versus "should," etc.
- Inconsistent use of the terms "standards" versus "guidelines"

RECOMMENDATION

- For those necessary standards, make objective (mandatory).
- For supplemental guidance, provide as a guideline (encouraged).

e) Property Development Regulations



Encourage good design.

Example of Existing

18.42.040 Property development chart – Contents.

Development regulations across 12 different topics:

- A. Lot Frontage and Access
- B. Size, Area, and Frequency of Zone
- C. Lot Area
- D. Dwelling Unit Density
- E. Floor Area per Dwelling Unit
- F. Lot Size
- G. Yards
- H. Building Height
- I. Lot Coverage
- J. Location and Relationship of Buildings, Structures, and Uses
- K. Fences, Hedges, and Walls
- L. Other Conditions, Requirements

Example of Existing

18.42.050 Special use conditions and chart notes.

Note 64. Design Guidelines:

- a. Mixed Use/Residential Design Guidelines
- b. Building Elevations/Architecture
- c. Materials
- d. Roofs
- e. Windows
- f. Awnings/Canopies
- g. Exterior Lighting
- h. Mechanical Equipment
- i. Walls
- j. Service Areas, Refuse Areas, and Backflow Preventers
- k. Shared Parking
- l. Landscaping
- m. Screening of Above-Ground Parking Garages
- n. Maintenance of Buildings
- o. Underground Utilities
- p. Usable Open Space
- q. Open Space
- r. Live/Work Units within the Mixed-Use Overlay
- s. Signage

ISSUES:

- Missing design topics, e.g., ground floor relationship to the public realm to encourage pedestrian-friendly activity.

RECOMMEDATION

- Address additional design topics to achieve broader policy goals.

e) Property Development Regulations



Establish performance standards.

Example of Existing

Implementation Programs for Policies 3.9-1 to 3.9-5:

- *Amend the Zoning Code to include performance based standards for industrial zones that will ensure high-quality design and site planning while protecting adjacent non-industrial uses through sufficient buffering, screening and transitions between uses.*

- Performance standards for industrial uses usually apply to building operations to minimize public hazards and to prevent nuisances and other conditions which are potentially harmful or detrimental to surrounding uses.
- To implement the General Plan, the Zoning Code Update will address **buffering, screening, and transitions between uses.**

ISSUES:

- General Plan Implementation Program.

RECOMMEDATION

- Establish performance standards for industrial uses.

e) Property Development Regulations



Consolidate provisions for special uses into one location in the Code.

Proposed Special Uses:

- Accessory Structures
- Adult-Oriented Businesses
- Animal Keeping
- Alcohol Sales
- Automotive Service, Repair, Washing/Detailing, and Fueling Facilities
- Cottage Food Operations
- Drive-Through Establishments
- Emergency Shelters, Transitional, and Supportive Uses
- Family Day Care Homes
- Home Occupations
- Massage Establishments
- Outdoor Seating/Dining
- Refuse and Recycling Facilities
- Retail/Shopping Centers
- Telecommunication Facilities

ISSUES:

- Related or similar regulations dispersed across multiple notes, chapters, or sections in the Code

RECOMMEDATION

- Consolidate all provisions for special uses into one chapter.

e) Property Development Regulations



SUMMARY OF RECOMMENDATIONS:

- *Same global recommendations from first set apply here.*
- Transition to **objective standards**.
- Clarify between **standards and guidelines**.
- Encourage **good design**.
- Establish **performance standards**.
- Consolidate provisions for **special uses** into one location.

4. Zoning Code Diagnostic Analysis

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- g) Compliance with State and Federal Law
- h) Proposed Outline of New Zoning Code

f) Administration and Procedures



- Items reviewed:
 - Chapters 18.02 through 18.08 address **general zoning information**
 - GENERAL PROVISIONS(Chapter 18.02),
 - DEFINITIONS(Chapter 18.04),
 - ADMINISTRATION AND ENFORCEMENT (Chapter 18.06)
 - ZONES AND ZONING MAP (Chapter 18.08).

 - Chapters 18.52 through 18.67 address **permitting, approvals, and other zoning procedures**, including:
 - HOME OCCUPATIONS(Chapter 18.52)
 - NONCONFORMING USES(Chapter 18.54)
 - CONDITIONAL USE PERMITS(Chapter 18.56)
 - MOVING BUILDINGS AND RELOCATION PERMITS(Chapter 18.58)
 - VARIANCES(Chapter 18.60)
 - TEMPORARY USES(Chapter 18.61)
 - AMENDMENTS AND ZONE RECLASSIFICATION(Chapter 18.62)
 - APPEALS(Chapter 18.64)
 - AMENDMENTS – PROCEDURES AND EXAMPLES(Chapter 18.66)

RECOMMENDATIONS:

- **Consolidate** all administration and procedures sections into one part of the code.
- Define all **administrative authorities**.
- Clarify procedures and **hierarchy** for all decisions and permits.
- Standardize **findings**.
- Simplify **noticing** requirements.

f) Administration and Procedures



Consolidate all administration and procedures provisions into one location.

Example of Existing

Pico Rivera, California Municipal Code

Title 18 ZONING

[Expand List](#)

Chapter 18.02 GENERAL PROVISIONS

Chapter 18.04 DEFINITIONS

Chapter 18.06 ADMINISTRATION AND ENFORCEMENT

Chapter 18.08 ZONING DISTRICTS AND ZONING MAP

Chapter 18.10 O-S OPEN SPACE ZONE

Chapter 18.12 R-E SINGLE-FAMILY RES

Chapter 18.14 S-F SINGLE-FAMILY RES

Chapter 18.15 R-I RESIDENTIAL INFILL

Chapter 18.16 PUD PLANNED RESIDEN

Chapter 18.48 PRECISE PLAN OF DESIGN REGULATIONS

Chapter 18.49 WIRELESS TELECOMMUNICATION FACILITIES

Chapter 18.50 ANIMALS, POULTRY AND LIVESTOCK

Chapter 18.52 HOME OCCUPATIONS

Chapter 18.54 NONCONFORMING USES

Chapter 18.56 CONDITIONAL USE PERMITS

Chapter 18.58 MOVING BUILDINGS AND RELOCATION PERMITS

Chapter 18.60 VARIANCES

Chapter 18.61 TEMPORARY USES

Chapter 18.62 AMENDMENTS AND ZONE RECLASSIFICATION

Chapter 18.64 APPEALS

Chapter 18.66 AMENDMENTS—PROCEDURES AND EXAMPLES

Chapter 18.67 REQUESTS FOR REASONABLE ACCOMMODATIONS UNDER THE FAIR HOUSING ACT

ISSUES:

- Administrative provisions dispersed across multiple chapters, both at the front and back end of the Code.

RECOMMEDATION

- Consolidate all administrative provisions into one the location.

f) Administration and Procedures



Define all administrative authorities.

Example of Existing

18.06.030 Zoning administrator powers and duties.

A. Responsibility. The zoning administrator, under the direction of the director of building and planning, shall be responsible for the administration of the zoning code, as hereinafter set forth.

18.06.050 Director of building and planning duties.

Enforcement of this title shall also be extended to the administration thereof, as set out in this section and Sections [18.06.060](#) and [18.06.070](#); in order to further assure full compliance with all provisions of this title it shall also be the duty and responsibility of the director of building and planning to assist in the administration and enforcement of the zoning code in the following manner:

A. Issuance of Permits. No building permit, or electrical, plumbing or mechanical permit bearing on the development of property, and/or building permit related thereto, and/or additions or revisions, shall be issued unless and until approved by the director of building and planning or his or her designated representative, therefor. The director of building and planning shall withhold any final approval for occupancy and release of utilities until approved for zoning compliance. (Prior code § 9212.01 (C) (part), (1))

ISSUES:

- Unclear Planning Director Authority.
- Repetitive Decision-Making and/or Authority.

RECOMMEDATION

- Consolidate Administrative authorities' powers and duties into one Chapter "Decision Making Bodies and Officials."

Example of Existing

18.60.060 Statement of environmental impact.

The zoning administrator, prior to accepting an application for a variance permit or minor variance permit, shall determine whether or not a statement of environmental impact is to be required pursuant to the rules, guidelines or regulations duly adopted by the city council which are currently in effect. (Prior code § 9213.06 (D))

18.56.070 Statement of environmental impact.

The zoning administrator, prior to accepting an application for a conditional use permit or minor conditional use permit modification, shall determine whether or not a statement of environmental impact is to be required pursuant to the rules, guidelines or regulations duly adopted by the city council which are currently in effect and as may hereafter be amended. (Prior code § 9213.07 (D))

f) Administration and Procedures



Clarify and simplify procedures and hierarchy for all decisions and permits.

Chapter 18.04. Procedures

01. Purpose
02. Applications and Fees
 - a. Public Image Enhancement Program Fee
03. Project Review
 - a. Pre-Application Review
 - b. Ministerial Review
 - c. Administrative Review
 - d. Discretionary Review
 - e. Design Review
04. Environmental Review
05. Public Noticing and Hearings
06. Notice of Decision
07. Conditions of Approval
08. Effective Dates
09. Lapse of Approval, Expiration, Extension, and Transferability
10. Modifications, Revocations, and Suspensions
11. Interpretations and Determinations
12. Exemptions
13. Appeals

Proposed structure and hierarchy of all procedures, including reviews and decisions.

ISSUES:

- Unclear hierarchy of permit and approval types.

RECOMMEDATION

- Clarify and simplify all processes for permits, approvals, procedures, etc.
- Rename the **Precise Plan of Design** to an **Administrative Use Permit**.
- Simplify information into a table.

f) Administration and Procedures



Standardize findings and simplify noticing requirements.

Example from Indio Zoning Code

6.03.08. Public Notice

Unless otherwise specified, whenever the provisions of this Code require public notice, the City shall provide notice in compliance with State law as follows. Application types that require a decision by or appeal to the Planning Commission or City Council require a public hearing, per Table 6.02.04-1 (Summary of Review Authorities for Decisions and Appeals). All projects requiring an Administrative Permit or public hearing(s) require public noticing as follows.

A. Mailed Notice for Administrative Permits.

For projects requiring an Administrative Permit, a mailed notice shall be delivered by First Class mail 10 days before the date of action to:

1. The applicant, the owner or owner's duly authorized agent, and any occupant of the subject property;
2. All property owners within a 500-foot radius of the subject property as shown on the latest available assessment roll, or a larger radius if deemed necessary by the Director in order to provide adequate public notification.

B. Mailed Notice for Public Hearings.

At least 10 days before the date of the public hearing, the Director, or the City Clerk for hearings before Planning Commission and/or City Council, shall provide notice by First Class mail delivery to:

1. The applicant, the owner or owner's duly authorized agent, and any occupant of the subject property;
2. Each local agency expected to provide water, sewage, streets, roads, schools, or other essential facilities or services to the project, whose ability to provide those facilities and services may be significantly affected;
3. All property owners of record within a minimum 500-foot radius of the subject property as shown on the latest available assessment roll or a larger radius if deemed necessary by the Director in order to provide adequate public notification;
4. All neighborhood and community organizations that have previously filed a written request for notice of projects in the area where the site is located; and
5. Any person or group who has filed a written request for notice regarding the specific application.

C. Newspaper Notice.

At least 10 days before the date of the public hearing, the Director or the City Clerk, for hearings before the Planning Commission and/or City Council, shall publish a notice in at least one newspaper of general circulation in the city.

D. Public Places.

At least 10 days before the date of the public hearing, the Director or the City Clerk, for hearings before the Planning Commission and/or City Council, shall publish a notice in at least three public places in the city including a minimum of one public notice sign on the property(ies) directly affected by the proceeding, per Section 6.03.08.G (Standards and Specifications for Public Notice Signs).

E. Contents of Notice.

ISSUES:

- Some findings across different permits and approvals are similar in nature and/or lengthy.
- Repetitive Noticing information.

RECOMMEDATION

- Revise and standardize findings that are similar in nature.
- Consolidate all noticing and findings provisions into one location.

f) Administration and Procedures



SUMMARY OF RECOMMENDATIONS:

- **Consolidate** all administration and procedures sections into one part of the code.
- Define all **administrative authorities**.
- Clarify procedures and **hierarchy** for all decisions and permits.
- Standardize **findings**.
- Simplify **noticing** requirements.

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g) Compliance with State/Federal Law



- Items reviewed
 - Housing Legislation (SB 330, SB 35, Density Bonus, etc.)
 - Legislation for regulating special uses (Adult Businesses, Cottage food operations, religious, etc.)
 - Procedures and Administration (Developer agreements, general amendment procedures, etc.)
 - Other legislation such as solar energy systems, telecommunication, water conservation and landscaping.

- Code generally complies with most Federal and State law.

- Further review is required for some legislation
 - Religious uses (U42 US Code 2200cc et. Seq)
 - Nonconforming Multi-Family Dwelling (Cal. GOV 65852.25)
 - Water conservation and landscaping (Cal. GOV section 65597)
 - Etc.

NEXT STEPS:

- In-depth review for amendments with corresponding Use Regulations & Administration and Procedures tasks.

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5. Next Steps

Next Steps



- Incorporate staff, Working Group, and PC feedback into ongoing work.
- Begin Round #2 of work (Zones & Uses).
- Round #2 Study Sessions with staff, Working Group, and PC in Nov/Dec.