



**CITY COUNCIL/SUCCESSOR AGENCY/
FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING
AGENDA**

Tuesday

June 26, 2018

Regular Meeting – **5:00 p.m.**

Council Chambers – Lancaster City Hall

The City Clerk/Agency/Authority Secretary hereby declares the agenda was posted
by 5:00 p.m. on Friday, June 22, 2018

at the entrance to the Lancaster City Hall Council Chambers.

44933 Fern Avenue, Lancaster, CA 93534

LEGISLATIVE BODY

City Council/Successor Agency/Financing/Power/ California Choice Energy Authority

Mayor/Chair R. Rex Parris

Vice Mayor/Vice Chair Marvin Crist

Council Member/Agency Director/Authority Member Raj Malhi

Council Member/Agency Director/Authority Member Ken Mann

Council Member/Agency Director/Authority Member Angela Underwood-Jacobs

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AGENDA ITEMS TO BE REMOVED

Sometimes it is necessary to remove items from the agenda. We apologize for any inconvenience this may cause you.

PUBLIC BUSINESS FROM THE FLOOR - AGENDIZED ITEMS

Any person who would like to address the Legislative Bodies on any agendized item is requested to complete a speaker card for the City Clerk/Agency/Authority Secretary and identify the agenda item you would like to discuss. Each person will be given an opportunity to address the Legislative Body at the time such item is discussed. Speaker cards are available at the rear of the Council Chambers and your speaker card must be filled out *prior* to the agenda item being called. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. *Individual speakers are limited to three (3) minutes each.*

Consent Calendar items under the Legislative Body may be acted upon with one motion, a second and the vote. If you desire to speak on an item or items on the Consent Calendar, you may fill out one speaker card for the Consent Calendar. You will be given three minutes to address your concerns before the Legislative Body takes action on the Consent Calendar.

CALL TO ORDER

City Council/Successor Agency/Financing/Power/ California Choice Energy Authority

ROLL CALL

City Council Members /Agency Directors /Authority Members: Malhi, Mann, Underwood-Jacobs; Vice Mayor/Vice Chair Crist, Mayor/Chair Parris

INVOCATION

PLEDGE OF ALLEGIANCE

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PRESENTATION

1. Recognition of Lancaster Successor Agency Oversight Board Members
Presenter: Mayor Parris

COUNCIL ACTIONS

MINUTES

M 1. Approve the City Council/Successor Agency/Financing/Housing/Power/California Choice Energy Authority Regular Meeting Minutes of June 12, 2018.

CONSENT CALENDAR

CC 1. Waive further reading of any proposed ordinances. (This permits reading the title only in lieu of reciting the entire text.)

CC 2. Approve the Check and Wire Registers for May 20, 2018, through June 9, 2018 in the amount of \$7,239,387.04.

At each regular City Council Meeting, the City Council is presented with the financial claims (invoices) against the City for purchase of materials, supplies, services, and capital projects for checks and Automated Clearing House (ACH) payments issued the prior two to three weeks. This process provides the City Council the opportunity to review the expenses of the City. The justifying backup information for each expenditure is available in the Finance Department.

CC 3. Accept and approve the May 2018, Monthly Report of Investments as submitted.

Each month, the Finance Department prepares a report listing the investments for all separate entities under the jurisdiction of the City as identified in the City's Comprehensive Annual Financial Report.

CC 4. Award a contract for Human Resources Management and Payroll Management Systems to Automatic Data Processing, Inc. (ADP) in the amount of \$114,314.60 annually for 3 years (totaling \$342,943.80) plus a onetime implementation fee in the amount of \$15,375.00; and authorize the City Manager, or his designee, to execute the contract.

Automatic Data Processing, Inc. (ADP) management systems will allow the Human Resources and Finance Departments to increase efficiencies and effectiveness by standardizing employee management and payroll processes, provide consolidated reporting and auditing, and provide City of Lancaster employees electronic systems such as timekeeping, employee file maintenance, employee benefit changes, and recruitment.

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CC 5. Approve Parcel Map No. 74422, located at the southwest corner of Avenue L-4 & 37th Street West, make findings that this project will not violate any of the provisions of Sections 66473.5, 66474.1, and 66474.6 of the Subdivision Map Act, and instruct the City Clerk to endorse on the face of the map the certificate which embodies the approval of said map.

The Final Map is in substantial conformance with the approved tentative map. Parcel Map No. 74422, has been checked by the City Engineer, and is ready for Council approval. In addition, monumentation security has been submitted to ensure the installation of monuments.

CC 6. Approve the Federal Procurement Policies and Procedures Manual to ensure compliance with the procurement standards issued via the Uniform Guidance Title 2 of the Code of Federal Regulations (CFR) Part 200.

The City is the recipient of federal funds, which subjects the City to federal procurement policies. In December 2014, the Federal Office of Management and Budget ("OMB") provided guidance regarding the procurement procedures for local agencies that receive federal funds. OMB requires local agencies that receive federal funding to adopt certain procurement policies that reflect federal regulations referred to in 2 CFR 200 by June 30, 2018 for implementation beginning July 1, 2018. The proposed policy reflects the implementation of the Uniform Guidance requirements for federal procurements in a written procurement policy.

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JOINT CONTINUED BUSINESS

JCB 1. Fiscal Year 2018-2019 Budgets and Five-Year Capital Improvement Program

City Council and City Council acting as Lancaster Housing Authority, Lancaster Choice Energy and Lancaster Power Authority Recommendations:

- a. Adopt **Resolution No. 18-31**, adopting the proposed City of Lancaster Fiscal Year 2018-2019 General Fund Operating Budget, Special Funds Budget, and Capital Improvement Program Budget.
- b. Adopt **Resolution No. 18-32**, establishing the annual Appropriations Limit for Fiscal Year 2018-2019.
- c. Adopt **Resolution No. 18-33**, authorizing an amendment to the final budget for Fiscal Year 2017-2018.
- d. Adopt **Resolution No. 18-34**, approving adjustments to the Citywide Fee Schedule.
- e. Approve a \$1,425,000 Proposition A Funds exchange with the City of Commerce and authorize the City Manager to execute all documents related to the transaction.
- f. Approve a loan repayment, in the amount of \$1,820,000 plus accrued interest, by Lancaster Choice Energy to the General Fund.
- g. Approve a month-to-month extension of the Law Enforcement Aerial Platform System (LEAPS) agreement with Aero View LLC and authorize the City Manager to execute all documents related to the transaction.
- h. Approve entering into a professional services agreement with IBM/Watson, in the amount of \$350,000, and authorize the City Manager to execute all related documents.

California Choice Energy Authority (CCEA) Recommendation:

Adopt the proposed CCEA Fiscal Year 2018-2019 Budget as presented.

The City is required to adopt a budget by July 1 of each year that establishes appropriations and estimated revenues for the upcoming fiscal year. The proposed budget is a culmination of many months of work by the City Council and staff in reviewing priorities and evaluating programs to meet those priorities, with a focus on maintaining responsive and relevant service for residents. As well, the City Council's priorities of Public Safety, Financial Stability, Homelessness Initiatives, City Beautification, and Citywide Infrastructure Renovation and Modernization are addressed through the proposed FY 2018-2019 Budget.

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PUBLIC HEARINGS

PH 1. General Plan Amendment No. 17-01 and Zone Change No. 17-01 Located at 1966 West Avenue L (Assessor's Parcel Number: 3109-019-003)

Recommendations:

- a. Adopt **Resolution No. 18-35**, approving General Plan Amendment No. 17-01, amending the General Plan land use designation on the subject property from Non-Urban Residential (NU) to Commercial (C).
- b. Introduce **Ordinance No. 1043**, amending the zoning designation on 1.98 acres of land located on 1966 West Avenue L (APN No. 3109-019-003), known as Zone Change No. 17-01, from Rural Residential, minimum lot size 2.5 acres (RR-2.5), to Commercial Planned Development (CPD).

The applicant is requesting to amend the General Plan land use designation from NU to C, and rezoning the subject site from RR-2.5 to CPD to allow the subject property to be developed with a commercial development. The GPA and ZC would be consistent with the goals, objectives and policies of the Lancaster General Plan 2030, because it is well suited and compatible with the surrounding neighborhood, as it is located south of an existing commercial shopping center and on the southeast corner of a major intersection. In addition, there is a need within the area to allow for smaller-scale, low-intensity commercial development to serve the rural area. Therefore, staff is recommending approval to amend the General Plan land use designation from NU to C and change the zoning designation from RR-2.5 to CPD.

PH 2. General Plan Amendment No. 17-02 and Zone Change No. 17-02 Located at the Southeast Corner of Avenue L and 22nd Street West (Assessor's Parcel Number: 3109-017-071)

Recommendations:

- a. Adopt **Resolution No. 18-36**, approving General Plan Amendment No. 17-02, amending the General Plan land use designation from Non-Urban Residential (NU) to Commercial (C).
- b. Introduce **Ordinance No. 1044**, amending the zoning designation on 2.11 acres of land located on the southeast corner of Avenue L and 22nd Street West (APN: 3109-017-071), known as Zone Change No. 17-02, from Rural Residential, minimum lot size 1 acre (RR-1) to Commercial (C).

The applicant is requesting to amend the General Plan land use designation from NU to C, and rezoning the subject site from RR-1 to C to allow the subject property to be developed with a commercial development. The GPA and ZC would be consistent with the goals, objectives and policies of the Lancaster General Plan 2030, because it is not incongruous with existing land-use patterns, or the character of the surrounding area. Water tanks for the local water purveyor, church and shopping center are located less than one mile away from the subject site. There is also a need within the area to allow for smaller-scale, low-intensity commercial development to serve the rural area.

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PH 3. Amendment to Section 17.40.210 of the Lancaster Municipal Code Modifying Off-Premises Advertising Signs

Recommendation:

Introduce **Ordinance No. 1045**, amending and restating Section 17.40.210 of the Lancaster Municipal Code, modifying Off-Premises Advertising Signs.

The proposed amendments will incorporate new design standards that would allow for additional design enhancements of proposed signs. Furthermore, all billboard relocation submittals will require action by the Architectural Design Commission (ADC), to ensure that all signs are in-line with the city's design guidelines and overall vision to improve the quality of design in the city.

COUNCIL AGENDA

CA 1. Discussion and possible nominations/appointments of Council Members to the following positions:

- Vice Mayor - One Appointee
- Edwards Air Force Base Restoration Advisory Board - two appointees
- Antelope Valley Transit Authority - two appointees
- Antelope Valley Air Quality Management District - two appointees
- Southern California Association of Governments - one appointee
- North County Transportation Coalition - three appointees
- Antelope Valley Fair Authority JPA - two appointees
- The Visitors Bureau of Lancaster - one appointee
- Lancaster Housing Authority - five appointees
- Southern California Regional Airport Authority - one appointee
- Audit Representative - one appointee
- Antelope Valley Mosquito Abatement – one appointee
- California Contract Cities Association – one appointee and one appointed alternate
- League of CA Cities Voting Delegate – one Delegate required, up to two alternates

Presenter: Mayor Parris

COUNCIL REPORTS

CR 1. Report on the Activities of the Board of Directors for the Antelope Valley Transit Authority
Presenter: Vice Mayor Crist

CR 2. Council Reports

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LANCASTER HOUSING AUTHORITY

No action required at this time.

LANCASTER FINANCING AUTHORITY

No action required at this time.

LANCASTER POWER AUTHORITY

No action required at this time.

LANCASTER SUCCESSOR AGENCY

No action required at this time.

CITY MANAGER / EXECUTIVE DIRECTOR ANNOUNCEMENTS

CITY CLERK / AGENCY / AUTHORITY SECRETARY ANNOUNCEMENT

PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS

This portion of the agenda allows an individual the opportunity to address the Legislative Bodies on any item ***NOT ON THE AGENDA*** regarding City/Agency/Authority business and speaker cards must be submitted ***prior*** to the beginning of this portion of the Agenda. Please complete a speaker card for the City Clerk/Agency/Authority Secretary and identify the subject you would like to address. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. State law prohibits the Legislative Body from taking action on items not on the agenda and your matter may be referred to the City Manager/Executive Director. ***Individual speakers are limited to three (3) minutes each.***

COUNCIL / AGENCY / AUTHORITY COMMENTS

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CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) (2) – two potential cases.
2. Conference with Legal Counsel – Anticipated Litigation: consideration of initiation of litigation pursuant to Government Code Section 54956.9(d) (4) - two potential cases.
3. Conference with Legal Counsel--Existing Litigation - Government Code Section 54956.9(d) (1)
4. Estarella v. City of Lancaster, LASC Case No.BC527749
5. Dunnagan v. City of Lancaster, LASC Case No. BC 615917
6. Simmons v. City of Lancaster, LASC Case No. BC 615471
7. Celebron v. City of Lancaster, LASC Case No. BC 615587
8. Bootleggers 2 v. City of Lancaster, LASC Case No. BS169660
9. Byrd v. City of Lancaster, LASC Case No. MC 026025
- 10.** Smith v. Lancaster, LASC Case No. MC 027485
11. Adams v. Thomas, LASC MC 027683
12. Parker v. Lancaster, LASC MC 027827
13. Antelope Valley Groundwater Cases
Included Actions:
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Los Angeles, Case No. BC325201;
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Kern, Case No. S-1500-CV-254-348
Wm. Bolthouse Farms, Inc. v. City of Lancaster, Diamond Farming Co. v. City of Lancaster,
Diamond Farming Co. v. Palmdale Water District
Superior Court of California County of Riverside, consolidated actions;
Case Nos. RIC 353 840, RIC 344 436, RIC 344 668
Santa Clara Case No. 1-05-CV 049053

ADJOURNMENT

Next Regular Meeting:

Tuesday, July 10, 2018 - 5:00 p.m.

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MEETING ASSISTANCE INFORMATION

In compliance with the Americans with Disabilities Act, this meeting will be held at a location accessible to persons with disabilities; if you need special assistance to participate in this meeting, please contact the City Clerk at (661)723-6020. Services such as American Sign Language interpreters, a reader during the meeting, and/or large print copies of the agenda are available. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting/event you wish to attend. Due to difficulties in securing sign language interpreters, five or more business days notice is strongly recommended. For additional information, please contact the City Clerk at (661)723-6020.

AGENDA ADDENDUM INFORMATION

On occasion items may be added after the agenda has been mailed to subscribers. Copies of the agenda addendum item will be available at the City Clerk Department and are posted with the agenda on the windows of the City Council Chambers. For more information, please call the City Clerk Department at (661) 723-6020.

All documents available for public review are on file with the City Clerk Department.

M 1
06/27/2018
MVB

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CALL TO ORDER

Mayor/ Chair Parris called the meeting of the Lancaster City Council/Successor Agency/Financing/Housing/Power/California Choice Energy Authority to order at 5:08 p.m.

ROLL CALL

PRESENT: City Council Members /Agency Directors /Authority Members: Mann, Underwood-Jacobs; Vice Mayor/Vice Chair Crist, Mayor/Chair Parris

EXCUSED: Council Member/Agency Director/Authority Member Malhi

On a motion by Council Member/Agency Director/Authority Member Mann and seconded by Vice Mayor/Vice Chair Crist, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority excused Council Member/Agency Director/Authority Member Malhi from the meeting, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

ROLL CALL

PRESENT: Housing Authority Members: Harvey, Mann; Vice Chair Crist

EXCUSED: Chair Szeto

On a motion by Authority Member Mann and seconded by Vice Chair Crist, the Housing Authority excused Chair Szeto from the meeting, by the following vote: 3-0-0-1; AYES: Harvey, Mann; Crist; NOES: None; ABSTAIN: None; ABSENT: Szeto

STAFF MEMBERS:

City Manager/Executive Director; Deputy City Manager/Deputy Executive Director; City Attorney/Agency/Authority Counsel; City Clerk/Agency/Authority Secretary; Administrative and Community Services Director; Parks, Recreation and Arts Director; Development Services Director; Finance Director; Housing Director; Public Safety Director

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INVOCATION
Bishop Henry Hearn

PLEDGE OF ALLEGIANCE
Boy Scout Troop 164

PRESENTATIONS

1. Presentation and Thank You from Tent Revival Committee to Lancaster City Council
Presenter: Tent Revival Committee
2. Mosquito Abatement Update
Presenter: Cei Kratz, District Manager, Antelope Valley Mosquito & Vector Control District

HA CONSENT CALENDAR

Authority Member Mann stated he needs to recuse himself from Item No. HA CC 1 due to the proximity of the project to property he owns.

The City Attorney stated with Authority Member Mann's recusal a quorum does not exist for Item No. HA CC 1; this item will be pulled and brought to a future Housing Authority Meeting.

The Housing Director provided the Staff Report for this item.

Addressing the Housing Authority on Item No. HA CC 2:
Michael Rives – discussed the size of the project and stated the City should “step back” before approving the project.

On a motion by Authority Member Mann and seconded by Authority Member Harvey, the Lancaster Housing Authority approved Item No. HA CC 2, by the following vote:
3-0-0-1; AYES: Harvey, Mann, Crist; NOES: None; ABSTAIN: None; ABSENT: Szeto

HA CC 1.

PROFESSIONAL SERVICES AGREEMENTS WITH ANTELOPE VALLEY ENGINEERING INCORPORATED

This item was pulled from the agenda due to the lack of a quorum.

HA CC 2.

LOAN AGREEMENT WITH WHEN LIFE HANDS YOU LEMONS, LP, A CALIFORNIA LIMITED PARTNERSHIP

Approved the Loan Agreement between the Lancaster Housing Authority and When Life Hands You Lemons, LP, a California Limited Partnership for the construction of the proposed Kensington Campus Multifamily Residential Project located at the proposed 32nd Street West and Avenue I.

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M 1. MINUTES

On a motion by Vice Mayor/Vice Chair Crist and seconded by Council Member/Agency Director/Authority Member Underwood-Jacobs, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority approved the City Council/Successor Agency/Financing/Power/California Choice Energy Authority Regular Meeting Minutes of May 22, 2018, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

CITY COUNCIL CONSENT CALENDAR

Council Member Mann stated he needs to recuse himself from Item No.'s SA CC 1 and CC 4 due to the proximity of the project to property he owns.

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council approved the Consent Calendar with the exception of Item No.'s SA CC 1 and CC 4, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

Council Member Mann left the dais at this time.

On a motion by Vice Mayor/Vice Chair Crist and seconded by Council Member/Agency Director Underwood-Jacobs, the City Council/Successor Agency approved Item No.'s SA CC 1 and CC 4, by the following vote: 3-0-0-1-1; AYES: Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; RECUSED: Mann; ABSENT: Malhi

Council Member Mann returned to the dais at this time.

SA CC 1.

RESOLUTION NO. SA 04-18

Adopted **Resolution No. SA 04-18**, approving the transfer of certain property to the City of Lancaster and making certain findings in connection therewith and authorized the Executive Director, or his designee, to execute all related documents.

CC 1. ORDINANCE WAIVER

Waived further reading of any proposed ordinances. (This permits reading the title only in lieu of reciting the entire text.)

CC 2. CHECK REGISTERS

Approved the Check and Wire Registers for May 6, 2018 through May 19, 2018 in the amount of \$3,582,859.32. Approved the Check Register as presented.

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CC 3. UNCLAIMED AND UNCASHED CHECKS

Approved the transfer of funds for checks issued by the City for individual items less than fifteen dollars (\$15) which have remained unclaimed for the period of one year and the transfer of funds for checks issued by the City for individual items fifteen dollars (\$15) or greater which have remained unclaimed for the period of three years and have successfully completed the disposition procedures as outlined in the City Administrative Policy for Unclaimed and Uncashed Checks.

CC 4. LAND PURCHASE

- a. Adopted **Resolution No. 18-25**, approving the purchase of certain properties and authorizing execution of a purchase and sale agreement or agreements in connection therewith.
- b. Appropriated \$2,000,000 from account number 101-2900-000, Fund Balance to account number 101-4540-912, Property Acquisition.

CC 5. TASK ORDER NO. 25 WITH STANTEC CONSULTING SERVICES, INC., OF LANCASTER, CALIFORNIA

Approved Task Order No. 25 with Stantec Consulting Services, Inc., of Lancaster, California, in accordance with the 2016-2018 Multi-Year Professional Services Agreement in the amount of \$167,770.00, with a 10% contingency; and authorized the City Manager, or his designee, to sign all documents.

JPH 1. PROPOSED FISCAL YEAR 2018-2019 BUDGETS AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

Mayor Parris opened the Public Hearing.

The City Manager, Deputy City Manager, Parks, Recreation and Arts Director and Finance Director presented the staff report for this item.

Discussion between the City Council and staff included discussion of adding Sheriff Deputies, the number of vacant positions for the Lancaster Station with Los Angeles County Sheriff Department and exploring the option of a public/private partnership for Public Safety Officers. Discussion also took place regarding the use of an auxiliary police force until the positions the City is paying for in the LA Sheriff Department's contract are fully funded. The City Council and staff also discussed accelerating the Revive 25 project, CalPERS, and potentially establishing a skate park through a public/private partnership.

Addressing the City Council on this item:

Fran Sereseres – discussed a proposed skate park in Quartz Hill and the expansion of the Senior Center, specifically new furniture for the center and stated she is interested in volunteering if needed.

Mayor Parris closed the Public Hearing.

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JPH 1. PROPOSED FISCAL YEAR 2018-2019 BUDGETS AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM CONTINUED...

On a motion by Vice Mayor/Vice Chair Crist and seconded by Council Member/Agency Director/Authority Member Underwood-Jacobs, the City Council and City Council acting as the Lancaster Housing Authority, Lancaster Choice Energy, and Lancaster Power Authority conducted the public hearing on the Proposed Fiscal Year 2018-2019 Budget, Five-Year Capital Improvement Plan, and Adjustments to the Citywide Fee Schedule; and scheduled the budget and five-year Capital Improvement Plan for adoption and adjustments to the fee schedule on June 26, 2018, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

On a motion by Vice Chair Crist and seconded by Authority Member Underwood-Jacobs, the California Choice Energy Authority conducted the public hearing on the CCEA Proposed Fiscal Year 2018-2019 Budget; and scheduled the budget for adoption on June 26, 2018, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

PH 1. LANCASTER LANDSCAPE MAINTENANCE DISTRICT NO. 1 LEVY OF ANNUAL ASSESSMENT FOR FISCAL YEAR 2018-2019

Mayor Parris opened the Public Hearing.

It was the consensus of the City Council to waive the Staff Report for this item.

Mayor Parris closed the Public Hearing.

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council adopted **Resolution No. 18-26**, confirming the diagram and assessment and ordering the levying of an assessment in Lancaster Landscape Maintenance District No. 1 for Fiscal Year 2018-2019, by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

PH 2. LANCASTER LIGHTING MAINTENANCE DISTRICT LEVY OF ANNUAL ASSESSMENT FOR FISCAL YEAR 2018-2019

Mayor Parris opened the Public Hearing.

It was the consensus of the City Council to waive the Staff Report for this item.

Mayor Parris closed the Public Hearing.

On a motion by Vice Mayor Crist and seconded by Council Member Mann, the City Council adopted **Resolution No. 18-27**, confirming the diagram and assessment, and ordering the levying of an assessment in Lancaster Lighting Maintenance District for Fiscal Year 2018-2019, by the following vote: 4-0-0-1; AYES: Mann, Underwood-

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Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

PH 3. LANCASTER DRAINAGE BENEFIT ASSESSMENT DISTRICT LEVY OF ANNUAL ASSESSMENT FOR FISCAL YEAR 2018-2019

Mayor Parris opened the Public Hearing.

It was the consensus of the City Council to waive the Staff Report for this item.

Mayor Parris closed the Public Hearing.

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council adopted **Resolution No. 18-28**, confirming the diagram and assessment, and ordering the levying of an assessment in Lancaster Drainage Benefit Assessment District for Fiscal Year 2018-2019 by the following vote: 4-0-0-1; AYES: Mann, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Malhi

PH 4. MULTIFAMILY HOUSING REVENUE BONDS FOR KENSINGTON II MULTIFAMILY RESIDENTIAL PROJECT

Mayor Parris stated he needs to recuse himself from this item because the party involved is a client and left the dais at this time.

Vice Mayor Crist opened the Public Hearing.

The Housing Director presented the Staff Report for this item.

Addressing the City Council on this item:

Michael Rives – discussed the location of the project, stated veterans should receive first priority to be occupants of the project.

David Paul – supports and approves the project, appreciates the work being done in the City.

Vice Mayor Crist closed the Public Hearing.

On a motion by Council Member Underwood-Jacobs and seconded by Council Member Mann, the City Council adopted **Resolution No. 18-29**, pursuant to Section 147(f) of the Internal Revenue Code of 1986 approving the issuance of housing revenue bonds (the “Housing Revenue Bonds”) by the California Municipal Finance Authority (“CMFA”) in an aggregate principal amount not to exceed \$13,000,000 to assist in the financing of the acquisition, construction and development of a multifamily rental housing development to be known as Kensington II located at the proposed 32nd Street West and Avenue I, in the City of Lancaster, California (the “Project”), by the following vote: 3-0-1-1; AYES: Mann, Underwood-Jacobs, Crist; NOES: None; RECUSED: Parris; ABSENT: Malhi

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MINUTES
June 12, 2018

Mayor Parris returned to the dais at this time.

CA 1. DISCUSSION AND POSSIBLE NOMINATIONS/APPOINTMENTS OF COUNCIL MEMBERS TO VARIOUS POSITIONS:

Mayor Parris stated this item will be deferred to a future meeting.

CR 1. COUNCIL REPORTS

Vice Mayor Crist discussed statements made by an elected official from another city, discussed the progress made at AVTA, and the recent hiring of the Executive Officer/CEO for AVTA.

Mayor Parris discussed his recent meetings with Brandon Nichols with the Los Angeles County Department of Children and Family Services and Peter Lynch at Los Angeles Homeless Services Authority.

LANCASTER FINANCING AUTHORITY

No action required at this time.

LANCASTER POWER AUTHORITY

No action required at this time.

CITY MANAGER / EXECUTIVE DIRECTOR ANNOUNCEMENTS

The City Manager discussed a temporary walkway established at a specific location that was facilitated by a citizen's request and discussed the recent Celebrate America with Thunder event. Additionally a brief video highlighting the recent LPAC gala was shown.

CITY CLERK / AGENCY / AUTHORITY SECRETARY ANNOUNCEMENT

The City Clerk provided the public with the procedure to address the City Council/Successor Agency/Authority regarding non-agendized item.

PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS

Addressing the City Council at this time:

Michael Rives – discussed July 4th and arresting those who use illegal fireworks.

Fran Sereseres – stated the Littlerock Dam opened recently on a trial basis.

COUNCIL / AGENCY / AUTHORITY COMMENTS

ADJOURNMENT

Mayor Parris adjourned the meeting at 7:20 p.m. and stated the next City Council/Successor Agency/Financing/Power/California Choice Energy Authority meeting will be held on Tuesday, June 26, 2018 at 5:00 p.m.

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES
June 12, 2018

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
CITY CLERK
AGENCY/AUTHORITY SECRETARY

R. REX PARRIS
MAYOR/CHAIRMAN

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF MINUTES
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/HOUSING/POWER/CALIFORNIA
CHOICE ENERGY AUTHORITY

I, _____, _____ of the City of Lancaster, CA, do hereby certify that this is a true and correct copy of the original City Council/Successor Agency/Financing/Housing/Power/California Choice Energy Authority Minutes, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, CA on this _____ day of _____, _____.

(seal)

STAFF REPORT
City of Lancaster

Date: June 26, 2018
To: Mayor Parris and City Council Members
From: Pam Statsmann, Finance Director
Subject: **Check Registers – May 20, 2018 through June 9, 2018**

CC 2
06/26/18
MVB

Recommendation:

Approve the Check Registers as presented.

Fiscal Impact:

\$ 7,239,387.04 as detailed in the Check Registers.

Background:

At each regular City Council Meeting, the City Council is presented with check and ACH/wire registers listing the financial claims (invoices) against the City for purchase of materials, supplies, services, and capital projects issued the prior three to four weeks. This process provides the City Council the opportunity to review the expenditures of the City. Claims are paid via checks, Automated Clearing House (ACH) payments, or federal wires. The justifying backup information for each expenditure is available in the Finance Department.

Check Nos.:	7395873-7396258	\$ 4,886,614.83
ACH/Wire Check Nos.:	101010059-101010073	<u>\$ 2,352,772.21</u>
		\$ 7,239,387.04
Voided Check No.:	7395991; 7396022; 7396209; 7396244	
Voided ACH/Wire No.:	N/A	

PS:sp

Attachments:

Check Register
ACH/Wire Register

City of Lancaster Check Register



From Check No.: 7395873 - To Check No.: 7396258

From Check Date: 05/20/18 - To Check Date: 06/09/18

Printed: 6/11/2018 16:53

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7395873	08934	ALVAREZ, BRANDON	REISSUE CHECK #330429	84.28	101 2140000	84.28
7395874	01915	AVENS FURNITURE	RFND-SEC DEP-INCUBATOR UNIT C	3,250.00	101 2176010	3,250.00
7395875	C2060	CA WATER SERVICE COMPANY	04/12/18-05/14/18 WATER SVC	1,471.41	482 4636654	1,471.41
7395876	08935	DELGADO, NORMA A	RFND-PARKING CIT #32016981	39.00	101 3310200	39.00
7395877	C8990	GARIBAY, PATRICIA	PG-MILG-LONG BEACH-04/24/2018	83.88	101 4200203	83.88
7395878	08936	KORNOCK, MARY M	RFND-PARKING CIT #32016828	68.00	101 3310200	68.00
7395879	1296	L A CO CLERK-ENVIRO FILINGS	DR 17-68 FILING FEE	75.00	101 4782361	75.00
7395880	1296	L A CO CLERK-ENVIRO FILINGS	NOD:17-06	75.00	101 4782361	75.00
7395881	1296	L A CO CLERK-ENVIRO FILINGS	TTM 78213-ENVRMNTL RCRDNG FEES	2,280.75	306 4542901D	2,280.75
7395882	1215	L A CO WATERWORKS	03/13/18-05/16/18 WATER SVC	8,089.11	101 4631654 101 4633654 101 4651654 101 4810403 203 4636654 482 4636654	3,559.19 1,246.74 377.44 134.88 1,188.50 1,582.36
				8,089.11		8,089.11
7395883	D2287	LANCASTER CODE ENFRMNT ASSN	UNION DUES-PP 10-2018	360.00	101 2171000	360.00
7395884	07100	ROYAL INVESTORS GROUP, LLC	RFND-DUPLICATE PROCESSING FEE	420.00	251 3201120	420.00
7395885	03154	SO CA EDISON	04/10/18-05/09/18 ELECTRIC SVC	1,173.79	203 4636652 482 4636652 484 4755652	53.30 1,090.46 30.03
				1,173.79		1,173.79
7395886	03154	SO CA EDISON	02/08/18-05/10/18 ELECTRIC SVC	1,470.59	101 4633652 482 4636652 483 4785652 483 4785660 484 4755652 485 4755652	511.12 100.77 54.73 22.11 29.27 752.59
				1,470.59		1,470.59
7395887	03154	SO CA EDISON	02/26/18-05/17/18 ELECTRIC SVC	6,887.46	101 4633652 101 4651652	1,695.41 790.71

City of Lancaster Check Register



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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
					203 4636652	122.40
					361 4541776	2.94
					480 4755652	351.67
					482 4636652	637.59
					483 4785652	185.07
					483 4785660	578.59
					484 4755652	133.90
					485 4755652	2,389.18
				6,887.46		6,887.46
7395888	1907	SO CA GAS COMPANY	04/17/18-05/16/18 WATER SVC	749.81	101 4632655	749.81
7395889	A1393	TEAMSTERS LOCAL 911	05/18 UNION DUES	3,407.00	101 2157000	3,407.00
7395890	08938	WALKER, RANDY A	RFND-PARKING CIT #32016831	68.00	101 3310200	68.00
7395891	08290	4WALL ENTERTAINMENT INC	PAC-LIGHTING GELS(10)	107.60	402 4650602	107.60
7395892	C0077	A V E K	NSC-04/18-BACTERIOLOGICAL TEST	20.00	101 4635301	20.00
7395893	03854	A V JANITORIAL SUPPLY	GLOVES/URNL SCRNS/CN LNR/T PPR	1,243.37	101 4631406	1,243.37
7395894	00107	A V PRESS	04/18-ADVERTISING	2,351.02	101 4682222	2,351.02
7395895	02357	A V TRANSIT AUTHORITY	APR 18-ANNUAL SENIOR PASSES	5,250.00	204 4330770	2,625.00
					207 4330301	2,625.00
				5,250.00		5,250.00
7395896	08894	ADHERENCE COMPLIANCE	MEDICAL CANNABIS CONSLTNG SVCS	12,000.00	101 4400301	12,000.00
7395897	D0990	ADMIT ONE PRODUCTS	PF-TICKETS(120 ROLLS)	1,284.66	101 4682222	1,284.66
7395898	08918	AMBER DESIGN-BUILD	PAC-COLOR SCHEME BOARD DSGN	1,500.00	402 4650308	1,500.00
7395899	08837	AMERICAN HARLEQUIN CORP	PAC-MARLEY FLOORING	8,817.94	402 4650403	8,817.94
7395900	D1663	AMERICAN IRON WORK	OMP-RAILING/GATE REPAIRS	375.00	207 4634402	375.00
7395901	D3147	AMERICAN PLUMBING SERVICES,INC	OMP-PLUMBING REPAIRS	423.80	207 4634402	423.80
7395902	04190	AMERIPRIDE SERVICES	UNIFORM CLEANINGS	45.54	101 4753209	45.54
7395903	01933	AMERON	TRAFFIC EQUIPMENT REPLACEMENT	535.04	483 4785460	535.04
7395904	02693	ANDY GUMP, INC	OMP-FENCE RNTL-05/03-30/18	17.74	101 4634602	17.74
			PF-FENCE RNTL-04/24-05/21/18	44.68	101 4682222	44.68
				62.42		62.42
7395905	05179	ARAMARK UNIFORM SVCS	UNIFORM CLEANINGS	114.27	480 4755209	114.27

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7395906	06165	B S N SPORTS, INC	NSC-ANCHOR PEGS(10 SETS)	711.75	101 4660251	711.75
7395907	01863	BAVCO	BACKFLOW REPAIR KITS(2)	103.18	482 4636404	103.18
7395908	08127	BECKETT PLUMBING	EDP-TOILET REPLACEMENT	485.00	101 4631402	485.00
7395909	08017	BURKE, WILLIAMS & SORENSEN LLP	01/18-PROFESSIONAL SERVICES	29,450.50	101 4320303	29,450.50
7395910	08933	C Z & R LLP & T ESTRELLA	CLAIM #023-14/CLGL-1330A1	20,000.00	109 4330300	20,000.00
7395911	07773	CADLE, CLIVE	LCE-NEM 2017 ANNUAL PAYOUT	256.22	101 2140000	256.22
7395912	05938	CENTERSTAGING LLC	PAC-SOUND EQPMNT RNTL-04/14/18	785.00	402 4650602	785.00
7395913	08932	CEVALLOS, PABLO ESTEBAN	CHANNEL 28 LOGO DESIGN	200.00	101 4305301	200.00
7395914	08484	CONSOLIDATED ELECTRCL DIST INC	NSC-LAMP HOLDERS/LAMP/BASE	56.28	101 4635403	56.28
7395915	04178	COVERMASTER	LMS-CAGE COLLAR/TURF PRTCTR	1,603.58	101 2175000	(152.34)
					101 4632404	1,755.92
				1,603.58		1,603.58
7395916	A9377	DAVIS COMMUNICATIONS	LCE-POSTCARD DESIGN/PHOTOS	910.00	490 4370213	910.00
			DATA SHEETS DESIGN/PRODUCTION	2,047.69	101 4540340	2,047.69
				2,957.69		2,957.69
7395917	L0103	DELL, SUE	LCE-NEM 2017 ANNUAL PAYOUT	249.02	101 2140000	249.02
7395918	L0106	DENT, NATHANIEL	LCE-NEM 2017 ANNUAL PAYOUT	30.48	101 2140000	30.48
7395919	00414	DESERT LOCK COMPANY	MP-DOOR REPAIRS	145.85	101 4631402	145.85
			CH-KEYS(54)	145.00	101 4633403	145.00
			NSC-LOCK	24.70	101 4635404	24.70
			OMP-LOCK REPAIR/HINGE REPLCMNT	118.56	207 4634402	118.56
				434.11		434.11
7395920	06857	ENTERTAINMENTMAX, INC	CMMSSNS-ART GARFUNKEL-04/28/18	3,000.00	402 4650301	3,000.00
7395921	06304	FAMCON PIPE & SUPPLY, INC	WATER METER/TAIL PIECE	107.25	485 4755410	107.25
7395922	08512	FARRAND, CINDY	RFND-PY CREDIT ON ACCOUNT	60.00	101 2140000	60.00
7395923	D3878	FLORES, CHARLES	2018 ELECTION CLERK	105.00	101 4110262	105.00
7395924	L0150	FRACZKIEWICZ, ROBERT	LCE-NEM 2017 ANNUAL PAYOUT	56.36	101 2140000	56.36
7395925	01419	JOHNSTONE SUPPLY	OMP-SWAMP COOLER SWITCH	11.50	101 4634403	11.50
			OMP-ELECTRICAL BOX/COVER	9.34	101 4634403	9.34
				20.84		20.84

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7395926	L0239	JULIAN, OVIDIO	LCE-NEM 2017 ANNUAL PAYOUT	165.68	101 2140000	165.68
7395927	C7873	LANCASTER AUTO MALL ASSOC	05/18-AUTO MALL SIGN EXPENSES	930.67	101 4540340	930.67
7395928	D3426	LAW OFFICES CHRISTOPHER RAMSEY	CLAIM #027-17/CLGL-1384A1	8,963.00	109 4330300	8,963.00
7395929	07356	LEONIDA BUILDERS, INC	CH-REMV/INSTALL SIGN POSTS-RET	3,495.00	101 11BS019924	3,495.00
7395930	08387	LOOMIS	04/18-ARMORED CAR SERVICE	2,929.20	101 3501110	2,929.20
7395931	04351	LYN GRAFIX	UNIFORM JACKETS/SHIRTS/HOODIES	900.44	106 4752225	900.44
7395932	06663	MASON, MELINDA	COUNCL MTG-PHOTO SVCS-04/24/18	75.00	101 4305301	75.00
7395933	C3715	LEXISNEXIS MATTHEW BENDER	2018 CA ALCHLC BVRG LAW BOOK	49.28	101 4400206	49.28
7395934	D3578	MINUTEMAN PRESS	BOOKMARKS(5000)	391.46	101 4100301	391.46
			LCE-CONF OPT OUT MAILERS(2)	1.82	490 4370213	1.82
			LCE-00N1 WEEK 133/134 NOTICES	313.31	490 4370213	313.31
			LCE-00N2 WEEK 133/134 NOTICES	158.39	490 4370213	158.39
			POSTERS(5)	219.00	101 4100301	219.00
				<u>1,083.98</u>		<u>1,083.98</u>
7395935	05773	MORRISON WELL MAINTENANCE	NSC-04/18-BACTERIOLOGICAL TEST	200.00	101 4635301	200.00
7395936	06704	NIGHT OWLS	FEB 18-WELLNESS WEBSITE SUPPRT	350.00	106 4100770	350.00
			MAR 18-WELLNESS WEBSITE SUPPRT	350.00	106 4100770	350.00
			APR 18-WELLNESS WEBSITE SUPPRT	350.00	106 4100770	350.00
			MAY 18-WELLNESS WEBSITE SUPPRT	350.00	106 4100770	350.00
				<u>1,400.00</u>		<u>1,400.00</u>
7395937	06636	P & J ELECTRIC INC	OMP-CONTACTOR REPLACMNTS(4)	4,075.38	101 4634402	4,075.38
7395938	05509	P A R S	03/18-REP FEES	4,958.57	101 4320301	4,958.57
7395939	A7221	P E R S LONG TERM CARE PROGRAM	LONG TERM CARE PREM-PP 10-2018	1,685.18	101 2170200	1,685.18
7395940	05741	P P G ARCHITECTURAL FINISHES	MOAH-TAPE	43.32	101 4644251	43.32
			AHP-PAINT/RMVR/WPS/STN BLCK	639.66	101 4631403	639.66
			OMP-FIELD PAINT	143.88	101 4634404	143.88
			MP-PAINT	126.75	101 4631403	126.75
				<u>953.61</u>		<u>953.61</u>
7395941	05998	PAVING THE WAY FOUNDATION	CMMNTY SPPRT/GOOD CTZNSHP PRGM	500.00	101 4820301	500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	1,968.00	101 4820301	1,968.00
				<u>2,468.00</u>		<u>2,468.00</u>
7395942	05499	PENSKE TRUCK LEASING CO LP	MOAH-TRUCK RENTAL-04/25/18	359.26	101 4644602	359.26
			MOAH-TRUCK RENTAL-04/25/18	254.43	101 4644602	254.43

City of Lancaster Check Register



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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			MOAH-TRUCK RENTAL-04/30/18	372.12	101 4644602	372.12
				985.81		985.81
7395943	06607	PUMPMAN INC	COOPERSTOWN PUMP SYSTEM RPRS REWIRE EXHAUST FAN	5,986.00	480 4755402	5,986.00
				170.00	480 4755402	170.00
				6,156.00		6,156.00
7395944	A9382	R H A LANDSCAPE ARCHITECTS	PARKS IMPROVMNTS CONSLTNG SVCS	75.00	104 4631402	75.00
7395945	05943	ROBERTSON'S	CONCRETE	163.72	203 4752410	163.72
7395946	03378	ROTTMAN DRILLING CO	TBP-BOOSTER PUMP REPAIRS	4,879.00	101 4631402	4,879.00
7395947	D3947	S G A CLEANING SERVICES	LUC-TRASH REMOVAL	975.00	101 4633402	975.00
7395948	A8260	SAGE STAFFING	MS-CAP ENG STAFF-04/23-27/18	960.00	251 4762308	960.00
			RSM-DEV SVC STAFF-04/23-27/18	961.00	251 4762308	961.00
			CM-CAP ENG STAFF-04/23-27/18	930.00	251 4762308	930.00
			MM-CAP ENG STAFF-04/23-27/18	1,240.00	251 4762308	1,240.00
			LM-CAP ENG STAFF-04/23-27/18	837.00	251 4762308	837.00
			SM-PARKS STAFF-04/30-05/04/18	697.50	101 4620308	697.50
			GK-PBLC SFTY STFF-4/30-5/4/18	382.33	101 4820308	382.33
			AT-LCE STAFF-04/30-05/04/18	1,002.00	490 4370308	1,002.00
				7,009.83		7,009.83
7395949	08937	SANCHEZ, SANDRA	RFND-RNTL DEP-CDR CTR-05/12/18	100.00	101 2182001	100.00
7395950	06664	SEA SUPPLY	MTNC-WSH BRSHS/HNDLS/WSH PDS	185.08	203 4752404	185.08
7395951	D2568	SEQUOIA PACIFIC SOLAR I, LLC	OMP-04/18(28028.16 KWH)	2,802.82	101 4634652	2,802.82
			MTNC YD-04/18(56990.04 KWH)	5,699.00	101 4633652	5,699.00
			CH-04/18(94701.28 KWH)	9,470.13	101 4633652	9,470.13
			PAC-04/18(33776.72 KWH)	3,377.67	402 4650652	3,377.67
			LMS-04/18(57405.76 KWH)	5,740.58	101 4632652	5,740.58
				27,090.20		27,090.20
7395952	1894	SIGNS & DESIGNS	PAC-POSTERS(4)	0.65	402 4650205	0.65
			SM/RC/SP-NAMEPLATES(3)	53.64	101 4310259	53.64
			AJ/BW-NAMEPLATES(2)	35.76	101 4620259	35.76
			SIGNS/BANNERS	665.76	106 4752225	665.76
				755.81		755.81
7395953	07139	SITEONE LANDSCAPE SUPPLY LLC	PF-SPRINKLERS	722.62	101 4682222	722.62
7395954	5210	SLATER PIANO SERVICE	GRAND PIANO DOLLY	970.86	101 4680225	970.86
7395955	01816	SMITH PIPE & SUPPLY INC	PBP-ROUNDUP/CONTROLLER	173.78	101 4631404	173.78
			PBP-BUSHING	6.99	101 4631404	6.99
			PF-ROTORS/POP UPS/FLAGS	1,274.36	101 4682222	1,274.36
			PBP-SOLENOIDS/NOZZLS/BATTERIES	81.96	101 4631404	81.96

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			HAND PUMP HOSES(2)	111.58	101 4631404	111.58
			WCP-BUBBLERS/RISERS	182.46	101 4631404	182.46
			AHP-VALVE BOX LIDS/COUPLINGS	157.10	101 4631404	157.10
			EDP-ROTORS(20)	257.33	101 4631404	257.33
			NSC-POP UPS/CEMENT	329.67	101 4635404	329.67
			SOLENOIDS(2)	42.77	101 4631404	42.77
			WCP-CONNECTORS/PVC/PIPE	32.37	101 4631404	32.37
				<u>2,650.37</u>		<u>2,650.37</u>
7395956	C5833	SO CA ASSOC OF GOVERNMENTS	FY18/19-DUES ASSESSMENT	15,271.00	101 4100206	7,635.50
					101 4200206	7,635.50
				<u>15,271.00</u>		<u>15,271.00</u>
7395957	D3733	STOTZ EQUIPMENT	OMP-SOD CUTTER	5,141.15	101 4634753	5,141.15
7395958	06763	SUPPLYWORKS	HAND SOAP	259.59	101 4635406	259.59
7395959	08177	TEKWERKS	05/18-REMOTE MONITORING/MNGMNT	1,355.00	101 4315402	1,355.00
			06/18-REMOTE MONITORING/MNGMNT	1,355.00	101 4315402	1,355.00
				<u>2,710.00</u>		<u>2,710.00</u>
7395960	C2555	TIME WARNER CABLE	05/14-06/13/18-BROADBND SVC	144.99	101 4820651	144.99
7395961	D4104	TROUTMAN SANDERS LLP	03/18-CCEA-PROFESSIONAL SVCS	6,720.00	491 4370303	6,720.00
7395962	02977	TURBO DATA SYSTEMS INC	03/18-PARKNG CITATN PROCESSING	8,168.07	101 4810301	8,168.07
			03/18-COLLECTION SERVICES	23.15	101 4810301	23.15
				<u>8,191.22</u>		<u>8,191.22</u>
7395963	D4202	U S BANK	05/18-04/19 ADMIN FEES	1,500.00	991 4540962	1,500.00
			05/18-04/19 ADMIN FEES	1,500.00	991 4540962	1,500.00
				<u>3,000.00</u>		<u>3,000.00</u>
7395964	07025	U-HAUL	MOAH-TRUCK RNTL-04/30/18	240.15	101 4644602	240.15
7395965	L0461	UNDERWOOD,HAROLD DR	LCE-NEM 2017 ANNUAL PAYOUT	77.01	101 2140000	77.01
7395966	08783	UNIFIRST CORPORATION	UNIFORM CLEANINGS	140.27	480 4755209	140.27
			UNIFORM CLEANINGS	167.36	480 4755209	167.36
				<u>307.63</u>		<u>307.63</u>
7395967	05551	UNITED SITE SRVCS OF CA,SO DIV	FENCE RNTL-04/26-05/23/18	19.72	101 4633403	19.72
7395968	31009	UNIVERSAL ELECTRONIC ALARMS	TBP-04/18-SECURITY ALARM	27.00	101 4631301	27.00
			STP-04/18-SECURITY ALARM	27.00	101 4631301	27.00
			NSC-04/18-SECURITY ALARM	27.00	101 4635301	27.00
				<u>81.00</u>		<u>81.00</u>
7395969	05834	VENCO WESTERN, INC	05/18-LMD MAINTENANCE	37,320.00	101 4631402	18,750.00
					101 4634402	9,570.00

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				37,320.00	101 4635402	9,000.00 37,320.00
7395970	C5428	VOLTZ COMMERCIAL REALTY ADVSRS	APPRaisal REPORT	7,500.00	101 4540301	7,500.00
7395971	04496	VULCAN MATERIAL WESTERN DIV	COLD MIX	125.82	484 4752410	125.82
7395972	06735	W R E G I S	LCE-CERTIFICATES/FEE	124.60	490 4370653	124.60
7395973	C5433	WADE, RICHARD	PDW-DINOSAUR PRESENTTN-04/07/18	275.00	106 4823251	275.00
7395974	31026	WAXIE SANITARY SUPPLY	TOWELS	74.95	203 4752406	74.95
			TWLS/GLVS/CLNR/MOPS/ST CVRS	1,505.29	101 4633406	1,505.29
			OMP-CN LNR/GLVS/TWLS/WPS/CLNR	1,123.19	101 4634406	1,123.19
				2,703.43		2,703.43
7395975	2400	XEROX CORPORATION	04/18-COPIER LEASE-GYA 112199	2,029.85	101 4310254	2,029.85
7395976	1214	L A CO SHERIFF'S DEPT	04/18 LAW ENFORCEMENT SVCS	2,103,511.65	101 4820354	1,917,489.93
					101 4820357	186,021.72
				2,103,511.65		2,103,511.65
7395977	01048	ECONOLITE CONTROL PROD INC	BATTERY PANELS(40)	99,688.80	483 4785461	99,688.80
			BTTRS/CBNT/INVRTR/INTRFC MDLE	20,709.75	483 4785460	20,709.75
				120,398.55		120,398.55
7395978	1916	STRADLING, YOCCA, CARLSON, RAUTH	03/18-LEGAL SERVICES	8,108.00	101 4400303	8,108.00
			03/18-LEGAL SERVICES	53,246.42	101 4400303	730.60
					101 4400303	1,011.60
					101 4400303	1,034.45
					101 4400303	1,067.80
					101 4400303	1,067.80
					101 4400303	3,629.11
					101 4400303	4,810.10
					101 4400303	5,010.10
					101 4400303	6,533.50
					101 4400303	7,052.80
					101 4400303	14,037.41
					209 15ST026924	580.05
					490 4370303	2,818.90
					491 4370303	983.50
					811 4100303	1,697.40
					830 4300303	20.80
					833 4300303	162.70
					833 4300303	407.70
					991 4540303	590.10
				61,354.42		61,354.42
7395979	C2434	VINSA INSURANCE ASSOCIATES	SEWER LINE POLICY RENEWAL	84,227.20	101 4330260	84,227.20

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7395980	08893	VIPER ENTERPRISES, INC	REIMB-RAM OF THE WST IMPRVMENTS	975,000.00	209 15ST065924 210 15ST065924	50,000.00 925,000.00 975,000.00
7395981	03672	A T & T	05/07-06/06/18 TELEPHONE SVC	1,315.82	101 4820651	1,315.82
7395982	D1872	CA WATER ENVIRONMENTAL ASSN	GW-CERTIFICATION RENEWAL	85.00	101 4320311	85.00
7395983	D1872	CA WATER ENVIRONMENTAL ASSN	TH-CERTIFICATION RENEWAL	85.00	101 4320311	85.00
7395984	D1872	CA WATER ENVIRONMENTAL ASSN	BS-CERTIFICATION RENEWAL	90.00	101 4320311	90.00
7395985	D0775	CAUDLE, JASON	JC-PR DM-SACRAMENTO-06/04-05/18	96.00	490 4370201	96.00
7395986	D3231	COUWENBERG, ANDREA	06/18-CONTRACT SERVICES	10,266.00	101 4644308	10,266.00
7395987	D3792	DEFALCO, CATHY	CD-PR DM-SACRAMENTO-06/05-06/18	96.00	490 4370201	96.00
7395988	C0293	EAST, MARY PAULINE	05/18-CONTRACT SERVICES	5,250.00	101 4621308	5,250.00
7395989	08551	EMPLOYMENT DEVELOPMENT DEPT	EARNINGS WITHHOLDING	50.00	101 2159000	50.00
7395990	08386	FERRIN, ALICE	AF-PR DM-SACRAMENTO-06/04-05/18	96.00	490 4370201	96.00
7395991	VOID					
7395992	02108	FRANCHISE TAX BOARD	TAX WITHHOLDING ORDER	240.00	101 2159000	240.00
7395993	02108	FRANCHISE TAX BOARD	TAX WITHHOLDING ORDER	300.00	101 2159000	300.00
7395994	D0315	FREGOSO, PHYLLIS	06/18-STANDARD RETAINER	8,300.00	101 4680225	8,300.00
7395995	08945	GREENLEAF FAMILY TRUST	RFND-RNTL HSNL FEE-RHA18-00121	133.00	101 3102401 101 3102500	107.00 26.00 133.00
7395996	D3448	L A CO SHERIFF'S DEPT	FILE #3631804180048	42.50	101 2159000	42.50
7395997	05422	L A CO SHERIFF'S DEPT	CASE #M-1502-CL-20260	94.42	101 2159000	94.42
7395998	D3448	L A CO SHERIFF'S DEPT	FILE #3631801190021	300.00	101 2159000	300.00
7395999	1215	L A CO WATERWORKS	03/19/18-05/21/18 WATER SVC	22,296.95	101 4631654 101 4632654 101 4633654 203 4636654 203 4752654 306 4542684 361 4541776	3,041.07 5,122.26 52.18 2,450.80 229.59 1,228.28 130.27

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					402 4650654	447.80
					482 4636654	9,594.70
				22,296.95		22,296.95
7396000	A2073	LANCASTER PERF ARTS CNTR FNDTN SPOWER-GALA/AUCTION SPNSRSHP		1,462.50	101 2102600	1,500.00
				1,462.50	101 4643235	(37.50)
						1,462.50
7396001	08946	MARVIN CRIST FOR CITY COUNCIL	RFND-CANDIDATE FEE OVERCHARGE	732.55	101 4110262	732.55
7396002	08948	RAJ MAHLI FOR CITY COUNCIL	RFND-CANDIDATE FEE OVERCHARGE	732.55	101 4110262	732.55
7396003	03154	SO CA EDISON	04/17/18-05/24/18 ELECTRIC SVC	1,126.69	101 4636402	232.25
					482 4636652	124.77
					483 4785652	96.60
					483 4785660	115.98
					490 4370652	557.09
				1,126.69		1,126.69
7396004	1907	SO CA GAS COMPANY	04/18/18-05/23/18 GAS SVC	4,070.90	101 4631655	2,198.79
					101 4633655	1,543.11
					101 4634655	47.42
					101 4635655	41.51
					101 4651655	47.69
					101 4810403	2.56
					402 4650655	189.82
				4,070.90		4,070.90
7396005	C8046	U S DEPT OF EDUCATION	LEVY PROCEEDS	279.85	101 2159000	279.85
7396006	C6406	WELLS, KATHY	KW-MILGE-GOLDEN CO-05/21-24/18	85.02	490 4370201	85.02
7396007	C6406	WELLS, KATHY	KW-PR DM-SACRAMENTO-06/04-05/18	96.00	490 4370201	96.00
7396008	06066	A T & T	06/17-03/18 LIVESCAN SERVICE	568.79	101 4315651	568.79
			DOJ-04/18-TELEPHONE SERVICE	51.96	101 4315651	51.96
				620.75		620.75
7396009	06576	A V CHEVROLET	PANEL-EQ4361	346.71	203 4785207	346.71
7396010	02605	A V COLLISION REPAIRS, INC	LBR/RPRS-EQ4337	7,426.59	203 4785207	7,426.59
			LBR/RPRS-EQ6819	1,621.51	480 4755207	1,621.51
				9,048.10		9,048.10
7396011	00107	A V PRESS	04/18-LEGAL ADS	4,487.90	101 4110263	633.03
					101 4782263	1,892.05
					210 12ST036924	821.88
					361 4541206	1,140.94
				4,487.90		4,487.90

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7396012	08820	ACCOUNTING PRINCIPALS INC	ME-FINANCE STAFF-05/07-18/18	3,784.00	101 4310308	3,784.00
7396013	08894	ADHERENCE COMPLIANCE	MEDICAL CANNABIS SUPPORT SVCS	7,700.00	101 4400301	7,700.00
7396014	05694	ADVANTEC CONSULTING ENGINEERS	RURAL INTRSTCNL SAFTY ANALYSIS	3,195.00	101 4785301	3,195.00
7396015	04662	ALTEC INDUSTRIES INC	CVR/NUT/CP SCRW-EQ3980	279.50	483 4755207	279.50
7396016	C6143	AMERICAN BUSINESS MACHINES	PRINTER TONERS(3)	220.59	101 4310254	220.59
7396017	08130	ARTAROUND STUDIO	05/18-ART STUDIO INSTRUCTION	294.00	101 4643308	294.00
7396018	A5853	AVERY, PATTI	LCE-NEM PAYOUT	4.72	490 4370658	4.72
7396019	D3411	BAEZA, ORLANDO	05/18-ANIMATION INSTRUCTOR	162.00	101 4643308	162.00
			05/18-ANIMATION INSTRUCTOR	270.00	101 4643308	270.00
			05/18-ANIMATION INSTRUCTOR	210.60	101 4643308	210.60
			05/18-ANIMATION INSTRUCTOR	162.00	101 4643308	162.00
				<u>804.60</u>		<u>804.60</u>
7396020	03485	BAKERSFIELD TRUCK CENTER	KNOB ASSY-EQ3779	4.86	480 4755207	4.86
			CNTRL-EQ3779	289.36	480 4755207	289.36
			FAN-EQ3770	112.30	203 4752207	112.30
				<u>406.52</u>		<u>406.52</u>
7396021	01863	BAVCO	OMP-BACKFLOW KIT	27.08	101 4634404	27.08
7396022		VOID				
7396023	06044	BENDER, KRISTINE	05/18-YOGA INSTRUCTOR	141.00	101 4643308	141.00
			05/18-YOGA INSTRUCTOR	174.00	101 4643308	174.00
				<u>315.00</u>		<u>315.00</u>
7396024	A4944	BILL'S LANDSCAPING INC	AVE K OFF RAMP-SHRUB REMOVAL	2,025.00	203 4636264	2,025.00
7396025	06724	BOWMAN, SUSAN	05/18-GARDENING INSTRUCTOR	108.00	101 4643308	108.00
7396026	06799	BRAUN BLAISING SMITH WYNNE PC	04/18-LCE-LEGAL CONSULTING	37,053.82	490 4370303	37,053.82
7396027	A8701	BRETZ, WILLIAM	05/18-SPORTS OFFICIAL	120.00	101 4641308	120.00
7396028	07771	BROOK PINE EQUITY LP	LCE-NEM PAYOUT	434.71	101 2140000	434.71
7396029	L0504	BURLEY, HENRY	LCE-NEM PAYOUT	14.29	490 4370658	14.29
7396030	05412	CA SHOPPING CART RETRIEVAL	04/18-SHOPPING CART RETRIEVAL	1,582.00	203 4751402	1,582.00
7396031	C0914	CAMPBELL II, EDWARD LEE	05/18-SPORTS OFFICIAL	730.00	101 4641308	730.00

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7396032	06020	CANON FINANCIAL SERVICES, INC	06/18 COPIER LEASE	13,881.62	101 4310254	13,881.62
7396033	08940	CARQUEST	TRANS FILTER KIT-EQ3307 BRK PD PLT-EQ4300	16.85 37.71 <u>54.56</u>	484 4752207 203 4752207	16.85 37.71 <u>54.56</u>
7396034	07147	CHICAGO TITLE COMPANY	CP17014-TITLE REPORT	1,100.00	210 15ST053924	1,100.00
7396035	L0500	CHU, SUN H	LCE-NEM PAYOUT	48.21	490 4370658	48.21
7396036	L0497	CLM FINANCIAL SERVICES INC	LCE-NEM PAYOUT	16.21	490 4370658	16.21
7396037	C0054	COLE-ROUS, JOHN	05/18-SPORTS OFFICIAL	360.00	101 4641308	360.00
7396038	00794	CORRALES, RUDY	05/18-SPORTS OFFICIAL	260.00	101 4641308	260.00
7396039	L0091	CRANN, NORA	LCE-NEM PAYOUT	37.16	490 4370658	37.16
7396040	C5109	D'S CERAMICS	05/18-CHILDRENS ART INSTRUCTN 05/18-POTTERS WHEEL INSTRUCTN	70.00 91.00 <u>161.00</u>	101 4643308 101 4643308	70.00 91.00 <u>161.00</u>
7396041	C7625	DAPEER,ROSENBLIT & LITVAK, LLP	04/18-SPECIALIZED LGL SVCS	135.00	101 4400303	135.00
7396042	A9377	DAVIS COMMUNICATIONS	SUMMER 2018 OUTLOOK	12,033.28	101 4305301	12,033.28
7396043	D4053	DEPT OF PUBLIC HEALTH	TBP-SPLASH PAD PERMIT	731.64	101 4631311	731.64
7396044	A0925	DESERT HAVEN ENTERPRISES	04/18-NSP1 MONTHLY SERVICE	449.44	363 4542770	449.44
7396045	00414	DESERT LOCK COMPANY	OMP-REPAIR LOCK NSC-LOCK REPAIR OMP-REPLACE DEAD BOLT	60.00 70.00 84.02 <u>214.02</u>	207 4634402 101 4635402 207 4634402	60.00 70.00 84.02 <u>214.02</u>
7396046	07159	DIAZ, BRANDON	05/18-TENNIS INSTRUCTION 05/18-TENNIS INSTRUCTION 05/18-TENNIS INSTRUCTION	269.50 210.00 46.20 <u>525.70</u>	101 4643308 101 4643308 101 4643308	269.50 210.00 46.20 <u>525.70</u>
7396047	D4068	DIXON, FRANK	05/18-DRAWING INSTRUCTOR	360.00	101 4643308	360.00
7396048	08124	DONES, AMANDA	05/18-SPORTS OFFICIAL	170.00	101 4641308	170.00
7396049	03409	DOUTRE, ROBERT	05/18-SPORTS OFFICIAL	420.00	101 4641308	420.00
7396050	05665	EGGERTH, DARRELL	05/18-SPORTS OFFICIAL	220.00	101 4641308	220.00
7396051	L0128	ELLIS, RUSSELL J	LCE-NEM PAYOUT	107.83	490 4370658	107.83

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7396052	06857	ENTERTAINMENTMAX, INC	CMMSSNS-VICKI LAWRNCE-05/18/18	2,000.00	402 4650301	2,000.00
7396053	C9406	ESTES, MAURICE (WH)	05/18-SPORTS OFFICIAL	100.00	101 4641308	100.00
			FTB NOTICE TO WITHHOLD	(25.00)	101 2177001	(25.00)
			W/H ORDER FEE	(2.50)	101 3601100	(2.50)
				<u>72.50</u>		<u>72.50</u>
7396054	C8113	F J HEATING & AIR CONDITIONING	422 E LANDSFORD-COOLER REPAIRS	230.00	306 4542682	230.00
			302 E J12-COOLER REPAIRS	235.00	306 4542682	235.00
			45740 KINGTREE-COOLER REPAIRS	203.00	306 4542682	203.00
			45304 5TH ST E-COOLER REPAIRS	258.00	306 4542682	258.00
				<u>926.00</u>		<u>926.00</u>
7396055	08838	FEHR & PEERS	LANC LIVES SSAR SERVICES	4,565.00	101 4785301	456.50
			LANC SAFR STRTS ACTN PLAN SVCS	5,467.50	349 4785301	4,108.50
					101 4785301	546.75
					349 4785301	4,920.75
				<u>10,032.50</u>		<u>10,032.50</u>
7396056	A8286	FLAG SYSTEMS	PAC-SOUND EQPMNT RNTL-03/10/18	2,650.00	402 4650602	2,650.00
7396057	L0148	FORREST, RICHARD T	LCE-NEM PAYOUT	103.38	490 4370658	103.38
7396058	02108	FRANCHISE TAX BOARD	W/H ORDER-367746102466805057	25.00	101 2177001	25.00
7396059	L0502	GALINDO, JEOVANA	LCE-NEM PAYOUT	82.64	490 4370658	82.64
7396060	04721	GET TIRES, INC	TIRES(2)/SVC CALL-EQ3980	926.77	483 4755207	926.77
7396061	08949	GRONICH, WILLIAM V	05/18-SPORTS OFFICIAL	120.00	101 4641308	120.00
7396062	L0180	HALL, DARRYL	LCE-NEM PAYOUT	76.59	490 4370658	76.59
7396063	D0325	HAMMOND, GWYNNE	05/18-SPORTS OFFICIAL	170.00	101 4641308	170.00
7396064	02585	HARRELL, BARON	05/18-SPORTS OFFICIAL	640.00	101 4641308	640.00
7396065	D0501	HIESL CONSTRUCTION INC	1227 PASTEUR-REPAIRS/MTNC	28,750.00	363 4542770	28,750.00
			350 E NUGENT-REPAIRS/MTNC	18,050.00	306 4542682	18,050.00
				<u>46,800.00</u>		<u>46,800.00</u>
7396066	00828	HINDERLITER, DELLAMAS & ASSOC	4TH QTR 2017-SALES TAX	7,742.45	101 4310304	7,742.45
7396067	01260	HONDA LANCASTER	SNSR ASSY-EQ1715	24.86	101 4640207	24.86
7396068	L0498	HORTON, BRANDON	LCE-NEM PAYOUT	27.44	490 4370658	27.44
7396069	07127	HUMAN ELEMENT	05/18-BELLYFIT INSTRUCTION	28.00	101 4643308	28.00
			05/18-BARRE INSTRUCTION	140.00	101 4643308	140.00

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			05/18-BELLYFIT INSTRUCTION	35.00	101 4643308	35.00
			05/18-PIYO INSTRUCTION	105.00	101 4643308	105.00
				<u>308.00</u>		<u>308.00</u>
7396070	D3842	INNOVATION EDUCATION	05/18-ITALIAN INSTRUCTION	280.00	101 4643308	280.00
			05/18-ITALIAN INSTRUCTION	56.00	101 4643308	56.00
			05/18-LEGO ROBOTICS INSTRUCTN	392.00	101 4643308	392.00
				<u>728.00</u>		<u>728.00</u>
7396071	06623	INTERN'L DANCE FITNESS ACADEMY	05/18-HIP HOP INSTRUCTION	168.00	101 4643308	168.00
			05/18-SALSA INSTRUCTION	54.00	101 4643308	54.00
			05/18-SALSA INSTRUCTION	30.00	101 4643308	30.00
			05/18-HIP HOP INSTRUCTION	105.00	101 4643308	105.00
				<u>357.00</u>		<u>357.00</u>
7396072	A2594	INTERSTATE BATTERY SYS OF A V	BATTERIES(3)	350.39	101 4820207	119.82
					203 4752207	110.75
					483 4785207	119.82
				<u>350.39</u>		<u>350.39</u>
7396073	08573	JEFFERSON, KEITH	RFND-PY CREDIT ON ACCOUNT	25.00	101 2140000	25.00
7396074	C8259	JOHNSON, LEONARD	05/18-TENNIS INSTRUCTION	101.50	101 4643308	101.50
7396075	D1903	KERN MACHINERY INC-LANCASTER	BTRY CBL/ANGL-EQ5846	148.99	101 4635207	148.99
			OMP-OIL/BRAKE CLEANER	93.47	101 4634207	93.47
			OMP-BLADE KITS/BELT	532.24	101 4634207	532.24
				<u>774.70</u>		<u>774.70</u>
7396076	C8919	KOCUREK, PHILLIP	05/18-PHOTOGRAPHY INSTRUCTOR	156.00	101 4643308	156.00
7396077	D3390	LOPEZ, JOE	05/18-SPORTS OFFICIAL	500.00	101 4641308	500.00
7396078	08123	M1 EXPRESS	CAR WASHES(5)	20.00	101 4200207	4.00
					101 4640207	4.00
					203 4752207	4.00
					480 4755207	4.00
					490 4370207	4.00
			CAR WASHES(6)	24.00	101 4200207	4.00
					101 4545207	4.00
					101 4545207	4.00
					101 4545207	4.00
					101 4641207	4.00
					101 4641207	4.00
				<u>44.00</u>		<u>44.00</u>
7396079	06873	MAHER ACCOUNTANCY	CCEA-04/18-ACCOUNTING SVCS	2,500.00	491 4370003P	2,500.00
			CCEA-04/18-ACCOUNTING SVCS	2,500.00	491 4370002P	2,500.00
			CCEA-04/18-ACCOUNTING SVCS	2,500.00	491 4370001P	2,500.00
				<u>7,500.00</u>		<u>7,500.00</u>

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7396080	D3290	MAHOWALD, DAA	05/18-CHESS INSTRUCTOR	84.00	101 4643308	84.00
			05/18-CHESS INSTRUCTOR	78.00	101 4643308	78.00
				<u>162.00</u>		<u>162.00</u>
7396081	03130	MARTIN & CHAPMAN CO.	CANDIDTE STMTS-04/10/18 ELECTN	9,934.89	101 4110262	9,934.89
7396082	08807	MARTINEZ, BREANNA M	05/18-SPORTS OFFICIAL	130.00	101 4641308	130.00
7396083	05457	MAULDIN JR, LEO	05/18-SPORTS OFFICIAL	740.00	101 4641308	740.00
7396084	07848	MEWBORNE, MARK C	LCE-NEM PAYOUT	98.69	490 4370658	98.69
7396085	06966	MICHAEL BAKER INT'L INC	CP16008-PED GAP CLSR IMPRVMENTS	9,007.25	204 15SW016924	9,007.25
			CP16008-PED GAP CLSR IMPRVMENTS	6,682.75	204 15SW016924	6,682.75
				<u>15,690.00</u>		<u>15,690.00</u>
7396086	L0310	MILLER, CHARLES T.	LCE-NEM PAYOUT	88.67	490 4370658	88.67
7396087	D3578	MINUTEMAN PRESS	LCE-00N2 WEEK 135 NOTICES	178.47	490 4370213	178.47
			UNIFORM POLOS(32)	1,750.09	203 4752209	1,750.09
				<u>1,928.56</u>		<u>1,928.56</u>
7396088	08562	NAPA AUTO PARTS	AC CNDNSR FAN-EQ3412	92.19	203 4752207	92.19
			NOZZLE-EQ3307	20.84	484 4752207	20.84
			THRMSTS(2)-EQ3782	31.43	203 4752207	31.43
			STARTER/CORE DEP-EQ5846	214.80	101 4635207	214.80
			BRK PDS-EQ7768	110.80	251 4783207	110.80
			TRANS FILTER-EQ6819	12.38	480 4755207	12.38
			LIFT SUPPORTS(2)-EQ3761	43.41	251 4783207	43.41
			BRAKE PADS-EQ3823	46.46	482 4752207	46.46
			OIL/AIR FLTRS/WPR BLDS-EQ3841	17.42	203 4752207	17.42
			OIL FLTR/WPR BLDS-EQ7766	11.59	101 4761207	11.59
			OIL/AIR FLTRS/WPR BLDS-EQ7605	22.87	101 4545207	22.87
			OIL/AIR FLTRS/WPR BLDS-EQ0002	22.87	101 4820207	22.87
			OIL/AIR FLTRS/WPR BLDS-EQ7606	22.87	101 4545207	22.87
			OIL FLTR/WPR BLDS-EQ3980	13.74	483 4755207	13.74
			OIL/AIR FLTRS/WPR BLDS-EQ3759	22.87	203 4752207	22.87
			AIR/OIL FLTRS/WPR BLDS-EQ4300	24.12	203 4752207	24.12
			OIL/AIR FLTRS/WPR BLDS-EQ4361	40.53	203 4785207	40.53
			OIL/AIR FILTERS-EQ3307	15.80	484 4752207	15.80
			OIL/AIR FLTRS/WPR BLDS-EQ3757	22.87	203 4752207	22.87
			OIL/AIR FLTRS/WPR BLDS-EQ3412	24.12	203 4752207	24.12
			OIL/AIR/FUEL FLTRS-EQ3776	117.17	203 4752207	117.17
			OIL/FUEL/AIR FLTRS-EQ3828	167.61	484 4752207	167.61
			OIL FILTERS(2)-EQ4742	6.79	203 4752207	6.79
			BRAKE PADS-EQ6808	35.36	101 4810207	35.36
			RELAY-EQ5855	21.55	101 4635207	21.55
				<u>1,182.46</u>		<u>1,182.46</u>

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7396089	03762	OFFICE DEPOT	FOLDERS/PAPER/DESK PADS/TAPE	153.15	101 4701259	23.08
					101 4782259	130.07
			POST ITS/BINDNG CMBS/TAPE/FLGS	163.46	101 4782259	163.46
			BINDING COMBS	7.65	101 4782259	7.65
				<u>324.26</u>		<u>324.26</u>
7396090	05741	P P G ARCHITECTURAL FINISHES	OMP-FIELD PAINT	191.84	101 4634404	191.84
7396091	08947	PAEZ, MAYRA	RFND-RNTL DEP-CDR ST-06/02/18	46.00	101 2182001	46.00
			RFND-RNTL DEP-CDR ST-06/02/18	54.00	101 2182001	54.00
				<u>100.00</u>		<u>100.00</u>
7396092	1642	PARACLETE HIGH SCHOOL	RFND-RNTL DEP-LMS-05/24/18	1,000.00	101 2182001	1,000.00
7396093	L0503	PARKER, CHARLES D	LCE-NEM PAYOUT	15.77	490 4370658	15.77
7396094	07249	PATRIOT PLUMBING	PAC-PUMP TANK CLEAN-OUT	202.50	402 4650402	202.50
7396095	07271	PAULATEER, MICHA	05/18-SPORTS OFFICIAL	200.00	101 4641308	200.00
7396096	05499	PENSKE TRUCK LEASING CO LP	MOAH-TRUCK RNTL-04/30-05/02/18	443.43	101 4644602	443.43
7396097	L0505	PETERSON, ANTIONETTE	LCE-NEM PAYOUT	33.56	490 4370658	33.56
7396098	07287	PRINTING BOSS	SIGNS(12)	683.30	101 4646251	683.30
			TBP-SPLASH PAD SIGNS(2)	90.00	101 4631404	90.00
				<u>773.30</u>		<u>773.30</u>
7396099	06874	PRINTS4LIFE	PWW-SHIRTS(56)	429.24	106 4752225	429.24
7396100	C5395	PRO ACTIVE WORK HEALTH SERVCES	BK-DMV DOT PHYSICAL-04/17/18	69.00	101 4320301	69.00
			CM-DMV DOT PHYSICAL-04/17/18	69.00	101 4320301	69.00
			DB-ESCRN/BAT NON DOT-04/17/18	75.00	101 4320301	75.00
			JL-DMV DOT PHYSICAL-04/18/18	69.00	101 4320301	69.00
			TH-DMV DOT PHYSICAL-04/19/18	69.00	101 4320301	69.00
			JR-ESCREEN TEST-04/24/18	40.00	101 4320301	40.00
			RF-ESCREEN TEST-04/24/18	40.00	101 4320301	40.00
			TH-ESCREEN TEST-04/26/18	40.00	101 4320301	40.00
			DC-ESCREEN TEST-04/10/18	40.00	101 4320301	40.00
			CC-ESCREEN TEST-04/12/18	40.00	101 4320301	40.00
			SP-PHYS/ESCRN/TB TST-04/27/18	100.00	101 4320255	100.00
				<u>651.00</u>		<u>651.00</u>
7396101	L0369	PURSLEY, SANDRA	LCE-NEM 2017 ANNUAL PAYOUT	18.43	101 2140000	18.43
7396102	05864	QUINN COMPANY	BATTERIES(2)-EQ3720	466.85	484 4752207	466.85
			ENG RPR-EQ3774	4,567.32	203 4752207	4,567.32
				<u>5,034.17</u>		<u>5,034.17</u>

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7396103	L0501	RAYSACK HOLDONGS LLC	LCE-NEM PAYOUT	25.36	490 4370658	25.36
7396104	05747	RICK SHIPP TRUCK & EQUIP REPR	LBR/RDTR RPR-EQ3782	9,320.86	203 4752207	9,320.86
7396105	08804	ROBERTS, TAYLOR	05/18-SPORTS OFFICIAL	70.00	101 4641308	70.00
7396106	04337	RUIZ, LINDA	05/18-TENNIS INSTRUCTION 05/18-TENNIS INSTRUCTION	285.60 428.40	101 4643308 101 4643308	285.60 428.40
				<u>714.00</u>		<u>714.00</u>
7396107	08492	RUTAN & TUCKER, LLP	04/18-LEGAL SERVICES	1,015.00	991 4540303	1,015.00
7396108	D3947	S G A CLEANING SERVICES	AIR-PAINT/PREPARE PARKING LOT LBP-RESTROOM REPAIRS/CLEANING HP-PARK BENCH REPAIRS STP-PAINT CONTAINERS PF-FENCE REPAIRS STP-RESTROOM CLEANING	870.00 1,925.00 135.00 385.00 365.00 385.00	101 4680225 101 4636402 101 4634402 101 4631402 101 4682222 101 4631402	870.00 1,925.00 135.00 385.00 365.00 385.00
				<u>4,065.00</u>		<u>4,065.00</u>
7396109	A8260	SAGE STAFFING	AH-DEV SVC STFF-04/30-05/04/18 SB-FINANCE STFF-04/30-05/04/18 SM-PARKS STAFF-05/07-11/18 AH-DEV SVCS STAFF-05/07-11/18 GK-PUBLIC SFTY STFF-05/07-11/18 AM-PUBLIC SFTY STFF-05/07-11/18 SB-FINANCE STAFF-05/07-11/18 AT-LCE STAFF-05/07-11/18	761.60 1,017.20 697.50 952.00 373.00 375.06 1,017.19 1,002.00	101 4782308 101 4310308 101 4620308 101 4782308 101 4820308 101 4820308 101 4310308 490 4370308	761.60 1,017.20 697.50 952.00 373.00 375.06 1,017.19 1,002.00
				<u>6,195.55</u>		<u>6,195.55</u>
7396110	L0499	SALZMAN, MARY	LCE-NEM PAYOUT	25.39	490 4370658	25.39
7396111	C3064	SANTOS, RENALDO	05/18-SPORTS OFFICIAL	800.00	101 4641308	800.00
7396112	1919	SAV-ON FENCE COMPANY	30TH W/AVE I-FENCE REPAIRS	4,481.00	484 4752404	4,481.00
7396113	L0496	SEPIE HOLDINGS, LLC	LCE-NEM PAYOUT	117.09	490 4370658	117.09
7396114	05934	SHI INTERNATIONAL CORP	SOPHOS SOFTWARE LICENSE RNWLS SHAREPOINT INTRANET BRANDING SHAREPOINT UPGRADE	1,169.50 12,022.80 14,546.25	101 4315302 109 4315301 109 4315301	1,169.50 12,022.80 14,546.25
				<u>27,738.55</u>		<u>27,738.55</u>
7396115	08538	SILVESTRE, BARBARA	05/18-SEWING INSTRUCTOR	117.00	101 4643308	117.00
7396116	5210	SLATER PIANO SERVICE	PIANO DOLLY INSTALLATION	150.00	101 4680225	150.00
7396117	01816	SMITH PIPE & SUPPLY INC	OMP-PVC/CONNECTORS OMP-VALVE BATTERY TIMER	44.52 142.57	101 4634404 101 4634404	44.52 142.57

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			OMP-IRRIGATION SUPPLIES	3.35	101 4634404	3.35
				190.44		190.44
7396118	07553	SMITH, MICHAEL	05/18-SPORTS OFFICIAL	140.00	101 4641308	140.00
7396119	07393	SOLARWINDS, INC	TECHNICIAN LICENSE RNWLS(16)	1,320.00	101 4315302	1,320.00
7396120	C8388	SPICHER, CHRIS	05/18-FLORAL DESIGN INSTRUCTOR	151.20	101 4643308	151.20
7396121	06429	STANTEC CONSULTING SRVCS INC	CP13016-AVENUE J-8 GAP CLOSURE	2,288.00	232 15ST046924	2,288.00
7396122	D3733	STOTZ EQUIPMENT	OMP-DRAWBAR/CENTER LINK	606.78	101 4634207	606.78
7396123	A6479	TAFT ELECTRIC COMPANY	POLE REPLACEMENTS(5)	14,649.39	483 4755460	14,649.39
7396124	08177	TEKWERKS	FIBER INSTALLATION	20,138.00	109 4315301	20,138.00
7396125	C4724	THE ACTIVE NETWORK LLC	CLASS MAINTENANCE/SUPPORT RNWL	8,301.68	101 4315302	8,301.68
7396126	2009	THE TIRE STORE	TIRES(4)-EQ7768	470.75	251 4783207	470.75
7396127	08805	THEISEN, THERESE	05/18-SPORTS OFFICIAL	70.00	101 4641308	70.00
7396128	07494	THOMPSON, JACKLYN	05/18-SPORTS OFFICIAL	380.00	101 4641308	380.00
7396129	C5522	THOMSON REUTERS-WEST PMT CENT	04/18-INFORMATION CHARGES	278.61	101 4820301	278.61
			04/18-INFORMATION CHARGES	794.69	101 4545301	794.69
				1,073.30		1,073.30
7396130	02977	TURBO DATA SYSTEMS INC	03/18-ADMIN CITATN PROCESSING	6,066.81	101 4310301	6,066.81
7396131	08783	UNIFIRST CORPORATION	UNIFORM CLEANINGS	106.63	480 4755209	106.63
7396132	C4011	UNITED RENTALS	STP-CNCRT PLANER RNTL-05/20/18	256.65	101 4631602	256.65
7396133	31009	UNIVERSAL ELECTRONIC ALARMS	OMP-04/18-SECURITY ALARM	27.00	101 4634301	27.00
7396134	D1583	UNIVERSITY OF ANTELOPE VALLEY	PF-VIP TENT CATERING-04/21/18	1,650.00	101 4682222	1,650.00
			PF-VIP TENT CATERING-04/22/18	1,600.00	101 4682222	1,600.00
				3,250.00		3,250.00
7396135	L0469	VENZKE, DIANA L	LCE-NEM PAYOUT	45.90	490 4370658	45.90
7396136	07895	VIVATNAPAPORN, WEERAWAT	LCE-NEM PAYOUT	69.39	490 4370658	69.39
7396137	04496	VULCAN MATERIAL WESTERN DIV	COLD MIX	163.37	484 4752410	163.37
7396138	06209	WAGeworks	05/18-FSA ADMIN FEES	471.97	101 2170213	443.82
					101 2170214	28.15
				471.97		471.97

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7396139	31026	WAXIE SANITARY SUPPLY	TRSH CNS/RCYCLNG BNS/CNTNRS	272.79	101 4755355	272.79
7396140	C5965	WOLF, LAWRENCE	05/18-SPORTS OFFICIAL	420.00	101 4641308	420.00
7396141	D3242	ZIMMER, DANIEL	05/18-SPORTS OFFICIAL	780.00	101 4641308	780.00
7396142	06344	AERO VIEW LLC	06/18-LEAPS SERVICES	89,991.00	101 4820301	89,991.00
7396143	07101	CALPINE ENERGY SOLUTIONS LLC	04/18-LCE-BACK OFFICE SERVICES	109,335.00	491 4370001D 491 4370002D 491 4370003D	20,101.25 19,060.00 70,173.75
				109,335.00		109,335.00
7396144	D3193	YORK RISK SERVICES GROUP, INC	LIABILITY CLAIMS-01/18-12/18	40,151.88	109 4330300	40,151.88
7396145	08952	ALVAREZ, KIMBERLY	RFND-PARKING CIT #33007740	39.00	101 3310200	39.00
7396146	08754	CA MUNICIPAL COMPLNCE CNSLTNTS	05/18-PS-CONSULTING SVCS	10,000.00	101 4820301	10,000.00
7396147	08953	CALLAHAN, CRYSTAL ANN	RFND-PRK CIT#23018452/23018451	108.00	101 3310200	108.00
7396148	3563	CEDAR STREET THEATRE	TCKT PRCDS-9 TO 5-05/04-06/18	5,447.86	101 2107000 402 3405100 402 3405127 402 3405302 402 3405303	13,236.25 140.00 (6,495.00) (412.04) (1,021.35)
				5,447.86		5,447.86
7396149	08954	DESERT VIEW ELEMENTARY	RFND-AFY	50.00	101 2182001	50.00
7396150	08955	EL DORADO ELEMENTARY SCHOOL	RFND-AFY	700.00	101 2182001	700.00
7396151	02108	FRANCHISE TAX BOARD	QTRLY ENTRTNMT WHLDNG-05/31/18	4,025.00	402 2177000	4,025.00
7396152	08956	GUEVARA, SUSANA	RFND-PARKING CIT #34012548	67.00	101 3310200	67.00
7396153	08957	J S & SON INVESTMENTS LLC	RFND-RH INSPCTN FEE-RH-000602	107.00	101 3102401	107.00
7396154	1214	L A CO SHERIFF'S DEPT	04/18-SPECIAL EVENT-POPPY FEST	18,135.21	101 4820355 101 4820357	16,679.23 1,455.98
				18,135.21		18,135.21
7396155	D2287	LANCASTER CODE ENFRMNT ASSN	UNION DUES-PP 11-2018	360.00	101 2171000	360.00
7396156	A4930	LANDALE MUTUAL WATER COMPANY	L/CHALLENGER-05/18 WATER SVC	57.39	203 4636654	57.39
7396157	08958	LEE, KATHY	RFND-RH LIC FEE-RHR18-02188	28.00	101 3102400	28.00
7396158	08960	LINDA VERDE ELEMENTARY SCHOOL	RFND-AFY	180.00	101 2182001	180.00

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7396159	08961	LU, QIZHAO & QIAN YAN	RFND-RNTL HSNG FEES-10025702	130.00	101 3102400	23.00
					101 3102401	107.00
				130.00		130.00
7396160	07662	MEDLIN JR, RICK A	CA-MUSIC-PERF-06/08/18	200.00	101 4684222C	200.00
7396161	08962	MULLIN FAMILY TRUST	RFND-RH INSPCTN FEE-RH18-00140	107.00	101 3102401	107.00
7396162	A7221	P E R S LONG TERM CARE PROGRAM	LONG TERM CARE PREM-PP 11-2018	1,685.18	101 2170200	1,685.18
7396163	03411	PYRO SPECTACULARS, INC	CA-FIREWORKS-06/08/18	9,000.00	101 4684222C	9,000.00
7396164	08963	RAW HOUSE	RFND-BL LIC FEE-BUSA18-00188	89.00	101 3102200	89.00
7396165	08322	RUMBLE KING	CA-MUSIC-PERF-06/08/18	2,000.00	101 4684222C	2,000.00
7396166	C6895	SACRED HEART SCHOOL	RFND-AFY	300.00	101 2182001	300.00
7396167	08964	SCORPION AND ROSES	RFND-BL PNLTY FEE-BUSA18-00463	92.00	101 3102300	92.00
7396168	03154	SO CA EDISON	04/23/18-05/22/18 ELECTRIC SVC	170.74	482 4636652	170.74
7396169	03154	SO CA EDISON	04/19/18-05/31/18 ELECTRIC SVC	19,679.96	101 4540902	433.53
					101 4632652	9,626.40
					101 4633652	2,762.95
					101 4634652	2,707.27
					203 4636652	24.14
					321 15ST026924	26.79
					402 4650652	3,585.96
					482 4636652	292.16
					483 4785652	120.31
					483 4785660	57.11
					484 4755652	43.34
				19,679.96		19,679.96
7396170	1907	SO CA GAS COMPANY	04/19/18-05/18/18 GAS SVC	4.77	101 4635655	4.77
7396171	07266	THOMAS, JOSH	REIMB-ZELDAS-SNACKS/SUPPLIES	101.98	402 4652251	101.98
7396172	C2555	TIME WARNER CABLE	05/18-TV SERVICE-CITY MANAGER	63.68	101 4315651	63.68
7396173	C2555	TIME WARNER CABLE	06/18-ROADRUNNER SERVICE	233.88	101 4315651	233.88
7396174	D3491	WEST WIND ELEMENTARY	RFND-AFY	640.00	101 2182001	640.00
7396175	C7500	A B I DOCUMENT SUPPORT SRVCS	CLAIM #027-17/CLGL-1384A1	113.38	109 4330300	113.38
7396176	07998	A M C C INC	CLAIM #062-15A/CLGL-0003A2	1,445.38	109 4330300	1,445.38

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7396177	06576	A V CHEVROLET	MODULE/WHEEL-EQ6809	340.36	101 4545207	340.36
7396178	01058	A V TROPHY & UNIFORM CO	PLAQUE PLATES(5)	88.87	101 4100205	88.87
7396179	07489	ACCESSO SHOWARE	PAC-04/18-TICKET SALES	985.75	402 4650302	985.75
7396180	05694	ADVANTEC CONSULTING ENGINEERS	CP17019-2018 TRFFC SGNL UPGRDE	855.00	217 16TS030924	855.00
7396181	C6143	AMERICAN BUSINESS MACHINES	IMAGE RUNNER ADV COPIER	4.99	101 4310254	4.99
			IMAGE RUNNER ADV COPIER	18.44	101 4310254	18.44
				<u>23.43</u>		<u>23.43</u>
7396182	D3147	AMERICAN PLUMBING SERVICES,INC	MTNC YD-BACKFLOW TESTS(2)	127.50	203 4752301	127.50
7396183	05251	AMTECH ELEVATOR SERVICES	05/18-ELEVATOR SERVICE	986.11	101 4632301	265.83
					101 4633301	265.83
					402 4650301	454.45
			06/18-ELEVATOR SERVICE	986.11	101 4632301	265.83
					101 4633301	265.83
					402 4650301	454.45
				<u>1,972.22</u>		<u>1,972.22</u>
7396184	04446	AUTO PROS	SMOG INSPECTION-EQ3303	45.00	203 4752207	45.00
7396185	04151	AXES FIRE INC	FIRE CERTS(8)/HYDRO TST	106.00	101 4761207	10.50
					203 4752207	10.50
					203 4752207	10.50
					203 4752207	10.50
					203 4752207	10.50
					306 4542207	10.50
					480 4755207	10.50
					480 4755207	22.00
					484 4752207	10.50
				<u>106.00</u>		<u>106.00</u>
7396186	C9428	BEACON ATHLETICS LLC	BATTERS BOX TEMPLATES(3)	456.00	101 2175000	(37.05)
					101 4641251	493.05
				<u>456.00</u>		<u>456.00</u>
7396187	00269	BOETHING TREELAND FARMS, INC	TREES(7)	1,205.63	101 4685222	1,205.63
7396188	08118	BYD ENERGY LLC	LED STREET LIGHT VISORS(20)	372.30	483 4755665	372.30
7396189	07163	C C A C	2018 RENEWAL FEE	85.00	101 4110206	85.00
7396190	08187	C F E E	2018 ENERGY CONFERENCE	1,400.00	490 4370206	1,400.00
7396191	08940	CARQUEST	BRK PAD PLT-EQ7769	37.71	101 4761207	37.71
			BRK SHOE SET-EQ6819	31.31	480 4755207	31.31

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				69.02		69.02
7396192	08484	CONSOLIDATED ELECTRCL DIST INC	MOAH-CONNECTORS(20)	70.72	101 4633403	70.72
7396193	05789	CORE & MAIN LP	VALVES/KEYS/WRENCH/PROBE	2,843.15	485 4755405	2,843.15
7396194	08018	DANIELIAN ASSOCIATES INC	03/18-PROFESSIONAL SERVICES	7,368.79	361 4541900	7,368.79
7396195	D4209	DAVID ROYER, P.E.	CLAIM #004-17/CLGL-1383A2	500.00	109 4330300	500.00
7396196	A9377	DAVIS COMMUNICATIONS	REVIVE 25 ANNUAL BRCHRE UPDATE	1,147.15	210 12ST036924	1,147.15
7396197	01047	DESERT INDUSTRIAL SUPPLY	CDR ST-WATER HEATER/WATR LINES	1,006.17	101 4633403	1,006.17
			CDR ST-WTR HTR STND/QKE STRPS	74.47	101 4651403	74.47
				<u>1,080.64</u>		<u>1,080.64</u>
7396198	00414	DESERT LOCK COMPANY	NSC-KEYS(5)	12.21	101 4635403	12.21
			KEYS(3)	9.86	101 4633403	9.86
				<u>22.07</u>		<u>22.07</u>
7396199	D2427	ENVIRONMENTAL SOUND SOLUTIONS	06/18-MUSIC SERVICE/MTNC	65.00	101 4633301	65.00
7396200	C6890	E Z DIRECT, INC	2018 SUMMER OUTLOOK(83184)	1,707.20	101 4305253	1,024.32
					101 4643253	682.88
				<u>1,707.20</u>		<u>1,707.20</u>
7396201	06304	FAMCON PIPE & SUPPLY, INC	CPLNGS/WHRF HD/CAPS/PIPE/LIDS	1,564.78	485 4755208	1,564.78
7396202	D3240	FASTENAL COMPANY	CONDUIT HANGERS/BOLTS/KEY SET	310.62	101 4633403	310.62
7396203	00617	FEDERAL EXPRESS CORPORATION	EXPRESS MAILINGS	130.02	101 4315212	27.01
					101 4782212	46.14
					399 15BW008924	56.87
			EXPRESS MAILINGS	20.49	101 4320212	20.49
				<u>150.51</u>		<u>150.51</u>
7396204	C9535	HILLYARD/LOS ANGELES	CAN LINER/TOWELS	1,439.45	101 4633406	1,439.45
7396205	05609	I M S INFRASTRUCTURE MGMT SRVC	REVIVE 25 PVMNT MNGMNT PRGRM	370.10	209 4752301	370.10
7396206	06350	INTELESYS ONE	RACK MOUNTING TRAY	59.81	101 4315302	59.81
7396207	01419	JOHNSTONE SUPPLY	PUMP	223.84	101 4633403	223.84
7396208	D1903	KERN MACHINERY INC-LANCASTER	LAMPS(2)-EQ3772	91.12	484 4752207	91.12
7396209	VOID					
7396210	1214	L A CO SHERIFF'S DEPT	04/18-SPECIAL INVESTIGATIONS	190.21	101 4820355	172.92
					101 4820357	17.29

City of Lancaster Check Register



From Check No.: 7395873 - To Check No.: 7396258

From Check Date: 05/20/18 - To Check Date: 06/09/18

Printed: 6/11/2018 16:53

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
				190.21		190.21
7396211	1203	LANCASTER PLUMBING SUPPLY	FITTINGS/UNION/CONNECTORS/BUSHINGS	54.63	101 4633403	54.63
7396212	D3426	LAW OFFICES CHRISTOPHER RAMSEY	CLAIM#058-15/A/CLGL-0005A1/6A2	2,340.00	109 4330300	2,340.00
7396213	08959	LEBENS, MARK	CLAIM #044-17 SETTLEMENT	380.00	109 4330300	380.00
7396214	D1736	LEVEL 3 COMMUNICATIONS LLC	05/18-INTERNET/DATA-#50041351	3,931.67	101 4315651	3,931.67
7396215	04351	LYN GRAFIX	UNIFORM JACKETS(4)	324.56	203 4752209	324.56
			UNIFORM SHIRTS/HOODIES	468.58	101 4680225	468.58
				<u>793.14</u>		<u>793.14</u>
7396216	C1198	MC PHERSON CONSULTING	MOAH-DOOR ALARM REPAIRS	143.50	101 4633402	143.50
7396217	D3578	MINUTEMAN PRESS	KW-BUSINESS CARDS(1000)	65.16	490 4370259	31.76
					491 4370259	33.40
			CCEA-TSHIRTS(50)	766.50	491 4370205	766.50
			CCEA-PRESENTATION FOLDERS(100)	333.32	491 4370202	333.32
				<u>1,164.98</u>		<u>1,164.98</u>
7396218	06936	MOSMAN, DESIREA	05/18-AM EXERCISE INSTRUCTOR	630.00	101 4643308	630.00
7396219	C8944	MSC INDUSTRIAL SUPPLY CO	TUBING/CAP SCREWS/NUTS/WASHERS	381.28	101 4753214	381.28
			CLAMPS/QUICK LINKS/CAP SCREWS	514.38	101 4753214	514.38
				<u>895.66</u>		<u>895.66</u>
7396220	C9177	MUNISERVICES, LLC	4TH QTR 2017-SALES TAX RPTING	1,768.38	101 4310301	1,768.38
7396221	08562	NAPA AUTO PARTS	OIL FILTER-EQ3823	3.67	482 4752207	3.67
			OIL/AIR/FUEL FILTERS-EQ4373	144.33	101 4785207	144.33
			WPR BLD/BEAM-EQ1746	36.47	101 4200207	36.47
			BEARING-EQ3782	25.83	203 4752207	25.83
				<u>210.30</u>		<u>210.30</u>
7396222	D2822	NATIONAL CINEMEDIA, LLC	PS-FLIGHT ADS-03/30-04/26/18	82.45	101 4810205	82.45
			PS-THEATER ADS-05/18-06/28/18	343.50	101 4810205	343.50
				<u>425.95</u>		<u>425.95</u>
7396223	06148	NIK-O-LOK, INC	06/18-MONTHLY COIN LOCK LEASE	39.00	101 4633301	39.00
7396224	08863	ORTA DE CANCINO, ROSALINDA	2018 ELECTION CLERK	80.00	101 4110262	80.00
7396225	05741	P P G ARCHITECTURAL FINISHES	ROLLER COVERS/PAINT	180.46	203 4752502	180.46
7396226	05998	PAVING THE WAY FOUNDATION	CMMNTY SPPRT/GOOD CTZNSHP PRGM	500.00	101 4820301	500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	5,500.00	101 4820301	5,500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	1,968.00	101 4820301	1,968.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	1,000.00	101 4820301	1,000.00

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
				8,968.00		8,968.00
7396227	05499	PENSKE TRUCK LEASING CO LP	MOAH-TRUCK RNTL-05/15/18	284.25	101 4644602	284.25
7396228	05780	PLUMBERS DEPOT, INC	MTNC YD-WHEELS/POLE ASSYS	2,715.29	480 4755405	2,715.29
			MTNC YD-HOSES/GRBBRS/CHPPR HDS	<u>2,674.98</u>	480 4755208	<u>2,674.98</u>
				5,390.27		5,390.27
7396229	02257	QUALITY SURVEYING, INC	CP17008-10TH ST W GAP CLOSURE	2,250.00	232 15ST026924	1,586.92
					321 15ST026924	663.08
			CP17011-20TH ST W IMPROVEMENTS	3,750.00	209 12ST032924	3,750.00
			CP17008-10TH ST W GAP CLOSURE	1,500.00	232 15ST026924	1,057.95
					321 15ST026924	442.05
			CP17011-20TH ST W IMPROVEMENTS	500.00	209 12ST032924	500.00
			CP17020-AVE I CORRDR IMPRVMNTS	3,250.00	209 15ST042924	3,250.00
			CP17011-20TH ST W IMPROVEMENTS	<u>2,500.00</u>	209 12ST032924	<u>2,500.00</u>
				13,750.00		13,750.00
7396230	05864	QUINN COMPANY	BATTERIES(2)-EQ3835	466.85	484 4752207	466.85
7396231	07507	RESOURCE BUILDING MATERIALS	CONCRETE	207.01	203 4752410	207.01
7396232	D3947	S G A CLEANING SERVICES	LBP-UNIT B-REPAIRS	1,760.00	101 4636402	1,760.00
			LUC-BUILDING CLEAN UP	<u>825.00</u>	101 4633402	<u>825.00</u>
				2,585.00		2,585.00
7396233	03962	SAFETY KLEEN	LATEX PAINT/WATER	2,142.00	203 4785454	2,142.00
7396234	A8260	SAGE STAFFING	MS-CAP ENG STAFF-04/16-20/18	1,116.00	251 4762308	1,116.00
			RSM-DV SVC STFF-04/30-05/04/18	1,209.00	251 4762308	1,209.00
			MS-CAP ENG STFF-04/30-05/04/18	1,116.00	251 4762308	1,116.00
			RSM-DEV SCV STAFF-05/07-11/18	1,209.00	251 4762308	1,209.00
			MS-CAP ENG STAFF-05/07-11/18	1,364.00	251 4762308	1,364.00
			CAP ENG STAFF-05/07-11/18	2,696.25	251 4762308	627.75
					251 4762308	906.00
					251 4762308	1,162.50
			SM-PARKS STAFF-05/14-18/18	697.50	101 4620308	697.50
			GK-PUBLIC SFTY STFF-05/14-18/18	494.23	101 4820308	494.23
			SB-FINANCE STAFF-05/14-18/18	912.57	101 4310308	912.57
			AT-LCE STAFF-05/14-18/18	801.60	490 4370308	801.60
			RSM-DEV SVC STAFF-05/14-18/18	<u>961.00</u>	251 4762308	<u>961.00</u>
				12,577.15		12,577.15
7396235	08614	SANTOS, JOHN	RFND-PY CREDIT ON ACCOUNT	35.00	101 2140000	35.00
7396236	08790	SECURE TASK	MTNC YD-05/18-SECURITY PATROL	4,347.00	207 4752301	4,347.00
			MTNC YD-05/18-SECURITY PATROL	<u>360.00</u>	207 4752301	<u>360.00</u>
				4,707.00		4,707.00
7396237	1894	SIGNS & DESIGNS	JC-CHAMBER DAIS SIGN	13.14	101 4100205	13.14

City of Lancaster Check Register



From Check No.: 7395873 - To Check No.: 7396258

From Check Date: 05/20/18 - To Check Date: 06/09/18

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7396238	01816	SMITH PIPE & SUPPLY INC	NSC-PVC PIPE/CAPS	162.66	101 4635404	162.66
			NSC-VALVE/PVC/ADAPTERS	90.89	101 4635404	90.89
			PAC-NOZZLES(25)	15.53	402 4650404	15.53
			LUC-DIAPHRAGM ASSYS/FILTER	71.20	203 4636404	71.20
			NSC-VALVE/PVC CAPS/ADAPTERS	253.83	101 4635404	253.83
				594.11		594.11
7396239	04688	SPARKLETTES	WATER(6-24PKS)	114.82	101 4100205	114.82
7396240	05413	STATEWIDE TRAFFIC SAFETY/SIGNS	CNTRLLR KIT/POLE PKG/LGHT BAR	3,978.09	483 4785460	3,978.09
			CONE SIGNS(24)	372.98	203 4785455	372.98
				4,351.07		4,351.07
7396241	D3733	STOTZ EQUIPMENT	NSC-TINES(16)-EQ5610	540.75	101 4635207	540.75
7396242	A0390	STOVER SEED COMPANY	NSC-SEED(250 LBS)	1,368.76	101 4635404	1,368.76
7396243	05703	SUPERIOR ALARM SYSTEMS	05/18-MONTHLY MONITORING	45.00	101 4633301	45.00
7396244		VOID				
7396245	D3585	SWENSON, ERIC MINH	MOAH-FILM SVC-FOREST FOR TREES	416.00	101 4644251	416.00
7396246	07336	TRANSPO GROUP	05/18-CONSULTING SERVICES	10,775.00	399 4782301	10,775.00
7396247	D4104	TROUTMAN SANDERS LLP	04/18-CCEA-PROFESSIONAL SVCS	1,942.50	491 4370303	1,942.50
7396248	02977	TURBO DATA SYSTEMS INC	04/18-COLLECTION SERVICES	309.95	101 4810301	309.95
7396249	05551	UNITED SITE SRVCS OF CA,SO DIV	LUC-FENCE RNTL-05/18-06/14/18	61.32	101 4633403	61.32
7396250	31009	UNIVERSAL ELECTRONIC ALARMS	MTNC YD-04/18-FIRE ALARM	27.00	203 4752301	27.00
			MTNC YD-04/18-SECURITY ALARM	27.00	203 4752301	27.00
			CDR ST-06/18-SECURITY ALARM	37.00	101 4651301	37.00
			PAC-06/18-FIRE ALARM	56.00	402 4650301	56.00
			MOAH-06/18-FIRE ALARM	27.00	101 4633301	27.00
			PAC-06/18-SECURITY ALARM	27.00	402 4650301	27.00
			WH-06/18-SECURITY ALARM	27.00	101 4633301	27.00
			CH-06/18-SECURITY ALARM	27.00	101 4633301	27.00
				255.00		255.00
7396251	C5428	VOLTZ COMMERCIAL REALTY ADVSRS	NE K8/15 W-APPRAISAL REPORT	750.00	101 4540301	750.00
			SW AVE J/BEECH-APPRAISAL REPRT	3,300.00	101 4540301	3,300.00
				4,050.00		4,050.00
7396252	06384	VOYAGER FLEET SYSTEMS INC	VOYAGER FLEET SYSTEMS 05/24/18	756.26	101 2602000	756.26
7396253	04496	VULCAN MATERIAL WESTERN DIV	COLD MIX	152.64	484 4752410	152.64

City of Lancaster Check Register



From Check No.: 7395873 - To Check No.: 7396258

From Check Date: 05/20/18 - To Check Date: 06/09/18

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7396254	31026	WAXIE SANITARY SUPPLY	RTRN-RECYCLE BINS(9)	(107.92)	101 4755355	(107.92)
			UTILITY TILT TRUCK	376.87	101 4755355	376.87
			TOWELS/SOAP	179.89	203 4752406	179.89
			TOWELS/SOAP	112.11	203 4752406	112.11
				<u>560.95</u>		<u>560.95</u>
7396255	05806	WEST COAST SAFETY SUPPLY CO	MTNC YD-GAS CYLINDER/REGULATOR	2,456.59	480 4755402	2,456.59
7396256	C7946	L A CO DEPT ANIMAL CARE&CONTRL	04/18-HOUSING COSTS	68,328.32	101 4820363	68,328.32
7396257	06351	C T WEST, INC	INTELIGHT CONTROLLERS(45)	135,013.50	217 11TS001924	27,002.70
					321 11TS001924	108,010.80
				<u>135,013.50</u>		<u>135,013.50</u>
7396258	A8656	KIMLEY-HORN & ASSOCIATES INC	CDP1310-P/PM SVC-01/31/18-AV K	6,640.50	210 15BR004924	6,640.50
			CDP1310-P/PM SVC-02/28/18-AV K	1,832.50	210 15BR004924	1,832.50
			CDP1310-P/PM SVC-03/31/18-AV K	3,290.00	210 15BR004924	3,290.00
			CDP1310-P/PM SVC-01/31/18-AV M	16,035.00	210 15BR005924	16,035.00
			CDP1310-P/PM SVC-02/28/18-AV M	5,619.00	210 15BR005924	5,619.00
			CDP1310-P/PM SVC-03/31/18-AV M	6,760.00	210 15BR005924	6,760.00
			CDP1310-P/PM SVC-01/31/18-AV G	10,600.50	210 15BR006924	10,600.50
			CDP1310-P/PM SVC-02/28/18-AV G	2,284.00	210 15BR006924	2,284.00
			CDP1310-P/PM SVC-03/31/18-AV G	1,960.00	210 15BR006924	1,960.00
			CDP1310-P/PM SVC-01/31/18-AV J	10,217.50	210 15BR007924	10,217.50
			CDP1310-P/PM SVC-02/28/18-AV J	2,490.00	210 15BR007924	2,490.00
			CDP1310-P/PM SVC-03/31/18-AV J	2,280.00	210 15BR007924	2,280.00
			CDP1310-P/PM SVC-01/31/18-AV L	2,725.00	210 15BR008924	2,725.00
			CDP1310-P/PM SVC-02/28/18-AV L	2,172.50	210 15BR008924	2,172.50
			CDP1310-P/PM SVC-03/31/18-AV L	2,080.00	210 15BR008924	2,080.00
			CP15006-PROFESSIONAL SERVICES	1,245.78	209 15SW015924	1,245.78
			CP15006-PROFESSIONAL SERVICES	17,060.00	232 16ST028924	17,060.00
			CP15001-PROFESSIONAL SVCS	1,375.00	210 15BR008924	1,375.00
			CP14010-AVE J PA/ED-01/31/18	33,786.25	210 15BR007924	33,786.25
			CP15001-PROFESSIONAL SVCS	1,812.50	210 15BR008924	1,812.50
			CP14010-AVE J PA/ED-02/28/18	35,622.75	210 15BR007924	35,622.75
			CP15001-PROFESSIONAL SVCS	1,000.00	210 15BR008924	1,000.00
			CP14010-AVE J PA/ED-03/31/18	<u>28,858.32</u>	210 15BR007924	<u>28,858.32</u>
				<u>197,747.10</u>		<u>197,747.10</u>

Chk Count 386

Check Report Total 4,886,614.83

City of Lancaster Check Register



From Check No.: 101010059 - To Check No.: 101010073

From Check Date: 05/20/18 - To Check Date: 06/09/18

Printed: 6/11/2018 16:56

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
101010059	04763	CITY OF LANCASTER-PAC P/C	PAC-CHANGE FUND	800.00	101 1030000	800.00
101010060	04763	CITY OF LANCASTER-PAC P/C	ZELDAS-CHANGE FUND	1,000.00	101 1030000	1,000.00
101010061	08688	HIGH DESERT POWER PROJECT, LLC	05/18-ENERGY PROCUREMENT	31,290.00	490 4370653	31,290.00
101010062	01708	BLUE CROSS OF CALIFORNIA	05/18-RETIREE HEALTH INS	56,495.98	109 1101000	56,495.98
101010063	01708	BLUE CROSS OF CALIFORNIA	05/18-EMPLOYEE HEALTH INS	97,729.09	101 2166110	64,928.03
					101 2166115	12,702.10
					101 2166120	(4,872.80)
					101 2166120	16,245.28
					109 1101000	8,726.48
				<u>97,729.09</u>		<u>97,729.09</u>
101010064	07172	ENERGY AMERICA, LLC	03/18-LCE ENERGY CHARGES	1,832,835.39	490 4370301	26,885.04
					490 4370653	2,350.00
					490 4370653	1,803,600.35
				<u>1,832,835.39</u>		<u>1,832,835.39</u>
101010065	07936	WESTERN ANTELOPE DRY RANCH LLC	04/18-LCE ENERGY CHARGES-SPOWER	146,649.51	490 4370653	146,649.51
101010066	08939	SG2 IMPERIAL VALLEY LLC	07/18-CAPACITY PRODUCT	89,180.00	491 4370002E	37,730.00
					491 4370004E	51,450.00
				<u>89,180.00</u>		<u>89,180.00</u>
101010067	08941	CALIPATRIA LLC	07/18-CAPACITY PRODUCT	27,440.00	491 4370004E	27,440.00
101010068	08557	SILICON VALLEY POWER	08/18-ENERGY PROCUREMENT	11,515.00	490 4370653	11,515.00
101010069	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH-DRAW	944.00	101 1020000	944.00
101010070	07109	SHELL ENERGY NORTH AMERICA LP	04/18CAPACITY PRODUCT	4,600.00	490 4370653	4,600.00
101010071	07693	EVOLUTION MARKETS INC	RENEWABLE ENERGY CERTIFICATES	315.00	490 4370653	315.00
101010072	08965	3DEGREES GROUP INC	2017 REC	12,600.00	490 4370653	12,600.00
101010073	D2446	THE BLVD ASSOCIATION	DLPBID FEES-05/01-31/18	39,378.24	101 4633311	13,667.81
					401 2501100	25,710.43
				<u>39,378.24</u>		<u>39,378.24</u>

Chk Count 15

Check Report Total 2,352,772.21

STAFF REPORT
City of Lancaster

CC 3
06/19/18
MVB

Date: June 19, 2018
To: Mayor Parris and City Council Members
From: Pam Statsmann, Finance Director
Subject: **Monthly Report of Investments – May 2018**

Recommendation:

Accept and approve the May 2018 Monthly Report of Investments as submitted.

Fiscal Impact:

None

Background:

Each month, the Finance Department prepares a report listing the investments for all separate entities under the jurisdiction of the City as identified in the City’s Comprehensive Annual Financial Report.

Portfolio Recap

Yield:

	<u>May 2018</u>	<u>April 2018</u>
Total Portfolio	0.95%	0.93%
Local Agency Investment Fund	1.66%	1.41%
Total Portfolio Balance:	\$74,755,660	\$69,886,383

The portfolio balance increased from April to May by \$4,869,277, or 7.0%. Significant revenues for May included \$8,905,115 of Property Tax and \$2,203,611 of Sales & Use Tax. The largest City expenditures were \$2,103,512 to LA County Sheriff for law enforcement services, \$1,751,711 for various Capital projects, and \$1,100,000 to Viper Enterprises for 10th Street West improvements.

The City’s temporary idle cash, those funds that are not immediately needed to pay current bills and not governed by bond indentures or bond resolutions, is invested in accordance with the City’s adopted Investment Policy. This policy is reviewed regularly by the City Council, with the latest policy adopted February 13, 2018, by Resolution No. 18-06.

The City's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible within the guidelines of this Investment Policy. The City attempts to achieve the highest yield obtainable through a diversified portfolio only after meeting the criteria established for safety and liquidity in that order. The principal investment objectives of the City are:

1. Preservation of capital and protection of investment principal;
2. Maintenance of sufficient liquidity to meet anticipated cash flows;
3. Attainment of a market rate of return;
4. Diversification to avoid incurring unreasonable market risks, and;
5. Compliance with the City's Municipal Code and with all applicable City resolutions, California statutes and Federal regulations.

The City's portfolio is a short-term and intermediate-term fixed income portfolio. The maximum maturity of any investment is 5 years, with consideration of anticipated cash flow requirements and known future liabilities. The City contracts with an investment advisory service (Insight Investment) to assist in the effort to maximize the returns of the City portfolio. The City's investments include publicly traded Treasury notes, Treasury Bills, Federal Agency Investments, Time Deposits, and Local Agency Investment Fund (LAIF) under the auspices of the State Treasurer for investment. Funds invested in LAIF are available within 24 hours, and other investments are available upon maturity at full face value. These investments enable the City to meet its expenditure requirements for the next six months, as required by state law.

The City's investment procedures are governed by Sections 53600 et. seq. of the California Government Code. Additional requirements have been placed on the City's authorized investments by the Investment Policy (a copy is available in the Finance Department or from the City Clerk), and all investments listed on the attached report adhere to these requirements.

PS:ma

Attachment:

Monthly Report of Investments

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
May 31, 2018**

- (1) This is the actual City bank account balance as of 05/31/2018. It only reflects checks that have been presented for payment and deposits received by the bank. The balance on deposit per the City books would reflect reductions for all checks and warrants issued and all deposits transmitted.
- (2) This is the safekeeping account utilized for investing City funds pursuant and consistent with the investment policy adopted 02/13/2018. The current portfolio consists of treasury notes, government agencies, corporates, and CDs.

(3) Pooled Portfolio:

	<u>% of Portfolio</u>	<u>Policy Limit</u>
Cash	29.95%	None
CDs	0.93%	25% of total portfolio
Commercial Paper	0.00%	25% of total portfolio
US Treasury	18.13%	None
Federal Securities	23.63%	None
Corporate Securities	11.55%	30% of total portfolio
LAIF	15.81%	None

- (4) These are restricted cash and investments are held in trust by the banks indicated. These amounts cannot be pooled for other investing.

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
MAY 31, 2018**

	Interest Rate	Amount	Total
<u>City of Lancaster</u>			
Wells Fargo Bank			
City of Lancaster Account (note 1)	0.00%	\$21,032,018	
Certificate of Deposit	0.10%	\$100,000	
			\$100,000
Bank of America			
Certificate of Deposit	0.05%	\$100,000	
U S Bank - Safekeeping (note 2)			
Commercial Paper	0.00%	\$0	
US Treasury Notes	1.12%	\$12,767,478	
Federal Government Agencies	1.39%	\$16,640,821	
Corporate Securities	1.00%	\$8,132,886	
Cash & Equivalents	0.00%	\$58,154	
California Bank & Trust			
Certificate of Deposit	0.01%	\$100,000	
Chase Bank			
Certificate of Deposit	0.01%	\$150,919	
Mission Bank			
Certificate of Deposit	0.20%	\$201,376	
Local Agency Investment Fund (L.A.I.F.)	1.66%	\$11,134,747	\$11,134,747
Total City of Lancaster			\$70,418,399
Successor Agency for the Lancaster Redevelopment Agency			
Local Agency Investment Fund (L.A.I.F.)	1.66%	\$4,337,260	\$4,337,260
Total Lancaster Successor Agency			\$4,337,260
Total Pooled Portfolio (note 3)			\$74,755,660
Weighted Average	0.95%		

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
MAY 31, 2018**

	Interest Rate	Amount	Total
Wilmington Trust			\$2,112,053
Lancaster Choice Energy LockBox Account	0.00%	\$2,112,053	
The Bank of New York Mellon Trust Company, N.A.			\$1,483,822
LRA & LA County Escrow Account - Government Bonds	0.00%	\$1,483,822	
US Bank			\$6,955,385
CFD 89-1 1990 Special Bonds	1.57%	\$26	
LFA CFD 89-1 1997 Special Bonds	1.60%	\$1,714	
LFA L O BONDS 1997 SERIES A & B	1.60%	\$288,496	
AD 93-3 1994 Limited Improvement Bonds	1.60%	\$456,013	
LRA Combined 2004 Fire Protection Facilities Project Bonds	1.60%	\$944,662	
LRA Combined 2004 Sheriff Facilities Prjct Refunding Bonds	1.60%	\$2,015,307	
LRA Public Capital Facilities 2010 Project Lease Revenue Bonds	1.60%	\$544,117	
LPA Solar Renewable Energy Issue of 2012A	1.60%	\$2,245,939	
SA Combined Project Areas Refunding Bonds 2015A & B	1.60%	\$23,838	
SA Combined Project Areas Refunding Bonds 2016 A-1 & A-2	1.60%	\$14,988	
SA Combined Project Areas Refunding Bonds 2016B	1.60%	\$10,401	
LFA 2016 Assessment Revenue Bonds (Streetlights Acquisition)	1.60%	\$408,667	
SA 2017 Tax Allocation Revenue Bonds (TARB)	1.60%	\$1,217	
Total Restricted Cash/Investments Held in Trust		<u>\$6,955,385</u>	
Total Restricted Cash/Investments Held in Trust (note 4)			<u><u>\$10,551,260</u></u>

All investments are authorized pursuant to and consistent with the investment policy of the City of Lancaster. Policy adopted 02/13/18 under resolution number 18-06.

Pam Statsmann
Finance Director

City of Lancaster
Cash Balances by Fund
May 31, 2018

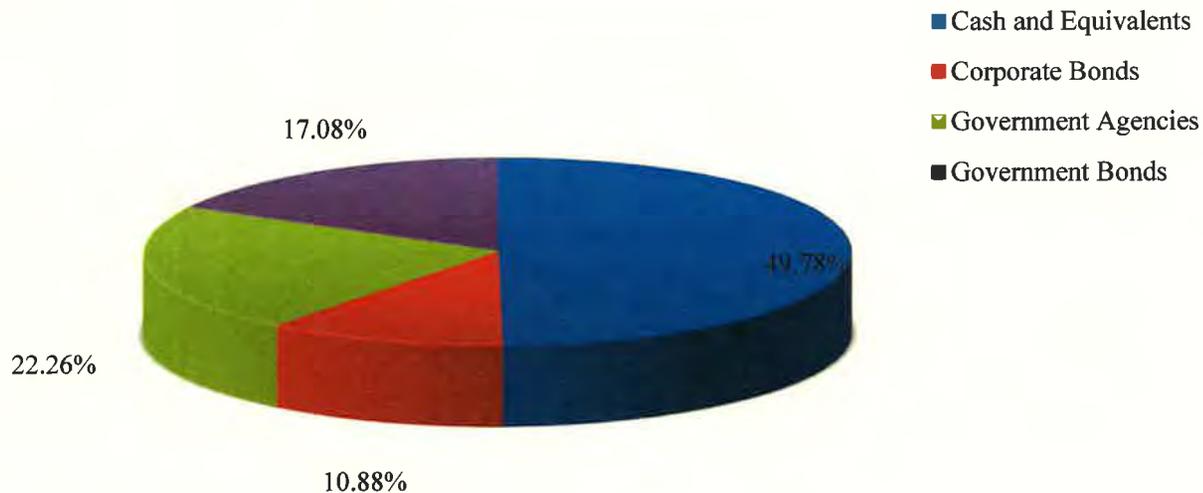
Fund No.	Fund Name	Ending Balance	Fund No.	Fund Name	Ending Balance
101	GENERAL FUND	\$ 24,903,796	324	STATE GRANT - OTS	\$ (3,480)
104	CAPITAL REPLACEMENT FUND	\$ 2,342,647	330	STATE GRANT RECYCLING	\$ 59,214
106	COMMUNITY SERVICES FOUNDATION	\$ 143,171	331	STATE GRANT - OIL RECYCLING	\$ 32,214
109	CITY SPECIAL RESERVES FUND	\$ (3,642,987)	349	MISC STATE GRANTS	\$ (296,209)
150	CAPITAL PROJECTS FUND - CITY	\$ (4,423,461)	361	CDBG	\$ (408,327)
203	GAS TAX	\$ (1,110,003)	363	NBRHD STABILIZATION PRGM	\$ 1,582,156
204	AQMD	\$ 130,577	364	HPRP-HOMELESS PREV & RAPID REH	\$ (2,522)
205	PROP 1B	\$ 246,532	391	LANCASTER HOME PROGRAM	\$ 735,411
206	TDA ARTICLE 8 FUND	\$ (2,157,728)	399	FEDERAL MISCELLANEOUS GRANTS	\$ (1,244,701)
207	PROP "A" TRANSIT FUND	\$ 3,107,638	401	AGENCY FUND	\$ 642,500
208	TDA ARTICLE 3 BIKEWAY FUND	\$ (62,748)	402	PERFORMING ARTS CENTER	\$ (1,083,125)
209	PROPOSITION "C" FUND	\$ 4,344,335	404	GRANTS FUND	\$ (291,754)
210	MEASURE R FUND	\$ 5,145,481	408	X-AEROSPACE GRANTS FUND	\$ (86,205)
211	MEASURE M FUND	\$ 1,288,956	456	STILL MEADOW LN SWR ASSMNT DST	\$ 13,013
213	PARKS DEVELOPMENT FUND	\$ 956,463	480	SEWER MAINT FUND	\$ 5,283,818
217	SIGNALS - DEVELOPER FEES FUND	\$ 3,913,341	482	LANDSCAPE MAINTENANCE DISTRICT	\$ 2,735,605
220	DRAINAGE - DEVELOPER FEES FUND	\$ 4,514,533	483	LIGHTING MAINTENANCE DISTRICT	\$ (28,016)
224	BIOLOGICAL IMPACT FEE FUND	\$ 1,546,058	484	DRAINAGE MAINTENANCE DISTRICT	\$ 2,090,841
226	USP - OPERATION	\$ 2,569	485	RECYCLED WATER FUND	\$ (295,050)
227	USP - PARKS	\$ 1,501,048	486	LANCASTER POWER AUTHORITY	\$ 2,790,783
228	USP - ADMIN	\$ 19,245	490	LANCASTER CHOICE ENERGY	\$ 3,924,083
229	USP - CORP YARD	\$ 149,343	491	CALIFORNIA CHOICE ENERGY AUTH	\$ (876,710)
230	MARIPOSA LILY FUND	\$ 62,733	701	LANCASTER FINANCING AUTHORITY	\$ 5,103
232	TRAFFIC IMPACT FEES FUND	\$ 2,756,508	810	ASSESSMENT DISTRICT FUND	\$ 154,596
248	TRAFFIC SAFETY FUND	\$ 213,181	811	AD 93-3	\$ 162,896
251	ENGINEERING FEES	\$ (869,133)	812	AD 92-101	\$ 90,033
252	PROP 42 CONGESTION MANAGEMENT	\$ 649,800	830	CFD 89-1 EASTSIDE WATER FUND	\$ 1,096,740
261	LOS ANGELES COUNTY REIMB	\$ (121,318)	831	CFD 90-1 (BELLE TIERRA)	\$ 445,503
301	LANCASTER HOUSING AUTH. OPS.	\$ 2,918,613	832	CFD 91-1 (QUARTZ HILL)	\$ 776,760
306	LOW & MOD INCOME HOUSING	\$ 6,126,756	833	CFD 91-2 (LANC BUSINESS PARK)	\$ 449,323
321	MTA GRANT - LOCAL	\$ (215,195)	991	REDEV OBLIGATION RETIREMENT FD	\$ 3,789,304
				Total Cash Balance	\$ 76,624,547

* Variance from portfolio balance due to deposits in transit and outstanding checks at month end

**City of Lancaster
Recap of Securities Held
May 31, 2018**

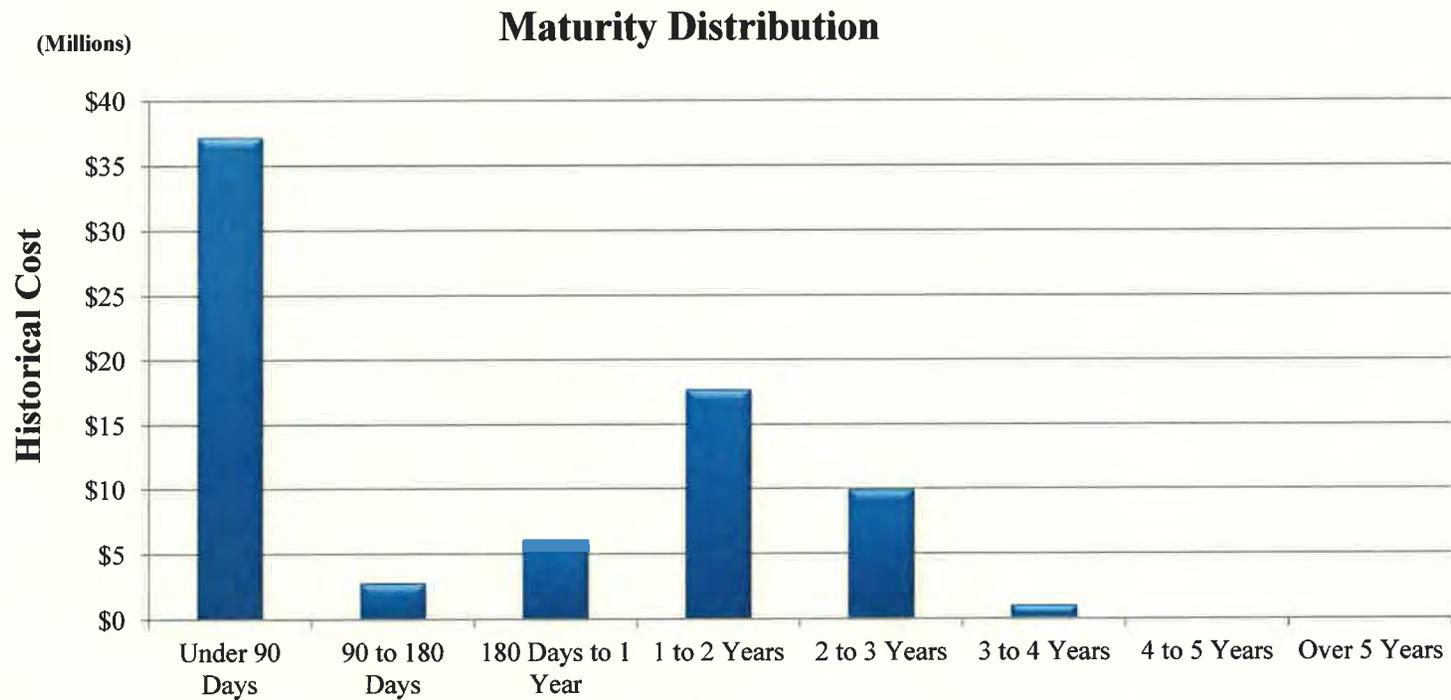
	Historical Cost	Amortized Cost	Fair Value	Unrealized Gain (Loss)	Weighted Average Effective	% Portfolio/ Segment	Weighted Average Market
Cash and Equivalents	\$37,214,474	\$37,214,474	\$37,214,474	\$0	1	49.78%	0.00
Corporate Bonds	\$8,132,886	\$8,094,821	\$8,015,149	(\$79,672)	528	10.88%	1.40
Government Agencies	\$16,640,821	\$16,619,772	\$16,387,268	(\$232,504)	539	22.26%	1.42
Government Bonds	\$12,767,478	\$12,751,384	\$12,682,106	(\$69,278)	290	17.08%	0.78
TOTAL	\$74,755,660	\$74,680,452	\$74,298,997	(\$381,454)	437	100.00%	1.16

Portfolio Diversification



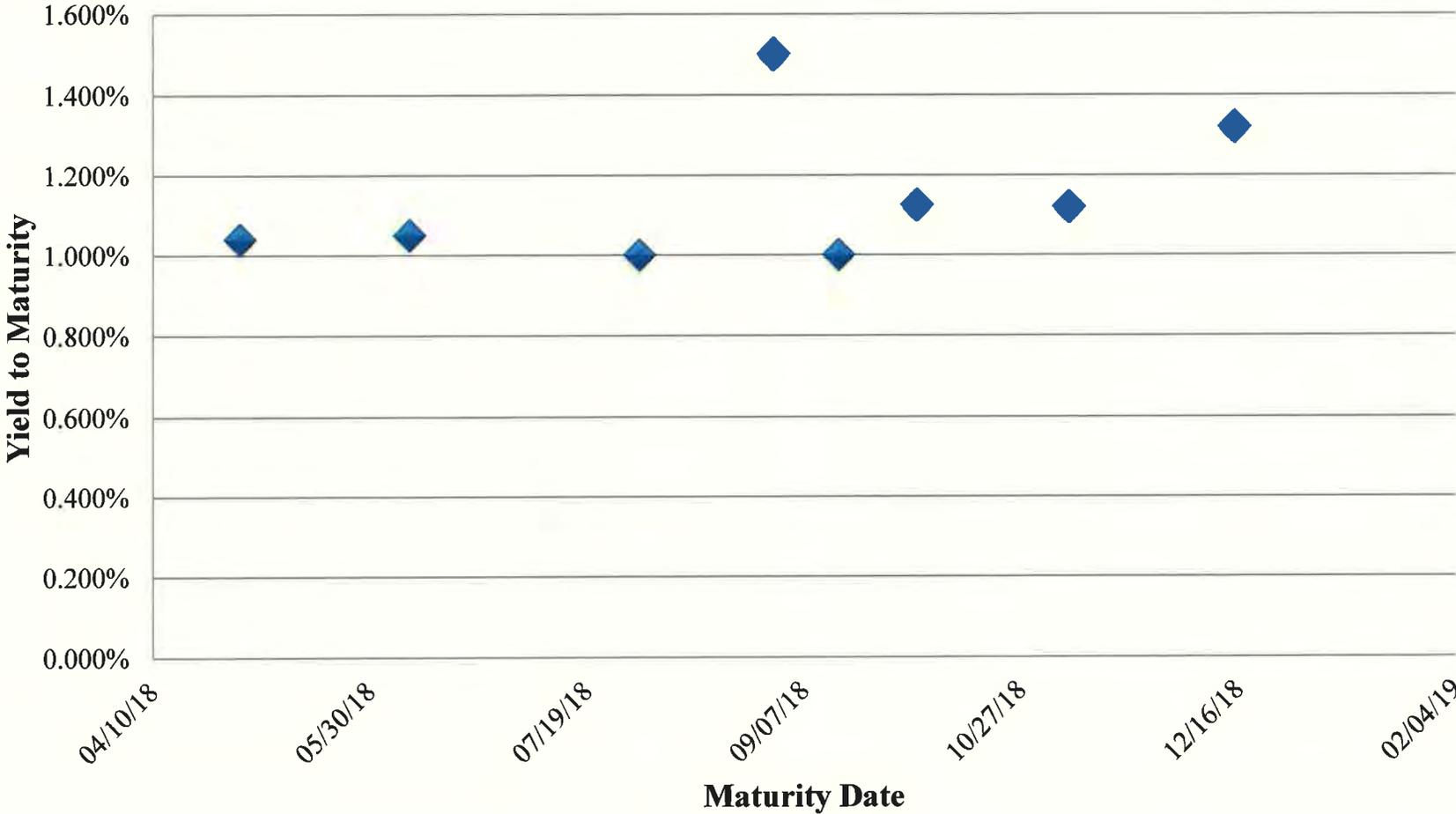
City of Lancaster
Maturity Distribution
May 31, 2018

Maturity	Historical Cost	Percent
Under 90 Days	\$37,214,474	49.78%
90 to 180 Days	\$2,776,458	3.71%
180 Days to 1 Year	\$6,073,380	8.12%
1 to 2 Years	\$17,708,415	23.69%
2 to 3 Years	\$9,933,720	13.29%
3 to 4 Years	\$1,049,213	1.40%
4 to 5 Years	\$0	0.00%
Over 5 Years	\$0	0.00%
	\$74,755,660	100.00%



City of Lancaster
Securities Held
May 31, 2018

Securities Held



STAFF REPORT
City of Lancaster

Date: June 26, 2018
To: Mayor Parris and City Council Members
From: Kathleen Abaied, Human Resources Manager
Mark V. Bozigian, City Manager

CC 4
06/26/18
MVB

Subject: Award for Contract for Human Resources Management and Payroll System

Recommendation:

Award a contract for Human Resources Management and Payroll Management Systems to Automatic Data Processing, Inc. (ADP) in the amount of \$114,314.60 annually for 3 years (totaling \$342,943.80) plus a onetime implementation fee in the amount of \$15,375.00; and authorize the City Manager, or his designee, to execute the contract.

Fiscal Impact:

This contract is within the FY 2018/19 budget, using general fund monies designated for Human Resources and Payroll software services. The total contract amount is \$358,318.80 (\$114,314.60 annually for three (3) years plus a onetime implementation fee of \$15,375.00).

Background:

This contract will allow the City to provide better service to our employees while at the same time reducing costs by improving employee processes and automating previously manual processes.

Automatic Data Processing, Inc. (ADP) management systems will allow the Human Resources and Finance Departments to increase efficiencies and effectiveness by standardizing employee management and payroll processes, provide consolidated reporting and auditing, and provide City of Lancaster employees electronic systems such as timekeeping, employee file maintenance, employee benefit changes, and recruitment.

A Request for Proposal was issued and on May 1, 2018, proposals were received from seven (7) firms. The proposals were reviewed and rated by a committee composed of individuals from the Finance and Human Resources departments, and Information Technology division. The committee ranked each respondent and determined that Automatic Data Processing, Inc. (ADP) best met the needs of the City.

STAFF REPORT
City of Lancaster

CC 5
06/26/18
MVB

Date: June 26, 2016

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: **Final Map Approval – Parcel Map No. 74422 (Located at the Southwest Corner of Avenue L-4 & 37th Street West)**

Recommendation:

Approve Parcel Map No. 74422, located at the southwest corner of Avenue L-4 & 37th Street West, make findings that this project will not violate any of the provisions of Sections 66473.5, 66474.1, and 66474.6 of the Subdivision Map Act, and instruct the City Clerk to endorse on the face of the map the certificate which embodies the approval of said map.

Fiscal Impact:

None.

Background:

On October 6, 2016, the Development Services Department approved Tentative Administrative Parcel Map No. 74422.

The Final Map is in substantial conformance with the approved tentative map. Parcel Map No. 74422, has been checked by the City Engineer, and is ready for Council approval. In addition, monumentation security has been submitted to ensure the installation of monuments.

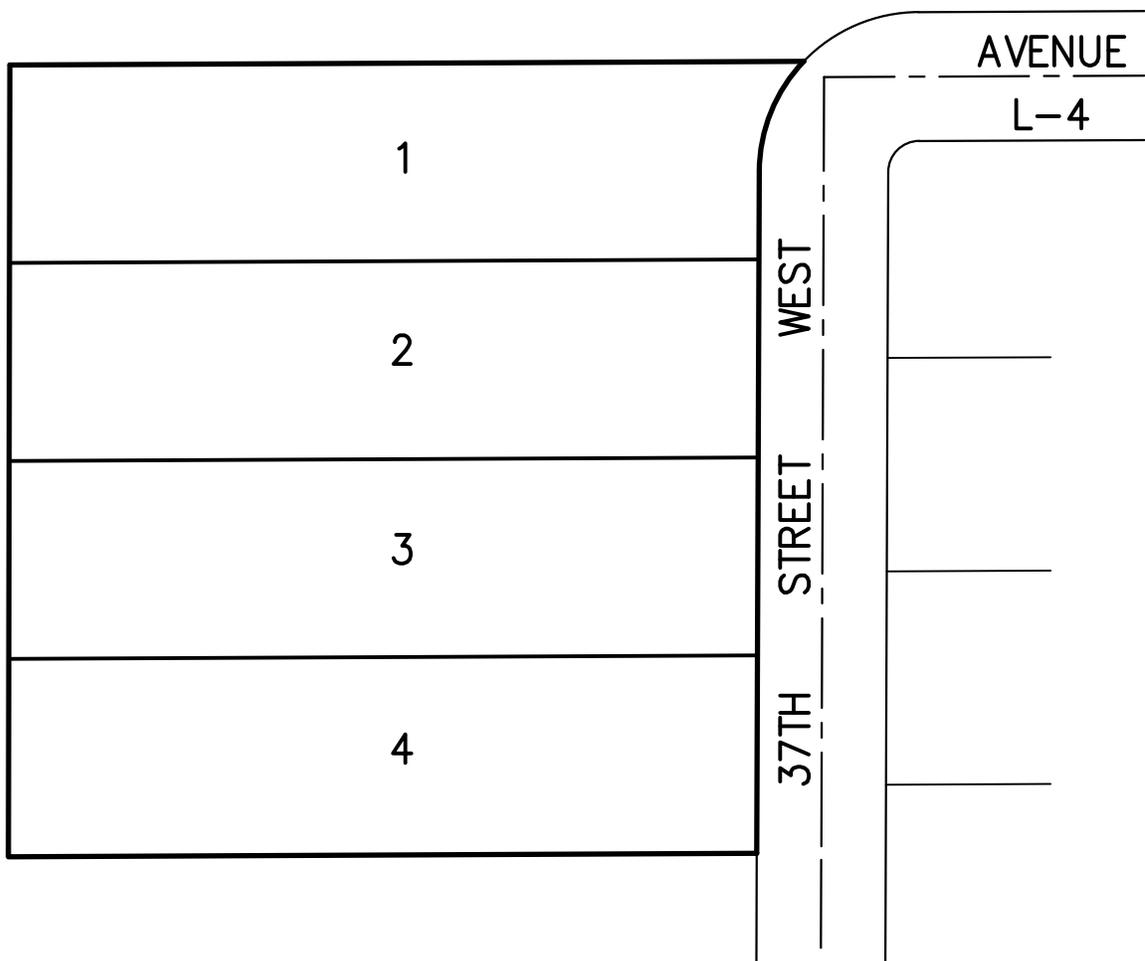
JF:mm

Attachment:

Vicinity Map



PARCEL MAP NO. 74422



STAFF REPORT
City of Lancaster

Date: June 26, 2018
To: Mayor Parris and City Council Members
From: Pam Statsmann, Finance Director
Subject: **Federal Procurement Policies and Procedures Manual**

CC 6
06/26/18
MVB

Recommendation:

Approve the Federal Procurement Policies and Procedures Manual to ensure compliance with the procurement standards issued via the Uniform Guidance Title 2 of the Code of Federal Regulations (CFR) Part 200.

Fiscal Impact:

No fiscal impact.

Background:

The City is the recipient of federal funds, which subjects the City to federal procurement policies. In December 2014, the Federal Office of Management and Budget ("OMB") provided guidance regarding the procurement procedures for local agencies that receive federal funds. OMB requires local agencies that receive federal funding to adopt certain procurement policies that reflect federal regulations referred to in 2 CFR 200 by June 30, 2018 for implementation beginning July 1, 2018. The proposed policy reflects the implementation of the Uniform Guidance requirements for federal procurements in a written procurement policy.

The attached purchasing policy has been created to implement both the state and federal regulations, as required by the OMB, including:

Prohibition of City employees, officers, and agents from participating in the selection, award, or administration of a City contract when the individual has a real or apparent conflict of interest in the contract;

A policy regarding federal debarment and suspension, which provides that federal grant assistance funds may not be paid to contractors that are debarred, suspended, or otherwise excluded from participating in federal programs; and

Provisions on contracting with small and minority firms, women's business enterprises, and restrictions on contracting preferences based on geographic location;

Attachment:

Federal Procurement Policies and Procedures Manual



CITY OF LANCASTER

**FEDERAL PROCUREMENT
POLICIES AND PROCEDURES
MANUAL**

JULY 2018

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General Purpose and Goals

This Federal Procurement Policies and Procedures Manual is created to ensure compliance with the Procurement Standards issued via the Uniform Guidance Title 2 of the Code of Federal Regulations Part 200; and provide guidance to City staff involved in the procurement process where the procurement is funded in whole, or in part, by federal funds. This policy outlines the general procurement standards as required by non-Federal entities per Section 200.318 through Section 200.326. This policy applies to procurements using federal funding sources where the City is a recipient or sub-recipient of federal funds.

Departments pursuing procurement activities are responsible for identifying the funding source of the procurement, and for following applicable regulations, policies, and procedures. All requesting departments shall consult this policy when making procurements in which federal funds are contemplated or used, in whole or in part.

The City of Lancaster, through City ordinance, has elected to follow the California Uniform Public Construction Cost Accounting Act.

Notwithstanding the terms of this policy, nothing contained herein shall conflict with, nor be less restrictive, than the federal procurement regulations as currently defined in 2 CFR Part 200 with respect to the Procurement Standards.

Instances where state or local law is more restrictive than federal law, the City will follow the most restrictive regulations.

When this policy document is silent on a particular procurement matter, the City's previously adopted Procurement Policies and Procedures Manual shall apply.

As a recipient of an award by a federal agency, such as HUD, or a subrecipient of a state agency, such as Caltrans, there may be additional requirements imposed by the federal or state agency in addition to the requirements listed herein. Departments should be familiar with the requirements of the federal funding to ensure compliance with the terms and conditions for procurement and contracting of the award.

Section 3.32 of the Lancaster Municipal Code authorizes a Purchasing Division that is responsible to the City Manager. The City Manager has designated the Finance Director and the Finance Department to be responsible for the purchasing function.

General Definitions

Amendment – A modification of terms or pricing for goods, professional services or non-professional services contract, or task order.

Bid – A comparative price offer made by an intended seller in reply to an invitation for bid or request for quotation.

Bid Documents – The documents including the attachments and addenda, which set forth instruction to bidders or proposers and which are disseminated for the purpose of soliciting bids or proposals.

Business – Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.

CAL-Card – The City’s procurement card issued under California Department of Goods and Services, utilized as a payment mechanism for small dollar purchases by authorized City staff.

California Uniform Public Construction Cost Accounting Act – An act enacted in 1983 under Public Contract Code section 22000 et seq., allows local agencies to perform public project work, up to a certain dollar threshold, with their own workforces if the agencies elect to follow the cost accounting procedures set forth in the *Cost Accounting Policies and Procedures Manual* by the California Uniform Construction Cost Accounting Commission. Also sets the limits for informal bidding.

City - The Municipal Corporation and charter city now existing and known as the City of Lancaster.

City Attorney – Means the City Attorney of the City of Lancaster, or his or her designee.

City Manager – Means the City Manager of the City of Lancaster, or his or her designee.

Code of Federal Regulations (CFR) – Means Uniform Guidance Title 2 of the Code of Federal Regulations Part 200 as may be amended from time to time.

Cooperative Contracts – Contracts already solicited and/or awarded by other public agencies, often under the sponsorship of non-profit cooperative contract associations, allowing the City to purchase goods, services and equipment which are competitively bid or assessed pricing, without the need for the City to undertake a separate solicitation request action.

Consultants – Those persons who have specialized education and considerable experience in the field. Examples of consultants include, but are not limited to, architects, auditors, certified

public accountants, engineers, landscape architects, management consultants, planners, surveyors, and construction project managers.

Contract – Any agreement, purchase order, or written document, which produces a contractual agreement between the City and another party for the procurement or disposition of materials, services, professional services or construction projects.

Contractor – Any manufacturer, supplier, vendor, builder, professional corporation, or individual doing business by contract with the City, including any agent or representative of another contractor.

Department Head – Means the director of a department of the City of Lancaster, or his or her designee.

Goods – Any and all supplies, materials, and/or equipment which are moveable at the time of sale, and can be furnished to or be used by the City. This also includes goods purchased separately for City projects and goods purchased with installation services where the major portion of the cost is for the goods.

Emergency – An emergency exists when an unexpected and unusually dangerous situation calls for immediate action or for an urgent need for assistance or relief. An emergency will typically involve an immediate threat to life, public health, safety, or an immediate threat of significant damage to improved public or private property.

Equipment – Those items used in performing a task which are basically non-consumable.

Exigent Circumstance (Exigency) – An exigency is a situation, similar to an emergency, that requires or demands immediate aid or action.

Force Account – Construction work performed by City labor.

Formal Bid – Sealed bid over a specified dollar amount.

Informal Bid – Sealed bid over a specified dollar amount, but under the amount for a formal bid.

Invitation for Bid (IFB) – The documents including the attachments and addenda, which set forth instruction to bidders or proposers and which are disseminated for the purpose of soliciting bids. An IFB is typically used for public projects, including construction.

May – Means that the procedure is optional.

Micropurchase – As defined by 2 CFR Part 200, Subpart A, 200.67 with limits that may be amended from time to time.

Piggyback – Using a bid from another governmental agency without going through a City bidding process

Proclaimed Emergency - exists if the Governor has declared a state of emergency for an area which includes the geo-graphic territory of the City or, the City Council, as per CA PCC § 22050, has declared an emergency in the City.

Procurement – The buying, purchasing, renting, leasing, or otherwise obtaining of any materials, equipment, supplies, or services. Also included are all activities related to obtaining the above items.

Professional Services – The procurement of services that involves the exercise of professional discretion and independent judgment based on advance or specialized knowledge, expertise or training gained by formal study or experience. Such services include, but are not limited to, services provided by appraisers, architects, engineers, instructors, insurance advisors, physicians, and other specialized consultants.

Public Contract Code (PCC) – Means California Public Contract Code as may be amended from time to time.

Public Projects – Construction, reconstruction, erection, alteration, renovations, improvement, demolition and repair work involving any publicly owned, leased or operated facility, including painting or repainting of such facilities.

Public Works Contract – Any agreement for Public Projects, as defined above.

Purchase Order – A written legal document signed by the Purchasing Agent stating all terms and conditions of purchase transaction or referring to such terms and conditions as may exist in an accompanying contract.

Purchasing Agent – The individual authorized by the City Council to act as their agent for all procurement actions and bind the agency financially within authorized limits.

Purchasing System – The combination of hardware and software system by which departments electronically enter requisitions.

Request for Proposals (RFP) – The complete assembly of related documents (whether attached or by reference) furnished to a prospective contractor/supplier for the purpose of presenting a proposal for a City requirement.

Request for Qualifications – The complete assembly of related documents (whether attached or by reference) furnished to a prospective contractor/supplier for the purpose of obtaining a list of qualifications to determine the fitness of a prospective contractor/supplier for a particular project.

Request for Quotation – The complete assembly of related documents (whether attached or by reference) furnished to a prospective contractor/supplier for specific products or services for the purpose of presenting a quote for a City requirement.

Requisitioner – The specific individual in a City department who initiates a requisition. It may also refer to the department represented by the requisitioner.

Shall, Must and Will – Means that the procedure is mandatory.

Should – Means that the procedure is recommended.

Simplified Acquisition Threshold - As defined by 2 CFR Part 200, Subpart A, 200.88 with limits that may be amended from time to time.

Solicitation – An invitation or request by which the City invites a person to participate in a procurement, such as an Invitation for Bids, a Request for Proposals, a Request for Qualifications, or a Request for Quotations.

Surplus Property – Any item of value that is owned by the City of Lancaster, but is no longer needed, unserviceable, junk, scrap or otherwise suitable for its original purpose regardless of whether item was donated or purchased by the City.

Sole Source – Procurement that is only available from a single manufacturer or source.

Supplies – Those products, often of a minor value, which are used outright, and which are generally consumed through use.

Task Order – A directive to a consultant under a consultant or professional services contract, which details the work scope, payment, and schedule of a definitive task or tasks to be performed.

Value Engineering – A systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

General Ethics

The City of Lancaster Purchasing Division subscribes to and accepts as its own the Standards of Purchasing Practice adopted by the California Association of Public Procurement Officials (CAPPO).

- To regard public service as a sacred trust, giving primary consideration to the interests of the public agency that employs us.
- To purchase without prejudice, seeking to obtain the maximum value for each dollar expended.
- To avoid unfair practices, giving all qualified vendors equal opportunity.
- To honor our obligations and require that obligations to our public agency be honored.
- To accord vendor representatives courteous treatment, remembering that these representatives are important sources of information and assistance in solving our purchasing needs.
- To refuse to accept any form of commercial bribery, and prevent any appearance of so doing.
- To be receptive to counsel from our colleagues, and to cooperate with them to promote a spirit of teamwork and unity.
- To conduct ourselves with fairness and dignity, and to demand honesty and truth in the purchasing process.
- To strive for greater knowledge of purchasing methods and of the materials we purchase.
- To cooperate with all organizations and individuals involved in activities designed to enhance the development of the purchasing profession, remembering that our actions reflect on the entire purchasing profession.

General Conduct

Conflicts of Interest

1. No employee, officer, or agent of the City may participate in the pre-solicitation, selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. This prohibition does not apply in situations in which the financial interest is not substantial and/or where the employee's, officer's or agent's conduct is in accordance with regulations of the California Fair Political Practices Commission.
2. Employees, officers, or agents who fail to disclose conflicts of interest are in violation of this policy. Violations will be addressed pursuant to the Violations section of this policy. Additionally, any person in violation of this policy may be subject to discipline per the City of Lancaster Personnel Rules and Regulations, Chapter 12, Section 12.01a.

Solicitation and Acceptance of Gratuities, Gifts or Favors

1. No employee, officer, or agent of the City may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. This prohibition does not apply in situations in which the item is unsolicited and of nominal value and/or where the employee's, officer's or agent's conduct is in accordance with regulations of the California Fair Political Practices Commission.
2. Employees, officers, or agents who do not comply with these conduct provisions are in violation of this policy. Violations will be addressed pursuant to the Violations section of this policy. Additionally, any person in violation of this policy may be subject to discipline per the City of Lancaster Personnel Rules and Regulations, Chapter 12, Section 12.01a.

General Violations

Purpose

To establish a policy for violations of the purchasing policies and procedures.

Policy

It is the policy of the City of Lancaster that all employees that make procurements of goods and services do so in accordance with Federal Law, State Law, the City of Lancaster Municipal Code Chapter 3.32, the City Charter, and this manual. Procurement of goods and services, including construction services, by any means other than approved procurement procedures are in violation of the City policy and are unlawful. Additionally, any person in violation of this policy may be subject to discipline per the City of Lancaster Personnel Rules and Regulations, Chapter 12, Section 12.01a.

Procedure

Should an employee violate the policies and/or procedures as outlined by the Federal Procurement Policy and Procedures Manual, the Purchasing Agent will initiate the violation procedure as described below. The violation process may start at any step according to the severity of the violation and at the discretion of City Management.

1. On the first violation by an employee, the Purchasing Agent or designee will notify and caution the individual and obtain a commitment that corrective action will be taken to preclude future occurrences. The Purchasing Agent or designee may authorize the purchase or payment after considering the facts.
2. On the second violation by the same employee, the Purchasing Agent or designee will issue a written Notice of Violation to the employee. A copy of the Notice of Violation will be sent to the employee's supervisor and the Department Head with a memorandum inquiring as to the actions that are being taken or will be taken to preclude future occurrences by the employee. Upon receipt of the response, the Purchasing Agent or designee may, after considering the information received, authorize payment of the expenditure.
3. On the third violation by the same employee, the Purchasing Agent or designee will issue a written Notice of Violation as outlined in paragraph 2. A copy of the Notice of Violation will also be sent to the Finance Director. The Finance Director may suspend the employee's purchasing privileges and recommend disciplinary action. A request for reinstatement of purchasing privileges must be approved by the employee's supervisor, the Department Head, and the Finance Director.
4. On the fourth violation by the same employee, the Purchasing Agent will issue a written Notice of Violation as outlined in paragraph 2. A copy of the Notice of Violation will also be sent to the Finance Director, the Human Resources Director, and the City Manager.

Additionally, the violator's purchasing privileges will be permanently revoked. The employee will be subject to disciplinary action up to and including termination and/or prosecution.

5. Violations of a serious or criminal nature, regardless of the method of purchase, will result in immediate disciplinary action, up to and including termination and/or prosecution. Employees will be required to reimburse the City for losses resulting from gross negligence or dishonest acts.

Exceptions

Exceptions to this procedure shall be authorized only by the City Manager, Finance Director, or designee.

**General
Council Approval and General Contract Requirements**

Purpose

To establish a uniform policy for the approval of contracts.

Policy

It shall be the policy of the City of Lancaster that all contracts follow certain general procedural requirements.

Council Approval

Per the City of Lancaster Municipal Code 3.32.090, the City Council must approve all contracts in excess of \$125,000, regardless of the method of procurement, the contractor selection process used, or the funding source.

The originating department is responsible for notifying the City Clerk's office when a bid/proposal will be presented to City Council. The originating department will prepare the Staff Report for the Council Agenda.

General Contract Procedural Requirements

All contracts shall conform to the procedural requirements below unless otherwise excluded in this manual:

1. All contracts must be in writing and be signed by the City Manager or his/her designee in the name of the City, or one of its related agencies or authorities.
2. All contracts must include appropriate insurance and indemnification provisions.
3. All contracts must be approved as to form by the City Attorney or other legal counsel representing the City.
4. City Council approval is required for all contracts that exceed \$125,000.
5. City Council approval is required if any change order or amendment results in the amended contract total exceeding \$ 125,000.
6. A signed original of each contract entered into must be filed with the City Clerk's office, except for a contract for the procurement of material or services on a purchase order, which must be filed in the Purchasing Division

General Federal Grant Procurement Standards

Purpose

The following provisions are included to provide procurement standards and policy consistent with the Code of Federal Regulations.

Policy

It is the policy of the City of Lancaster to follow the Code of Federal Regulations procurement standards for all procurements funded in whole or in part by federal funds. These general procurement standards shall have precedence over state and local regulations. Where the Code of Federal Regulations is silent, the City shall follow state and local regulations as prescribed in Lancaster Municipal Code.

Procedures

Economy, Efficiency, Surplus

1. The City must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase.
2. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
3. When available, the City may consider procurement of Federal excess and surplus property in lieu of purchasing new equipment and property whenever such is feasible and reduces project costs.

Competition

1. All procurement transactions must be conducted in a manner providing full and open competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids, or requests for proposals must be excluded from competing for such procurements. The following practices are considered to be restrictive of competition and shall not be used:
 - a. Placing unreasonable requirements on firms in order for them to qualify to do business;
 - b. Requiring unnecessary experience and excessive bonding;
 - c. Noncompetitive pricing practices between firms or between affiliated companies;
 - d. Noncompetitive contracts to consultants that are on retainer contracts;
 - e. Organizational conflicts of interest;

- f. Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - g. Any arbitrary action in the procurement process.
2. The City must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leave an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
3. All solicitations must:
 - a. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not contain features, which unduly restrict competition.
 - b. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand that must be met by offers must be clearly stated.
 - c. Identify all requirements which the bid or proposal must fulfill and all other factors to be used in evaluating bids or proposals.
4. The City must ensure that all prequalified lists of persons, firms, or products that are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Additionally, the City must not preclude potential bidders from qualifying during the solicitation period.

Contracting with Small and Minority Businesses (SMB), Women’s Business Enterprises (WMB), and Labor Surplus Area Firms

The City must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

1. Affirmative steps must include:

- a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- c. Dividing total requirements, *when economically feasible*, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- d. Establishing delivery schedules, *where the requirement permits*, which encourage participation by small and minority businesses, and women's business enterprises;
- e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce;
- f. As appropriate, the City will solicit SMB and WBE via the Public Purchase solicitation system; and
- g. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in (a) through (f) of this section.

Contract Cost and Price

The Department responsible for contract solicitation and award will maintain sufficient records detailing the history of the procurement by recording, at minimum, the rationale for the method of procurement, the selection of contract type, the contractor selection, or rejection, and the basis for the contract price.

1. The originating department must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the department must make independent estimates before receiving bids or proposals.
2. Costs are generally divided into the primary cost elements of labor, payroll additives (burden or fringe), other direct costs, indirect costs (overhead), general and administrative costs (G&A), and profit/fee. Caution is advised when contacting vendors, as advance procurement information is protected as "procurement sensitive."
3. The City must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis (over the Simplified Acquisition Threshold) is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

4. Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the City under 2 CFR 200 Subpart E—Cost Principles, or the awarding agency’s cost principles when the City is a subrecipient of federal funds.
5. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Time and Material Contracts

Time and Material (T&M) Contracts shall only be used after a determination that no other contract is suitable. The contract must include a ceiling price that the contract exceeds at its own risk. No open-ended time and material contracts shall be awarded by the City. Time and materials type contract means a contract whose cost to the City is the sum of:

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

The Department overseeing the work must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Contract Award

The City must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. These items shall be part of the evaluation process for bid award when an evaluation is the basis of awarding the contract.

Contractor Performance

The Department responsible for the procurement and award will be responsible for maintaining contractor oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

Contract Provisions

All contracts must contain the applicable provisions described in Appendix II to Part 200-Contract Provisions for non-Federal Entity Contracts Under Federal Awards. Awarding departments must coordinate with the Purchasing Agent and the Legal Department to ensure all applicable provisions are included in each contract, and provisions are up to date.

Federal Awarding Agency or Pass-Through Entity Review

1. The City must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review

generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the City desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

2. The City must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - a. The City's procurement procedures or operation fails to comply with the procurement standards in this part;
 - b. The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - c. The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - d. The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - e. A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

3. The City is exempt from the pre-procurement review in paragraph (2) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
 - a. The City may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;
 - b. The City may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the City that it is complying with these standards. The City must cite specific policies, procedures, regulations, or standards as complying with these requirements and have its system available for review.

General Protest Procedures

Purpose

To establish a general policy and procedures for the submittal and evaluation of protests relating to any procurement actions.

Policy

It is the policy of the City of Lancaster to accept and evaluate protests for all procurement actions subject to compliance with the policy. To be considered, a protest must be filed in a timely manner, as described herein, must satisfy all the applicable requirements described herein, and must be brought by an interested party, as defined herein.

Method of Protest

In order to be considered, a Protest shall be in writing, addressed to the Purchasing Agent, and include:

1. The name, address, and phone number of the Bidder or Proposer protesting, or the authorized representative of the Bidder or Proposer;
2. The Invitation to Bid or Public Works Construction Project (“ITB” or “PWCP”) or Request for Proposals (“RFP”) Number and Title under which the Protest is submitted;
3. A detailed description of the specific grounds for protest and any supporting documentation. It is the responsibility of the Protesting Bidder/Proposer to supplement its Protest with any subsequently discovered documents prior to the Purchasing Agent’s decision;
4. The specific ruling or relief requested; and
5. Evidence that all persons with a financial interest in the procurement have been given notice of the Protest or if such persons are unknown, a statement to that effect.

Who May Protest

1. Protests based on specifications. Any prospective Bidder/Proposer.
2. Protests following Bid submittal. Any Bidder or Proposer submitting a response to an ITB or PWCP or RFP showing a substantial financial interest in the solicitation or award of any Contract.

Time to Protest

1. Protests based on specifications or other terms in the RFP, ITB, or PWCP documents which are apparent on the face of said documents must be received by the City no later

than ten (10) calendar days prior to the date established for submittal of the Bids/Proposals.

2. Protests based on other circumstances must be received by the City within five (5) calendar days after the protesting Bidder/Proposer knows or should have known the facts and circumstances upon which the Protest is based.
3. In no event shall a Protest be considered if all bids are rejected or after award of the Contract.

Procedure

1. Upon receipt of a timely written Protest, the Purchasing Agent or designee shall investigate the Protest and shall prepare a response in writing to the Protester.
2. The response shall be reviewed by the City Attorney prior to being sent to the Protester.
3. The written response will be sent to the Protester prior to the award of the Contract.
4. Except as provided below, the decision of the Purchasing Agent shall be final.

Reconsideration of Purchasing Agent's Decision

A financially interested Bidder may request that the Purchasing Agent's adverse decision be reviewed by the Director of Finance on a reconsideration basis only. The only justification for reconsideration are (1) new data exists relevant to the underlying grounds for protest and said data was unavailable at the time of the Protest to the Purchasing Agent; or (2) the Purchasing Agent made an error of law or regulation. The following procedures shall be followed for a reconsideration of the Purchasing Agent's decision:

1. Method of Request for Reconsideration. In order to be considered, a Request for Reconsideration must be filed with the Director of Finance in writing, and include:
 - a. The name, address, and telephone number of the person protesting or their authorized representative;
 - b. A copy of the written decision of the Purchasing Agent; and
 - c. A justification for reconsideration by the Director of Finance, including all pertinent facts and law on which the Bidder or Proposer is relying.
2. Time for filing Request for Reconsideration. The financially interested Bidder or Proposer must file the Request for Reconsideration no later than five (5) calendar days of receiving the Purchasing Agent's decision.
3. Review of the Purchasing Agent's Decision: Upon receipt of the Request for Reconsideration, the Director of Finance or designee will review (1) the information submitted to and reviewed by the Purchasing Agent and (2) the decision of the Purchasing Agent and shall thereafter issue a final determination regarding the Request

for Reconsideration. No other information will be reviewed unless the basis for the Request for Reconsideration is new data.

Failure to Comply

Failure to comply with the procedures set forth herein may render a Protest untimely or inadequate and may result in rejection by the City.

General Cooperative Agreements

Purpose

To establish general policies and procedures regarding purchases made through Cooperative Purchasing Agreements irrespective of the formal bid limit set by the City Municipal Code, Public Contract Code, or the Simplified Acquisition Threshold.

Policy

It shall be the policy of the City of Lancaster that the Purchasing Agent, with express permission from the awarding agency, and in accordance with 2 CFR 200.318(e), may use inter-governmental or inter-entity agreements for procurement or use of common or shared goods and services, provided the agreement was awarded through a competitive solicitation procurement process. The procurement process and the terms and conditions of the agreement must not conflict with municipal, state, and federal laws and regulations referenced in this manual.

The Purchasing Agent may purchase equipment and products by participating in a cooperative purchase of several agencies (joint bid) or through contracts entered into by other governmental agencies (“piggyback”). All such purchases must be from contracts that were competitively bid. The Purchasing Agent is also authorized to purchase goods and services under the California Multiple Award Schedule (CMAS) of the State of California or Federal GSA (for IT only per GSA Schedule 70) contracts.

Procedure

1. Cooperative Purchases. The Purchasing Agent is authorized to participate in cooperative purchases of several municipal entities and/or other public agencies as a lead agency or as a participating agency under another agency’s leadership.
2. Piggybacks. The Purchasing Agent is authorized to “piggyback” contracts for products and equipment, entered into by other governmental agencies (municipalities, county or State) through a competitive bid. The Purchasing Division will obtain documentation to verify the contract and bid process. All products or equipment purchased under this provision must substantially meet the technical specifications of the bid. Major deviations from the product specification will not be allowed; however minor modifications that do not materially alter the price of the originally bid equipment or products are authorized.
3. California Multiple Award Schedule (CMAS). The Purchasing Agent is also authorized to purchase technical products or services under CMAS of the State of California or federal GSA contracts.

General Local Hiring Preference

Purpose

In accordance with Ordinance No. 977, the City has adopted a local hiring preference in public works contracts. The purpose of this section is to increase the local workforce base by decreasing unemployment and increasing local spending power. So long as this policy does not conflict with federal restrictions on local preference, or reduce the competition during solicitation, this section shall apply to federal procurements related to public works projects.

Definitions of terms

The following words and terms as used in this policy shall have the following meanings:

Construction work hours means the total hours worked on a public works contract by qualified individuals, whether those individuals are employed by a contractor or subcontractor.

Local resident means an individual who is legally domiciled in the Antelope Valley immediately preceding the date of the Notice of Solicitation or bid advertisement by the City. (See Ordinance No. 977 for a listing of qualified zip codes.)

Qualified individuals means any and all skilled and unskilled workers, including but not limited to work site foremen, journeymen, technical engineers, apprentices, construction trainees, and construction helpers. Qualified individuals also include any and all other workers appropriate for construction activities regardless of level of skill.

Requirements for contractors

1. Every contractor submitting a bid to the City for a public works contract shall agree to make a good faith effort to hire qualified individuals who are local residents in sufficient numbers so that (with respect to such public works contract) no less than fifty percent (50%) of the total construction workforce, including any subcontractor workforce, measured in construction hours, is comprised of local residents.
2. A “good faith effort” means a contractor will take the following or similar actions to recruit and maintain local residents as part of the construction workforce:
 - a. Contact local recruitment sources to identify qualified individuals who are local residents;
 - b. Advertise for qualified individuals who are local residents in trade papers and newspapers of general circulation within the city and the County of Los Angeles, unless time limits imposed under the applicable public works contract relative to the commencement and/or completion of work do not permit such advertising;

- c. With respect to any portion of a public works contract to be performed by a subcontractor, identify subcontractors whose workforce includes qualified individuals who are local residents; and
 - d. Develop a written plan to recruit local residents as part of the construction workforce.
3. Every contractor shall complete and sign under penalty of perjury a Certification of Good Faith Effort to Hire Local Residents, on the form provided in the City's bid package, and shall submit the same with its sealed bid no later than the date and time of the bid opening.
 4. A contractor shall include in each and every subcontract relating to a public works contract, a provision whereby the subcontractor agrees to make a good faith effort to hire qualified individuals who are local residents. A contractor shall be responsible for a subcontractor's compliance with provisions of this section.

Requirements for subcontractors

Each subcontract for work, laborers, or materialmen relating to a public works project subject to this policy shall, in its contract with the prime contractor, promise to make a good faith effort to hire qualified individuals who are local residents and to maintain documentary evidence of such actions.

Hiring discretion

This policy does not limit the contractor's or subcontractor's ability to assess the qualifications of prospective workers, and to make final hiring and retention decisions. No provision of this policy shall be interpreted so as to require a contractor or subcontractor to employ a worker not qualified for the position in question, or to employ any particular worker.

Nonresponsive bids

The City may declare a bid to be nonresponsive under the provisions of this policy for good cause including, but not limited to, the following circumstances:

1. If a contractor fails to complete and sign under penalty of perjury the Certificate of Good Faith Effort to Hire Local Residents and/or it fails to submit the same with its sealed bid no later than the date and time of the bid opening; or
2. If a contractor, or a subcontractor listed by a contractor, fails to comply with the good faith effort requirements.

Required documentation

During its performance of a public works contract, a contractor shall keep an accurate record on a standardized form showing the name, place of residence, trade classification, hours employed, proof of qualified individual status, per diem wages and benefits of each person employed by the contractor on the specific public works project, including full-time, part-time,

permanent and temporary employees. A contractor shall require each subcontractor to maintain records of the same information for the subcontractor's workforce and shall require each subcontractor to provide a copy of such records to the contractor upon the contractor's request. A contractor shall make the records and documents available to the City upon request, within five (5) business days.

Forms submitted under penalty of perjury

All forms required under this policy shall be attested as to true as to the information set forth therein and shall be submitted under penalty of perjury.

Monitoring

From time to time, and at its sole discretion, the City may monitor and investigate compliance of any contractor or subcontractor with respect to the requirements of this policy. The City shall have the right to engage in random inspections of job sites, subject construction schedule and safety concerns. Each contractor and subcontractor shall allow representatives of the City, in the performance of their duties, to engage in random inspections of job sites and have access to the employees of the contractor and subcontractor and the records required to document compliance with this policy.

Exclusion and exceptions

The provisions of this policy shall not apply under any of the following circumstances:

1. When state or federal law or regulation applicable to a particular public works contract prohibits a local hiring requirement;
2. When the City determines, in accordance with the requirements of local code or applicable state law, that a contract is necessary to respond to an emergency which endangers the public health, safety or welfare; and/or
3. When the City determines that a suitable pool of qualified individuals who are local residents does not exist for a specific public works contract.

General Environmentally Preferable Purchasing

Purpose

It is the goal of the City of Lancaster to use its purchasing power to extend the City's environmentally friendly practices and for the City to be a responsible environmental leader.

The City of Lancaster is a large consumer of goods and services, and the purchasing decisions of our employees and contractors can positively or negatively affect the environment. By including environmental considerations in our procurement decisions, along with our traditional concerns with price, performance, and availability, we will remain fiscally responsible while promoting practices that improve public health and safety, reduce pollution, and conserve natural resources. The purpose of this policy is to establish the framework for a sustainability-based purchasing program for the City. The areas of responsibility shall include the following practices and procedures, which are outlined as part of this policy to ensure compliance with best procurement practices that result in the purchasing of products and services targeted at minimizing impacts on human health and the environment.

Procurement of Recovered Materials per 2 CFR 200

The City and its contractors will comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Policy

All City departments shall take every reasonable effort to reduce the amount and toxicity of solid waste they generate, recycle materials recoverable from their operations, and maximize the procurement of recycled, energy efficient, and non-toxic products; to the extent allowable consistent with Federal funding procurement standards.

Procedures

1. "Green" Initiatives:
 - a. Institute practices that reduce waste through increased product efficiency and effectiveness.
2. Purchase of products that minimize environmental impacts, including but not limited to, toxic substances, pollution, and hazards to workers and to community safety to the greatest extent practicable.

3. Purchase products that include recycled content, are durable and long lasting, conserve energy, water and natural resources, use agricultural products, fibers and residues, reduce greenhouse gas emissions and other pollutants, use unbleached or chlorine free manufacturing processes, and use wood from sustainable harvested forested or other environmentally friendly substitutes.

Sustainability Objectives

1. Minimize environmental impacts such as pollution and use of water, energy, and natural resources.
2. Eliminate or reduce toxic substances that create hazards to workers and our community.
3. Protect the City's soil, surface, and subterranean waters by minimizing the use of chemicals or other substances known to contaminate soils and water resources through toxicity, bioaccumulation, or persistence.
4. Encourage manufacturers and vendors to reduce or eliminate environmental impacts in their production and distribution systems to the extent possible.
5. Serve as a model for purchasing environmentally preferable products and encourage other purchasers in our community to adopt similar goals.
6. Assist in improving the air quality for City residents and visitors by making purchases that minimize emissions of pollutants and particulates.
7. Preserve resources locally and globally through purchasing practices that:
 - a. Maximizes water, energy, and natural resources efficiently;
 - b. Utilizes renewable energy sources;
 - c. Maximizes post-consumer recycled content;
 - d. Utilizes readily recyclable or compostable materials; and
 - e. Facilitates long-life commodity use through product durability, reparability, and reuse.

Definitions and Standards

1. All products, for which the United States Environmental Protection Agency (EPA) has established minimum recycled content standard guidelines, including but not limited to printing paper, office paper, janitorial supplies, construction, landscaping, miscellaneous, and non-paper office products, shall contain the highest post-consumer content practicable, but not less than the minimum recycled content standards established by the U.S. EPA Guidelines.
2. In general, environmentally preferable products and services are those that would have a reduced effect on human health and the environment when compared with

competing products and services. More specifically, this comparison should include considerations of all phases of the product's life cycle, including raw materials acquisition, production, manufacturing, packaging, distribution, operation, maintenance and disposal, including potential for reuse or ability to be recycled.

3. In practice, the objective is to purchase products that have reduced environmental impact because of the way they are manufactured, used, transported, stored, packaged, and disposed of. It means procuring products that do not harm human health, are less polluting while minimizing waste and maximizing use of bio-based or recycled materials, that conserve energy, water, and natural resources, and reduce the consumption and/or disposal of hazardous materials. When determining whether a product is environmentally preferable, the following standards, at a minimum, should be considered:
 - a. Bio-based
 - b. Bio Degradable
 - c. Carcinogen-free
 - d. Bio-accumulative toxic (PBT) free
 - e. Chlorofluorocarbon (CFC) free
 - f. Heavy metal free (i.e. no lead, mercury, cadmium)
 - g. Low volatile organic compound (VOC) free
 - h. Made from renewable materials
 - i. Compostable
 - j. Low toxicity
 - k. Recycled content or is reusable
 - l. Reduced packaging, refurbished
 - m. Greenhouse gas emission
 - n. Energy, resource and water efficient

Responsibilities

The Purchasing Division

1. Work with other governmental purchasing groups and agencies such as, but not limited to, U.S. Communities, National Institute of Governmental Purchasing (NIGP), California Association of Public Procurement Officers (CAPPO), and the Environmentally Preferable Purchasing (EPP) Department of the EPA to determinate appropriate standards for green purchasing.
2. Work with requesting departments to specify environmentally friendly products manufactured from recycled materials or energy efficient products whenever possible.
3. Utilize, when applicable, cooperative green purchasing agreements from other public agencies and from purchasing consortiums, including but not limited to, U.S. Communities, the National Intergovernmental Purchasing Alliance (NIPA), the National

Joint Powers Alliance (NJPA), the Western States Contracting Alliance (WSCA), National Purchasing Powers (NPP), and California Multiple Award Schedule (CMAS), to reduce the cost of impact of purchasing environmentally friendly products.

4. Establish Price Agreements for green products and inform City departments of their availability.
5. Evaluate green product alternatives where appropriate. The evaluation should include the consideration of total life cycle costs anticipated for the entire time period that a product is owned, including but not limited to, acquisition, extended warranties, operations, supplies, maintenance, energy costs, disposal costs, and the expected lifetime of a product, as compared to other alternatives. Green considerations for evaluation include:
 - a. The durability of the products, if it is long lasting, reusable or refillable.
 - b. If there is a “take back” or “trade in” program for electronic equipment, computers, monitors, printers, or copiers for reuse or environmentally safe recycling at the end of the product life cycle.
 - c. If product packaging is environmentally friendly and can be reused or recycled.

City Departments

Be responsible for ensuring that their respective employees, contractors, and vendors are fully aware and supportive of the City’s initiative to purchase environmentally preferable goods and services. To this end, departments shall be responsible to exercise due diligence in their procurement decisions as well as procurements made by their contractors and consultants, promoting the purchase and use of environmentally preferable products whenever cost effective, and to the extent practicable for all work completed on behalf of the City of Lancaster.

Preferred Products

1. **Recycled Materials.** A maximum effort shall be made, whenever possible, to purchase products manufactured from recycled materials.
2. **Remanufactured Products.** The City shall purchase remanufactured products, such as furniture and equipment, whenever practicable, without reducing safety, quality, or effectiveness.
3. **Non-Toxic Chemicals and Sprays.** A maximum effort will be made to reduce or eliminate the use of toxic sprays or chemicals at all City facilities whenever possible.
4. **Energy and Water Conserving Equipment.** When applicable, energy-efficient equipment shall be purchased that is equipped with the most up-to-date energy efficiency functions available at the time of procurement. This shall include, but is not

limited to, high efficiency space heating systems, high efficiency space cooling systems, and appliances.

5. **Energy Star Designation.** Energy Star is a labeling program derived from a partnership between the EPA and the U.S. Department of Energy (DOE). All products displaying the Energy Star label meet Federal Energy Management Program (FEMP) standards. Typically, this means that labeled products are in the top twenty-five percent of all similar products when ranked by energy efficiency, and utilize twenty-five to fifty percent less energy than traditional counterparts.

Contracted Landscaping Services

1. Contractors providing landscaping services to the City shall be encouraged to employ sustainable landscape management practices whenever possible, including but not limited to, integrated and environmentally friendly pest management, recycling grass clippings, drip irrigation, composting, and procurement of mulch and compost that give preference to those produced from locally (regionally) generated plant debris or food waste programs.
2. Plants should be selected to minimize waste and water consumption by choosing species that are appropriate to the climate they are to be placed in, can grow to their natural size in the space allotted them, and use perennials rather than annuals for color. Native and drought-tolerant plants that require no or minimal watering, once established, shall be preferred.
3. Hard-scapes and landscape structures constructed of either recycled or biodegradable materials are encouraged.

Elimination or Reduction of Toxic Substances and Pollutants

1. To the extent practicable, no cleaning or disinfecting products (i.e. for janitorial, maintenance, or cleaning use) shall contain ingredients that are carcinogens, mutagens, or teratogens. These include chemicals listed by the EPA or the National Institute for Occupational Safety and Health on the Toxics Release Inventory and those listed under Proposition 65 by California Office of Environmental Health Hazard Assessment.
2. When maintaining buildings, the City shall use the lowest amount of VOCs, highest recycled content, and low or no formaldehyde when purchasing materials such as paint, carpeting, adhesives, furniture, and casework.
3. The City shall reduce or eliminate its use of products that contribute to the formation of dioxins and furans, including but not limited to products that use polyvinyl chloride (PVC), such as office binders, furniture, and flooring whenever practicable.

Conservation and Source Reduction

Certain practices and procurement strategies can help prevent waste before it is created. Such practices are suggested whenever practicable and cost-effective, but are not meant to reduce workplace safety or compromise product performance.

Examples include:

- a. Electronic communication instead of printed;
- b. Double-sided photocopying and printing;
- c. Washable and reusable dishes and utensils;
- d. Rechargeable batteries;
- e. Streamlining and computerizing forms;
- f. "On-demand" printing of documents and reports as they are needed;
- g. Leasing long-life products when service agreements support maintenance and repair rather than new purchases;
- h. Sharing equipment and occasional use items;
- i. Choosing durable products rather than disposable;
- j. Reducing product weight or thickness when effectiveness is not jeopardized in products such as paper and plastic liner bags;
- k. Buying in bulk, when storage and operations exist to support it;
- l. Reusing products, such as file folders, storage boxes, office supplies, and furnishings, when practicable

Methods of Procurement **Micropurchase – Goods and Services**

Purpose

To establish policies and procedures for purchases of materials, supplies, equipment, general and professional services less than the Micropurchase Threshold, as defined by 2 CFR Chapter 2, Subpart A, 200.67.

Policy

It shall be the policy of the City of Lancaster to use an informal procurement process whenever possible when procuring goods and services under the Micropurchase Threshold. These purchases may be completed at the division/department level and do not need to be approved by the Purchasing Division prior to the procurement process.

Micropurchases may be awarded without soliciting competitive quotations if the City considers the price reasonable. The soliciting department shall have the responsibility to determine that the price is reasonable.

To the extent practicable, the City must distribute Micropurchases equitably among qualified suppliers.

The Purchasing Agent from time to time may review awards by Micropurchase to ensure equitable distribution of opportunity.

Procedures

The requestor may handle these purchases through the following guidelines:

1. One-time purchases under the Micropurchase Threshold are decentralized and may be made directly by the department using CAL-Card, petty cash, direct invoicing, or by obtaining a purchasing order number from Purchasing.
 - a. Procurement Card. CAL-Card cardholders may make purchases of goods and services using a City Procurement Card. All purchases of goods or services shall be made within the limits of and in accordance with the City Procurement Card Program Manual.
 - d. Direct Invoice Processing. The requestor may have the Vendor submit an invoice directly to the City for payment.
 - e. Petty Cash. Petty cash is used for small, incidental expenditures that would be impractical to process through the Purchasing System. Petty cash may also be used when the item is needed immediately and costs less than \$50.
2. Micropurchases exceeding \$2,000 may require a Purchase Order.

Methods of Procurement Small Purchase - Goods and Services

Purpose

To establish policies and procedures for purchases of materials, supplies, equipment, general and professional services less than the Simplified Acquisition Threshold as defined by 2 CFR Chapter 2, Subpart A, 200.88. Per City of Lancaster Municipal Code 3.32.200, the dollar limit for this type of procurement is \$125,000, at the time this policy is enacted.

Policy

It shall be the policy of the City of Lancaster to use an informal competitive procurement process when procuring goods and services under the Simplified Acquisition Threshold, via the Small Purchase method of procurement. No cost or price analysis is necessary.

Procedures

Procurement under the Simplified Acquisition Threshold may occur in various forms: obtaining quotes, using a sealed, but informal bid process, or through other processes. The Purchasing Division will choose the process best suited to a timely and efficient procurement.

For all purchases of goods and services under the Simplified Acquisition Threshold, departments shall solicit pricing as outlined below.

Purchases under \$30,000

Any purchase of \$2,000 or greater requires a purchase order. For purchases of goods and services that equal or exceed \$2,000, but are less than \$30,000, an informal request for quotation may be used to solicit comparative pricing.

Purchases under \$125,000

For purchases of goods and services exceeding \$30,000, but less than \$125,000, a formal Request for Quotation shall be solicited in the open market following the procedure described below:

1. Open market solicitations shall, whenever possible, be based on at least three quotations. If less than three quotes are received, the effort to obtain additional quotes must be documented, or a reason for fewer than three quotes must be documented.
2. The requisitioner shall solicit by written request, including facsimile and electronic mail, or telephone to prospective vendors.
3. Quotations shall be submitted to the Purchasing Division with the resultant requisition. A record of all open market orders and quotes shall be kept on record for a period of one year after the order is placed. These records shall be made available for public inspection for up to one year following the award of the purchase order.

4. If no quotation, or no responsive quotation, is received after inviting quotations, the requisitioner may proceed with the procurement in the open market. A memo shall be attached to the requisition summarizing the solicitation process. The Purchasing Division may solicit additional quotations from vendors, or may procure the goods or services based on the recommendation from the requisitioner.
5. Contract award should be based on lowest price from a responsible bidder who submits a responsive bid. For professional services, if the lowest bidder is not selected, documentation must be provided to substantiate contract award.
6. The quote should include, as applicable, a detailed description of the good or service, date quote was obtained and its expiration, price, rates, all required current Federal and State licenses numbers, current DIR registration number, attestation that the contractor will pay applicable state or federal employee wages, and a statement that the vendor is insured for the appropriate insurance limits.

The quotation procedure under this section may be dispensed with in the following circumstances:

1. Emergency. In an emergency, when time is of the essence and in accordance with the procurement manual for one of the following reasons:
 - a. To preserve or protect life, health or property;
 - b. Upon natural disaster;
 - c. To forestall a shutdown of essential public services.
2. A cooperative agreement that meets the requirements as previously outlined in this policy.

Methods of Procurement **Competitive Proposals - Goods and Services**

Purpose

To establish policies and procedures for purchases of materials, supplies, equipment, general and professional services that exceed the Simplified Acquisition Threshold as defined by 2 CFR Chapter 2, Subpart A, 200.88. Per City of Lancaster Municipal Code 3.32.200, the dollar limit for this type of procurement is over \$125,000, at the time this policy is enacted.

Policy

It shall be the policy of the City of Lancaster to use a formal competitive procurement process when procuring goods and services exceeding the Simplified Acquisition Threshold, via the Competitive Proposal method of procurement.

Contracts must be awarded to the responsible firm whose proposal is responsive and most advantageous to the program, with price and other factors considered

Procedures

Cost Price Analysis

A cost or price analysis must be performed in connection with every procurement action, including contract modifications, in excess of the Simplified Acquisition Threshold. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the City must make independent estimates before receiving bids or proposals.

Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable under Subpart E—Cost Principles of 2 CFR 200. The City may reference its own cost principles that comply with the Federal cost principles.

Format of Solicitations

The format for competitive proposal may be either a Request for Qualifications (RFQ) or a Request for Proposals (RFP), or a combination thereof. The suggested format includes: scope of services, qualifications and information required from consultants for selection, reference to the City's professional service contract, identify all evaluation factors and their relative importance, and for certain federal projects, statement of the Disadvantaged Business Enterprise (DBE) goal.

The City may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only

be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

Development of Bid Specifications

The requesting division/department shall develop the technical specifications and the remainder of the bid packet in accordance with the standardized bidding documents made available by the Purchasing Division.

Technical specification shall be as concise and exact as possible without being ambiguous or proprietary. The specification shall be written to solicit as many bids as possible from vendors who can deliver a product meeting the spirit and intent of the specification. City employees developing technical specifications may contact potential vendor to obtain technical data or industry standards, but are cautioned against accepting technical data that would result in a proprietary specification. It shall be City policy that vendors who develop or draft a substantial part of the specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

“Or Equal” Requirements

No bid shall require any article of a specific brand when such requirement would prevent proper competition on the part of vendors in other articles of equal value, utility, or merit.

Routing of Bid Packets

A working copy of the completed bid packet shall be forwarded electronically by the division/department to Purchasing for approval.

Approval of Bid Specifications

After approval by the Purchasing Agent, the Purchasing Agent shall forward to the Legal Division for approval as to form and legality. Upon legal approval, the Purchasing Agent shall review any prebid conference dates and bid opening dates to ensure they are still reasonable.

Notice Inviting Bids

Notice Inviting Bids may be in a newspaper of general circulation, posted on the City’s website, and/or distributed through the electronic bid notification system used by the City. The Purchasing Agent will determine which notification method best suits the solicitation based on the goods or services to be procured.

Proposals must be solicited from an adequate number of qualified sources

Distribution of Bid Packets

Bid packets shall be distributed through the City’s electronic bid system, Public Purchase, or other approved bid distribution system. Purchasing keeps an updated list of vendors who have received/requested bid packets. If known vendors are not registered with Public Purchase, a bid packet may be distributed directly, however the name and contact information of the

vendor shall be forwarded to Purchasing to insure inclusion of the vendor on the list of vendors who have received bid packets.

Contacts with City Staff during Bid Process

From the time the bid packets are released until an award or rejection of all bids is made, all inquiries shall be referred to Purchasing Division personnel who will be responsible for transmittal of information. Direct contact with potential bidders by City staff or council without the Purchasing Agent's specific authorization, is prohibited.

Addenda

If, because of inquiries or a prebid conference, additional information is required to be disseminated to prospective bidders, the Purchasing Division will be responsible for disseminating addenda, as appropriate.

Receipt of Bids

Proposals must be sealed and may not be opened until after the date and time of the submittal due date established in the solicitation document. All bids will be stamped with the date and time upon receipt. Any bids received after the bid opening time will be time/date stamped and returned unopened to the vendor.

Bid Openings

The Purchasing Agent or his/her designee will conduct the bid opening sometime after the time, date, and location designated on the Notice Inviting Bids. There will be no requirement to read bid prices aloud, as price is only one component of the RFP/RFP process of evaluation.

Bid Evaluations

The Purchasing Agent will review the proposal for responsiveness and will forward to the appropriate division/department all documents related to the specific bid with an evaluation summary listing all bids; and identifying any errors, irregularities, or apparent areas of non-responsiveness or non-responsibility.

A committee of no less than three individuals will conduct evaluations. The City, when conducting technical evaluations of the proposals received, must score all evaluation factors by the relative importance as indicated in the solicitation. Cost should be the weightiest factor of score. By determining the average of all scores, the proposal that provides the best value to the City, shall be awarded a contract for the procurement.

Except when a reasonable determination to reject all proposals has been determined or when reasonable negotiations to contract with the firm have failed. In situations where reasonable negotiation to contract has failed, the second best firm may be selected for award, and so on, until contract award can be made.

Selection Criteria

Professional consultant services must be selected for a project based upon experience of the consultant, special knowledge of the subject matter, ability to perform the services in the time allowed, record of success on similar work, ability to operate well in the necessary discussions, presentations, coordination and cooperation related to the project. These criteria as well as costs will be evaluated.

The following factors may be considered and evaluated in selecting a professional consultant for particular study or project:

1. Educational background of the consultant.
2. Relevant experience of the consultant.
3. Demonstrated record of success by the consultant on work previously performed by the City or similar work performed for others.
4. Individuals within the consultant's organization who will have direct charge of work.
5. Whether consultant has adequate staff to perform the work within the time allowance.
6. The ability of the consultant to make effective public presentations of the report and/or design as may be required.
7. The ability of the consultant to work effectively with City staff, other public agencies, and related parties as may be required during the course of the design, study or other technical services.
8. Where appropriate, whether the consultant has adequate knowledge of local conditions.
9. Whether consultant has available experienced, capable and acceptable resource and design professional personnel as may be pertinent to the particular project.
10. Demonstrated continuing interest by the consultant in the success, efficiency and workability after it has been placed in operation.
11. The record of the consultant in keeping costs within project budgets and estimates.
12. Ability of the consultant to furnish adequate and effective supervision services, where such services are an inherent part of a "package" of services for which the consultant is employed.

13. Ability to obtain applicable insurance or bonding for the project.
14. Overall costs for services, including hourly rates, level of professionals assigned, and hours to complete task.

Recommendation for Award

The Purchasing Agent shall review all staff report recommendations of award prior to presentation to City Council.

Contract Documents

After Award, Purchasing will notify all bidders of the award of bid, or rejection of all bids, and will send contract documents to the successful proposer for signature. Upon return of the signed contract and any other documents required by the bid documents, the division/department will route the contract per the contract routing procedures.

Contract Administration

Contract administration will be the responsibility of the division/department, except for citywide contracts, which are the responsibility of Purchasing.

Recordkeeping

As applicable, the department/division and/or Purchasing will maintain records of the rationale for the method of procurement, selection of contract type, contractor selection, or rejection, and the basis for the contract price.

Methods of Procurement Sealed Bids – Public Projects

Purpose

To establish policies and procedures for purchases of construction services that exceeds the Simplified Acquisition Threshold as defined by 2 CFR Chapter 2, Subpart A, 200.88. The City of Lancaster subscribes to procurement guidelines in the California Uniform Public Construction Cost Accounting Act and Public Contract Code. For construction projects, the City of Lancaster must use the lower of the limits between Public Contract Code and the Simplified Acquisition Threshold, as amended from time to time. The City notes that from time to time, it could vary as to which limit is higher, and those limits should be verified and noted with each bid process.

Policy

It shall be the policy of the City of Lancaster to use a formal competitive procurement process when procuring construction services exceeding the Simplified Acquisition Threshold, via the Sealed Bid method of procurement. Where the Federal Code of Regulations and Federal Acquisition Regulation is silent, the City shall use the processes consistent with procurement approved by the State of California through the California Uniform Construction Cost Accounting Commission (“Commission”) and implemented by the Purchasing Officer through City of Lancaster Purchasing Ordinance. Except where conflict occurs with Federal regulations, contracts for construction shall also be governed by the current edition of the Standard Specifications for Public Works Construction and its latest supplement, collectively known as “the Green Book.”

A cost price analysis must be used for all procurements exceeding the Simplified Acquisition Threshold, including contract modification.

A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Profit must be negotiated as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed (contracts that exceed the Simplified Acquisition Threshold). To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. These factors shall be documented with the contract award.

In order for sealed bidding to be feasible, the following conditions should be present:

1. A complete, adequate, and realistic specification or purchase description is available;
2. Two or more responsible bidders are willing and able to compete effectively for the business; and
3. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally based on price.

Value Engineering

Value engineering should be used for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Contracts for construction projects shall have a contract clause stating Value Engineering should be used for contract items, and any subsequent additions to the scope of work that would benefit.

Definitions (PCC 22002)

1. "Public agency" for purposes of this chapter, means a city, county, city and county, including chartered cities and chartered counties, any special district, and any other agency of the state for the local performance of governmental or proprietary functions within limited boundaries. "Public agency" also includes a nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency.
2. "Representatives of the construction industry" for purposes of this chapter, means a general contractor, subcontractor or labor representative with experience in the field of public works construction.
3. "Public project" means any of the following:
 - a. Construction, reconstruction, erection, alteration, renovation, improvement, demotion, and repair work involving any publicly owned, leased or operated facility.
 - b. Painting or repainting of any publicly owned, leased, or operated facility.
 - c. In the case of a publicly owned utility system, "public project" shall include only the construction, erection, improvement, or repair of dams, reservoirs, power plants, and electrical transmission lines of 230,000 volts and higher.
4. "Public project" does not mean maintenance work. For purposes of this section, "maintenance work" includes all of the following:
 - a. Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
 - b. Minor repainting.
 - c. Resurfacing of streets and highways at less than one inch.
 - d. Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.

- e. Work performed to keep, operate, maintain publicly owned water, power, or water disposal systems, including, but not limited to dams, reservoirs, power plants, and electrical transmission lines of 230,000 volts and higher.
5. For the purposes of this chapter, “facility” means any plant, building, structure, ground facility, utility system, real property, streets and highways, or other public work improvement.

Procedures

Development of Bid Specifications

The requesting division/department shall develop the technical specifications and the remainder of the bid packet in accordance with the standardized bidding documents made available by the Purchasing Division.

Technical specification shall be as concise and exact as possible without being ambiguous or proprietary. The specification shall be written to solicit as many bids as possible from vendors who can deliver a product meeting the spirit and intent of the specification. City employees developing technical specifications may contact potential vendor to obtain technical data or industry standards, but are cautioned against accepting technical data that would result in a proprietary specification. It shall be City policy that vendors who develop or draft a substantial part of the specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

“Or Equal” Requirement

The City shall not draft specification for public works construction bids in a manner that limits the bidding, directly or indirectly, by calling out a designated material, product, thing, or service by a specific brand or trade name unless the specification is followed by the words “or equal” so that bidders may furnish any equal material, product, thing or service. In applying this doctrine, the City shall, if aware of an equal product, name that product in the specification. Specifications shall provide a period of time prior to or after the award of the contract for submission of data substantiating a request for a substitution of an “or equal” item. If no time period is specified, data may be submitted any time within thirty-five (35) days after the award of the contract. (Public Contract Code Section 3400)

Notice Inviting Formal Bids

Notice Inviting Formal Bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The Notice shall be publicly advertised and published at least fourteen (14) calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the jurisdiction of the agency. The Notice Inviting Bids shall also be mailed to all construction trade journals as identified in the section for Informal Bidding. The Notice shall be mailed at least fifteen (15) calendar days

before the date of opening the bids. In addition to notice required by this section, the City may give such other notice as it deems proper.

Bids must be solicited from an adequate number of known suppliers.

The Notice Inviting Bids shall include any specifications and pertinent attachments, and must define the items or services in order for the bidder to properly respond.

Contractors List

The City will maintain a list of qualified contractors identified according to categories of work. Such list shall comply with the minimum criteria for development and maintenance of such list, as determined from time to time by the California Uniform Public Cost Accounting Commission.

1. During November of each year, the City shall mail a written notice to all construction trade journals designated per Public Contract Code Section 22036, inviting all licensed contractors to submit the name of their firm to the City for inclusion on the City's list of qualified bidders for the following calendar year.
2. The City shall notify both trade journals listed below:

Construction Bidboard (eBidboard)
11622 El Camino Real, Suite 100
San Diego, CA 92130
Phone: 800-479-5314
Fax: 619-688-0585
Email: planroom@ebidboard.com

McGraw-Hill Construction Dodge
1333 Mayflower Avenue, Suite 300
Monrovia, CA 91016-4066
Phone: 626-932-6181
Fax: 626-932-6153

3. The City shall notify two of the three trade journals listed below:

BidAmerica
41085 Elm Street
Murrieta, CA 92562
Phone: 909-677-4819
Fax: 909-600-0615

Southern California Builders Association
732 N. Diamond Bar Blvd. #114
Diamond Bar, CA 91765
Phone: 909-396-1451
Fax: 909-396-1453
Email: scba@socalbuilders.org

Builders Notebook
PO Box 4883
Santa Barbara, CA 93140
Phone: 877-776-5436
Fax: 805-262-6338
Email: planroom@buildersnotebook.com
Website: www.buildersnotebook.com

4. The notice shall require that the contractor provide the name and address to which a Notice Inviting Informal Bids should be mailed, a phone number at which the contractor may be reached, the type of work in which the contractor is interested in and currently licensed to do together with the class of contractor's license(s) held and contractor's license number(s).
5. The City may create a new contractor's list starting January 1st of each year. The City may include any contractors' names they so desire on the list, but the list must include at a minimum all contractors who have properly provided the City with the information required in above, either during the calendar year in which the list is valid or during November and December of the previous year. It is recommend that the City automatically include the names of all contractors who submitted one or more valid bids to the City during the preceding calendar year.
6. A contractor may have his firm added to the City's contractors list at any time by providing the required information.

Pre-Bid Conference

The Notice Inviting Bids for Public Projects should include a requirement for any type of pre-bid conference, site visit, or meeting; and must include the time, date, and location of the pre-bid conference, site visit, or meeting; and where and when project document will be available. Any pre-bid conference, site visit, or meeting, cannot occur within five (5) calendar days from the publication of the initial Notice Inviting Bids.

The City must not preclude potential bidders from qualifying during the solicitation period.

Licensing of Contractors

Public Contract Code Section 3300 requires that the public agency specify the classification of the contractor's license, which a contractor shall possess at the time the contract is awarded. The specification shall be included in any plans prepared for a Public Project and in any Notice Inviting Bids required pursuant to this code.

The City may not lawfully award contracts to unlicensed contractors. Business and Professions Code Section 7028.15 makes it a misdemeanor for any person to submit a bid to a public agency in order to engage in the business or act in the capacity of a contractor without having the appropriate license. Business and Professions Code Section 7028.15 requires public agencies, before awarding a contract or issuing a purchase order, to verify the contractor was properly licensed when the contractor submitted the bid. A bid submitted by a contractor who is not properly licensed must be considered nonresponsive and rejected by the City. Any contract awarded to a contractor who is not properly licensed is void.

Noncollusion Declaration

Public Contract Code Section 7106 requires any public works contract of a public entity shall include a declaration of noncollusion executed by the bidder and submitted with the bid. The contents and form of the declaration are found in the section of code. A bid submitted by a contractor that does not contain a noncollusion declaration with the required content must be considered nonresponsive and reject by the City.

Designation of Subcontractors

The Subletting and Subcontracting Fair Practices Act sets forth the law to prevent bid shopping and bid peddling in connection with construction. Such practices often result in poor quality of material and workmanship to the detriment of the public, and deprive the public of the full benefits of fair competition among prime contractors and subcontractors. Public Contract Code Section 4104 requires prime contractors to submit with their bid a list of all subcontractors to whom it intends to subcontract work, including all fabrication and installation work for more than one half of one percent of the total bid or ten thousand dollars (\$10,000), whichever is greater. The prime contractor must give the name and location of the place of business of each subcontractor. Any additional information required from the price contractor may be submitted up to twenty four (24) hours after bid deadline. Only one subcontractor may be listed for each portion of the work as defined by the prime contractor in its bid. Therefore, if the prime contractor intends to use a subcontractor for any portion of the work in an amount in excess of one half of one percent of the total bid (or \$10,000, whichever is greater), then the prime contractor is required to list the subcontractor.

If the prime contractor fails to list the subcontractor or lists more than one subcontractor for the same portion of work, the prime contractor agrees that the prime contract is fully qualified to perform that portion of the work itself and that it will perform that portion. The subcontractor may not subcontract any portion of the work in excess of one half of one percent of the initial bid (or \$10,000, whichever is greater) if its original bid did not designate a

subcontractor for that portion of the work except where a change order causes changes or deviates from the original contract.

Federal Bonding Requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the City of Lancaster bonding policy may be used when it is reviewed and determined by the Federal awarding agency or pass-through entity, to be sufficient that the Federal interest is adequately protected. If the Federal awarding agency or pass-through entity does not determine such, the minimum bonding requirements must be followed:

1. A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
2. A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor’s obligations under such contract.
3. A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in execution of the work provided for in the contract.

City of Lancaster Payment and Performance Bond Requirements

The contractor must provide a payment bond for all public works projects which exceed \$25,000 before beginning performance of the work. Architects, engineers, and land surveyors providing professional services for public works are not required to file a payment bond.

The purpose of a payment bond is to ensure that laborers’ and materialmen’s claims against the contractor and subcontractor for work done or materials furnished in connection with the public works project will be paid. The payment bond must provide that the surety shall pay all amounts if the original contractor or subcontractor fails to pay any person furnishing labor or materials or fails to pay amounts under the Unemployment Insurance Code with respect to labor or work performed under the contract and fails to pay any amounts required to be deducted, withheld and paid over to the Employment Development Department from the wages of employees of the contractor or subcontractor. A general contractor who fails to file a payment bond with the City cannot be paid even when the job is completed satisfactorily and all claims for labor and materials have been satisfied. The failure to file a bond is a breach of a broad public policy.

The payment bond must be one hundred (100) percent of the contract price. The general contractor may require subcontractors to provide a payment bond to indemnify the general

contractor for any loss sustained by the original contractor because of any default by the subcontractor.

Faithful Performance Bonds (100%) are not required by state law but are strongly recommended in projects over \$25,000. A Faithful Performance Bond requires a surety to complete a project in the event the contractor defaults.

Bid Security

Per Public Contract Code Section 20170, "All bids shall be presented under sealed cover and accompanied by one of the following forms of bidder's security:"

1. Cash.
2. Cashier's check made payable to the City.
3. A certified check made payable to the City.
4. A bidder's bond executed by an admitted surety, made payable to the City.

Per Public Contract Code Section 20171, the security shall be in an amount equal to at least ten (10) percent of the amount bid. A bid shall not be considered unless one of the forms of bidder's security is enclosed with it.

Sureties

Based upon Walt Rankin & Associates v. City of Murrieta, public agencies now have a mandatory duty to investigate the sufficiency of a surety prior to approving a faithful performance bond or a payment bond. Only California admitted surety insurers will be acceptable for the issuance of bonds. "Admitted" means that a surety insurer is permitted by the State Department of Insurance (DOI) to issue surety bonds in California. To be an "admitted surety" in California, the surety must submit periodic financial audits and be subject to specific reserve requirements that meet all DOI standards.

The Purchasing Agent or designee acting on behalf of the City must verify the status of the surety by going to the website of the [California Department of Insurance](#) confirming the surety is an admitted surety insurer and attaching a copy to the bond.

Separation of Projects

It is unlawful to split or separate into smaller work orders or projects any projects for the purpose of evading the provisions requiring work to be done by contract after competitive bidding.

Prevailing Wage

Davis-Bacon Act- Applies to construction contracts in excess of \$2,000. It requires contracts to pay laborers and mechanics wages not less than the prevailing wage as determined by the

Secretary of Labor and must be required to pay wages not less than once a week. Each bid solicitation published by the City must contain the current prevailing wage determination. Any award of the contract must be conditioned on contractor's acceptance of that wage determination. Suspected or reported violations of this act shall be immediately reported to the Federal awarding agency.

Alternates

Effective January 1, 2001, Assembly Bill No. 2182 adds provisions to the Public Contract Code which specifies the procedure for alternative bids. The legislation added Public Contract Code Section 20103.8, which authorizes a local agency to let a bid for public works to include prices for items that may be added to, or deducted from the scope of work in the contract for which the bid is being submitted. It requires that whenever additive or deductive items are included in a bid, the bid solicitation must specify which of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in No. 1 may be used:

1. The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.
2. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.
3. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that when taken in order from a specifically identified list of those items in the solicitation, and added to, or subtracted from, the base contract are less than, or equal to, a funding amount publicly disclosed by the local agency before the first bid is opened.
4. The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed by the public entity before the ranking of all bidders from lowest to highest has been determined.

A responsible bidder who submitted the lowest bid as determined by this section shall be awarded the contract, if it is awarded. This section does not preclude the local agency from adding to or deducting from the contract any of the additive or deductive items after the lowest responsible bidder has been determined.

Addenda (Extension of Time for Bids)

The bid invitation and public notice shall specify the place, date and time that bids are to be received. Per Public Contract Code Section 4104.5, the date and time shall be extended by no less than seventy-two (72) hours if the agency issues any material changes, addition, or deletions to the invitation later than seventy-two (72) hours prior to the bid opening. "Material

change” means any change with a substantial cost impact on the total bid as determined by the awarding agency. “Bid invitation” shall include any documents issued to prime contractors that contain descriptions of the work to be bid or the content, form, or manner of submission of bids by bidders.

Failure to Execute Contract by Successful Bidder

If the successful bidder fails to execute the contract, the entire amount of the bidder’s security shall be forfeited to the City unless the City awards to the second lowest bidder. If the City elects to award to the second lowest responsible bidder, the amount of the lowest bidder’s security shall be applied by the City to the difference between the low bid and the second lowest bid, and the surplus, if any, shall be returned to the lowest bidder if cash or check is used, or to the surety on the bidder’s bond if a bond is used. (Public Contract Code Sections 20172 & 20174)

Late Bids

Any local agency which seeks to enter a contract that requires the letting of bids shall specify in the public notice the place such bids are to be received and the time by which they shall be received. Any bids received by such local agency after the time specified in the notice shall be returned unopened. (Government Code Section 53068 / Public Contract Code Section 4104.5)

Rejection of Bids; Failure to Receive Bids; Options

Per Public Contract Code Section 22038, the public agency, at its discretion, may reject any bids presented, if the agency, prior to rejecting all bids and declaring that the project can be more economically performed by employees of the agency, furnishes a written notice to an apparent low bidder. The notice shall inform the bidder of the agency’s intention to reject the bid and shall be mailed at least two business days prior to the hearing at which the agency intends to reject the bid. If after the first Invitation for Bids all bids are rejected, after reevaluating its cost estimate of the project, the public agency shall have the option of either of the following:

1. Abandon the project or re-advertise for bids in the manner described in this section.
2. By passage of a resolution by four-fifths vote of its governing body declaring that the project can be performed more economically by the employees of the public agency, may have the project done by force account without further complying with this section.

If a contract is awarded, it shall be awarded to the lowest responsible bidder. If two or more bids are the same and the lowest, the public agency may accept the one it chooses.

Responsible Bidder

Public works bids must be awarded to the lowest responsible bidder. “Responsible bidder” means a bidder who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the public works contract.

Issues of responsibility usually involve outside investigation or information. Determining that a bidder is non-responsible is an action not to be taken lightly. Not awarding a contract due to bidder responsibility triggers certain due process rights. The bidder must be given an opportunity to present evidence showing that he is qualified to perform the contract in an official judicial-type proceeding, such as a hearing.

Responsive Bid

A public works bid must be “responsive” to be awarded. If the bid complies with all the requirements of each section of the solicitation, including all information and documents, then it may be found to be responsive. To be “responsive” a bid must substantially conform to the requirements of the solicitation and does not contain any material discrepancies. A bid is responsive if it promises to do what the bidding instruction requires. There is no outside investigation or information required to determine responsiveness; it is determined by looking at the bid on its face.

Waiving Minor Irregularities

The public agency can exercise its judgment in determining whether a discrepancy may be waived or accepted within some constraints. However, the judgments may not be capricious or arbitrary, or inconsistent. A material discrepancy cannot be waived and makes the bid nonresponsive. Statutory material discrepancies may never be waived. If the bid is late, missing the bid bond, contractor license or subcontractor information, it is non-responsive. In other than statutory requirements, an irregularity or variance is considered material if the deviations from the bid specifications gave the low bidder an unfair competitive advantage by allowing to make a lower bid than it would have been able to make without the deviations. Department staff shall work with the Purchasing Agent to determine if any variations or irregularities are statutory, material, or minor; and that the determination of minor waivable irregularities remains consistent citywide for the protection of the City.

Relief of Bidders

A contractor, at any time prior to the scheduled closing for receipt of bids, may withdraw his or her bid. After the scheduled closing time for bids, the contractor must seek relief from his or her bid by following the specific procedures of the Public Contract Code. A city may consent to relieve a bidder of a bid due to mistake following the preparation of a report in writing documenting the facts establishing grounds for relief. The report shall be available for inspection as a public record. The failure of a contractor to adhere strictly to the statutory procedures for bid withdrawal can result in a waiver of the right to relief.

The grounds for relief authorizing the withdrawal of the bid, per Public Contract Code Section 5103, are as follows:

1. A mistake was made.
2. The bidder gave the agency written notice within five (5) days after the opening of the bids of the mistake specifying in the notice in detail the mistake occurred.

3. The mistake made the bid materially different than he or she intended it to be.
4. The mistake was made in filling out the bid, not due to error in judgment or to carelessness in inspecting the site of the work or in reading the plans or specifications.

Per Public Contract Code Section 5105, a contractor who claims a mistake or who forfeits his or her bid security is prohibited from participating in further bidding on the project on which the mistake was claimed or security forfeited.

Correspondence with Bidders

Any formal correspondence with Bidders regarding the rejection of bids, bidder non-responsibility, non-responsiveness, or relief of bidders shall come from the Purchasing Agent.

Method of Procurement Noncompetitive Proposals (Sole Source)

Purpose

To establish procurement policy and procedures for sole source procurements which are consistent with the Code of Federal Regulations.

Policy

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source;
2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the City; or
4. After solicitation of a number of sources, competition is determined inadequate.

If (1) or (4) apply, a sole source justification must be prepared and submitted to the Purchasing Agent for approval. The following statements and findings must be set forth in the justification:

1. A statement describing every unique or specialized feature of the product in question;
2. A statement of why the department requires that the product in question has such unique or specialized features (i.e., a statement of why a product without such features would not meet the department's needs);
3. A description of the department's efforts to locate all possible suppliers of such product and that in spite of its efforts, the department has been able to locate only one supplier of the product in question.

A copy of the justification memo shall be submitted to the Purchasing Agent for review and processing prior to proceeding with the Requisition.

Profit must be negotiated as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed (contracts that exceed the Simplified Acquisition Threshold). To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. These factors shall be documented with the contract award.

Method of Procurement Emergency & Disaster Purchasing

Purpose

To establish a policy for emergency and disaster purchases that may be reimbursed by federal funds.

Policy

It is the policy of the City of Lancaster to permit the procurement of goods and services in the event of an emergency without a competitive process when time is of the essence.

Definition of Terms

An emergency for the purposes of this manual may be declared for one of the following reasons:

1. To preserve or protect life, health, or property;
2. Upon natural disaster; or
3. To forestall a shutdown of essential public services.

Procedure

1. The City Manager may authorize the purchase of goods or services without competitive processes when he/she deems an emergency exists.
2. In the event of an emergency as defined above, and as authorized by the City Manager, staff shall take those steps necessary to procure goods and services necessary to implement immediate remedial measures to avert or alleviate damage to life, health, or property, or to repair, replace or restore property or to maintain or restore essential public services.
3. As soon as practicable after the emergency event, a requisition shall be submitted in accordance with this manual.
4. All emergency purchases that would otherwise require City Council approval must be submitted to the City Council for ratification at the next regular City Council meeting after the purchase is authorized.
5. The Purchasing Division will, as soon as practicable, take all necessary steps to ensure contractual documents are issued to ensure payment to all suppliers assisting in the response to an emergency.

Emergencies and exigent circumstances

1. In both emergency and exigent circumstances, the City is able to acquire the goods and services required to address an immediate threat to life safety, public health, or to eliminate or reduce an immediate threat of significant damage to improved public and private property through cost-effective measures while still maintaining an effective purchasing process and complying with applicable local and state purchasing laws.
2. Cooperatives and piggybacks are not to be used with emergencies or exigencies.

Procurement procedures

1. The City Manager has the authority to approve the immediate purchase of any goods or services necessary, up to a maximum of \$125,000, as per Municipal Code § 3.32.200(B)(1) without a competitive solicitation process, when he/she deems an emergency exists.
2. The City ascribes to PCC 22000 et seq. for construction procurement. Where an emergency exists and for the purposes of the emergency, in accordance with PCC 22035 and PCC 22050, the City may repair or replace a public facility, procure necessary equipment, services, and supplies without giving notice for bids to let contracts.
3. The project manager, or designee, requiring the purchase shall make every reasonable effort possible to obtain a written quote, with details of the work to be performed, referencing the appropriate licensing, and appropriate insurance the firm has for the work, prior to the performance of the work.
4. As soon as possible after the intent to purchase is made, a requisition shall be submitted to the Purchasing Division. With the requisition, include the quote, signed documentation of an emergency, and a signed memo to the Purchasing Agent identifying that the purchase from the respective vendor is being made, where the emergency does not allow for a competitive solicitation. If appropriate, please include a signed agreement and a Certificate of Insurance with the required insurance limits, as per the City's Risk Allocation Manual.
5. All emergency purchases that would otherwise require City Council approval must be submitted to the City Council for ratification at the next regular City Council meeting after the purchase is authorized.

STAFF REPORT
City of Lancaster
California Choice Energy Authority

JCB 1
06/26/18
MVB

Date: June 26, 2018

To: Mayor Parris and City Council Members

From: Mark V. Bozigian, City Manager
Pamela Statsmann, Finance Director

Subject: **Fiscal Year 2018-2019 Budgets and Five-Year Capital Improvement Program**

City Council and City Council acting as Lancaster Housing Authority, Lancaster Choice Energy and Lancaster Power Authority Recommendations:

- a. Adopt **Resolution No. 18-31**, adopting the proposed City of Lancaster Fiscal Year 2018-2019 General Fund Operating Budget, Special Funds Budget, and Capital Improvement Program Budget.
- b. Adopt **Resolution No. 18-32**, establishing the annual Appropriations Limit for Fiscal Year 2018-2019.
- c. Adopt **Resolution No. 18-33**, authorizing an amendment to the final budget for Fiscal Year 2017-2018.
- d. Adopt **Resolution No. 18-34**, approving adjustments to the Citywide Fee Schedule.
- e. Approve a \$1,425,000 Proposition A Funds exchange with the City of Commerce and authorize the City Manager to execute all documents related to the transaction.
- f. Approve a loan repayment, in the amount of \$1,820,000 plus accrued interest, by Lancaster Choice Energy to the General Fund.
- g. Approve a month-to-month extension of the Law Enforcement Aerial Platform System (LEAPS) agreement with Aero View LLC and authorize the City Manager to execute all documents related to the transaction.
- h. Approve entering into a professional services agreement with IBM/Watson, in the amount of \$350,000, and authorize the City Manager to execute all related documents.

California Choice Energy Authority (CCEA) Board Recommendation:

Adopt the proposed CCEA Fiscal Year 2018-2019 Budget as presented.

Fiscal Impact:

The proposed City of Lancaster Fiscal Year 2018-2018 Budget totals \$188.5 million, including \$43.4 million for the Capital Improvement Program (CIP). The proposed CCEA Fiscal Year 2018-2019 Budget totals \$4.4 million.

Background:

The City is required to adopt a budget by July 1 of each year that establishes appropriations and estimated revenues for the upcoming fiscal year. The proposed budget is a culmination of many months of work by the City Council and staff in reviewing priorities and evaluating programs to meet those priorities, with a focus on maintaining responsive and relevant service for residents. As well, the City Council's priorities of Public Safety, Financial Stability, Homelessness Initiatives, City Beautification, and Citywide Infrastructure Renovation and Modernization are addressed through the proposed FY 2018-2019 Budget.

The proposed FY 2018-2019 Budget is balanced and totals \$188.5 million. This includes funding recommended appropriations for Personnel, Operations & Maintenance, Capital Outlay, and Capital Improvement Projects, as follows:

Personnel	\$ 37,975,405
Operations & Maintenance	105,852,574
Capital Outlay	1,219,355
Capital Improvement Projects	<u>43,427,077</u>
TOTAL	<u>\$188,474,411</u>

The General Fund operating expenditures (including transfers out) for fiscal year 2018-2019 are proposed at \$72,009,978 with no funding for capital improvement projects. Operating revenues are projected at \$72,587,576. To address Council’s priority of fiscal prudence and discipline with Reserves, the General Fund budget allows for a *Financial Stability Reserve* of 10%, a *Contingency Reserve* of 10%, and an *Internal Reserve* of 11% of Operating Expenditures.

New funding for the fiscal year 2018-2019 Capital Improvement Program is proposed at \$43,427,077. Project categories are segregated as follows:

Streets & Right of Way	\$34.3 M
Maintenance & Repair	7.8 M
Transportation Safety	0.7 M
Facilities & Fixtures	0.6 M
TOTAL	<u>\$43.4 M</u>

Appropriations Limit

In addition to adopting the budget, the City is also required to calculate the Appropriations Limit on an annual basis and adopt a resolution that sets the limit. The limit is adjusted each year by two factors that are provided by the State Department of Finance. They are the change in population and the change in California per capita income. Based on these factors, the appropriations limit is set at \$197,793,953 for fiscal year 2018-2019. The proposed budget is below this limit, as required by law.

Amendment to FY 2017-2018 Budget

In accordance with proper governmental accounting and financial reporting practices, staff recommends amendments to the fiscal year 2017-2018 adopted budget to adjust estimated revenues and appropriated expenditures.

Proposition A Funds Exchange with the City of Commerce

Proposition A guidelines allow for the exchange of unobligated Proposition A transportation funds to be exchanged with other agencies for General Fund dollars. The City of Commerce contacted Lancaster staff inquiring of our interest in exchanging available Proposition A funds. The exchange rate is 70 cents on the dollar, resulting in \$997,500 in unrestricted general fund revenues. This exchange was reflected in the Proposed FY 2018-2019 Budget.

Lancaster Choice Energy Loan Repayment to General Fund

The General Fund advanced Lancaster Choice Energy (LCE) \$1,820,000 in startup costs during FY 14/15. LCE is now in a position to retire the \$1,820,000 (plus accrued interest) promissory note. Upon approval by council, this loan will be repaid.

California Choice Energy Authority Budget

The proposed CCEA FY 2018-2019 Budget is balanced and totals \$4,444,195. Year-end projections show setting aside Reserves totaling \$65,000. The proposed CCEA Budget projects increasing Reserves to a total of \$165,000 by the end of FY 2018-2019.

MVB:ps

Attachments:

City of Lancaster Proposed Fiscal Year 2018-2019 Budget - On file in the City Clerk's Department and on the City's website www.cityoflancafterca.org

Resolution No. 18-31

Resolution No. 18-32

Resolution No. 18-33

Resolution No. 18-34

CCEA Proposed Fiscal Year 2018-2019 Budget

RESOLUTION NO. 18-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, ADOPTING THE PROPOSED CITY OF LANCASTER FISCAL YEAR 2018-2019 GENERAL FUND OPERATING BUDGET, SPECIAL FUNDS BUDGET, AND CAPITAL IMPROVEMENT PROGRAM BUDGET

WHEREAS, the City Council has reviewed the proposed Fiscal Year 2018-2019 Budget, and held a Public Hearing regarding the adoption of the budget on June 12, 2018, as amended in Attachment A, and listed below:

Administration	\$	46,269,775
Administrative & Community Services		5,343,458
Finance		11,040,675
Parks, Recreation & Arts		17,485,828
Development Services		26,553,393
Housing & Neighborhood Revitalization		7,513,629
Public Safety		<u>30,840,576</u>
Operations Budget	\$	145,047,334
Capital Improvement Projects		<u>43,427,077</u>
Total City of Lancaster Budget		<u>\$188,474,411</u>
General Fund		\$66,937,713
Special Revenue Funds		52,940,629
Maintenance Districts		13,861,294
Special Reserves		4,720,375
Lancaster Performing Arts Center		1,593,901
Developer Fee Funds		6,645,911
Lancaster Housing Authority		3,995,213
Enterprise Funds		<u>37,779,375</u>
Total City of Lancaster Budget		<u>\$ 188,474,411</u>

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER AS FOLLOWS:

Section 1. The City of Lancaster Fiscal Year 2018-2019 General Fund Operating Budget, Special Funds Budget, and Capital Improvement Program Budget, included in the document entitled "City of Lancaster FY 18/19 Proposed Budget and Five-Year Capital Improvement Program" (the "FY 2018-2019 Budget"), as amended in Attachment A, is hereby adopted.

Section 2. Interfund transfers, are hereby approved and incorporated into the Fiscal Year 2018-2019 budget.

Section 3. Personnel Analysis is approved, establishing position counts for fiscal year 2018-2019. The City Manager is authorized to make changes to position classifications, as service demands dictate, while staying within approved FTE totals.

Section 4. Unused appropriations at the end of Fiscal Year 2017-2018 for capital projects, special projects, and grant programs that are unfinished and continuing into Fiscal Year 2018-2019 shall be carried forward and become part of the Fiscal Year 2018-2019 budget.

Section 5. The City Manager or his designee is hereby authorized to approve transfers between Operating and Capital Improvement Program budgets as needed to implement the provisions of this budget.

Section 6. The Mayor and the City Manager are authorized and directed to enter into any agreements and to execute any documents as may be necessary or advisable to implement the provisions of this budget.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
CITY COUNCIL

I, _____, _____ City of Lancaster,
California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-
31, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this
_____ day of _____, _____.

(seal)

Attachment A
Fiscal Year 2018-2019 Proposed Budget Adjustment

<u>Distribution Code</u>	<u>Distribution Description</u>	<u>Proposed FY 2019 Budget</u>
101 4200 302	Computer Software and Support	\$350,000

RESOLUTION NO. 18-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, ESTABLISHING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-2019

WHEREAS, the voters of California, on November 6, 1979, added Article XIII B to the State Constitution placing various limitations on the appropriations of the state and local governments; and

WHEREAS, Article XIII B provides that the appropriations limit for the Fiscal Year 2018-2019 is to be calculated by adjusting the appropriations limit of the previous fiscal year for changes in the cost of living and population; and

WHEREAS, the information necessary for making these adjustments is found in Exhibit "A", attached hereto and made a part hereof by reference; and

WHEREAS, the City of Lancaster has complied with all the provisions of Article XIII B in determining the appropriations limit for Fiscal Year 2018-2019.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER AS FOLLOWS:

Section 1. The appropriations subject to limitation for the City of Lancaster in Fiscal Year 2018-2019 shall be \$197,793,953.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-32, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

EXHIBIT A
Resolution No. 18-32

CALCULATIONS FOR DETERMINING THE CITY OF LANCASTER
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-2019

Appropriations Limit Fiscal Year 2016-2017 \$182,030,983

Change in California Per-Capita Income 3.69%

*Change in population for Los Angeles County
((10,231,933-10,173,616) ÷ 10,173,616) 0.57%

Calculation Factor (1.0369 × 1.0057) 1.04281033

APPROPRIATIONS SUBJECT TO LIMIT FISCAL
YEAR 2017-2018 **\$ 189,823,789**

Appropriations Limit Fiscal Year 2017-2018 \$189,823,789

Change in California Per-Capita Income 3.67%

*Change in population for Los Angeles County
((10,274,346-10,221,926) ÷ 10,221,926) 0.51%

Calculation Factor (1.0367 × 1.0051) 1.04198717

APPROPRIATIONS SUBJECT TO LIMIT FISCAL
YEAR 2018-2019 **\$ 197,793,953**

*Annual Population Minus Exclusions; L A Co population change used for FY 2018-2019, as rate exceeds City of Lancaster's rate of (.20%)

January 1, 2018 population estimate of 10,283,729 based on 2018 DOF estimate

RESOLUTION NO. 18-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AUTHORIZING AN AMENDMENT TO THE FINAL BUDGET FOR FISCAL YEAR 2017-2018

WHEREAS, the budget for fiscal year 2017-2018 was adopted by Resolution 17-32 on June 27, 2017; and

WHEREAS, it is appropriate to amend the adopted budget, in accordance with proper governmental accounting and financial reporting practices; and

WHEREAS, funds are available, as designated in the requested action.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER AS FOLLOWS;

Section 1. The fiscal year 2017-2018 adopted budget is amended as detailed in Attachment A.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
CITY COUNCIL

I, _____, _____ City of Lancaster,
California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-
33, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this
_____ day of _____, _____.

(seal)

**Attachment A
Amendment to the Adopted Budget for Fiscal Year 2017-2018**

Account Number	Description	Current Approved Budget	Proposed Adjusted Budget	Proposed Adjustment	Explanation
101 4999261	Transfers Out-L A Co Reimb Grant Fund	-	153,610	153,610	Correct prior year grant allocation
101 4999485	Transfers Out-Recycled Water Fund	-	180,000	180,000	Cover negative fund balance in Recycled Water Fund
Total Increase in General Fund Transfers Out				333,610	
204 4330770	Senior Grant Subsidy	-	33,875	33,875	Appropriate balance of grant funds from AVAQMD
Total Increase in AVAQMD Fund Expenditures				33,875	
206 4100205	Promotions & Advertising	-	17,700	17,700	Increase expenditures to cover a special project
206 4999483	Transfer Out-Lighting District	-	600,000	600,000	Cover unanticipated accidents in Lighting District
Total Increase in TDA Article 8 Transfers Out				617,700	
208 4999399	Transfers Out-Federal Misc Grants	-	62,381	62,381	Correct prior year grant match
Total Increase in TDA Article 3 Fund Transfers Out				62,381	
251 3201100	Building & Safety Fees	650,000	860,000	210,000	Increase projected permit revenue
251 3201119	Traffic Plan Check Fee	15,000	110,000	95,000	Increase projected permit revenue
251 3201120	Engineering Fees-Permits	530,000	885,000	355,000	Increase projected permit revenue
Total Increase in Engineering Fund Revenues				660,000	
251 4315302	Computer Software & Support	136,040	144,050	8,010	Increase in Accela software users
251 4762101	Salaries	572,030	950,000	377,970	Increase in staffing due to increased permit activity
251 4762122	PERS	137,860	250,000	112,140	Increase in staffing due to increased permit activity
251 4762124	Health Insurance	104,120	195,000	90,880	Increase in staffing due to increased permit activity
251 4783235	Credit Card Charges	11,500	40,000	28,500	Increase in permits paid via credit cards
Total Increase in Engineering Fund Expenditures				617,500	
261 3990101	Transfers In-Recycled Water Fund	-	153,610	153,610	Correct prior year grant allocation
Total Increase in L A Co Reimb Grant Fund Transfers In				153,610	
324 3307200	OTS Grant Revenue	18,620	60,474	41,854	Recognize additional available grant funds
Total Increase in State OTS Grant Fund Revenues				41,854	
324 4782770	OTS Grant-Ped/Bicycle	16,988	58,842	41,854	Appropriate additional available grant funds
Total Increase in State OTS Grant Fund Expenditures				41,854	
399 3990208	Transfers In-TDA Article 3	-	62,381	62,381	Correct prior year grant match
Total Increase in Misc Fed Grant Fund Transfers In				62,381	
483 3990206	Transfers In-TDA Article 8	-	600,000	600,000	Cover unanticipated accidents in Lighting District
Total Increase in Lighting District Fund Transfers In				600,000	
485 3990101	Transfers In-General Fund	-	180,000	180,000	Cover negative fund balance in Recycled Water Fund
Total Increase in Recycled Water Fund Transfers In				180,000	
Total Increase in Revenues/Transfers In				1,697,845	
Total Decrease in Expenditures/Capital Projects/Transfers Out				1,706,920	

**Attachment A
Amendment to the Adopted Budget for Fiscal Year 2017-2018**

Net Impact of Proposed Adjustment by Fund:

Fund	Description	Revenue/TX In Adjustment	Expenditure/TX Out/CIP Adjustment	Net Increase/(Decrease) in Fund Balance
101	General Fund		333,610	(333,610)
204	AB 2766 - Air Quality Imp Fund		33,875	(33,875)
206	TDA Article 8 Fund		617,700	(617,700)
208	TDA Article 3 Fund		62,381	(62,381)
251	Engineering Fees Fund	660,000	617,500	42,500
261	L A Co Reimbursements Fund	153,610		153,610
324	State Grants - OTS Fund	41,854	41,854	-
399	Misc Federal Grant Fund	62,381		62,381
483	Lighting Maintenance Dist Fund	600,000		600,000
485	Recycled Water Fund	180,000		180,000
		1,697,845	1,706,920	(9,075)

RESOLUTION NO. 18-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, APPROVING ADJUSTMENTS TO THE CITYWIDE FEE SCHEDULE

WHEREAS, the City Council, on June 23, 2015 adopted Resolution 15-29 establishing a Citywide Fee Schedule; and

WHEREAS, it is occasionally necessary to amend the Citywide Fee Schedule; and

WHEREAS, a Public Hearing was conducted regarding such amendments on June 12, 2018.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER AS FOLLOWS;

Section 1. The established Citywide Fee Schedule is amended as detailed in Attachment A.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)

STATE OF CALIFORNIA)
 COUNTY OF LOS ANGELES) ss
 CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
 CITY COUNCIL

I, _____, _____ City of Lancaster,
 California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-
 34, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this
 _____ day of _____, _____.

(seal)

Attachment A Adjustments to Citywide Fee Schedule

<u>Section</u>	<u>Description</u>	<u>Current Amount</u>	<u>Proposed Amount</u>	
<u>Fee Adjustments:</u>				
S-096	ADULT SPORTS			
	Men's Basketball	\$ 502	\$ 475	Per Team
	Softball	\$ 466	\$ 430	Per Team
	Winter Softball	\$ 440	\$ 400	Per Team
BUILDING & SAFETY	MECHANICAL			
	A/C Residential	\$ 41	\$ -	Delete
	Residential A/C Split System - Furnace, Coil Condenser	\$ -	\$ 82	No Ducts
	Residential A/C Split System - Furnace, Coil Condenser	\$ -	\$ 165	With Ducts
	Residential A/C Split System - Furnace, Coil Condenser Only	\$ -	\$ 41	
	Package Unit - Separate From Heat Pump	\$ -	\$ 41	
	MISCELLANEOUS PERMIT FEES			
	Re-roof	\$ 159	\$ 166	Each additional 100 squares or portion thereof in excess of 10,000 square feet
<u>New Fees:</u>				
S-110	MUNICIPAL BASEBALL STADIUM			
	Stadium Film Production	\$ -	\$ 3,500	12 Hour Rental
	Skybox, Clubhouses and Press Box - Film Production	\$ -	\$ 250	
COMMUNITY DEVELOPMENT	PLANNING FEES			
	Lot Line Adjustment	\$ -	\$ 133	
BUILDING & SAFETY	ELECTRICAL			
	Electrical / Gas Release (No Permit)	\$ -	\$ 36	T&D Only
	Sub-Panel	\$ -	\$ 41	
	PLUMBING			
	Electrical / Gas Release (No Permit)	\$ -	\$ 36	T&D Only
	MISCELLANEOUS PERMIT FEES			
	Process Fee	\$ -	\$ 73	
	Battery Storage System - Residential	\$ -	\$ 166	
	Battery Storage System - Commercial	\$ -	\$ 166	Per Hour
	Out of the Ordinary Plan Review and Inspections	\$ -	\$ 166	Per Hour
	Monument Sign - Electric	\$ -	\$ 153	
	Property Damage Inspection	\$ -	\$ 109	Per Inspection



California Choice Energy Authority

Proposed Budget
Fiscal Year 2018-2019

Budget Detail - California Choice Energy Authority

RESOURCES			Actuals	Year End	Proposed
			FY 2017	Estimates	Budget
				FY 2018	FY 2019
Div.	Obj.	Revenue Description			
3100	001	SERVICE AGREEMENTS-SAN JACINTO		366,548	687,099
3100	002	SERVICE AGREEMENTS-PICO RIVERA	80,000	637,871	780,547
3100	004	SERVICE AGREEMENTS-RANCHO MIRAGE		282,370	868,283
3100	005	SERVICE AGREEMENT-PALMDALE		63,000	-
3100	006	SERVICE AGREEMENT-SANTA MONICA		63,000	-
3100	007	SERVICE AGREEMENT-BALDWIN PARK		-	63,000
3100	008	SERVICE AGREEMENT-HANFORD		-	63,000
3100	009	SERVICE AGREEMENT-POMONA		-	63,000
3100	010	SERVICE AGREEMENT-COMMERCE		-	63,000
3100	011	SERVICE AGREEMENT-SANTA PAULA		-	63,000
3100	012	SERVICE AGREEMENT-EL MONTE		-	63,000
Revenue Total			\$ 80,000	\$ 1,412,789	\$ 2,713,929
Transfers-In Description					
3990	491	TRANSFERS-IN FROM LCE		2,230,961	1,730,266
Transfers-In Total			\$ -	\$ 2,230,961	\$ 1,730,266
Total Resources			\$ 80,000	\$ 3,643,750	\$ 4,444,195

EXPENDITURES			Actuals	Year End	Proposed
			FY 2017	Estimates	Budget
				FY 2018	FY 2019
Div.	Obj.	Operations & Maintenance Description			
4370	202	LOCAL AND REGIONAL EVENTS		5,000	10,000
4370	205	PROMOTION AND ADVERTISING (MKTG)		69,378	105,000
4370	206	PUBLICATIONS & DUES		44,519	83,500
4370	259	OFFICE SUPPLIES		1,000	1,000
4370	260	INSURANCE EXPENSE		17,722	20,100
4370	301	PROFESSIONAL SERVICES		96	1,500
4370	303	LEGAL SERVICES		130,000	60,000
4370	001D	SAN JACINTO-DATA MGMT		63,000	200,685
4370	0001I	SAN JACINTO-IMPLEMENTATION	11,993	71,250	-
4370	001P	SAN JACINTO-PROF SERVICES		71,887	291,000
4370	002D	PICO RIVERA-DATA MGMT		202,691	244,470
4370	0002I	PICO RIVERA-IMPLEMENTATION	40,283	40,000	-
4370	002P	PICO RIVERA-PROF SERVICES		237,608	291,000
4370	003D	LANCASTER-DATA MGMT		841,961	826,485
4370	003P	LANCASTER-PROF SERVICES		253,211	256,000
4370	004D	RANCHO MIRAGE-DATA MGMT		36,843	221,055
4370	0004I	RANCHO MIRAGE-IMPLEMENTATION		73,837	-
4370	004P	RANCHO MIRAGE-PROF SERVICES		48,500	291,000
4370	004T	RANCHO MIRAGE-TECHNICAL STUDY		44,508	-
4370	005T	PALMDALE-TECHNICAL STUDY		39,320	-

EXPENDITURES			Actuals	Year End	Proposed
			FY 2017	Estimates	Budget
				FY 2018	FY 2019
Div.	Obj.	Operations & Maintenance Description			
4370	006T	SANTA MONICA-TECHNICAL STUDY		38,040	-
4370	007T	BALDWIN PARK-TECHNICAL STUDY		-	37,500
4370	008T	HANFORD-TECHNICAL STUDY		-	37,500
4370	009T	POMONA-TECHNICAL STUDY		-	37,500
4370	010T	COMMERCE-TECHNICAL STUDY		-	37,500
4370	011T	SANTA PAULA-TECHNICAL STUDY		-	37,500
4370	012T	EL MONTE-TECHNICAL STUDY		-	37,500
Operations & Maintenance Total			\$ 52,276	\$ 2,330,370	\$ 3,127,795
Transfers-Out Description					
4999	490	TRANSFERS-OUT TO LCE FUND 490	-	1,244,500	1,244,500
Transfers-Out Total			\$ -	\$ 1,244,500	\$ 1,244,500
GRAND TOTAL EXPENDITURES			\$ 52,276	\$ 3,574,870	\$ 4,372,295
Funding Sources					
491		CALIFORNIA CHOICE ENERGY AUTHORITY	52,276	3,574,870	4,372,295
GRAND TOTAL			\$ 52,276	\$ 3,574,870	\$ 4,372,295

Statement of Net Position		Actuals	Year End	Proposed
		FY 2017	Estimates	Budget
			FY 2018	FY 2019
RESULTS OF OPERATIONS:				
TOTAL RESOURCES		80,000	3,643,750	4,444,195
TOTAL EXPENDITURES		(52,276)	(3,574,870)	(4,372,295)
CHANGE IN NET POSITION		27,724	68,880	71,900
BEGINNING NET POSITION		-	27,724	96,603
TOTAL NET POSITION		27,724	96,603	168,503
RESERVE SET-ASIDE				
UNDESIGNATED		27,724	31,603	68,503
TOTAL NET POSITION		27,724	96,603	168,503

STAFF REPORT
City of Lancaster

PH 1
06/26/18
MVB

Date: June 26, 2018

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: General Plan Amendment No. 17-01 and Zone Change No. 17-01 Located at 1966 West Avenue L (Assessor's Parcel Number: 3109-019-003)

Recommendations:

- a. Adopt **Resolution No. 18-35**, approving General Plan Amendment No. 17-01, amending the General Plan land use designation on the subject property from Non-Urban Residential (NU) to Commercial (C).
- b. Introduce **Ordinance No. 1043**, amending the zoning designation on 1.98 acres of land located at 1966 West Avenue L (APN No. 3109-019-003), known as Zone Change No. 17-01, from Rural Residential, minimum lot size 2.5 acres (RR-2.5), to Commercial Planned Development (CPD).

Fiscal Impact:

None.

Background:

In May 2016, the applicant, 20 West LLC, submitted a General Plan Amendment (GPA), Zone Change (ZC), and Conditional Use Permit (CUP) application for a proposed project located at 1966 West Avenue L. Staff reviewed the proposed project and prepared a Planning Commission staff report (Attachment A), recommending approval of the general plan amendment, zone change, and conditional use permit. The Planning Commission held a public hearing on the request on December 18, 2017, and voted (by a 4-2-0-0-0 vote) to recommend approval to the City Council for the GPA and ZC, and failed to approve (by a 3-3-0-0-0 vote) a motion to approve the CUP, effectively denying the conditional use permit request.

The applicant filed an appeal of the Commission's action on December 20, 2017 (Attachment B). The City Council held a public hearing on the appeal of the Planning Commission's denial of CUP No. 17-11, and voted (by a 5-0-0-0 vote) to defer the decision for the proposed CUP application to the Planning Commission for review and reconsideration. In addition to deferring the application, the City Council advised the applicant to do the following:

- 1. Conduct a Community Meeting; and
- 2. Take the proposed project to the Architectural and Design Commission for review.

On April 3, 2018, the applicant conducted a Community Outreach meeting to discuss the proposed project with a combination of community members who were in support and in opposition. The community members voiced their concerns and opinions of the project. Some concerns included:

- Proximity of project to residential uses;
- Traffic concerns;
- Air quality concerns; and
- Property value concerns.

To address some of the concerns, the applicant revised their landscape plans, implemented a decorative wall, and coordinated a meeting with the Antelope Valley Air Quality Management District. Along the east and south property line, evergreen screen hedges were added that would grow up to 10 to 20 feet in height. The hedges would provide a buffer, and would help screen the proposed project. In addition, the applicant would enhance the wall along the property line. The wall would be changed to split-face, match the color of the proposed buildings, and would include columns and capstones.

On May 3, 2018, the Architectural and Design Commission reviewed the proposed project. The commission voted (by a 4-0-0-0-2) to approve the design of the proposed commercial development subject to the Architectural and Design Commission's recommendations to increase landscaping and implement enhanced articulations along portions of the proposed buildings. A condition of approval has been placed to ensure that the recommendations are executed.

Furthermore, on May 14, 2018, the Planning Commission voted (by 4-2-0-0-0 vote) to approve Conditional Use Permit No. 17-11, and adopted the mitigated negative declaration for the commercial development (Attachment C).

The applicant is requesting to amend the General Plan land use designation from NU to C, and rezoning the subject site from RR-2.5 to CPD to allow the subject property to be developed with a commercial development. The GPA and ZC would be consistent with the goals, objectives and policies of the Lancaster General Plan 2030, because it is well suited and compatible with the surrounding neighborhood, as it is located south of an existing commercial shopping center and on the southeast corner of a major intersection. In addition, there is a need within the area to allow for smaller-scale, low-intensity commercial development to serve the rural area. Therefore, staff is recommending approval to amend the General Plan land use designation from NU to C and change the zoning designation from RR-2.5 to CPD.

JH:CC/jr

Attachments:

Resolution No. 18-35

Ordinance No. 1043

Attachment A – PC Staff Report dated December 18, 2017

Attachment B – Appeal Filed December 20, 2017

Attachment C – PC Staff Report dated May 14, 2018

RESOLUTION NO. 18-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA APPROVING GENERAL PLAN AMENDMENT NO. 17-01, AMENDING THE GENERAL PLAN LAND USE DESIGNATION ON THE SUBJECT PROPERTY FROM NON-URBAN RESIDENTIAL (NU) TO COMMERCIAL (C)

WHEREAS, pursuant to Section 3.c. of City Council Resolution No. 93-07, the 20 West LLC (“Applicant”) has initiated applications for (a) General Plan Amendment No. 17-01 (“GPA 17-01”), and (b) Zone Change No. 17-01 (“ZC 17-01”), to redesignate the project site from Non-Urban Residential (NU) to Commercial (C), and change the zoning designation from Rural Residential, minimum lot size 2.5 acre (RR-2.5) to Commercial Planned Development (CPD) located at 1966 West Avenue L (APN: 3109-019-003); and

WHEREAS, pursuant to Section 17.24.070 of the Lancaster Municipal Code (LMC), a notice of intention to consider the GPA 17-01 and ZC 17-01 was published and provided as required by Chapter 17.36.020.A of the LMC, and Sections 65854 and 65905 of the Government Code; and

WHEREAS, on December 18, 2017, the City’s Planning Commission held a public hearing on the GPA 17-01 and ZC 17-01, notice of which was published and provided as required by law, and adopted Resolution No. 17-34 (the “Planning Commission Recommendation”) recommending that the City Council approve GPA 17-01 and ZC 17-01; and

WHEREAS, a duly noticed public hearing was held by the City’s Planning Commission on May 14, 2018, at which the City’s Planning Commission adopted and certified that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act (“CEQA”) (including its implementing regulations). The Planning Commission found that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in the Mitigated Negative Declaration. The Planning Commission found, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster.

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that GPA 17-01 and ZC 17-01 be approved, subject to conditions; and

WHEREAS, public notice was published and given as required by law, and a public hearing was held on June 26, 2018.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LANCASTER, DOES HEREBY RESOLVE, DETERMINE AND ORDER, AS FOLLOWS:

Section 1. That the foregoing Recitals are true, correct and a substantive part of this Resolution.

Section 2. That the City Council hereby adopts the following General Plan Amendment findings, pursuant to Section 17.24.140 of the LMC, in support of approval of this application:

- a. Information presented at public hearing shows that such amendment is necessary to implement the general plan and/or that the public convenience, the general welfare or good zoning practice justifies such action.

Section 3. That City Council staff is hereby authorized and directed to prepare, execute, and file a Notice of Determination pursuant to CEQA (including its implementing guidelines).

Section 4. That the City Council approves GPA 17-01 to redesignate the subject property from NU to C.

Section 5. That the City Council hereby recommends approval of ZC 17-01 to rezone the subject property from RR-2.5 to CPD.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-35, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

ORDINANCE NO. 1043

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING THE ZONING DESIGNATION ON 1.98 ACRES OF LAND LOCATED AT 1966 WEST AVENUE L (ASSESSOR'S PARCEL NUMBER 3109-019-003), KNOWN AS ZONE CHANGE NO. 17-01, FROM RURAL RESIDENTIAL, MINIMUM LOT SIZE 2.5 ACRES (RR-2.5), TO COMMERCIAL PLANNED DEVELOPMENT (CPD)

WHEREAS, pursuant to Section 17.24.060 of the Lancaster Municipal Code (LMC), an application has been filed by 20 West LLC ("Applicant"), to change the zoning designation on 1.98 acres of land that is located at 1966 West Avenue L (Assessor's Parcel Number 3109-019-003) from Rural Residential, minimum lot size of 2.5 acres (RR-2.5) to Commercial Planned Development (CPD); and

WHEREAS, a notice of intention to consider a zone change of the subject property was given, as required by Section 17.24.110 of the Lancaster Municipal Code, and Sections 65854 and 65905 of the Government Code; and

WHEREAS, on December 18, 2017, the City's Planning Commission held a public hearing on the General Plan Amendment (GPA) No. 17-01 and Zone Change (ZC) No. 17-01, notice of which was published and provided as required by law, and adopted Resolution No. 17-34 (the "Planning Commission Recommendation") recommending the City Council approve GPA No. 17-01 and ZC No. 17-01; and

WHEREAS, a duly noticed public hearing was held by the Lancaster Planning Commission on May 14, 2018, at which the Planning Commission adopted and certified that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act ("CEQA") (including its implementing regulations). The Planning Commission found that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in the Mitigated Negative Declaration. The Planning Commission found, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the zone change request be approved; and

WHEREAS, the City Council desires to approve the Applicant's request as set forth herein.

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY ORDAIN, AS FOLLOWS:

Section 1. The foregoing Recitals are true, correct and a substantive part of this Ordinance.

Section 2. The City Council hereby makes the following Zone Change Findings, pursuant to Section 17.24.120 of the LMC:

- a. That modified conditions warrant a revision in the zoning plan as it pertains to the area or district under consideration; and
- b. That a need for the proposed zone classification exists within such area or district; and
- c. That the particular property under consideration is a proper location for said zone classification within such area or district; and
- d. That placement of the proposed zone at such location will be in the interest of public health, safety and general welfare, and in conformity with good zoning practice.

Section 3. The subject property is reclassified from RR-2.5 to CPD.

Section 4. Any ordinance previously adopted by the City Council shall be and is hereby repealed if and to the extent inconsistent with this Ordinance, provided, however, that each such ordinance shall otherwise remain in full force and effect.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 6. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in that regard, and this Ordinance shall take effect 30 days after adoption.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the 26th day of June, 2018, and placed upon its second reading and adoption at a regular meeting of the City Council on the ____ day of _____, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. 1043, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

PLANNING COMMISSION ACTION:

General Plan Amendment and Zone Change APPROVED (4-2-0-0-0) (NOES: Cook and Harvey)
Conditional Use Permit DENIED (3-3-0-0-0) (NOES: Cook, Hall, and Harvey)

AGENDA ITEM: 3.
DATE: 12-18-17

STAFF REPORT

GENERAL PLAN AMENDMENT NO. 17-01 ZONE CHANGE NO. 17-01 CONDITIONAL USE PERMIT NO. 17-11

DATE: December 18, 2017

TO: Lancaster Planning Commission

FROM: Planning Section, Community Development Division *B2*
Development Services Department

APPLICANT: 20 West, LLC

LOCATION: 1966 Avenue L (Assessor Parcel Number 3109-019-003)

REQUEST:

1. Amend the General Plan land use designation for the subject property from NU (Non-Urban Residential) to C (Commercial)
2. Rezone subject property from RR-2.5 (Rural Residential, minimum lot size 2.5 acres) to CPD (Commercial Planned Development)
3. Construction and operation of a 3,000-square-foot mini-mart, 3,825-square-foot gas island canopy, 1,596-square-foot car wash facility, 1,680-square-foot oil and lube building, and a 2,648-square-foot commercial pad for a drive-through restaurant and retail services, and to allow the sale of alcohol with an Alcoholic Beverage Control (ABC) Type 20 license (off-sale beer and wine); and approval of a waiver from distance requirements

RECOMMENDATION:

1. Adopt Resolution No. 17-34 recommending to the City Council approval of General Plan Amendment No. 17-01 and Zone Change No. 17-01.
2. Adopt Resolution No. 17-35 approving Conditional Use Permit No. 17-11. The approval of Conditional Use Permit No. 17-11 is not valid until the effective date of General Plan Amendment No. 17-01 and Zone Change No. 17-01.

BACKGROUND: There have been no prior hearings before either the City Council or Planning Commission concerning this property.

GENERAL PLAN DESIGNATION, EXISTING ZONING AND LAND USE: The subject location is designated NU, zoned RR-2.5, and is currently developed with a single-family residence. The General Plan designation, zoning, and land use of the surrounding properties are as follows:

	<u>General Plan</u>	<u>Zoning</u>	<u>Land Use</u>
North	C	CPD	Commercial Shopping Center
West	NU	RR-1 (rural residential, minimum lot size 1 acre)	Single-Family Residential
South	NU	RR-2.5	Single-Family Residential
East	NU	RR-2.5	Single-Family Residential

PUBLIC IMPROVEMENTS: The project site is bounded to the north by Avenue L, which is improved with two lanes in the east bound direction and three lanes in the west bound direction, and on the west by 20th Street West, which is improved with one lane in both directions. All utilities are available, or can be extended to serve the site.

ENVIRONMENTAL REVIEW: Review of pertinent environmental documents has disclosed no significant adverse impacts resulting from the proposed project after mitigation measures have been applied. Potential effects are discussed more fully in the attached Initial Study. The Initial Study prepared for the proposed project was sent to the State Clearinghouse (SCH# 2017111055) for public review. The 30-day public review period ended on December 15, 2017. Based on this information, staff has determined that a Mitigated Negative Declaration is warranted. Notice of intent to prepare a Mitigated Negative Declaration has been legally advertised.

Applicants whose projects have the potential to result in the loss of fish, wildlife, or habitat through urbanization and/or land use conversion are required to pay filing fees, as set forth under Section 711.4 of the Fish and Game Code. Pursuant to Section 21089(b) of the Public Resources Code, the approval of a project is not valid, and no development right is vested, until such fees are paid.

LEGAL NOTICE: Notice of Public Hearing was mailed to all property owners within a 1,500-foot radius of the project, posted in three places, posted on the subject property, and noticed in the newspaper of general circulation, per prescribed procedure.

ANALYSIS: The applicant is requesting to amend the General Plan land use designation of the subject property from NU to C, and to change the zoning from RR-2.5 to CPD, which would allow the conditional use permit request to construct a gas station, mini-mart, oil and lube facility, car wash, a commercial pad, and to allow the sale of alcohol with an ABC Type 20 license (off-sale beer and wine) with a waiver from distance requirements.

The project site is approximately 1.98-acres and is currently developed with a single-family home that includes a concrete block garage, a storage shed, a wood framed structure, and a metal barn. The applicant is requesting to demolish the existing structures and construct a 3,000-square-foot mini-mart; 3,825-square-foot gas island canopy; 1,596-square-foot car wash facility; 1,680-square-foot oil and lube building; and a 2,648-square-foot commercial pad for a drive-through restaurant

and retail services. The maximum height of the proposed buildings would not exceed 26 feet in height. Vehicle access would be provided from both 20th Street West and Avenue L.

A six-foot tall wall with a minimum of ten feet of landscaping would be provided along the southern and eastern boundaries of the property adjacent to the residences. Outdoor lighting would be directed into the project site through the use of shield and cut-off fixtures. A photometric plan was submitted as part of the project and the plans show very little light trespass beyond the parcel boundaries.

The hours of operation for the gas station and mini-mart would be 24 hours, seven days a week. The mini-mart would restrict the sale of beer and wine to between 7:00 a.m. to 10:30 p.m. The car wash facility and oil and lube facility would operate from 8:00 a.m. to 6:00 p.m. The proposed commercial pad does not have any identified tenants.

General Plan Amendment

The proposed project would change the land use designation from NU to C. The change in land use designation would not conflict with any goals, objectives, policies, or specific actions of the General Plan 2030 elements:

2014 Housing Element:

Goal 6: To promote sufficient housing to meet the diverse housing needs of all economic segments of the present and future City of Lancaster.

Goal 7: To preserve existing housing stock within areas for which a desirable living environment can be provided; to promote conversion of such residential areas for which a desirable living environment cannot be sustained.

The parcel has a land use designation of NU, as well as, the properties south, west, and east of the proposed project. The property north of the subject site has a land use designation of C. There are numerous vacant properties within a mile of the proposed project with the same land use designation, and the change in designation of the subject parcel from residential to commercial has no impact on home site availability within the immediate rural residential area, and none on overall availability City-wide. Available land for non-urban residential development remains essentially unchanged.

Plan for Economic Development and Vitality

Policy 16.6.1: Require new development to construct and/or pay for new on-site capital improvements necessitated by their project.

The proposed project would be required to construct street improvements along Avenue L and 20th Street West. This includes curb, gutter, base, paving, streetlights, street trees, sidewalk, landscaped median, and a Class II Bike Lane. Therefore, the proposed project complies with Policy 16.6.1.

Plan for Physical Development

Goal 17: To establish a variety of land uses, which serve to develop Lancaster into a balanced and complete community in which people live, work, shop and play.

Policy 17.1.3: Provide a hierarchical pattern of attractive commercial developments, which serve regional, community, and neighborhood functions with maximum efficiency and accessibility.

Goal 18: To manage development by planning the location and intensity of urban and rural uses to create a comprehensive structure.

Policy 19.2.4: Provide buffers to soften the interface between conflicting land uses and intensities.

The change of land use designation is consistent with the surrounding neighborhoods. Even though the proposed project site is surrounded by residential uses to the south, west, and east, a shopping center is also located north of the property. The shopping center includes commercial uses that would be compatible with the proposed project. The nearest non-residential use from the project site is the shopping center, which is located approximately 100 feet north of the project site, and a church has been approved less than a mile west of the project site. An approved live-work unit is located on the southwest corner of Avenue L and 20th Street West, approximately 100 feet west of the project site. One mile west of the project site is a larger shopping center, located at the northeast corner of 30th Street West and Avenue L. The property on the south side of Avenue L, between 30th Street West and 32nd Street West, is zoned Office Professional (OP), with additional commercially zoned property on the west side of 32nd Street West. South of the project site is a large area of primarily rural and semi-rural single-family houses; however, the immediate surroundings of the site are not rural in character. Avenue L is a major arterial street, houses to the north are developed at a standard suburban density, and large commercial centers are nearby on Avenue L. Also, the proposed buildings would be sited at the intersection of a major arterial street and a local street, which is appropriate for a commercial use.

The proposed project would also serve the community with access to a gas station, mini-mart, oil and lube services, and future commercial uses. The closest gas station from the proposed site is Costco Gasoline, which is approximately .86 miles from the project site. The Costco gas station is only available for paid members and is not available to the public. The closest gas station open to the public is approximately one mile away, located on Avenue K and 20th Street West. The proposed gas station provides the surrounding residents with a convenient gas station, mini-mart, oil and lube facility, and car wash location. The variety of land uses within the proposed project provide a balance between residential uses and commercial uses.

The proposed project is compatible, in terms of use and aesthetics, with the adjacent residential and commercial uses. The maximum height of proposed buildings is 26 feet, which is very similar in height to the existing single-family homes. The use of earth tone colors, simple architectural elements, and mix of textures is would be compatible with the surrounding uses.

The residential properties south and east of the proposed project site would be most affected by the proposed project. The proposed project provides a buffer to soften the interface between the proposed

gas station/commercial development and the residential uses. A six-foot tall block wall would be located on the property lines adjacent to the single-family homes. There would also be ten feet of landscaping from the block wall and the proposed project. The block wall and the landscaping would provide a buffer between the two uses. All artificial lighting used to illuminate the premises would be directed away from the adjacent single-family homes. The buildings would be setback from the residential property line at a minimum of 25 feet and the buildings orientation would not give the occupants a direct view into the yards, or windows, of the neighboring residents. With these measures taken, the proposed project would not substantially affect the residential properties abutting the proposed project.

Zone Change

The zone change for the subject site from RR-2.5 to CPD is consistent and compatible with the surrounding neighborhoods. The property west of the subject site is zoned RR-1, properties on the south and east are zoned RR-2.5, and property to the north is zoned CPD. The property north of the subject site consists of a shopping center with tenants that include: barber shops, a nail salon, dry cleaners, and offices. There was previously a grocery store located within the shopping center, but it is currently vacant. The proposed zone change would allow for the construction of a gas station, mini-mart, oil and lube facility, car wash, and commercial pad through a conditional use permit. These proposed uses would be compatible to the existing shopping center and would provide additional services to the neighborhood.

Conditional Use Permit

The overall site would consist of a mini-mart, gas station, oil and lube facility, car wash and commercial pad with retail services and a drive through. A conditional use permit is required for a car wash and automobile repairs within 300 feet of residentially zone properties, a gas station and a mini-mart, per Lancaster Municipal Code (LMC) Section 17.12.080. A conditional use permit is also required to obtain a Type 20 ABC license, per LMC Section 17.42.030.

The proposed project gas station, mini-mart, oil and lube facility, and car wash facility would be operated by the same business owner, while the proposed commercial pad would have separate tenants. Currently, there are no proposed tenants for the commercial pad.

The proposed gas station and mini-mart would be operated by Extra Mile. The gas station would include a 3,825-square-foot gas canopy island. The canopy island would include stack stone and a stucco finish. These architectural elements would match the proposed buildings to ensure consistency throughout the entire site. The proposed 3,000-square-foot Extra Mile mini-mart would sell a variety of products that include baked goods, fruits, hot foods, sandwiches, snacks, soft drinks, juices, beer, and wine. Only five percent of the sales floor area, which is 150 square feet for this proposed mini-mart, would be allowed for the display of beer and wine.

The proposal includes a car wash facility, which includes a vacuum station and a car wash tunnel. The hours of operation for the car wash facility would be from 8:00 a.m. to 6:00 p.m., seven days a week. The car wash facility would be a combination of self-service and hand wash services, and there would be approximately be five to six employees available for the car wash facility. Adequate

on-site circulation, parking, and vehicle drying would be provided on the site. The customer waiting area is located adjacent to the car wash tunnel, which includes seating for the customers. Due to the proximity of adjacent residents to the south of the project site, there are certain aspects of the car wash that could affect the residents due to the noise. A six-foot block wall and a minimum 10 feet of landscaping along the southerly boundary would screen the building from the residents. A noise study was conducted by Rincon Consultants in August 2017, which analyzed the potential noise impacts from the long-term operation of the carwash facility. The main source of the noise would come from the water pumps, water spray, and blower system. Since the water pumps and water spray equipment would be located in the interior of the car wash building, the noise would be shielded. The noise study indicated that the proposed blower system would have an average sound level of 63 dBA at the nearest residential property line. The daily sound level would not result in an exceedance of the City's daytime exterior noise standards.

The 1,680-square-foot oil and lube facility would include three bays. The building would be 36 feet away from the closest residential property, including the six-foot tall wall and 10 feet of landscaping. The oil and lube facility hours of operation would be from 8:00 a.m. to 6:00 p.m., seven days a week. All repair activities would be conducted within the building and the doors would be closed at the end of business day.

Separation Distance Requirements

The City's alcohol ordinance Section 17.42.040 established separation distance requirements between certain types of alcohol sellers and uses identifies as "sensitive uses" and from other alcohol sellers. This provision in the ordinance goes to the core reason that the City has enacted regulations for alcohol sales, to deal with the potential for negative external effects on the adjacent area that certain alcohol establishments can create. These effects can include noise, loitering, trash, and debris, or increased need for police services, but are not intended to include more social concerns (whether the consumption of alcohol in the community is good or bad, for example). A distance waiver is required due to the proximity of single-family homes within the 300-foot separation requirement. Therefore, approval of the conditional use permit will require a waiver from these requirements.

Request for Waiver

LMC Section 17.42.040. contains a provision to allow for a waiver from the normal distance requirements of the alcohol ordinance. This provision allows discretion to be applied when an application of the requirements would not follow the intent of the ordinance. The waiver requires that two findings are made: first, that the alcoholic beverage establishment will serve a specific community need; and second, that the distance waiver approved for the alcoholic beverage establishment is not expected to result in an adverse effect on adjacent property, uses, or residents.

The mini-mart and gas station would be open 24 hours a day, but sales of alcoholic beverages would only be permitted between the hours of 7:00 a.m. to 10:30 p.m., seven days a week. The operator of the mini-mart has agreed to limit the display of alcohol to a maximum of five percent of the sales floor area. In addition, the applicant must comply with a list of standard conditions from the alcohol ordinance for off-sale beverage establishments. Also, the Development Services Director has the discretion to require on-site security in the future, if necessary.

The shopping center north of the proposed project previously had a grocery store with a Type 21 ABC license (off-sale general). The Type 21 ABC license has been surrendered, as the grocery store is no longer in business. The proposed project would not increase the number of alcohol uses within this area because it would replace the previously obtained Type 21 license. The proposed Type 20 ABC license is also a more restrictive license, as it only allows the sale of beer and wine as opposed to beer, wine, and spirits. Beer and wine would likely be purchased by patrons also purchasing groceries from the mini-mart, and similar to that of a grocery store or convenience store without a gas station, no beer or wine will be consumed on-site.

The applicant will not provide advertisement of the alcoholic beverages and no outdoor displays or additional signage are permitted, as conditions of this permit. Display of beer and wine would not be located within close vicinity of the cash register, or the front door, reducing impulse buying of alcohol. In addition, employees on duty who sell beer and wine will be at least 21 years of age.

The Planning Section has received the Alcoholic Beverage Establishment Application Investigation form from Deputy Lance Jordan of the Lancaster Sheriff's Station, stating that the Los Angeles Sheriff's Department does not oppose the applicant's request for a Type 20 ABC license. According to Deputy Jordan, the request for a Type 20 license would not be detrimental to the public safety based on the criteria outlined in the investigation report, which coincides with the LMC.

CONCLUSION: The proposed project complies with the requested C designation. It complies with the goals, objectives, and policies of the General Plan. The proposed project meets all requirements of the proposed CPD zone, and will not adversely affect nearby residences or businesses. Resolution No. 15-29 prohibits the mini-mart from selling single-serving containers and the conditions of approval would ensure that the safety and general welfare of the surrounding area would be maintained. Therefore, staff is recommending approval General Plan Amendment No. 17-01, Zone Change No. 17-01, and Conditional Use Permit No. 17-11.

Respectfully submitted,

Cynthia Campaña, Associate Planner

cc: Applicant
Engineer

RESOLUTION NO. 17-34

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AN AMENDMENT TO THE ADOPTED GENERAL PLAN OF THE CITY, AND AN AMENDMENT TO THE ADOPTED ZONING PLAN FOR THE CITY, KNOWN AS GENERAL PLAN AMENDMENT NO. 17-01 AND ZONE CHANGE NO. 17-01

WHEREAS, pursuant to Section 3.c. of City Council Resolution No. 93-07, an amendment to the adopted General Plan of the City has been initiated by 20 West, LLC, to redesignate 1.98 acres from Non-Urban Residential (NU) to Commercial (C); and

WHEREAS, pursuant to Section 17.24.040 of the Lancaster Municipal Code (LMC), the applicant has requested the Planning Commission consider a change to the zoning designation on the subject property from RR-2.5 (Rural Residential, minimum lot size 2.5 acres) to CPD (Commercial Planned Development); and

WHEREAS, pursuant to Section 17.24.070 of the Lancaster Municipal Code a notice of intention to consider the General Plan amendment and zone change of the subject property was given as required in Section 17.36.020A of the LMC, and in Section 65854 and 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed necessary investigations, prepared a written report, and recommended that the general plan amendment and zone change requests be approved; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18, 2017; and

WHEREAS, this Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act (CEQA) and the State Guidelines for the Implementation of CEQA prior to taking action; and

WHEREAS, this Commission hereby finds, pursuant to Section 21082.1 of the Public Resource Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgment of the City of Lancaster; and

WHEREAS, this Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measure, as detailed in Exhibit "A;" and

WHEREAS, this Commission, based on the evidence in the record, hereby adopts the following findings in support of approval of General Plan Amendment No. 17-01 and recommends the City Council adopt them:

1. The proposed designation of C will be compatible with the existing land use designation NU for properties to the east, west, and south of the project site, as zoning regulations address compatibility with neighboring residential parcels when a commercial use is in close proximity. The proposed designation of C will also be compatible with the existing land use designation C for the property north of the project site, as it is consistent and does not conflict with uses and functions.
2. The proposed amendment is consistent with and implements Goal 19 of the General Plan, “to achieve an attractive and unique image for the community by creating a sustainable, cohesive, and enduring built environment.”
3. The proposed amendment is consistent with the following goals, objectives, and policies of the General Plan for the reasons stated below:

Goal 17: “To establish a variety of land uses, which serve to develop Lancaster into a balanced and complete community in which people live, work, shop, and play.”

Goal 18: “To manage development by planning the location and intensity of urban and rural uses to create a comprehensive structure.”

Objective 19.2: “Integrate new development with established land use patterns through quality infill to enhance overall community form and create a vibrant sense of place.”

Policy 19.2.4: “Provide buffers to soften the interface between conflicting land uses and intensities.”

4. There are no goals, objectives, policies, or specific actions of the General Plan that would conflict with the proposed amendment.
5. The proposed amendment would not adversely affect the economic health of the City, because no major infrastructure investment is required to provide access to the site.
6. The proposed amendment would not have an adverse effect on the local groundwater basin, because all water supplied to the proposed project would be obtained from the White Fence Farms Mutual Water Agency, which has indicated that it can serve the project site.
7. The proposed site could be adequately served by necessary services and utilities, including police, fire, electricity, water, sewer, gas, and telephone that already exist in the area, provided that necessary connection and impact fees are paid.
8. The proposed amendment will not have an adverse effect on traffic and circulation systems, as noted in the Mitigated Negative Declaration. The development of the site under the

proposed C land use designation would not result in a negative impact on the level of service on the surrounding streets.

9. The proposed amendment and subsequent construction of the commercial development is not likely to cause substantial environmental damage, or substantially and avoidably injure fish or wildlife, or their habitat, because the site is not within a sensitive habitat area and no impacts to biological resources would occur.

WHEREAS, this Commission, based on the evidence in the record, hereby adopts the following findings in support of approval of Zone Change No. 17-01, and recommends that the City Council adopt them:

1. The proposed zone change from RR-2.5 to CPD will be consistent with the proposed General Plan land use designation of C requested by the applicant.
2. Modified conditions warrant a revision in the zoning plan, as the proposed project site is compatible with the existing land uses within the surrounding properties. North of the proposed subject site is an existing shopping center that is zoned CPD, consistent with the proposed zone change.
3. A need for the proposed zoning classification of C exists within the area to allow smaller-scale, low-intensity commercial development to serve the rural area.
4. The particular property under consideration is a proper location for the CPD zoning classification because it is compatible to the surrounding area. Single-family homes and a commercial shopping center surround the proposed subject site. The zone change would be well-suited at the subject site because it is on the southeast corner of a major intersection across from an existing shopping center
5. Placement of the proposed zone at the location will be in the interest of public health, safety and general welfare and in conformity with good zoning practice because it will provide the surrounding neighborhood with accessibility to a variety of commercial uses, would be harmonious with the surrounding properties, and would improve and beautify an intersection, which will add value to the immediate area.

NOW, THEREFORE, BE IT RESOLVED:

1. This Commission hereby recommends to the City Council approval of General Plan Amendment No. 17-01 to redesignate the subject property from NU to C.
2. This Commission hereby recommends to the City Council approval of Zone Change No. 17-01 to rezone the subject property from RR-2.5 to CPD.

PASSED, APPROVED and ADOPTED this 18th day of December 2017, by the following vote:

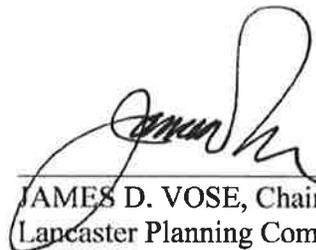
AYES: Mercy, Smith, Vice Chair Hall, and Chairman Vose.

NOES: Cook and Harvey.

ABSTAIN: None.

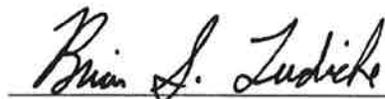
RECUSED: None.

ABSENT: None.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

RESOLUTION NO. 17-35

**A RESOLUTION OF THE PLANNING
COMMISSION OF THE CITY OF LANCASTER,
CALIFORNIA, APPROVING CONDITIONAL
USE PERMIT NO. 17-11**

WHEREAS, a conditional use permit has been requested by 20 West LLC, to construct a 3,000-square-foot mini-mart, 3,825-square-foot gas island, 1,596-square-foot car wash facility, 1,680-square-foot oil and lube building and a 2,648-square-foot commercial pad for a drive-through restaurant and retail services, and to allow the sale of beer and wine for off-site consumption (Type 20 California State Alcoholic Beverage Control [ABC] License) with a waiver from distance requirements;

WHEREAS, an application for the above-described conditional use permit has been filed pursuant to the regulations contained in Article I of Chapter 17.32 and Chapter 17.42, of the Lancaster Municipal Code; and

WHEREAS, a notice of intention to consider the granting of a conditional use permit has been given, as required in Article V of Chapter 17.32 of the Lancaster Municipal Code, and in Section 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended approval of this conditional use application, subject to conditions; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18, 2017; and

WHEREAS, this Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act and the State Guidelines for the Implementation of the California Environmental Quality Act prior to taking action; and

WHEREAS, this Commission hereby finds, pursuant to Section 21082.1 of the Public Resource Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster; and

WHEREAS, this Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in Exhibit "A"; and

WHEREAS, this Commission hereby adopts the following findings in support of approval of this application:

1. The proposed use will not be in substantial conflict with the adopted general plan for the area because the proposed project would be in conformance with the General Plan land use designation of C (Commercial) for the subject property.
2. The requested alcohol use, mini-mart, car wash, oil and lube facility, and restaurant/retail pad at the location proposed will not:
 - a. Adversely affect the health, peace, comfort, or welfare of persons residing or working in the surrounding area, because the area consists of commercial development primarily active during daytime hours.
 - b. Be materially detrimental to the use, enjoyment, or valuation of property of other persons located in the vicinity of the site, because the design of the facility meets City standards, including landscaped buffers between residential properties and an attractive design on all four faces of the building.
 - c. Jeopardize, endanger, or otherwise constitute a menace to the public health, safety, or general welfare because adequate sewer, water, drainage, and improvements are part of the project.
3. The proposed site is adequately served:
 - a. By Avenue L and additionally by 20th Street West, which are of sufficient width and improved to carry the daily vehicle trips generated by the gas station, mini-mart, oil and lube facility, car wash facility and commercial pad; and
 - b. By other public or private service facilities, including sewer, water, fire, and police services, as required.
4. The construction of the proposed project is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife, or their habitat because the site is not within a sensitive habitat area and would have no impacts to biological resources.

WHEREAS, this Commission hereby adopts the following conditional use permit findings, per Section 17.42.050 in support of approval of this application:

1. The proposed mini-mart and gas station with a Type 20 ABC License would be located in the CPD zone, which permits alcoholic beverages to be sold, served, or given away for on-sale or off-sale consumption upon obtaining a conditional use permit.
2. The proposed use will not adversely affect the nearby facilities primarily devoted to use by children, families and the general public, after giving consideration to distance or proximity of the proposed alcoholic beverage establishment to residential districts, school (public or private), day care centers, public parks, playgrounds and other recreations facilities, churches or other places of religious worship, hospitals, clinics, or other health care facilities. The proposed project is within the 300-foot distance requirement of residential uses. However, the applicant would comply with a list of standard conditions from the alcohol ordinance for off-sale beverage establishments, as well as, having restricted hours

of operations and sales floor area display. It would not adversely affect the nearby residences because the sale of beer and wine would be restricted to between the hours of 7:00 a.m. to 10:30 p.m., seven days a week. The proposed mini-mart is only allowed a maximum of 5 percent of the sales floor areas to be dedicated to beer and wine.

3. The proposed use serves the public convenience and necessity based on all factors outlined in Section 17.42.060 of the LMC.

NOW, THEREFORE, BE IT RESOLVED:

1. This Commission hereby finds, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgment of the City of Lancaster. Staff is hereby authorized, and directed to prepare, execute, and file a Notice of Determination pursuant to CEQA and the State CEQA Guidelines.

2. This Commission hereby adopts the Mitigation Monitoring Program, Exhibit "A."

3. This Commission hereby approves Conditional Use Permit No. 17-11, subject to the conditions attached hereto and incorporated herein.

PASSED, APPROVED and ADOPTED this 18th day of December 2017, by the following vote:

AYES: Commissioners Mercy, Smith, and Chairman Vose.

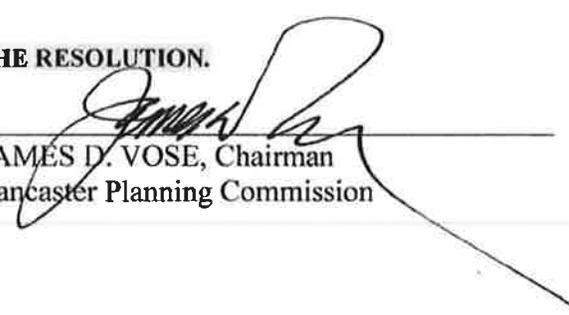
NOES: Commissioners Cook, Harvey, and Vice Chair Hall.

ABSTAIN: None.

RECUSED: None.

ABSENT: None.

FAILURE TO APPROVE IS DEEMED DENIAL OF THE RESOLUTION.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster



ATTACHMENT TO PC RESOLUTION NO. 17-35
GPA NO. 17-01/ ZC NO. 17-01/ CUP NO. 17-11
CONDITIONS LIST
December 18, 2017

GENERAL ADVISORY

1. All standard conditions as set forth in Planning Commission Resolution No. 10-23 shall apply, except Condition Nos. 8 (Modified), and 13 (Modified), 19, 24 (Modified), and 25.
2. All standard conditions as set forth in Planning Commission Resolution No. 15-29 for conditional use permits shall apply, except for Condition Nos. 24 (no spirits sales permitted), 26 and 27.
3. The developer, by agreement with the Development Services Director, may guarantee installation of improvements, as determined by the Development Services Director, through faithful performance bonds, letters of credit, or any other acceptable means.

GRADING/DRAINAGE

4. Prior to issuance of grading permit, the applicant shall submit a grading plan consistent with the approved site plan and conditions of approval. The grading plan shall be based on a detailed engineering soils report specifically approved by the geologist and/or soils engineer that addresses all submitted recommendations.
5. Portions of the property may be subject to sheet overflow and ponding. Per the direction of the Development Services Director, prior to building occupancy, the applicant shall install any local storm drains necessary to mitigate on-site and off-site drainage.
6. Prior to building occupancy, the applicant shall provide for contributory drainage from adjoining properties and return drainage to its natural conditions, or secure off-site drainage acceptance letters from affected property owners, per the direction of the Development Services Director
7. Prior to building occupancy, all drainage facilities are to be constructed and approved prior to occupancy of any structure within the project, as directed by the Development Services Director.
8. Prior to building occupancy, streets shall be designed to avoid creating sump conditions, as directed by the Development Services Director. If a sump condition is unavoidable, a redundant catch basin system shall be installed.
9. Prior to building occupancy, install BMPs including 1) a series of BMPs to treat first flush and 2) a dead end sump for the fueling station area. Isolate fueling pad area from the on-site drainage using cross-gutters and/or berms, as required by CASQA (Modified No. 24).

STREETS

10. Prior to issuance of building permit, the applicant shall dedicate sidewalk easements sufficient to encompass ADA requirements for sidewalks installed with drive approaches.

11. Prior to building occupancy, the applicant shall design and construct street improvements along the frontage of the project site to include pavement, curb, gutter, sidewalk, streetlights, undergrounding of utilities, etc. The applicant is to reconstruct the street to centerline if the existing pavement section does not meet the Development Services Department required structural section. Additional pavement, as required to transition to existing pavement, shall also be included in street plans.
12. Prior to building occupancy, the applicant shall design and construct ADA “walk arounds” at all driveway locations and dual ADA-compliant curb ramps at all intersections to the specifications of the Development Services Director. The curb ramp shall comply with the requirements of Title II of the American with Disabilities Act (ADA) relating to curb ramps and pedestrian crossings. (Modified No. 13)
13. Prior to issuance of the street improvement encroachment permit, the applicant shall obtain approval of a signing and striping plan. The signing and striping plan shall be completed in accordance with all City of Lancaster standards, as directed by the City Engineer.
14. Prior to issuance of building permits, the applicant shall dedicate a corner cutoff in the southeast corner of the intersection of Avenue L and 20th Street West.
15. Prior to issuance of building permits, the applicant shall vacate excess right-of-way of 10’ along parcel frontage on 20th Street West.
16. Prior to building occupancy, the applicant shall construct the following street improvements along the frontage of the project site, as directed by the City Engineer:

Street Name	Curb & Gutter	Base & Paving	Street Lights	Street Trees	Sidewalk (5’min)	Landscaped Median	Class II Bike Lanes	LMD Easement
Avenue L	X	X	X	X	X		X	
20 th Street West	X	X	X	X	X	X	X	

17. Prior to building occupancy, the applicant shall install conduit, pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section, to the satisfaction of the City Engineer.
18. Prior to building occupancy, the applicant shall provide and install street name signs, as directed by the City Engineer.

19. Prior to issuance of building permits, the applicant shall dedicate the right to restrict direct vehicular ingress and egress on all streets having a projected volume of 2,000 vehicle trips each day and within 100 feet of any secondary or primary arterial, on the tract map or by separate document.
20. Prior to building occupancy, the applicant shall construct all street improvements as identified in the Traffic Impact Report required to adequately serve this development.
21. Prior to issuance of building permits, the applicant shall acquire and dedicate to the City the right-of-way required for all street improvements, as identified in the Traffic Study, to the satisfaction of the City Engineer.

SEWER

22. Construct an appropriately sized sewer main to connect to existing sewer in 20th Street West, per an approved sewer area study.
23. Prior to sewer plan/lateral connection approval and sewer permit issuance, the applicant shall obtain approval of the final sewer area study. The final sewer facilities shall be based on the approved sewer area study and will be designed based on the City of Lancaster Engineering Design Guidelines Policies and Procedures Section 2.4, and/or to the satisfaction of the City Engineer/Development Services Director. Any on-site and/or off-site mitigation measures required by the approved sewer area study shall be constructed prior to first occupancy.
24. Prior to building occupancy, approval of this project is contingent upon the installation of local main line sewers and separate laterals to serve each structure at such time as the permanent buildings are constructed on the site.

WATER

25. Prior to building occupancy, the project shall be served by adequately sized water system facilities, including fire hydrants, of sufficient size to accommodate the total domestic and fire flows required for the project. Domestic flows required are to be determined by the Development Services Director. Fire flows required are to be determined by the Fire Chief.

LANDSCAPING

26. The development shall comply with all requirements of Ordinance No. 907 and the State of California Model Water Efficient Landscape Ordinance. The requirements are subject to revision, upon adoption of the City's updated Water Efficient Landscape Ordinance. (Modified No. 8)
27. Prior to landscape encroachment permit, landscape plans for the median shall be prepared in accordance with Ordinance No. 907 and the State of California Model Water Efficient Landscape Ordinance and submitted to the Development Engineering Section of Development Services Department, along with required plan check fees, for review and approval prior to the installation

of landscaping or irrigation systems. Such plans are to be incorporated into development of the site and shall show size, type, and location of all plants, trees, and irrigation facilities.

28. Prior to building occupancy, the applicant shall install a "purple pipe" irrigation system in all landscape maintenance districts to provide for future connection to a recycled water system.
29. Landscape materials, once approved, shall be maintained in perpetuity.

ENVIRONMENTAL

30. In the event that previously unknown cultural resources are identified during construction, the following requirements shall apply:
 - a. If human remains or funerary objects are encountered during any construction activities associated with the proposed project, work within a 100-foot buffer shall cease and the County Coroner shall be contacted, pursuant to State Health and Safety Code Section 7050.5.
 - b. In the event that Native American cultural resources are discovered during any construction activities, all work within a 60-foot buffer shall cease and a qualified archaeologist meeting the Secretary of the Interior standards shall be hired to assess the find. The San Manuel Band of Mission Indians shall be contacted and provided information, and invited to perform a site visit in conjunction with the archaeologist to provide Tribal input.
 - c. If significant Native American resources are discovered and avoidance cannot be ensured, a Secretary of the Interior qualified archaeologist shall be retained to develop a cultural resources Treatment Plan, as well as, a Discovery and Monitoring Plan. A copy of the draft document shall be provided to the San Manuel Band of Mission Indians for review and comment. All in-field investigations, assessment, and/or data recovery pursuant to the Treatment Plan shall be monitored by a Tribal Monitor.
31. The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust, prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water and dust suppressant applicant requirement to mitigate all disturbed areas.
32. Signage shall be displayed on the project site in accordance with AVAQMD Rule 403 (Appendix A).
33. When water is used for dust control, watering shall occur three times per day, and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.
34. All disturbed surfaces shall meet the definition of stabilized surface upon completion of project construction.

Conditions List

GPA No. 17-01/ZC No. 17-01/CUP No. 17-11

December 18, 2017

Page 5

35. Prior to the issuance of a demolition permit, asbestos and lead-based paint surveys of the existing buildings shall be performed by a qualified environmental contractor. Remediation, if required, shall be in accordance with the recommendations of the environmental contractor.
36. Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday, or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days by local ordinance.
37. The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established, prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.
38. Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.
39. Material stockpiles and mobile equipment staging, parking, and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.
40. The use of noise producing signals, including horns, whistles, alarms, and bells shall be for safety warning purposes only.
41. No project-related public address or music system shall be audible at any adjacent receptor.
42. All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating conditions that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.

ADDITIONAL CONDITIONS

43. There shall be no exterior advertising or sign of any kind or type, including advertising directed to the exterior from within, promoting or indicating the availability of alcoholic beverages.
44. The City reserves the right to periodically review the operation for potential problems. If problems (on-site or within the immediate area) including, but not limited to, public drunkenness, the illegal sale or use of narcotics, drugs, or alcohol, lewd and/or disorderly conduct, and disturbing the peace result from the proposed land use, etc., the conditional use permit may be subject to review and revocation by the City of Lancaster.
45. The approval does not include signage and will require separate approval.
46. The car wash facility shall be constructed to recycle water.

Conditions List

GPA No. 17-01/ZC No. 17-01/CUP No. 17-11

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47. The hours of operation for the car wash facility and the oil and lube facility shall be from 8:00 a.m. to 6:00 p.m., seven days a week.
48. The mini-mart shall not be permitted to sell beer and wine between the hours of 10:30 p.m. and 7:00 a.m.
49. The applicant shall coordinate with the Antelope Valley Transit Authority, in regards to the relocation and improvements to the bus stop and ensure that the existing stop would be functional during the development and construction of the project.
50. The drive-through speaker shall incorporate the best available technology and shall be designed to compensate for ambient noise level in the immediate area. The drive-through speakers shall utilize automatic volume control to the extent that ambient noise masks speaker sound levels.
51. The drive-through speakers shall not exceed 65 dBa at the property line adjacent to residential uses at any time. A noise study may be required, per the discretion of the Development Services Director.

RESOLUTION NO. 10-23

**A RESOLUTION OF THE PLANNING COMMISSION OF
THE CITY OF LANCASTER, CALIFORNIA, ADOPTING
CERTAIN STANDARDIZED CONDITIONS OF APPROVAL
FOR CONDITIONAL USE PERMITS**

WHEREAS, the Planning Department staff presented to the Planning Commission a list of forty-nine (49) conditions which are applied to Conditional Use Permits when they are approved by said Commission; and

WHEREAS, the staff explained to the Commission that since these are standard conditions for almost all use permits, it might be more appropriate to adopt them by resolution for reference purposes as it would save staff time in preparing the reports and Commission time in hearing said reports; and

WHEREAS, it was further explained by staff that adoption of these standard conditions and incorporating by reference would be a more efficient and consistent approach to applying said conditions to the use permits approved by the Commission; and

WHEREAS, after discussion, it was the consensus of the Commission that it would be in the best interest of all concerned that the above-mentioned conditions of approval be adopted by resolution and referred to by resolution number for all Conditional Use Permits;

NOW, THEREFORE THE LANCASTER PLANNING COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND FIND AS FOLLOWS:

The Planning Commission hereby establishes the following conditions of approval as standard conditions to be used by reference in conjunction with all Conditional Use Permit approvals.

1. Unless otherwise indicated herein, the development of the site shall be in substantial conformance with approved site plans on file in the Planning Department.
2. This Conditional Use Permit must be used within two (2) years from the date of approval; the Conditional Use Permit will expire. The applicant may, not less than sixty (60) days prior to the expiration date, request a total of three one-(1)-year extensions in writing to the Planning Director. Modifications to the plan, including timing of on and off site improvements that do not raise significant new issues or extend the overall time frame beyond the approval period may be approved by the Planning Director

NOTE: Issuance of building permits, installation of off-site improvements, and grading of the site do not constitute "use" of the conditional use permit. Under the Zoning Ordinance, construction or other development authorized by the conditional use permit must have commenced. Generally, the City requires that the slab of a major building in the project be poured and inspected in order to consider the permit used, although the circumstances of each case may vary depending on the land use involved.

3. All requirements of the Municipal Code and of the specific zoning of subject property must be complied with unless otherwise set forth in the permit or shown on the approved plot plan.
4. The Planning Director is authorized to review and approve the elevations of future buildings proposed to ensure that they are compatible with the architectural design guidelines established for the overall development. Design and location of such buildings are subject to review and approval of the Planning Director, including but not limited to architectural style, color, exterior materials, material and type of walls. The applicant shall provide 360 degree architectural treatments for all proposed buildings. In the event disputes arise between the applicant and the Planning Director regarding elevations, or design of the buildings, the matter may be appealed to the Architectural and Design Commission (ADC) and the ADC shall render the final decision.
5. The applicant shall contact the City of Lancaster Fire Warden to determine improvements that may be required to protect the property from the fire hazard and shall provide and install at his expense such improvements as may be deemed necessary by the Fire Warden. Fire protection improvements shall be completed to the satisfaction of the Director of Public Works prior to certification of completion and occupancy of the subject buildings.
6. Three (3) copies of a signage plan shall be submitted for approval by the Planning Director at the time of building plan issuance to be in compliance with the Municipal Code and Design Guidelines. Such plan shall be comprehensive and shall include: location, height, square-footage, method of attachment, construction materials, and colors of each sign proposed to be placed on the site.
7. The following items/plans shall be submitted to the Department of Public Works, which shall route them to the Planning Department for concurrent review and approval prior to issuance of permits:
 - a. Lighting Plan: Such plan shall include decorative, directional, and security lighting. Such lighting shall be directed away or shielded from neighboring properties.
 - b. Building Plan: Such plan shall demonstrate adherence to design elements approved by the Planning Commission including but not limited to: building elevations (all sides), construction materials and colors, and the method of screening rooftop equipment.
 - c. Grading Plan: Such plan shall show height of finished building pads in addition to walls, berming and/or contour mounding if such features are approved by the Planning Commission.
 - d. Landscape Plan: Landscape plans shall be prepared in accordance with Ordinance No. 907 and submitted to the Building and Safety Department, along with required plan check fees, for review and approval prior to the installation of landscaping or

irrigation systems. Such plans are to be incorporated into development of the site and shall show size, type, and location of all plants, trees and irrigation facilities

- e. **Trash Enclosure Plan**: Such plan shall show location, design, construction materials, and color of materials and shall be in accordance with such plans contained within the Municipal Code and Design Guidelines. All trash enclosures shall be located in a covered area or the covered with a roof or metal lattice treatment to prevent wind-blown trash from leaving the enclosure.
8. The development shall comply with all requirements of Ordinance No. 907 (Water Efficient Landscaping Requirements).
9. All necessary permits shall be obtained from the City Engineering Division of the Public Works Department prior to any construction, remodeling, or replacement of buildings or other structures.
10. The applicant is hereby advised that this project is subject to development fees at the time of building permit issuance, including, but not limited to, the following as applicable: 1) Los Angeles County Sanitation District Sewer Connection Fee; 2) Interim School Facilities Financing Fee; 3) Installation or Upgrade of Traffic Signals Fee; 4) Planned Local Drainage Facilities Fee; 5) Dwelling Unit Fee; 6) Traffic Impact Fees; and 7) Urban Structure Fee (Park Development Fee, Administrative Office Fee, Corporate Yard Fee, and Operations Impact Fee, etc); 8) Landscape Fee.
11. Per the direction of the Director of Public Works, the submission of a hydrology study will be required with the grading plan check.
12. An encroachment permit shall be obtained from the Department of Public Works prior to doing any work within the public right-of-way.
13. Per the direction of the Director of Public Works, construct ADA “walk arounds” at driveway locations to the specifications of the Director of Public Works and install ADA curb ramps at all intersection.
14. Per the direction of the Director of Public Works, all street lighting systems designed after July 1, 2007, shall be designed as City owned and maintained street lighting systems. The Developer’s engineer shall prepare all plans necessary to build said street lighting system in accordance with Southern California Edison and City of Lancaster standards.
15. All construction and/or installation of improvements shall be undertaken to the specifications of the City of Lancaster Municipal Code.
16. Per direction of the Director of Public Works, comply with City Municipal Code, Chapter 13.20 Article II, entitled Installation/Relocation for New/Expanded Development of Overhead Utilities.

17. If determined necessary by the Director of Public Works, testing of the existing pavement section is to be performed prior to submitting street plans for plan checking. The minimum allowable structural section will be per the City requirement or the soil test recommendation whichever is greater based on the City's Traffic Index for the street. Removal and reconstruction of the street centerline may be necessary to meet the required structural section.
18. Street grades shall meet the specifications of the Department of Public Works.
19. Per the direction of the Director of Public Works, the asphalt surface course for all arterial streets shall be constructed with rubber modified asphalt. The type of rubber modified asphalt shall be as specified by the City and shall be determined in final design.
20. Per the direction of the Director of Public Works, a Dust Control Plan shall be prepared and submitted to the Antelope Valley Air Quality Management District (AVAQMD) in accordance with Rule 403 of the AVAQMD. An approved copy of the Dust Control Plan shall be submitted to Public Works prior to issuance of a grading permit within the City for commercial/industrial projects of 5 acres or larger. In lieu of an approved plan, a letter waiving this requirement shall be submitted.
21. Prior to grading, the applicant shall provide a contact name and valid phone number where someone is available 24-hours, 7 days a week to report the blowing of dust or debris from the site.
22. Per the direction of the Director of Public Works, the Developer shall install a conduit pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section.
23. The project shall comply with the Best Management Practices (BMPs) of the National Pollutant Discharge Elimination System (NPDES) and all NPDES Permit Requirements.
24. Per the direction of the Director of Public Works, install a clarifier or other BMP to treat first flush.
25. Per the direction of the Director of Public Works, if the project is located in Flood Zone AO (1), elevate the building one-foot above the highest adjacent grade.
26. Mitigate onsite nuisance water and developmental storm water runoff to the satisfaction of the Director of Public Works.
27. Box culverts or other structures acceptable to the Director of Public Works are required at all intersections with arterial streets to eliminate nuisance water from crossing the streets above ground. (No cross gutters allowed).

28. Prior to occupancy, the property shall be annexed into the Lancaster Lighting Maintenance District.
29. Prior to occupancy, the property shall be annexed into the Lancaster Drainage Maintenance District.
30. Street lights are required per adopted City ordinance or policy.
31. The applicant is hereby advised that the use of any signs, strings or pennants, banners or streamers, clusters of flags and similar attention-getting devices are prohibited, except where there has been prior approval from the Planning Department.
32. If any provision of this permit is held or declared to be invalid, the permit shall be void, and the privileges granted hereunder shall lapse.
33. It is further declared and made a condition of this permit that if any condition hereof is violated, or if any law, statute, or ordinance is violated, the permit shall be suspended and the privileges granted hereunder shall lapse provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
34. Prior to occupancy of any buildings or structures, the permittee shall request, not less than forty-eight (48) hours in advance, that on-site inspection be made by the Planning Department to verify that development of the property has occurred in conformity with conditions as enumerated in this permit.
35. Landscape materials, once approved, shall be maintained in perpetuity.
36. If the project is developed in phases, undeveloped portions of the site shall not contribute to blowing debris, dirt or dust.
37. If the project is developed in phases, all the development requirements shall be met for each phase including parking, landscaping, trash enclosures, drainage, etc.
38. The applicant shall be responsible for notifying the Planning Department in writing of any change in ownership, designation of a new engineer, or a change in the status of the developer, within thirty (30) days of said change.
39. The Planning Director shall execute the necessary documents to ensure the recording of this permit with the County Recorder's Office.
40. This conditional use permit will not be effective until ten (10) working days after the date upon which it is granted by the Planning Commission and until the applicant has executed and returned to the Planning Department an authorized acceptance of the conditions of approval applicable to said permit.

41. Expansion or intensification of the use beyond the approval specified herein would require subsequent review and possible application for amendment. The Planning Director is authorized to approve modifications to the site plan provided such modifications do not substantially change the intent of the approved use, avoid issues raised at the public meeting, or raise new issues not previously addressed.
42. Pursuant to Section 65089.6. of the Government Code, the project will be subject to the Congestion Management Plan (CMP) mitigation requirements, including mitigation fees.

ENVIRONMENTAL

43. Per the direction of the Planning Director, a Phase I Cultural Resource Study is required for any off-site area which will be disturbed by the development, such as staging areas and turn-arounds not covered by the Cultural Resource Study, or all work shall be conducted on the site by installation of a fence to determine limits of development.
44. Pursuant to Section 21089(b) of the Public Resource Code, approval of this Conditional Use Permit will not be valid, and no development right shall be vested, until such times the required fees, as set forth under Section 711.4 of the Fish and Game Code, have been paid. Said fees, in the form of a check made payable to the County of Los Angeles Clerk's Office shall be submitted to the Planning Department within three (3) days of the Commission's action.
45. The applicant shall, prior to or concurrent with the approval of a grading permit, pay a fee to the City of Lancaster in the sum of \$770.00 per gross acre, to be held in the biological mitigation fund as established by the City Council. Additionally, should the applicant be required to pay mitigation fees under the California Department of Fish and Game, these fees can be deducted from the amount collected by the City of Lancaster.
46. The project shall comply with all mitigation measures adopted in the mitigation monitoring program.

ALCOHOL CONDITIONS

47. Per the direction of the Planning Director, the applicant shall comply with Chapter 17.42 (Alcoholic Beverage Establishments).
48. On-site security shall be provided if determine necessary by the Planning Director.
49. The conditional use permit shall be subject to an annual review by the Planning Commission should on-site operations or effects on adjacent uses warrant such review.

PC Resolution No. 10-23
Standard Conditions – Conditional Use Permit
May 17, 2010
Page 7

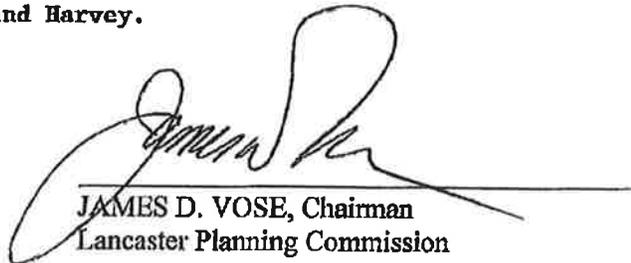
PASSED, APPROVED AND ADOPTED this 17th day of May, 2010, by the following vote:

AYES: Commissioners Haycock, Jacobs and Malhi, Vice Chair Smith, and
Chairman Vose.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioners Burkey and Harvey.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

RESOLUTION NO. 15-29

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, ADOPTING CERTAIN STANDARDIZED CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMITS FOR OFF-SITE SALE OF ALCOHOL

WHEREAS, the Development Services staff presented to the Planning Commission a list of twenty-seven (27) conditions which are applied to conditional use permits for off-site sale of alcohol sales when they are approved by said Commission; and

WHEREAS, the staff explained to the Commission that since these are standard conditions for almost all use permits for off-site sale of alcohol, it might be more appropriate to adopt them by resolution for reference purposes as it would save staff time in preparing the reports and Commission time in hearing said reports; and

WHEREAS, it was further explained by staff that adoption of these standard conditions and incorporating by reference would be a more efficient and consistent approach to applying said conditions to the use permits approved by the Commission; and

WHEREAS, after discussion, it was the consensus of the Commission that it would be in the best interest of all concerned that the above-mentioned conditions of approval be adopted by resolution and referred to by resolution number for all Conditional Use Permits for Off-Site Sale of Alcohol;

NOW, THEREFORE THE LANCASTER PLANNING COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND FIND AS FOLLOWS:

The Planning Commission hereby establishes the following conditions of approval as standard conditions to be used by reference in conjunction with all Conditional Use Permit for Off-Site Sale of Alcohol and referred to by resolution number for all Conditional Use Permits for On-Site Sale of Alcohol for approvals.

1. Unless otherwise indicated herein, the use of the site shall be in substantial conformance with approved site plans on file in the Development Services Department.
2. The applicant shall comply with Chapter 17.42 and Section 17.42.080 (Conditions of Approval for Off-Sale Alcoholic Beverages Establishments) except where specifically modified by this conditional use permit.
3. This Conditional Use Permit must be used within two (2) years from the date of approval; the Conditional Use Permit will expire. The applicant may, not less than sixty (60) days prior to the expiration date, request a total of three one (1) year extensions in writing to the Director of Development Services. Modifications to the plan, including timing of on and off site improvements that do not raise significant new issues or extend the overall time frame beyond the approval period may be approved by the Director of Development Services.

NOTE: Issuance of building permits, installation of off-site improvements, and grading of the site do not constitute “use” of the Conditional Use Permit (CUP). Under the Zoning Ordinance, construction or other development authorized by the conditional use permit must have commenced. Generally, the City requires that the slab of a major building in the project be poured and inspected in order to consider the permit used, although the circumstances of each case may vary depending on the land use involved. In the case of existing premises, the City generally requires that a license has been issued by the State of California Alcoholic Beverage Control to constitute “use” of the conditional use permit.

4. All requirements of the Municipal Code and of the specific zoning of subject property must be complied with unless otherwise set forth in the permit or shown on the approved plot plan.
5. Three (3) copies of a signage plan shall be submitted for approval by the Director of Development Services at the time of building plan issuance to be in compliance with the Municipal Code and Design Guidelines. Such plan shall be comprehensive and shall include: location, height, square footage, method of attachment, construction materials, and colors of each sign proposed to be placed on the site.
6. All necessary permits shall be obtained from the City Engineering Division of the Development Services Department prior to any construction, remodeling, or replacement of buildings or other structures.
7. The applicant is hereby advised that the use of any signs, strings or pennants, banners or streamers, clusters of flags and similar attention-getting devices are prohibited, except where there has been prior approval from the Development Services Department.
8. If any provision of this permit is held or declared to be invalid, the permit shall be void, and the privileges granted hereunder shall lapse.
9. It is further declared and made a condition of this permit that if any condition hereof is violated, or if any law, statute, or ordinance is violated, the permit shall be suspended and the privileges granted hereunder shall lapse provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
10. Prior to occupancy of any buildings or structures, the permittee shall request, not less than forty-eight (48) hours in advance, that on-site inspection be made by the Development Services Department to verify that development of the property has occurred in consonance with conditions as enumerated in this permit.
11. The applicant shall be responsible for notifying the Director of Development Services in writing of any change in ownership, designation of a new engineer, or a change in the status of the developer, within thirty (30) days of said change.
12. The Director of Development Services shall execute the necessary documents to ensure the recording of this permit with the County Recorder’s Office.

13. This conditional use permit will not be effective until ten (10) working days after the date upon which it is granted by the Planning Commission and until the applicant has executed and returned to the Planning Department an authorized acceptance of the conditions of approval applicable to said permit.
14. Expansion or intensification of the use beyond the approval specified herein would require subsequent review and possible application for amendment. The Planning Director is authorized to approve modifications to the site plan provided such modifications do not substantially change the intent of the approved use, avoid issues raised at the public meeting, or raise new issues not previously addressed.
15. The applicant shall defend, indemnify, and hold harmless the City and its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void, or annul, an approval of the City concerning this conditional use permit and the uses(s) and development permitted by its approval. The City shall promptly notify the applicant of any claim, action, or proceeding, and shall cooperate fully in the defense; this condition shall not be imposed if the City fails to promptly notify the applicant or fails to cooperate fully in the defense.
16. A copy of the conditions of approval for the Conditional Use Permit must be kept on the premises of the establishment, and be presented to the City of Lancaster or Los Angeles County Sheriff's personnel upon request.
17. The City reserves the right to review the Conditional Use Permit one year from the date the Conditional Use Permit was first approved and at on-year intervals thereafter.
18. There shall be no sale or rental of any adult magazines, videos, tapes, disc, film or any other harmful matter as described in Penal Code Section 313.
19. Signs shall be posted with current language of the Penal code, Business and Professional Code, and Lancaster Municipal Code, regarding the prohibition of loitering, open containers, and consumption of alcoholic beverages at the premises.
20. All alcoholic and non-alcoholic beverages available for public purchase shall be displayed in separate locations.
21. Per Section 17.42.020 of the Lancaster Municipal Code, the applicant shall be allowed to devote a maximum of 5% of overall sales floor area for sale of alcoholic beverages.
22. No malt beverage products shall be sold, regardless of individual container size, in quantities of less than six per sale, except in manufacturer pre-packaged 4-packs.

23. No sales of any individual container cans or bottles of beer shall be allowed, except that the applicant may establish a system in which no less than 6 individual containers, not less than 12 ounces in size, may be combined for a single sales transaction.
24. Spirits shall not be sold in containers less than 350 milliliters.
25. Wine shall not be sold in containers less than 750 milliliters, and wine coolers must be sold in manufacturers pre-packaged multi-unit quantities.

CONVENIENCE MARKETS

26. Per Section 17.42.020 of the Lancaster Municipal Code, the applicant is required to devote a minimum of 15% of overall sales floor area to display and sale of fresh meat and produce.
27. Spirits shall not be stored, displayed, or sold on the premises per Section 17.42.020 of the Lancaster Municipal Code.

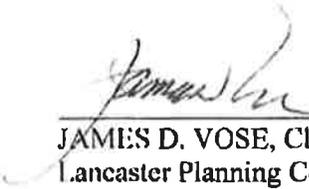
PASSED, APPROVED and ADOPTED this 21st day of September, 2015, by the following vote:

AYES: Commissioners Cook, Harvey, Malhi, Terracciano, Vice Chairman Hall, and Chairman Vose.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Coronado.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING THE CITY ZONING PLAN FOR 1.98 ACRES LOCATED AT 1966 AVENUE L, KNOWN AS ZONE CHANGE NO. 17-01.

WHEREAS, pursuant to Section 17.24.060 of the Municipal Code, a request has been filed by 20 West, LLC, to change the zoning designation on 1.98 acres of land, located at 1966 Avenue L from RR-2.5 (Rural Residential, minimum lot size 2.5 acres) to CPD (Commercial Planned Development); and

WHEREAS, a notice of intention to consider a zone change of the subject property was given, as required in Section 17.24.110 of the Lancaster Municipal Code, and in Section 65854 and 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the zone change request be approved; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18 2017; and

WHEREAS, the Planning Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act and the State Guidelines for the Implementation of the California Environmental Quality Act prior to taking action; and

WHEREAS, the Planning Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measure as detailed in Exhibit "A"; and

WHEREAS, the City Council hereby makes the following findings in support of the ordinance:

1. The proposed zone change from RR-2.5 to CPD is consistent with the General Plan land use designation of C (Commercial) proposed for the subject property.
2. Modified conditions warrant a revision in the zoning plan, as the proposed project site is compatible with the existing land uses within the surrounding properties. North of the proposed subject site is an existing shopping center that is zoned CPD consistent with the proposed zone change.
3. A need for the proposed zoning classification of CPD exists within the area to allow smaller-scale commercial development to serve the rural area.

4. The particular property under consideration is a proper location for the CPD zoning classification because it is compatible to the surrounding area. Single-family homes and a commercial shopping center surround the proposed subject site. The zone change would be well-suited at subject site because it is on the southeast corner of a major intersection across an existing shopping center.
5. Placement of the proposed zone at the location will be in the interest of public health, safety, and general welfare and in conformity with good zoning practice because it will provide the surrounding neighborhood with accessibility to a variety of commercial uses, would be harmonious with the surrounding properties, and would improve and beautify an intersection, which will add value to the immediate area.

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY
ORDAIN AS FOLLOWS:

Section 1. All environmental findings, and the Mitigated Negative Declaration, as contained in Exhibit "A" of the City Council Resolution No. _____ are hereby adopted for this zone change ordinance.

Section 2. That the subject property is reclassified from RR-2.5 (Rural Residential, minimum lot size 2.5 acres) to CPD (Commercial Planned Development).

Section 3. That the City Clerk shall certify to the passage of this Ordinance, and will see that it is published and posted in the manner required by law.

Ordinance No.
December 18, 2017
Page 3

I, Britt Avrit, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on _____ day of _____ 2018, and placed upon its second reading and adoption at the regular meeting of the City Council on the _____ day of 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

RECUSED:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. _____, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of the _____, _____.

(seal)

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
CULTURAL RESOURCES						
1.	<p>In the event that previously unknown cultural resources are identified during construction, the following requirements shall apply:</p> <p>a. If human remains or funerary objects are encountered during any construction activities associated with the proposed project, work within a 100-foot buffer shall cease and the County Coroner shall be contacted, pursuant to State Health and Safety Code Section 7050.5.</p> <p>b. In the event that Native American cultural resources are discovered during any construction activities, all work within a 60-foot buffer shall cease and a qualified archaeologist meeting the Secretary of the Interior standards shall be hired to assess the find. The San Manuel Band of Mission Indians shall be contacted and provided information and invited to perform a site visit in conjunction with the archaeologist to provide Tribal input.</p> <p>c. If significant Native American resources are discovered and avoidance cannot be ensured, a Secretary of the Interior qualified archaeologist shall be retained to develop a cultural resources Treatment Plan, as well as a Discovery and Monitoring Plan. A copy of the draft document shall be provided to the San Manuel Band of Mission Indians for review and comment. All in-field investigations, assessment, and/or data recovery pursuant to the Treatment Plan shall be monitored by a Tribal Monitor.</p>	During construction.	Field inspection and notification of City staff.	Development Services Department, Community Development Division (Planning)		

**MITIGATION MONITORING PLAN (Exhibit A)
 GPA 17-01 / ZC 17-01/ CUP 17-11**

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
GEOLOGY AND SOILS						
2.	The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval, in accordance with Rule 403, Fugitive Dust, prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water and dust suppressant applicant requirement to mitigate all disturbed areas.	Prior to the final approval of grading plan, issuance of stockpile or construction permit, or any ground disturbing activities.	A copy of the AVAQMD-approved Dust Control Plan. Field inspections.	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
3.	Signage shall be displayed on the project site in accordance with AVAQMD Rule 403.	Prior to the final approval of grading plan, issuance of stockpile or construction permit, or any ground disturbing activities.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
4.	When water is used for dust control, watering shall occur three times per day and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.	During construction.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
5.	All disturbed surfaces shall meet the definition of stabilized surface upon completion of project construction.	During construction.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
HAZARDS AND HAZARDOUS MATERIALS						
6.	Prior to the issuance of a demolition permit, asbestos and lead-based paint surveys of the existing buildings shall be performed by a qualified environmental contractor. Remediation, if required, shall be in accordance with the recommendations of the	Prior to the issuance of a demolition permit.	A copy of the asbestos and lead-based paint survey shall be submitted.	Development Services Department, Community Development Division (Planning/Building and Safety).		

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
	environmental contractor.		Field inspections.			
NOISE						
7.	Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday, or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days permitted by local ordinance.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
8.	The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established, prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
9.	Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety),		
10.	Material stockpiles and mobile equipment staging, parking, and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
11.	The use of noise-producing signals, including horns, whistles, alarms, and bells, shall be for safety warning purposes only.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
12.	No project-related public address or music system shall be audible at any adjacent receptor.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE		
					Initials	Date	Remarks
13.	All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating conditions that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)			

CITY OF LANCASTER
INITIAL STUDY

1. Project title and File Number: Conditional Use Permit 17-11
General Plan Amendment 17-01
Zone Change 17-01
2. Lead agency name and address: City of Lancaster
Development Services Department
Planning Section
44933 Fern Avenue
Lancaster, California 93534
3. Contact person and phone number: Cynthia Campaña, Associate Planner
(661) 723-6100
4. Applicant name and address: David Shamsian
1752 West Avenue K
Lancaster, CA 93534
5. Location: 1966 Avenue L
Lancaster, CA 93534
Assessor Parcel Number (APN): 3109-019-003
6. General Plan designation: Non-Urban Residential (NU)
7. Zoning: RR-2.5 (Rural residential, minimum lot size 2.5 acres)
8. Description of project: The proposed project consists of the construction of a 3,000 square-foot mini-mart, 3,825 square-foot gas island canopy, 1,596 square-foot car wash facility, 1,680 square-foot oil and lube building, and a 2,648 square-foot commercial pad for a drive-through restaurant and retail services. There is an existing single-family residence on the project site that would be demolished as part of the proposed project. Additionally, the applicant has requested a Type 20 ABC License with a waiver from the distance requirements. The proposed project also requires approval of a General Plan Amendment (GPA) and Zone Change (ZC) in order to accommodate the proposed project. The applicant is requesting to change the land use designation from NU to Commercial (C) and the zone from RR-2.5 to Commercial Planned Development (CPD).
9. Surrounding land uses and setting: The project site is approximately 1.98-acres located within a developed portion of the City at the southeast corner of Avenue L and 20th Street West. The properties surrounding the project site are predominantly single-family residences with a commercial shopping center on the north side of Avenue L. The properties to the south and east of the project site are developed with single-family homes, designated as NU and zoned RR-2.5. The property to the north of the project site is developed with a commercial shopping center, designated C and zoned CPD. The property west of the project site is developed a single-family home, designated NU, and zoned RR-1 (rural residential, minimum lot size 1 acre). Additionally, the properties to the northeast and northwest are developed with single family residences,

designated UR (Urban Residential), and zoned R-10,000 (single family residential, minimum lot size 10,000 square feet) and R-7,000 (single family residential, minimum lot size 7,000 square feet). Water storage tanks for the White Fence Farms Mutual Water Company are located at the southeast corner of Avenue L and 21st Street West.

10. Other public agencies whose approval is required (e.g. permits, financing approval, or participation agreement.)

Approvals from other public agencies for the proposed project include, but are not limited to, the following:

- White Fence Farms Mutual Water Company (connection to the water system)
- Antelope Valley Air Quality Management District (dust control)
- Los Angeles County Fire Department (fire access and life safety equipment)
- Southern California Gas Company (connection to gas line)

11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to the Public Resources Code Section 21080.3.1? If so, has consultation begun?

In accordance with Senate Bill (SB) 18 and Assembly Bill (AB) 52, consultation letters for the proposed project were sent to the seven individuals associated with the six tribes identified in the cultural resources report and/or who had requested to be included in the process. These letters were mailed on August 15, 2017 via certified return receipt mail. These letters included copies of the cultural resources report prepared for the site, site plan, and aerial photograph along with the offer to consult on the project. Table 1 identifies the six tribes and the person to whom the letter was directed.

**Table 1
 Tribal Notification**

Tribe	Person/Title
San Manuel Band of Mission Indians	Lee Clauss/Director of Cultural Resources
Fernandeno Tataviam Band of Mission Indians	Kimia Fatehi/Tribal Historic and Cultural Preservation Officer
Morongo Band of Mission Indians	Denisa Torres/Cultural Resources Manager
Morongo Band of Mission Indians	Robert Martin/Chairperson
Gabrieleno Band of Mission Indians- Kizh Nation	Andrew Salas/Chairman
San Fernando Band of Mission Indians	John Valenzuela, Chairperson
Serrano Nation of Mission Indians	Goldie Walker, Chairperson

No tribal cultural resources were identified as part of this process; however, one tribe did request the inclusion of specific wording in the event that cultural resources were identified on the project site during construction. This request has been included as a mitigation measure under the cultural resources section.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

<input type="checkbox"/> Aesthetics	<input type="checkbox"/> Agriculture and Forest Resources	<input type="checkbox"/> Air Quality
<input type="checkbox"/> Biological Resources	<input type="checkbox"/> Cultural Resources	<input type="checkbox"/> Geology/Soils
<input type="checkbox"/> Greenhouse Gas Emissions	<input type="checkbox"/> Hazards & Hazardous Materials	<input type="checkbox"/> Hydrology/Water Quality
<input type="checkbox"/> Land Use/Planning	<input type="checkbox"/> Mineral Resources	<input type="checkbox"/> Noise
<input type="checkbox"/> Population/Housing	<input type="checkbox"/> Public Services	<input type="checkbox"/> Recreation
<input type="checkbox"/> Transportation/Traffic	<input type="checkbox"/> Utilities/Service Systems	<input type="checkbox"/> Mandatory Findings of Significance

DETERMINATION - On the basis of this initial evaluation:

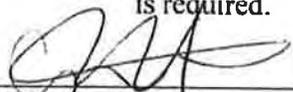
I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared:

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in a earlier EIR or NEGATIVE DECLARATION pursuant to applicant standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.


Cynthia Campaña, Associate Planner

11/14/17
Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
- 4) “Negative Declaration: Less Than Significant With Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.” The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant (mitigation measures from Section XVII, “Earlier Analyses,” may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation measures. For effects that are “Less than Significant with Mitigation Measures Incorporated”, describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.

- 7) **Supporting Information Sources:** A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significant.

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
I. <u>AESTHETICS</u> -- Would the project:				
a) Have a substantial adverse effect on a scenic vista?			X	
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
c) Substantially degrade the existing visual character or quality of the site and its surroundings?			X	
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?			X	
II. <u>AGRICULTURE AND FOREST RESOURCES:</u> In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and the forest carbon measurement methodology provided in the Forest Protocols adopted by the California Air Resources Board. Would the project:				

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				X
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)) or timberland (as defined in Public Resources Code Section 4526)?				X
d) Result in the loss of forest land or conversion of forest land to non-forest use?				X
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?				X
III. <u>AIR QUALITY</u> -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:				
a) Conflict with or obstruct implementation of the applicable Air Quality Plan?			X	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?			X	
d) Expose sensitive receptors to substantial pollutant concentrations?			X	
e) Create objectionable odors affecting a substantial number of people?			X	
IV. BIOLOGICAL RESOURCES -- Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?			X	
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?				X
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				X
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				X
V. <u>CULTURAL RESOURCES</u> -- Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?				X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?		X		
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				X
d) Disturb any human remains, including those interred outside of formal cemeteries?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
VI. GEOLOGY AND SOILS -- Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				X
ii) Strong seismic ground shaking?			X	
iii) Seismic-related ground failure, including liquefaction?				X
iv) Landslides?				X
b) Result in substantial soil erosion or the loss of topsoil?		X		
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				X
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?			X	
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for disposal of waste water?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
VII. GREENHOUSE GAS EMISSIONS -- Would the project:				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			X	
b) Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?			X	
VIII. HAZARDS AND HAZARDOUS MATERIALS -- Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?		X		
b) Create a significant hazard to the public or the environment through reasonably fore-seeable upset and accident conditions involving the release of hazardous materials into the environment?		X		
c) Emit hazardous emissions or handle hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				X
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code §65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				X
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?			X	
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?			X	
IX. HYDROLOGY AND WATER QUALITY – Would the project:				
a) Violate any water quality standards or waste discharge requirements?			X	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?			X	
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in substantial erosion or siltation on- or off-site?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on-or off-site?			X	
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems?			X	
f) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate map or other flood hazard delineation map?				X
g) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				X
h) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				X
i) Inundation by seiche, tsunami, or mudflow?				X
X. <u>LAND USE AND PLANNING</u> -- Would the project:				
a) Physically divide an established community?				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Conflict with any applicable habitat conservation plan or natural communities conservation plan?				X
XI. MINERAL RESOURCES – Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?				X
XII NOISE -- Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?		X		
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?		X		
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?		X		
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?		X		
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				X
XIII. POPULATION AND HOUSING -- Would the project:				
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?			X	
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?			X	
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?			X	
XIV. PUBLIC SERVICES				
Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?			X	
Police protection?			X	
Schools?			X	
Parks?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
Other public facilities?				X
XV. <u>RECREATION</u> --				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				X
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X
XVI. <u>TRANSPORTATION/TRAFFIC</u> -- Would the project:				
a) Exceed the capacity of the existing circulation system, based on an applicable measure of effectiveness (as designated in a general plan policy, ordinance, etc.), taking into account all relevant components of the circulation system, including but not limited to, intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?			X	
b) Conflict with an applicable congestion management program, including, but not limited to, level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				X
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				X
e) Result in inadequate emergency access?				X
f) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?				X
XVII. TRIBAL CULTURAL RESOURCES –				
Would the project cause a substantial adverse change in the significance of a tribal cultural resources, defined in Public Resources Code Section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place or object with cultural value to a California Native American tribe and that is				
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 51(k), or				X
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set for in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in in subdivision (c) of Public Resources Code Section 50.24.1, the lead agency shall consider the significant of the resource to a California Native American tribe.				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
XVIII. UTILITIES AND SERVICE SYSTEMS -- Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			X	
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
d) Have sufficient water supplies available to serve the project from existing resources, or are new or expanded entitlements needed?			X	
e) Have a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?			X	
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?			X	
g) Comply with federal, state, and local statutes and regulations related to solid waste?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
XIX. <u>MANDATORY FINDINGS OF SIGNIFICANCE</u> --				
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?			X	
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?			X	
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?		X		

DISCUSSION OF ENVIRONMENTAL CHECKLIST

I. a. The City of Lancaster General Plan identifies five scenic areas in the City and the immediately surrounding area (LMEA Figure 12.0-1). Views of these scenic areas are not generally visible from the project site or the immediately surrounding roadways. However, views of the mountains surrounding the Antelope Valley are available from the project site and surrounding roadways. The proposed project would demolish the existing residential buildings and replace them with a commercial development. The maximum height of the proposed buildings would not exceed 26 feet in height and the height of the development would not impede views of the mountains while traveling on any surrounding roadways. Therefore, impacts would be less than significant.

b. The project site does not contain any rock outcroppings or historic buildings and is not located along a State scenic highway. The existing buildings on the project site would be demolished and replaced with a commercial development. As the project site is not located along a State Scenic Highway, no impacts would occur

c. Development of the site as proposed would change the visual character of the property in that it would demolish the existing single-family residence and replace it with a commercial development. The proposed development would be compatible with the neighboring commercial shopping center to the north of the project site because it would contain similar commercial uses. The proposed development would be similar in height to a single family residence as the maximum height of the buildings would not exceed 26 feet while a typical single-family residence is approximately 35 feet. In addition, a six-foot tall wall would be placed along the perimeter of the project site between the residential uses and the commercial development. Therefore, aesthetic impacts associated with proposed project would be less than significant.

d. The ambient lighting in the vicinity of the project site is moderate due to the amount of traffic on Avenue L and 20th Street West (north of Avenue L), street lights, lights from the nearby residential uses and building lighting from the commercial shopping center to the north. The proposed project would generate additional sources of light from interior building lights, security lighting, and vehicle headlights. The proposed project would not produce daytime glare, as it would not make use of highly reflective materials. A photometric plan was submitted as part of the project and the plans shows very little light trespass beyond the parcel boundaries. Therefore, impact would be less than significant.

II. a. The California Department of Conservation, Division of Land Resource Protection, Farmland Mapping and Monitoring Program (FMMP), tracks and categorizes land with respect to agricultural resources. Land is designated as one of the following and each has a specific definition: Prime Farmland, Farmland of Statewide Importance, Unique Farmland, Farmland of Local Importance, Grazing Land, Urban and Built-Up Land, and Other Land.

The Los Angeles County Farmland Map was last updated in 2016 and published on July 28, 2017. According to the 2016 map, the project site is designated as "Urban and Built-Up Land". This designation is defined as land that is "occupied by structures with a building density of at least 1 unit to 1.5 acres of approximately 6 structures to a 10-acre parcel. Common examples include residential, industrial, commercial, institutional facilities, cemeteries, airports, golf courses, sanitary landfills, sewage treatment, and water control structures." As the project site is not designated as important farmland, the proposed project would not convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance to a non-agricultural use. Therefore, no impacts would occur.

b. The City of Lancaster does not have agricultural zoning. The project site is zoned as RR-2.5 which allows light agricultural uses. However, the project site and the surrounding area is not currently utilized for agricultural purposes and the project site does not have a Williamson Act contract. Therefore, no impacts would occur.

c-d. According to the City of Lancaster's General Plan, there are no forests or timberlands located within the City of Lancaster. Therefore, the proposed project would not result in the rezoning of forest or timberland and would not cause the loss of forest land or the conversion of forest land to non-forest land. Therefore, no impacts would occur.

e. See response to Items IIa-d.

III. a. The project site is designated as NU and RR-2.5 and would not allow for the development of a commercial uses. The proposed project consists of a General Plan Amendment (GPA) and Zone

Change to change the designation as Commercial (C) and zone to Commercial Planned Development (CPD), which would allow for the development of a variety of commercial use types. The designation and zone were not considered under the Air Quality Management Plan, but the development under the new designations would not create conflict with or obstruct implementation of the Air Quality Management Plan. The Air Quality Management Plan accommodates population growth and transportation projections made by the Southern California Association of Governments (SCAG). Therefore, impact would be less than significant.

b. Construction of the proposed project would generate air emission associated with construction vehicles and equipment, paving of roadways, etc. However the emissions are not anticipated to exceed the daily or yearly construction emission thresholds established by the Antelope Valley Air Quality Management District (AVAQMD) due to the relatively small size of the project (1.98 acres), length and type of construction. Additionally, all work would comply with the AVAQMD's rules and regulations, particularly those pertaining to construction equipment and dust control. Therefore, construction emissions would be less than significant.

Operation of the proposed project would generate a total of 2,742 trips per day based on a traffic study prepared by Overland Traffic Consultants, Inc. The proposed project would generate 222 trips during morning peak hours and 226 trips in the afternoon peak hour. These trips would generate air emissions; however, due to the relatively small volume and the fully improved conditions on Avenue L and 20th Street West, these emissions would not be sufficient to create or significantly contribute towards violations of the air quality standards. Additionally, it is anticipated that approximately 50% of the trips are already occurring. Therefore, impacts would be less than significant.

c. The proposed project, in conjunction with other development as allowed by the General Plan, would result in a cumulative increase in pollutants. However, since the emissions associated with construction and operation of the proposed project would be less than significant, its contribution would not be cumulatively considerable.

d. The closest sensitive receptors are the single-family residences located immediately south and west of the project site. Based on the amount of traffic expected to be generated by the proposed project, no significant traffic impacts would be anticipated and less than significant air emissions would be generated. Additionally, it is not anticipated that the air emissions from the construction or operation of the proposed project would exceed the threshold established by the AVAQMD. Therefore, substantial pollution concentration would not occur and impacts would be less than significant.

e. Construction and operation of the proposed project is not anticipated to produce significant objectionable odors. Construction equipment used for paving of the parking lot and other construction activities may generate some odors, but these odors would be similar to those produced by vehicles traveling on 20th Street West and Avenue L. Though the fueling stations will produce some odors when in use, the amount of odors produced when an auto vehicle is being fueled are minor. Additionally, the proposed drive-thru restaurant would generate odors but those odors would be similar to other restaurants in the area and are regulated by the air district. Most objectionable odors are typically associated with industrial projects involving the use of chemicals, solvents, petroleum products and other strong smelling elements used in manufacturing processes, as well as sewage treatment facilities and landfills. As the proposed project does not include these types of uses, impacts associated with odors would be less than significant.

IV. a. The project site is currently developed with a single-family home and surrounded by single family residences. The site has been disturbed due to the construction of the single-family home that includes a concrete block detached garage, a storage shed, wood framed structure and a metal barn. The site is not known or expected to contain any species identified as candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or US Fish and Wildlife Service. Finally, the site is not known to contain any habitat capable of supporting special-status species. Therefore, the project would have less than significant impacts.

b. The project site does not contain any riparian habitat or other sensitive natural communities identified in local or regional plans, policies, regulations, or by the California Department of Fish and Wildlife of the U.S. Fish and Wildlife Services. Therefore, no impacts would occur.

c. There are no federally protected wetlands on the project that fall under the provisions of Section 404 of the Clean Water Act. Therefore, no impacts would occur.

d. The project site is not part of an established migratory wildlife corridor. Therefore, no impacts would occur.

e-f. The project site is not located within an area designated under an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional or State Habitat Conservation Plan. Additionally, there are no local policies or ordinances protecting biological resources which are applicable to this site. Therefore, no impacts would occur.

V. a-d. A cultural resources survey was conducted for the project site by Hudlow Cultural Resource Associates and documented in a report entitled "A Phase I Cultural Resource Survey for APN 3109-019-003, 20th Street West and Avenue L, City of Lancaster, California" and dated April 2017.

The cultural resource survey consisted of a pedestrian survey, record searches and a Native American sacred lands file review. No cultural resources were identified in the Sacred Lands File search within the vicinity of the project site. A records search for other surveys encompassing the project site was conducted on April 27, 2017. The record search revealed that seven surveys had been conducted within a half-mile of the project area. However, none of these surveys encompassed the project site and no cultural resource sites have been identified within one half-mile of the project site.

On April 26, 2017, a pedestrian survey was conducted on the project site. As a result of the survey, no prehistoric or historic resources were identified. The proposed project would not result in impacts to any historic or archaeological resources. Development of the site would not directly or indirectly destroy a unique paleontological resource, site of geologic feature. No human remains, including those interred outside of formal cemeteries, were discovered on the project site. No impacts would be anticipated to occur to cultural resources. However, while the San Manuel Band of Mission Indians has no concerns regarding the proposed project, they have requested specific language be included to address cultural resources in the event that previously unknown resources are identified during construction. This language has been included as the mitigation measure listed below. With incorporation of the identified mitigation measure, impacts to cultural resources would be less than significant.

1. In the event that previously unknown cultural resources are identified during construction, the following requirements shall apply:
 - a. If human remains or funerary objects are encountered during any construction activities associated with the proposed project, work within a 100-foot buffer shall cease and the County Coroner shall be contacted pursuant to State Health and /Safety Code Section 7050.5.
 - b. In the event that Native American cultural resources are discovered during any construction activities, all work within a 60-foot buffer shall cease and a qualified archaeologist meeting the Secretary of the Interior standards shall be hired to assess the find. The San Manuel Band of Mission Indians shall be contacted and provided information and invited to perform a site visit in conjunction with the archaeologist to provide Tribal input.
 - c. If significant Native American resources are discovered and avoidance cannot be ensured, a Secretary of the Interior qualified archaeologist shall be retained to develop a cultural resources Treatment Plan, as well as a Discovery and Monitoring Plan. A copy of the draft document shall be provided to the San Manuel Band of Mission Indians for review and comment. All in field investigation, assessment and/or data recovery pursuant to the Treatment Plan shall be monitored by a Tribal Monitor.

VI. a. The project site is not identified as being in or in proximity to a fault rupture zone (LMEA Figure 2-5). According to the Seismic Hazard Evaluation of the Lancaster East and West Quadrangles, the project site may be subject to intense seismic shaking (LMEA pg. 2-16). However, the proposed project would be constructed in accordance with the seismic requirements of the Uniform Building Code (UBC) as adopted by the City, which would render any potential impacts to a less than significant level. The project site is generally level and is neither subject to landslides nor liquefaction, according to the California Geological Survey Seismic Hazard Zones Map for Lancaster (SSHZ). Therefore, impacts would less than significant.

b. The site is rated as having a moderate risk for soil erosion (USDA SCS Maps) when cultivated or cleared of vegetation. There is potential for water and wind erosion to occur during construction. The project would be required, under the provisions of the Lancaster Municipal Code (LMC) Chapter 8.16, to adequately wet or seal the soil to prevent wind erosion. Additionally, the following mitigation measure shall be required to control dust/wind erosion.

2. The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water or dust suppressant applicant requirement to mitigate all disturbed areas.
3. Signage shall be displayed on the project site in accordance with AVAQMD Rule 403 (Appendix A).

4. When water is used for dust control, watering shall occur three times per day and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.
5. All disturbed surfaces shall meet the definition of a stabilized surface upon completion of project construction.

Water erosion controls must be provided as part of the proposed project grading plans that are to be reviewed and approved by the City's Engineering Division. These provisions, which are a part of the proposed project, would reduce any impacts to less than significant levels.

c. Subsidence is the sinking of the soil caused by the extraction of water, petroleum, etc. Subsidence can result in geologic hazards known as fissures. Fissures are typically associated with faults of groundwater withdrawal, which results in the cracking of the ground surface. According to Figure 2-3 of the City's of Lancaster's Master Environmental Assessment, the closest sinkholes and fissures to the project site are located at Avenue I and 30th Street West, which is approximately two miles north of the project site. The project site is not known to be within an area subject to fissuring, sinkholes, or subsidence (LMEA Figure 2-3). For a discussion of the potential impacts regarding liquefaction, please refer to Item VI.a. Therefore, no impacts would occur.

d. The soil on the project site is characterized by a low shrink-well potential (LMEA p. 2-5 to 7 and Figure 2-3), which is not an expansive soil as defined in Table 18-1-B of the Uniform Building Code. A soils report for the project site shall be submitted to the City by the project developer prior to the grading of the project site and the recommendations of the report shall be incorporated into the development of the property. Therefore, impacts would be less than significant.

e. The proposed project would be tied into the sanitary sewer system. No septic or alternative means of waste water disposal are part of the proposed project. Therefore, no impacts would occur.

VII. a-b. The proposed project involves the construction and operation of a mini-mart, gas canopy, hand car wash facility, oil and lube facility, and a commercial pad that would include a drive-through restaurant and retail services. As discussed in Item III b., the proposed project would generate air emissions, some of which may be GHG emissions. These emission are anticipated to be less than the thresholds established by AVQMD due to the size of the project and therefore would not prevent the State from reaching its greenhouse gas reduction targets. Therefore, impacts would be less than significant.

The proposed project would also be in compliance with the greenhouse gas goals and polices identified in the City of Lancaster General Plan (LMEA p. 2-19 to 2-24) and the City's Climate Action Plan. Therefore, impacts with respect to conflicts with an agency's plans, policies, and regulations would be less than significant.

VIII. a-b. The proposed project includes construction of a fuel station and accompanying underground storage tanks. Operation of the fuel station requires the routine delivery and storage of hazardous materials (gasoline and diesel fuel). Any handling, transporting, use or disposal would comply with all applicable, Federal, State and local agencies and regulations, including the U.S. Environmental Protection Agency (EPA); the California Department of Transportation (Caltrans); the California Department of Toxic Substances Control (DTSC); the California Department of Industrial Relations

(CAL/OSHA); the Resource Conservation and Recovery Act (RCRA); and the Los Angeles County Fire Department (LACFD), which is the Certified Unified Program Agency (CUPA) for Los Angeles County.

The underground storage tanks (UST) would store gas and diesel fuel on the project site. Permitting for the USTs will be obtained from the Los Angeles County Department of Public Works (LACDPW) Environmental Programs Division. The LACDPW UST program and LACFD ensure the equipment and installation of equipment conforms to all applicable Federal, State and local guidelines. The gas station will be subject to routine inspection by federal, State and local regulatory agencies with jurisdiction over fuel dispensing facilities. In order to remain operational it must comply with all applicable federal, State and local regulations, including, but not limited to those provisions established by Section 2540.1, Gasoline Dispensing and Service Stations, of the California Occupational Safety and Health Regulations; Chapter 38, Liquefied Petroleum Gases, of the California Fire Code; RCRA and the LACFD. USTS and associated piping are required to provide primary and secondary containment (double-walled), and to have EPA- approved leak detection equipment. Collectively, the routine inspection of the gas station, the USTS and all associated fuel delivery infrastructure, along with the continued mandated compliance with all federal, State and local regulations will ensure that the proposed project is operated in a non-hazardous manner.

In addition to the use and storage of petroleum projects, operation of the proposed project would utilize hazardous materials found in typical commercial developments; e.g., cleaners, fertilizer, pesticides, etc. These materials would be utilized in accordance with all applicable rules and regulations. Therefore, impacts associated with handling, storing, and dispensing of hazardous material would be less than significant.

The existing house on the property was constructed in 1951 according to the Assessor's office. Due to the age of the building, it is possible that both lead-based paint and asbestos containing materials were utilized in its construction. Therefore, the following mitigation measure is required in order to reduce potential impacts to a less than significant level.

6. Prior to the issuance of a demolition permit, asbestos and lead-based paint surveys of the existing buildings shall be performed by a qualified environmental contractor. Remediation, if required, shall be in accordance with the recommendations of the environmental contractor.
 - c. The project site is not within a quarter mile of an existing or proposed school. The closest school Miller Elementary School which is approximately .7 miles from the project site. Therefore, no impacts would occur.
 - d. A Phase I Environmental Site Assessment was prepared by Environmental Managers & Auditors Inc. for the proposed project and documented in a report titled "Phase I Environmental Site Assessment of the Property Located at 1966 W Avenue L, Lancaster, CA, 93534" and dated April 2017.

As part of the environmental site assessment, a site visit was conducted to examine the site for any potential hazardous conditions. During the site inspection, no hazardous materials and hazardous wastes were observed in the area of the subject property.

In addition to the site visit, a regulatory database search was conducted for the project site and the surrounding area. The database search was conducted using publicly available regulatory records. The study identified adjacent and surrounding sites that might potentially impact the soil and/or groundwater conditions. The project site is not listed on any regulatory database. Listed sites located within one mile of the project site are provided in Table 2. No violations have been identified associated with these sites, and the sites are not considered an environmental concern for the project site due to the distance between the listed site and project site and the current status.

**Table 2
 Environmental Database Review Results**

Site	Regulatory List	Status
1971 W Avenue L (Dry Clean Express)	RCRA-G, Hazardous Waste Information System,	Listed, Operating
New Life Academy	FIFRA/TSCA	Listed, Operating
1969 West Avenue L (Ralphs Grocery)	Hazardous Waste Information System	Listed, Operating
42932 Staffordshire Drive	Hazardous Waste Information System	Listed, Operating
42825 16 th Place West	Hazardous Waste Information System	Listed, Operating
42939 Staffordshire Drive	Hazardous Waste Information System	Listed, Operating
42800 Cinema Avenue	Hazardous Waste Information System	Listed, Operating
17 th Street (Bestmark Express)	Hazardous Waste Information System	Listed, Operating
Source: Environmental Managers & Auditors, Inc., <i>Phase I Environmental Site Assessment Report of the Property Located at 1966 West Avenue L, Lancaster, CA 91351</i> , April, 2017.		

Based on this search there is no evidence of recognized environmental conditions associated with the site that would create a significant hazard to the public or the environments, therefore no impacts would be less than significant

e-f. The project site is not located within an airport land use plan or within two miles of a public airport, public use airport or private airstrip. The closest airports are the General William J Fox Airfield, approximately 5 miles northwest of the project site, and Air Force Plant 42, approximately 3 miles southeast of the project site. Therefore, the proposed project would not result in a safety hazards for people working in the project area and no impacts would occur.

g. The project site is located at the intersection of Avenue L and 20th Street West. Avenue L is identified as an evacuation route (LMEA Figure 9.1-3). However, the traffic generated by the proposed project is not sufficient to cause significant impacts at any of the intersections in the area. Therefore, the proposed project would not impair or physically block any identified evacuations routes and would not interfere with any adopted emergency response plan, and impacts would be less than significant

h. The properties surrounding the project site are single-family residences and a commercial development. It is not likely that these lands could be subject to a grass fire; though building fires may occur. However, the project site is located within the boundaries of Los Angeles County Fire Station 134, located at 43225 25th Street West, which would serve the project site in the event of a fire. Therefore, impacts from wildland fires would be less than significant.

IX. a. The proposed project consists of the demolition of the existing single-family residence, and the construction/operation of a commercial development including a gas station/car wash. As such, the proposed project could generate wastewater from the car wash and service bay areas, which could violate water quality standards or exceed waste discharge requirements. However, these facilities are subject to requirements of the regional water quality control board which would ensure that potential impacts are minimized. The project site is not located in an area with an open body of water or watercourse and is not in an aquifer recharge area (LMEA p. 10.105 to 7). There would be no discharge into water body or the aquifer as a result of surface runoff from the project.

Additionally, the proposed development would be required to comply with all applicable provisions of the National Pollutant Discharge Elimination System (NPDES) program. The NPDES program establishes a comprehensive storm water quality program to manage urban storm water and minimize pollution of the environment to the maximum extent practicable. The reduction of pollutants in urban storm water discharge through the use of structural and nonstructural Best Management Practices (BMPs) is one of the primary objectives of the water quality regulations. BMPs that are typically used to manage runoff water quality include controlling roadway and parking lot contaminants by installing oil and grease separators at storm drain inlets, cleaning parking lots on a regular basis, incorporating peak-flow reduction and infiltration features (grass swales, infiltration trenches, and grass filter strips) into landscaping, and implementing educational programs. The proposed project would incorporate appropriate BMPs as applicable, as determined by the City of Lancaster Department of Development Services. Therefore, impacts would be less than significant.

b. The proposed project would not include any groundwater wells or pumping activities. All water supplied to the proposed project would be obtained from the White Fence Farms Mutual Water Agency, which has indicated that it can serve the project site. According to the White Fence Farm Mutual Water Agency if a project requires more than 750 gallons per minute for fire flow, it will be required for the applicant to participate in the "Advances in Aid of Construction and Pipeline Extension." Additionally, as indicated in IX.a, the proposed project would not impact any groundwater recharge areas. Therefore, the proposed project would not deplete groundwater supplies or interfere with groundwater recharge and impacts would be less than significant.

c-e. Development of the project site would increase the amount of surface runoff as a result of impervious surfaces from the building and parking areas. The proposed project would be designed, on the basis of a hydrology study, to accept current flows entering the property and to handle the additional incremental runoff from the developed site. Therefore, impacts from drainage and runoff would be less than significant.

f-g. The project site is designated as Zone X per the Flood Insurance Rate Map (FIRM) Panel No. 06037C0420f (2008), per the Federal Emergency Management Agency, which is outside both the 100-year flood and 500-year flood zones. Therefore, no flooding impacts would occur as a result of placing structures on the project site.

h. The project site does not contain and is not downstream from a dam or levee. Therefore, no impacts would occur from flooding as a result of the failure of a dam/levee.

i. The project site is not located within a coastal zone. Therefore, tsunamis are not a potential hazard. The project site is relatively flat and does not contain any enclosed bodies of water and is not located in close proximity to any other large bodies of water. Therefore, the proposed project would not be subject to inundation by seiches or mudflows. Therefore, no impact would occur

X. a. The proposed project is not of the scale or nature that could physically divide an established community. The proposed project consists of the construction and operation of a mini-mart, gas island canopy, car wash facility, oil and lube facility, and a commercial pad that would include a drive-through restaurant and retail services. Access to the proposed project would be from Avenue L and 20th Street West. The proposed project would not block a public street, trail or other access route or result in a physical barrier that would divide the community. Therefore, no impacts would occur.

b. The project site is designated as Non-Urban Residential (NU) and zoned RR-2.5. Gas stations, mini-marts, car washes, auto services and commercial/retail services are not allowed in areas designated as NU. The applicant has requested a General Plan Amendment (GPA) to change the designation to Commercial (C) and a Zone Change (ZC) to change the zoning to Commercial Planned Development (CPD). The proposed uses for the project are permitted uses with a conditional use permit in this zone. The proposed project would be in compliance with the City-adopted UBC (see Item VI.a) and erosion control requirement (Item VI.b). With approval of the GPA and ZC, the proposed project would be in compliance with applicable plans and impacts would be less than significant.

c. As noted under Item IV.e-f., the project site is not subject to and would not conflict with a habitat conservation plan or natural communities conservation plan. Therefore, no impacts would occur.

XI. a-b. The project site does not contain any mining or recovery operations for mineral resources and no such activities have occurred on the project site in the past. According to the LMEA (Figure 2-4 and page 2-8), the project site is not designated as Mineral Reserve 3 (contains potential but presently unproven resources). Additionally, it is not considered likely that the Lancaster area has large, valuable mineral and aggregate deposits. Therefore, no impacts to mineral resources would occur.

XII. a-d. The City's General Plan (Table 3-1) establishes an outdoor maximum CNEL of 65 dBA for rural and residential uses and 70 dBA for commercial uses. The current noise level along Avenue L between 20th Street West and 15th Street West is approximately 68.6 DBA and the current noise level along 20th Street West between Avenue K-8 and Avenue L is approximately 66.5 DBA (LMEA Table 8-11).

A noise study was conducted by Rincon Consultants titled "Noise Study Chevron Extramile Store Carwash Project" and dated August 2017 which analyzed the potential noise impacts that may result due to the temporary construction activity and the long-term operation of the carwash facility. The proposed project involves the construction of a mini-mart, gas canopy, car wash facility, oil and lube facility, and a commercial pad that would include a drive-through restaurant and retail services. The proposed car wash would create the most potential for noise impacts associated with the proposed project. The main source of the noise would come from the water pumps, water spray and blower system. Since the water pumps and water spray equipment would be located in the interior of the car wash building the noise

would be shielded. The noise study indicated that the proposed blower system would have an average sound level from the carwash over a 24-period of 63 DBA at the nearest residential property line. The daily sound level would not result in an exceedance of the City's daytime exterior noise standards. Construction activities associated with earth-moving equipment and other construction machinery would temporarily increase noise levels for adjacent land uses. Noise levels would fluctuate depending upon construction activity, equipment type and duration of use, and the distance between noise source and receiver.

The closest noise sensitive receptors are the residences located immediately south of the project site on the east side of 20th Street West and east of the project site south of Avenue L. The closest residence is located approximately 40 feet south of the project site's southern boundary. Noise levels at these receptors may reach between 80 dBA and 92 dBA depending upon the location of the work and the type of equipment being utilized. However, average construction noise levels would not exceed 76 and 87 dBA. These noise levels could cause interference with conversations or other normal daytime activities. However, with implementation of the mitigation measures identified below, these impacts would be reduced to a less than significant level.

7. Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days permitted by local ordinance.
8. The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.
9. Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.
10. Material stockpiles and mobile equipment staging, parking and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.
11. The use of noise producing signals, including horns, whistles, alarms, and bells shall be for safety warning purposes only.
12. No project-related public address of music system shall be audible at any adjacent receptor.
13. All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating condition that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.

With implementation of these mitigation measures, impacts from construction noise would be less than significant.

e-f. The project site is not in proximity to an airport or frequent overflight area and would not experience noise from these sources (also see Item VIII.e-f). Therefore, no impacts would occur.

XIII. a. The proposed project would create temporary jobs during construction activities. These construction jobs would not be expected to result in a substantial increase in population growth in the area. The work requirements of most construction projects are highly specialized so that construction workers remain at a job site only for the time frame in which their specific skills are needed. Therefore, project-related construction workers are not likely to relocate their household's place of residence as a consequence of working on the proposed project. Employees for the proposed development could come from outside the area and individuals could choose to relocate to the area in order to fill the jobs. However, it is much more likely that any new jobs would be filled by individuals from the local area. Therefore, the proposed project would not induce substantial population growth in the area and impacts would be less than significant.

b-c. The proposed project would demolish the existing single-family residence. Even though the proposed project would displace one single-family home and its residents, it does not displace a substantial number of existing housing or substantial numbers of people necessitating the construction of replacement housing elsewhere. Therefore, impacts would be less than significant.

XIV. The proposed project may increase the need for fire and police services during construction and operation; however, the project site is within the current service area of both these agencies and the additional time and cost to service the site is minimal. The proposed project would not induce substantial population growth (see Item XIII) and therefore, would not substantially increase the demand on parks or other public facilities. Therefore, impacts would be less than significant.

Construction of the proposed project may result in an incremental increase in population (see Item XIII) and may increase the number of students in the Antelope Valley Union High School District or Westside Union School District. Proposition 1A, which governs the way in which school funding is carried out, predetermines by statute that payment of developer fees are adequate mitigation for school impacts. Therefore, impacts would be less than significant.

XV. a-b. Construction workers for the proposed development are expected to come from the local area and would not create an additional demand on recreational activities. Additionally, employees hired for the new facility could come from outside of the area but it is much more likely that they will be hired from current residents of the Antelope Valley who are already utilizing the existing recreational facilities. Therefore, there would be no impacts to recreational facilities and no construction of new facilities would be necessary.

XVI. a. A traffic study was prepared for the proposed project by Overland Traffic Consultants, Inc, and documented in a report entitled "Traffic Impact Study Gas Station and Commercial Corner- Located at SEC Avenue L and 20th Street West in the City of Lancaster" and dated August 2017. The proposed project is anticipated to generate 2,742 trips per days with 222 trips during the morning peak hours and 226 trips in the afternoon peak hour.

A total of nine intersections and four nearby/adjacent street segments were analyzed to determine potential traffic impacts. The results of this analysis show that the increase in traffic associated with the proposed project would not significantly impact the nearby study intersections or roadway segments.

The proposed project is required to pay traffic impact fees and these fees are utilized to make improvements to necessary intersections. Therefore, project impact are less than significant.

b. There are no county congestion management agency designated roads or highways in the vicinity of the project site. Therefore, no impacts would occur

c. The project site does not contain any aviation related uses and the proposed project would not include the development of any aviation related uses. Therefore, the proposed project would not have an impact on air traffic patterns.

d. Avenue L and 20th Street West would be improved to City standards adjacent to the project site. No hazardous conditions would be created by these improvements. Therefore, no impacts would occur.

e. The project site would have adequate emergency access from Avenue L and 20th Street West. Therefore, no impacts would occur.

f. The proposed project does not conflict with or impede any of the General Plan policies or specific actions related to alternative modes of transportation (Lancaster General Plan pgs. 5-18 to 5-24). Therefore, no impacts would occur.

XVII.a-b. No tribal cultural resources have been identified by either the sacred lands file search conducted by the Native American Heritage Commission or by any Native American Tribes with cultural affiliations to the area. Therefore, no impacts would occur.

XVIII.a-b. The proposed project would discharge to a local sewer line for conveyance to Districts' Trunk "E" Trunk Sewer, located in Avenue K at 20th Street West. The District's 15-inch diameter trunk sewer has a capacity of 1.9 million gallons per day and conveyed a peak flow of 1.3 million gallons per day when last measured in 2016. The project's waste water would be treated at Lancaster Water Reclamation Plant upon connection which has a design capacity of 18 million gallons per day and currently processes an average flow of 12.8 million gallons per day. The expected average wastewater flow from the proposed project is 3,142 gallons per day. Therefore, impacts would be less than significant.

c. See Items IX.c and IX.d.

d. All water supplied to the proposed project would be obtained from the White Fence Farms Mutual Water Agency, which has indicated that it can serve the project site. If the project required 750 gallons per minute for fire flow, then the applicant shall participate in the "Advances in Aid of Construction and Pipeline Extension Program." Securing sufficient potable water for the project is the sole responsibility of the applicant. No new construction of water treatment facilities or new or expanded entitlements would be required. Therefore, water impacts would be less than significant.

e. See Item XVII.b.

f-g. The proposed project would generate solid waste during construction which would contribute to an overall impact on landfill service (GPEIR pgs. 5.9-20 to 21); although the project's contribution is considered minimal. The proposed project would be required to have trash collection services in

accordance with City contracts with waste haulers over the life of the proposed project. The trash haulers are required to be in compliance with application regulations on solid waste transport and disposal, including waste stream reduction mandated under Assembly Bill (AB) 939, which was enacted to reduce, recycle, and reuse solid waste generated in California to the maximum extent feasible. Therefore, impacts would be less than significant.

XIX. a-c. The proposed project consists of the demolition of a single-family residence and the construction and operation of a commercial center. Eleven other projects are located within a two-mile radius of the project site (see Table 3). Cumulative impacts are the change in the environment which results from the incremental impact of the project when added to other closely related past, present and reasonably foreseeable probable future projects.

The proposed project would not create any impacts with respect to: Agriculture and Forest Resources, Mineral Resources, Recreation, and Tribal Cultural Resources. The project would create impacts to other resource areas and mitigation measures have identified for Cultural Resources, Geology/Soils, Hazards/Hazardous Materials, and Noise. Many of the impacts generated by projects are site specific and generally do not influence the impacts on another site. All projects undergo environmental review and have required mitigation measures to reduce impacts when warranted. These mitigation measures reduce environmental impacts to less than significant levels whenever possible. All impacts associated with the proposed project are less than significant with the exception of cultural resources, soil erosion (geology/soils), hazardous materials/waste, and noise. These issues would be less than significant with the incorporation of the identified mitigation measures. Therefore, the project's contribution to cumulative impacts would not be cumulatively considerable.

**Table 3
 Related Projects**

Case No.	Location	APNs	Acres	Description	Status
CUP 16-04	42015 10 th Street West	3109-023-075	2.91	Gas Station with mini mart	Approved
CUP 16-06	Northwest corner of Avenue J and 20 th Street West	3122-038-041	.69	Gas Station with mini mart	Approved
CUP 12-07	West of 20 th Street West and north of Avenue K	3129-016-066	3.39	Self-Storage	Approved
CUP 14-05	2052 West Ave L	3109-017-096	1.89	Church	Approved
CUP 17-06	20th St West and Ave J-8	3129-017-031	6	Self-Storage	Approved
CUP 17-12 /GPA 17-02/ ZC 17-02	Southeast corner Ave L and 22nd St West	3109-017-071	1.89	Self-Storage	In Review

SPR 16-06	Northwest corner 10th St W and Ave K	3123-028-042	2.41	Shopping Center	In Construction
SPR 16-07	Northeast corner 10th St West and Ave K-8	3128-003-909	6.23	Dodge Ram Dealer	In Construction
TTM 63201	North of Ave J-8 West of 20th St West	3124-013-010	20	Single Family Lots	Approved
TTM 60664	West of Alep St between Ave K & Ave K-4	3110-013-036	7.68	Single Family Lots	Approved
TTM 64249	Southwest corner 32nd St West and Ave M-4	3111-014-034	5	Single Family Lots	Approved

List of Referenced Documents and Available Locations*:

CRS:	Phase I Cultural Resource Survey for APN 3109-019-003 20 th Street West and Avenue L, City of Lancaster, California, Hudlow Cultural Resource Associates, April 2017	DSD
ESA:	Phase I Environmental Site Assessment of the Property Located at 1966 W Avenue L, Lancaster, CA 93534, Environmental Managers & Auditors Inc., April 2017	DSD
FIRM:	Flood Insurance Rate Map	DSD
GPEIR:	Lancaster General Plan Environmental Impact Report	DSD
LACSD:	County Sanitation Districts of Los Angeles County Letter, June 29, 2017	DSD
LGP:	Lancaster General Plan	DSD
LMC:	Lancaster Municipal Code	DSD
LMEA:	Lancaster Master Environmental Assessment	DSD
NOI	Noise Study: Chevron Extramile Store Carwash Project, Rincon Consultants Inc., August 2017	DSD
SSHZ:	State Seismic Hazard Zone Maps	DSD
TRA:	Traffic Impact Study Gas Station and Commercial Corner Located at SEC Avenue L and 20 th Street West in the City of Lancaster, Overland Traffic Consultants Inc., August 2017	DSD
USGS:	United States Geological Survey Maps	DSD
USDA SCS:	United States Department of Agriculture Soil Conservation Service Maps	DSD
WFFM:	White Fence Farms Mutual Water Co., Inc. Letter, June 12, 2017	DSD

* DSD: Development Services Department
Lancaster City Hall
44933 Fern Avenue
Lancaster, CA 93534

44933 Fern Avenue
Lancaster, CA 93534



APPEAL FORM

DEC20'17 PM 12:54:00-CLERK

PLEASE PRINT OR TYPE:

<u>20 WEST LLC. / David Shamsian</u>		<u>310-279-2752</u>	
Name of Appellant		Home Telephone Number	
<u>804 N. Camden Dr.</u>	<u>13 H</u>	<u>CA</u>	<u>90210 310-279-2752</u>
Home Address of Appellant	City & State	Zip Code	Business Telephone Number

Send Correspondence and Notices to the following party:

dshamsian@gmail.com
Email address

David Shamsian - 1752 W. Ave K Lancaster, CA 93534
Name and Address

1966 W. Ave L Lancaster CA 93534
Address and Description of Real Property Involved

CUP 17-11
Commission, Board, Official or Department whose action is being appealed

Date of action/decision from which appeal is taken: 12-18-17 Case Number: CUP 17-11

Specific Action or Decision being appealed: Conditional use permit

Grounds for Appeal: The zone change and general plan amendment was approved by the Planning Commission. With out the CUP I Can not do my project.

[Signature] Appellant Signature 12-20-18 Date

If applicable, a duplicate set of mailing labels submitted for the original Planning Commission consideration shall be provided by the appellant at the time of the appeal filing.

City of Lancaster
Finance Department
41920 Fern Ave.
Lancaster, Ca 93534-2461
(661) 723-6033
www.ci.lancaster.ca.us

Miscellaneous DL

1,445.88

1,515.88

Account Numbers: 101-3102000

Description: APPEAL FEE/10 WEST LLS

Subtotal: 1,445.88

Total: 1,445.88

Dues: 1,445.88

Route: 1030

12/20/2017 12:56 14

100260100 1524

Maria.gou

Cardholder Signature (Credit Card Only)



3125-012-010
Sharon Golub
43005 Sugar St
Lancaster, CA 93536-4660

3125-011-006
Steven & Regina Irwin
42204 Marbella St
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3112-043-028
Inez Sisson
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Lancaster, CA 93536-4674

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Robert Neaman II
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3112-043-046
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Luis Garcia
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3109-017-038
Abraham Martinez
42601 21St St W
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3109-017-071
Positano Investments Llc
3803 Camino Hermanos
Lancaster, CA 93536-2822

3109-017-035
Como Investments Llc
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3109-017-032
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42730 22Nd St W
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3109-017-096
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3112-023-019
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2058 Balmont St
Lancaster, CA 93536-4638

3112-023-062
Theodore & Carmella Vanzandt
2042 Kalliope Ave
Lancaster, CA 93536-4625

3112-023-063
Susie Chung
2034 Kalliope Ave
Lancaster, CA 93536-4625

3112-023-064
Wyatt & Ashley Waldron
2028 Kalliope Ave
Lancaster, CA 93536-4625

3112-023-067
Michael Whetzel
2027 W Avenue K15
Lancaster, CA 93536-4639

3112-023-068
Anthony & Tammy Erjavac
2035 W Avenue K15
Lancaster, CA 93536-4639

3112-023-069
Jerry & Keumrang Park
2039 W Avenue K15
Lancaster, CA 93536-4639

3112-023-070
Ronald & Elizabeth Adams
2049 W Avenue K15
Lancaster, CA 93536-4639

3112-023-071
Xuexi Zhang & Liang Hong
2048 W Avenue K15
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3112-023-072
Eric & Chandra Spencer
2038 W Avenue K15
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3112-023-021
Lloyd Fowler
2044 Balmont St
Lancaster, CA 93536-4638

3112-023-022
Nvart Mesropyan
2036 Balmont St
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3112-023-023
Jeovana Galindo
2028 Balmont St
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3112-023-024
Elisa Ramirez
2020 Balmont St
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3112-023-025
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42816 Fairlee Dr
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3112-023-026
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3125-011-017
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42912 19Th St W
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3125-011-018
Craig Chumley
42922 19Th St W
Lancaster, CA 93534-6225

3125-011-019
Victor & Luz Vega
42932 19Th St W
Lancaster, CA 93534-6225

3125-011-020
Charles & Betty Sorrell
42942 19Th St W
Lancaster, CA 93534-6225

3125-011-021
Gadshill Gordon & Nareka Perkins
42952 19Th St W
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3125-011-022
Roger & Susan Rydell
42962 19Th St W
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3125-011-023
Casiana & Sixto Hernandez
42981 Staffordshire Dr
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3125-011-024
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42975 Staffordshire Dr
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3125-011-025
John & Nancy Mctigue
42965 Staffordshire Dr
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3125-011-026
Alan Finch
42957 Staffordshire Dr
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3125-011-028
Larry & Diane Grooms
42939 Staffordshire Dr
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3125-011-029
John Herrel
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3125-011-031
Michael & Brenda Burns
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3125-011-032
John & Yvette Branner
42860 19Th St W
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3125-011-033
Thomas & Tiffany Lee
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3109-020-042
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3109-019-025
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3109-019-026
Eric & Carolyn Perez
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3109-019-027
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3109-019-029
Melanie Brooker
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3109-019-030
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3109-019-031
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3109-019-034
Sean Bakken
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3109-019-035
Alvin & Marifel London
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3109-019-043
Lupe Martinez
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3109-019-044
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3109-019-005
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3109-019-007
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3109-019-008
James & Sandra Carbo
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3109-020-005
Sharon Hartwig
1720 W Avenue L4
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3109-020-006
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1740 W Avenue L4
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3109-017-034
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42659 20Th St W
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3109-017-029
Richard Sim & Eugenie Trow
42729 20Th St W
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3109-017-036
Bernardita Ruiz
42601 20Th St W
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3109-017-097
Patricia Patterson
43912 20Th St W
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3109-019-001
David Hawker
42706 20Th St W
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3109-019-002
Linda Vargas
43832 20Th St W
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3109-019-003
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1752 W Avenue K
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3125-015-028
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42816 17Th St W
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3125-015-029
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3125-014-008
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3125-014-009
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3125-014-010
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3125-014-011
Bryant Brinson
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3125-015-009
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3125-015-010
Thomas & Jamie Hegre
42807 16Th Pl W
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3125-015-011
Russell & Marilyn Lowrey
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3125-015-023
Jeannette Varela
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3125-015-025
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3125-015-026
Elisa Blanco
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3125-012-016
Gary & Lyn Wright
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3125-012-017
Joan Alexander Johnson
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3125-012-018
Freddie Adams
42817 17Th St W
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3125-012-019
Gail Yockey & Gail Byarushengo
42827 17Th St W
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Christopher Stark
42835 17Th St W
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3125-012-021
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3125-013-004
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Peou Tauch
42918 Staffordshire Dr
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42960 Staffordshire Dr
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42974 Staffordshire Dr
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3125-013-016
Keven & Cynthia Mccarthy
42923 Victorville Pl
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3125-013-017
Wayne Lucchese
42915 Victorville Pl
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3125-011-007
Tara Tomlinson
1924 W Avenue K13
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3125-011-008
Jared & Sarah Beck
1914 W Avenue K13
Lancaster, CA 93534-8804

3125-011-009
Russell & Dena Mclean
1906 W Avenue K13
Lancaster, CA 93534-8804

3125-011-010
Jane Rees
1909 W Avenue K14
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3125-011-011
Alfred & Dorothy Miller
1923 W Avenue K14
Lancaster, CA 93534-6240

3125-012-011
Rusty & Jullie Eutsler
42836 19Th St W
Lancaster, CA 93534-6223

3125-012-012
Alvin Rascoe
42826 19Th St W
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3125-012-013
Vincent Capasso
42818 19Th St W
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3125-012-014
Barbara Warren
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3125-013-031
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3125-013-032
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42948 Staffordshire Dr
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3125-013-033
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3125-014-002
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42813 19Th St W
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3125-014-003
Jerry Roberts
42825 19Th St W
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3125-014-004
Scott & Karen Engle
42837 19Th St W
Lancaster, CA 93534-6222

3125-014-005
Michael Wengert & Jessica Aguilar
42845 19Th St W
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3125-014-006
Fernando Reyes
42855 19Th St W
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3112-043-015
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3112-043-021
Rami Darghalli
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3112-043-025
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3112-043-026
Joseph Bunch
2133 Balmont St
Lancaster, CA 93536-4697

3112-043-018
Cornelius & Edwinnette Faison
2116 W Avenue K14
Lancaster, CA 93536-4663

3112-043-019
Krista & Terry Brown
2122 W Avenue K14
Lancaster, CA 93536-4663

3112-043-020
James & Stephanie Hernandez
2128 W Avenue K14
Lancaster, CA 93536-4663

3112-043-016
Vicente Rosello
42853 21St St W
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3112-043-012
William & Alana Wilson
2125 W Avenue K15
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3112-043-013
James & Bobbie Bradbury
2117 W Avenue K15
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3112-043-014
David Daniels
2111 W Avenue K15
Lancaster, CA 93536-4662

3112-023-059
David & Mary Williams
42863 Flag St
Lancaster, CA 93536-4619

3112-023-060
Helen Hart
42864 Flag St
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3112-023-074
Fredric Rosenberg & Anna Medina Rc
2026 W Avenue K15
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3112-023-075
Richard Gutierrez
2029 Balmont St
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3112-023-076
Maria Bascos
2037 Balmont St
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3112-023-077
Jack & Sara Gordon
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3112-023-078
Harry & Patricia Nickle
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3112-023-079
Irene Davis
42820 21St St W
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3112-023-080
David Rangel
42828 21St St W
Lancaster, CA 93536-4623

3112-023-081
Alex & Rose Gonzalez
42838 21St St W
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3112-023-082
Tracy Reddix
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3112-023-085
Steven & Corrine Irwin
42909 Flag St
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3112-023-087
Darryl & Doreen Grijalva
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3112-043-006
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3109-019-010
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3112-023-065
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21 Quinn Way
Mission Viejo, CA 92691-5651

3112-023-058
David & Janet Anderson
21 Quinn Way
Mission Viejo, CA 92691-5651

3112-023-073
David & Janet Anderson
21 Quinn Way
Mission Viejo, CA 92691-5651

3112-023-066
Ih5 Property West Lp
291 Corporate Terrace Cir
Corona, CA 92879-6031

3112-043-027
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34402 Katrina St
Acton, CA 93510-2805

3125-011-001
Dustin & Valentina Gerbitz
1922 W Avenue K12
Lancaster, CA 93534-6207

3125-011-002
Irvin & Louise Bobo
1916 W Avenue K12
Lancaster, CA 93534-6207

3125-011-003
Steven & Kelsey Shaffer
1904 W Avenue K12
Lancaster, CA 93534-6207

3125-011-004
Mirko Palomino
1905 W Avenue K13
Lancaster, CA 93534-8804

3125-011-005
John & Terri Thomas
1915 W Avenue K13
Lancaster, CA 93534-8804

3125-012-002
Jarrod Wilson & Kimberly Juday
42827 Kilham Ave
Lancaster, CA 93534-6242

3125-012-003
Steven & Susan Schwindt
42817 Kilham Ave
Lancaster, CA 93534-6242

3125-012-004
Aline Rahier
42809 Kilham Ave
Lancaster, CA 93534-6242

3125-012-005
Kevin Gregg & Darah Wilson
42801 Kilham Ave
Lancaster, CA 93534-6242

3125-012-006
Crystal Hernandez
42800 Kilham Ave
Lancaster, CA 93534-6243

3125-012-007
Peter Castorena
42808 Kilham Ave
Lancaster, CA 93534-6243

3125-012-008
Marin Gonzalez
42816 Kilham Ave
Lancaster, CA 93534-6243

3112-023-027
Charles Gatewood Jr & Catherine Gat
42830 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-028
Andrew Reisinger & Katherine Federic
42838 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-029
Daysi Ramirez
42846 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-030
Gerardo & Gloria Avila
42854 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-031
Efe Chenos
42864 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-032
Nicholas Zeigler
42870 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-033
Joseph & Patricia Pillar
42906 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-034
Donna Moise
42914 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-035
Daniel & Karen Dominguez
42922 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-036
James & Michelli Green
42928 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-037
Richmond & Eufemia Manuel
42936 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-038
Alberto & Luz Duran
42944 Fairlee Dr
Lancaster, CA 93536-4636

3112-023-045
Marvin & Leeann Cummins
42918 21St St W
Lancaster, CA 93536-4642

3112-023-049
Chong & Ronnie Deardorff
2042 W Avenue K13
Lancaster, CA 93536-4633

3112-023-050
Dana Dagg
2034 W Avenue K13
Lancaster, CA 93536-4633

3112-023-051
Maria Dorn
2028 W Avenue K13
Lancaster, CA 93536-4633

3112-023-052
Arnold & Debbie Steele
2027 Kalliope Ave
Lancaster, CA 93536-4624

3112-023-053
Raymond & Joyce Young
2033 Kalliope Ave
Lancaster, CA 93536-4624

3112-023-054
John & Lucille St
2041 Kalliope Ave
Lancaster, CA 93536-4624

3112-023-055
Virginia Gumayagay
2049 Kalliope Ave
Lancaster, CA 93536-4624

3112-043-008
Timothy & Cynthia Johnson
2100 W Avenue K15
Lancaster, CA 93536-4673

3125-011-012
Nichelle Pleasant
Po Box 9452
Lancaster, CA 93539-9452

3109-015-005
Raymond & Joyce Young
Po Box 2094
Lancaster, CA 93539-2094

3112-043-011
Dennis & Kathleen Pursley
Po Box 4735
Lancaster, CA 93539-4735

3109-017-030
Enrique & Rosalba Lopez
41034 15Th St W
Palmdale, CA 93551-2130

3125-013-018
Todd & Billie Schlosser
2825 W Avenue O4
Palmdale, CA 93551-3405

3125-012-015
Dennis & Stacy Vogt
11941 Gaskell Rd
Rosamond, CA 93560-7055

3112-023-083
David Evans & Wendy Winters
4440 Knox Ave
Rosamond, CA 93560-6430

3109-017-026
Antelope Valley Water Co
1720 N 1St St
San Jose, CA 95112-4508

3109-017-072
Antelope Valley Water Co
1720 N 1St St
San Jose, CA 95112-4508

STAPLES

label size 1" x 2 5/8" compatible with Avery®5160/8160
Étiquette de format 25 mm x 67 mm compatible avec Avery®5160/8160

3109-017-076
Antelope Valley Water Co
1720 N 1St St
San Jose, CA 95112-4508

3112-043-007
Wanicha Williams
2504 Swainsons Hawk St
Stockton, CA 95209-4277

212 Labels Printed

3109-020-041
Kyle Boyd
1810 W. Ave L-4
Lancaster, CA 93534

STAPLES

label size 1" x 2 5/8" compatible with Avery®5160/8160
Étiquette de format 25 mm x 67 mm compatible avec Avery®5160/8160

STAFF REPORT

CONDITIONAL USE PERMIT NO. 17-11

PC ACTION:

APPROVED (4-2-0-0-1)

NOES: Cook, Harvey; ABSENT: Hall
with added Condition No. 55

DATE: May 14, 2018

TO: Lancaster Planning Commission

FROM: Cynthia Campana, Associate Planner 
Community Development Division

APPLICANT: 20 West, LLC

LOCATION: 1966 West Avenue L (Assessor Parcel Number: 3109-019-003)

REQUEST: Request for Conditional Use Permit (CUP) No. 17-11 to allow for the construction and operation of a gas canopy island, car wash facility, oil and lube building, commercial pad and a mini-mart allowing the sale of beer and wine for off-site consumption (Type 20 California State Alcoholic Beverage Control (ABC) license) with a waiver from distance requirements

RECOMMENDATION: Adopt Resolution No. 18-10 approving Conditional Use Permit No. 17-11 to allow for the construction and operation of a gas canopy island, car wash facility, oil and lube building, commercial pad and a mini-mart allowing the sale of beer and wine for off-site consumption (Type 20 California State Alcoholic Beverage Control (ABC) license) with a waiver from distance requirements and adopting a mitigated negative declaration

BACKGROUND

On May 2016, the applicant, 20 West, LLC, submitted a General Plan Amendment (GPA), Zone Change (ZC), and Conditional Use Permit (CUP) for a proposed project located at 1966 West Avenue L. The request included amending the General Plan land use designation from Non-Urban Residential (NU) to Commercial (C), and rezoning the subject site from Rural Residential, minimum lot size of 2.5 acres (RR-2.5) to Commercial Planned Development (CPD). The request also included a proposed gas canopy island, car wash facility, oil and lube facility, and mini-mart with a Type 20 (off-sale beer and wine) ABC license and waiver from the required distance requirements.

Planning Commission Meeting: Staff reviewed the proposed project and prepared a staff report (Attachment A), recommending to the Planning Commission approval of the GPA, ZC, and CUP. The Planning Commission held a public hearing on the request on December 18, 2017, and voted (by a 4-

2-0-0-0 vote) to recommend approval to the City Council for the GPA and ZC, and failed to approve (by a 3-3-0-0-0 vote) a motion to approve the CUP, effectively denying the CUP request.

Appeal - City Council Meeting: The applicant filed an appeal of the Commission’s action on December 20, 2017 (Attachment B). The City Council held a public hearing on the appeal of the Planning Commission’s denial of CUP 17-11, and voted (by a 5-0-0-0 vote) to defer the decision for the proposed CUP application to the Planning Commission for review and reconsideration. In addition to deferring the application, the City Council advised the applicant to do the following:

1. Conduct a Community Meeting; and
2. Take the proposed project to Architectural and Design Commission for review.

Community Meeting: On April 3, 2018, the applicant conducted a Community Outreach meeting to discuss the proposed project. Approximately 20 people attended the meeting with a combination of community members who were in support and in opposition. The community members voiced their concerns and opinions of the project. Some concerns included:

- Proximity of project to residential uses;
- Traffic concerns; and
- Air quality concerns.

To address some of the concerns, the applicant revised their landscape plans, implemented a decorative wall, and coordinated a meeting with the Antelope Valley Air Quality Management District. Along the east and south property line, evergreen screen hedges were added that would grow up to 10 to 20 feet in height. The hedges would provide a buffer, and would help screen the proposed project. In addition, the applicant would enhance the wall along the property line. The wall would be changed to split-face, match the color of the proposed buildings, and would include columns and capstones.

Architectural and Design Commission Review: On May 3, 2018, the Architectural and Design Commission reviewed the proposed project. The commission voted (by a 4-0-0-2) to approve the design of the proposed commercial development subject to the Architectural and Design Commission’s recommendations to increase landscaping and implement enhanced articulations along portions of the proposed buildings. A condition of approval has been placed to ensure that the recommendations are executed.

GENERAL INFORMATION

Table 1 summarizes the general information concerning this project.

ITEM	DESCRIPTION
APN	3109-019-003
LOCATION	1966 West Avenue L
ZONING AND LAND USE	The property is located within RR-2.5 zone and has a General Plan Non-Urban Residential (NU)

ITEM	DESCRIPTION
SURROUNDING LAND USES AND ZONING	North: Commercial Shopping Center; Commercial Planned Development South: Single-Family Residential; RR-2.5 East: Single-Family Residential; RR-2.5 West: Single-Family Residential; RR-1 (Rural Residential, minimum lot size one acre)
CURRENT DEVELOPMENT	Single-Family Residence
ENVIRONMENTAL REVIEW	Review of pertinent environmental documents has disclosed no significant adverse impacts resulting from the proposed project after mitigation measures have been applied. Potential effects are discussed more fully in the attached Initial Study. The Initial Study prepared for the proposed project was sent to the State Clearinghouse (SCH# 2017111055) for public review. The 30-day public review period ended on December 15, 2017. Based on this information, staff has determined that a Mitigated Negative Declaration is warranted. Notice of intent to prepare a Mitigated Negative Declaration has been legally advertised.

PROJECT DESCRIPTION

The proposed project is to amend the General Plan land use designation of the subject property from NU to C, and to change the zoning from RR-2.5 to CPD, which would allow the CUP request to construct a gas station, mini-mart, oil and lube facility, car wash, a commercial pad, and to allow the sale of alcohol with an ABC Type 20 license (off-sale beer and wine) with a waiver from distance requirements.

The project site is approximately 1.98 acres and is currently developed with a single-family home that includes a concrete block garage, a storage shed, a wood framed structure, and a metal barn. The applicant is requesting to demolish the existing structures and construct a 3,000-square-foot mini-mart, 3,825-square-foot gas island canopy, 1,596-square-foot car wash facility, 1,680-square-foot oil and lube building, and a 2,648-square-foot commercial pad for a drive-through restaurant and retail services. The maximum height of the proposed buildings would not exceed 26 feet in height. Vehicle access would be provided from both 20th Street West and Avenue L.

CONDITIONAL USE PERMIT FINDINGS

In order to grant a CUP, Section 17.32.090 of the Lancaster Municipal Code states that the Planning Commission must make all of the following findings:

1. *That the proposed use will not be in substantial conflict with the adopted general plan for the area.*

The proposed use would not be in substantial conflict with the adopted general plan for the area, because the proposed project would be in conformance. With the approval of the GPA and ZC the proposed use would be consistent with goals, objectives, and policies of the General Plan. The proposed project is compatible with the surrounding neighborhood. The property north of the site consists of a shopping center that includes a barber shop, nail salon, dry cleaners and office. The proposed development would also provide additional services to the neighborhood.

2. *That the requested use at the location proposed will not:*
 - a. *Adversely affect the health, peace, comfort or welfare of persons residing or working in the surrounding area, or*
 - b. *Be materially detrimental to the use, enjoyment or valuation of property of other persons located in the vicinity of the site, or*
 - c. *Jeopardize, endanger or otherwise constitute a menace to the public health, safety or general welfare.*

The proposed use would not adversely affect the health, peace and comfort of the residents and workers of the surrounding area, would not be detrimental to other properties or jeopardize public health and safety. The proposed commercial development provides a buffer between the two uses. A block wall and landscaping are integrated between to help soften the interface between the commercial development and the single-family homes. The proposed project has gone before the Architectural and Design Commission (ADC) to review the project for design compliance with the Lancaster Design Guidelines. The ADC ensures that projects implement quality design for timeless architecture that enhances community's image, pride and quality of life. The hours of operations for the majority of the uses would be primarily during daytime hours. Like most gas stations, the proposed mini-mart and gas station would be 24 hours, but the sale of alcohol would be restricted between 7:00 a.m. to 10:30 p.m. The car wash facility and oil and lube facility would operate from 8:00 a.m. to 6:00 p.m. Adequate sewer, water, drainage, and improvements are part of the project to ensure health and safety.

3. *That the proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in this title, or as is otherwise required in order to integrate said use with the uses in the surrounding area.*

With the approval of the CUP, GPA and ZC, the proposed project would comply with the Lancaster Municipal Code, including specific development standards.

4. *That the proposed site is adequately served:*

a. *By highways or streets of sufficient width and improved as necessary to carry the kind and quantity of traffic such use would generate, and;*

b. *By other public or private service facilities as are required.*

The proposed project site is adequately served by Avenue L, and additionally by 20th Street West, which are of sufficient width and improved to carry the daily vehicle trips generated by the gas station, mini-mart, oil and lube facility, car wash facility and commercial pad. Overland Traffic Consultants, Inc., prepared a traffic study for the proposed project. The proposed project is anticipated to generate 2,742 trips per days, with 222 trips during the morning peak hours and 226 trips in the afternoon peak hour. A total of nine key intersections and four nearby/adjacent street segments were analyzed to determine potential traffic impacts. The results of this analysis show that the increase in traffic associated with the proposed project would not significantly impact the nearby study intersections or roadway segments. In addition, public or private service facilities, including sewer, water, fire, and police services are served to the project site.

Section 17.42.050 of the Lancaster Municipal Code states that the Planning Commission must make all the follow finding for alcoholic beverage establishments:

1. *That the proposed use will be located within a zone which permits alcoholic beverages to be sold, served, or given away for on-sale or off-sale consumption, as the case may be, upon obtaining a conditional use permit.*

The proposed mini-mart and gas station with a Type 20 ABC License would be located in the CPD zone, with the approval of the GPA and ZC, which permits alcoholic beverages to be sold for off-sale consumption upon obtaining a CUP.

2. *That the proposed use will not adversely affect nearby residents and facilities primarily devoted to use by children, families, and the general public, after giving consideration to the distance or proximity of the proposed alcoholic beverage establishment to residential districts, schools (public or private), day care centers, public parks, playgrounds and other recreational facilities, churches or other places of religious worship, hospitals, clinics or other health care facilities.*

The proposed project is within the 300-foot distance requirement of residential uses. However, the applicant would comply with a list of standard conditions from the alcohol ordinance for off-sale beverage establishments, as well as having restricted hours of operations and sales floor area display. It would not adversely affect the nearby residences, because the sale of beer and wine would be restricted to between the hours of 7:00 a.m. to 10:30 p.m., seven-days-a-week. The proposed mini-mart is only allowed a maximum of five percent of the sales floor areas to be dedicated to beer and wine.

3. *That the proposed use serves the public convenience and necessity based upon all factors outlined in Section 17.42.060.*

The proposed mini-mart serves public convenience and necessity, because the proposed project would not increase the number of alcohol uses within this area. The shopping center north of the proposed project previously had a grocery store with a Type 21 ABC license (off-sale general). The Type 21 ABC license has been surrendered, as the grocery store is no longer in business. The proposed Type 20 ABC license is also a more restrictive license, as it only allows the sale of beer and wine as opposed to beer, wine, and spirits. Beer and wine would likely be purchased by patrons also purchasing groceries from the mini-mart, and similar to that of a grocery store or convenience store. Therefore, the proposed project would service the public convenience and necessity.

LEGAL NOTICE

Notice of Public Hearing was mailed to all property owners within 1,500-foot radius of the project, posted in three places, posted on the subject property, and noticed in the Antelope Valley (AV) Press on May 4, 2018.

RECOMMENDATION

Adopt Resolution No. 18-10 approving Conditional Use Permit No. 17-11 to allow for the construction and operation of a gas canopy island, car wash facility, oil and lube building, commercial pad and a mini-mart, allowing the sale of beer and wine for off-site consumption (Type 20 California State Alcoholic Beverage Control (ABC) license) with a waiver from distance requirements, and adopting a mitigated negative declaration.

Attachments:

Resolution No. 18-10

Attachment A - PC Staff Report dated December 18, 2017

Attachment B - Appeal filed December 20, 2017

Attachment C - City Council Staff Report dated February 27, 2018

RESOLUTION NO. 18-10

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 17-11 TO ALLOW FOR THE CONSTRUCTION AND OPERATION OF A 3,825 SQUARE-FOOT GAS CANOPY ISLAND, 1,596 SQUARE-FOOT CAR WASH FACILITY, 1,680 SQUARE-FOOT OIL AND LUBE BUILDING, 2,648 SQUARE-FOOT COMMERCIAL PAD AND 3,000 SQUARE-FOOT MINI-MART, ALLOWING THE SALE OF BEER AND WINE FOR OFF-SITE (TYPE 20 CALIFORNIA STATE ALCOHOLIC BEVERAGE CONTROL (ABC) LICENSE) WITH A WAIVER FROM DISTANCE REQUIREMENT LOCATED AT 1966 WEST AVENUE L (APN: 3109-019-003) ,AND ADOPTING A MITIGATED NEGATIVE DECLARATION

WHEREAS, a Conditional Use Permit has been requested by 20 West, LLC (“Applicant”), to allow for the construction and operation of a 3,825 square-foot gas canopy island, 1,596 square-foot car wash facility, 1,680 square-foot oil and lube building, 2,648 square-foot commercial pad and a 3,000 square-foot mini-mart, allowing the sale of beer and wine for off-site consumption (Type 20 California State Alcoholic Beverage Control (“ABC”) license) with a waiver of distance requirements located at 1966 West Avenue L (APN: 3109-019-003); and

WHEREAS, an application for the above-described Conditional Use Permit has been filed pursuant to Chapters 17.32 and 17.42 of the Lancaster Municipal Code (“LMC”); and

WHEREAS, a notice of intention to consider the granting of a Conditional Use Permit has been published and provided as required by Chapter 17.32 of the LMC and Section 65905 of the Government Code; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended approval of this conditional use application, subject to conditions; and

WHEREAS, public notice was published and given as required by law, and a public hearing was held on May 14, 2018; and

WHEREAS, the Planning Commission, after considering all evidence presented, desires to approve Applicant’s requested Conditional Use Permit.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF LANCASTER, DOES HEREBY RESOLVE, DETERMINE AND ORDER, AS FOLLOWS:

Section 1. That the foregoing Recitals are true, correct and a substantive part of this Resolution.

Section 2. That the Planning Commission hereby adopts the following Conditional Use Permit finding, pursuant to Section 17.32.090 findings in support of approval of this application:

- a. That the proposed use will not be in substantial conflict with the adopted general plan for the area.
- b. That the requested use at the location proposed will not:
 1. Adversely affect the health, peace, comfort or welfare of persons residing or working in the surrounding area, or
 2. Be materially detrimental to the use, enjoyment or valuation of property of other persons located in the vicinity of the site, or
 3. Jeopardize, endanger or otherwise constitute a menace to the public health, safety or general welfare.
- c. That the proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in this title, or as is otherwise required in order to integrate said use with the uses in the surrounding area.
- d. That the proposed site is adequately served:
 1. By highways or streets of sufficient width and improved as necessary to carry the kind and quantity of traffic such use would generate, and;
 2. By other public or private service facilities as are required.

Section 3. That the Planning Commission hereby adopts the following Conditional Use Permit findings alcoholic beverage establishments, pursuant to Section 17.42.050 of the LMC, in support of approval this application:

- a. That the proposed use will be located within a zone, which permits alcoholic beverages to be sold, served, or given away for on-sale or off-sale consumption, as the case may be, upon obtaining a Conditional Use Permit.
- b. That the proposed use will not adversely affect nearby residents and facilities primarily devoted to use by children, families, and the general public, after giving consideration to the distance or proximity of the proposed alcoholic beverage establishment to residential districts, schools (public or private), day care centers, public parks, playgrounds and other recreational facilities, churches or other places of religious worship, hospitals, clinics or other health care facilities.
- c. That the proposed use serves the public convenience and necessity based upon all factors outlined in Section 17.42.060.

Section 4. That the Planning Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act ("CEQA") (including its implementing

regulations) prior to taking action. The Planning Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in the Mitigated Negative Declaration. The Planning Commission hereby finds, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster.

Section 5. That Planning Commission staff is hereby authorized and directed to prepare, execute, and file a Notice of Determination pursuant to CEQA (including its implementing guidelines).

Section 6. That the Planning Commission hereby adopts the Mitigation Monitoring Program included in the Mitigated Negative Declaration.

Section 7. That the Planning Commission hereby approves Conditional Use Permit No. 17-11, subject to the conditions attached hereto and incorporated herein.

PASSED, APPROVED and ADOPTED this 14th day of May 2018, by the following vote:

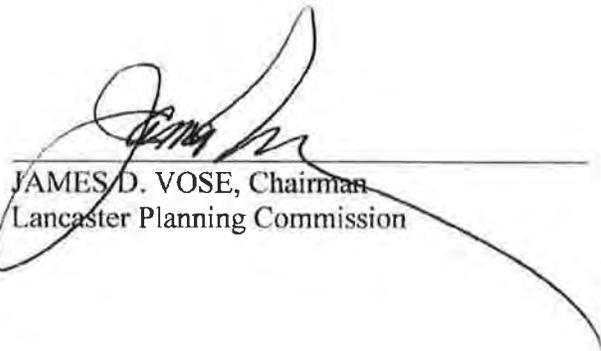
AYES: Mercy, Moore, Smith, and Vose.

NOES: Cook and Harvey.

ABSTAIN: None.

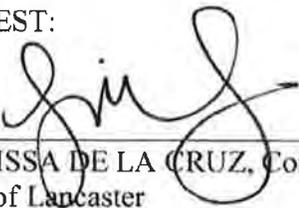
RECUSED: None.

ABSENT: Hall.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



LARISSA DE LA CRUZ, Community Development Manager
City of Lancaster

Attachments:

- A. Conditions List
- B. Initial Study/Mitigated Negative Declaration

**ATTACHMENT TO PC RESOLUTION NO. 18-10
CONDITIONAL USE PERMIT NO. 17-11
CONDITIONS LIST
May 14, 2018**

GENERAL ADVISORY

1. All standard conditions as set forth in Planning Commission Resolution No. 10-23 shall apply, except Condition Nos. 8 (Modified), and 13 (Modified), 19, 24 (Modified), and 25.
2. All standard conditions as set forth in Planning Commission Resolution No. 15-29 for conditional use permits shall apply, except for Condition Nos. 24 (no spirits sales permitted), 26 and 27.
3. The developer, by agreement with the Development Services Director, may guarantee installation of improvements, as determined by the Development Services Director, through faithful performance bonds, letters of credit, or any other acceptable means.

GRADING/DRAINAGE

4. Prior to issuance of grading permit, the applicant shall submit a grading plan consistent with the approved site plan and conditions of approval. The grading plan shall be based on a detailed engineering soils report specifically approved by the geologist and/or soils engineer that addresses all submitted recommendations.
5. Portions of the property may be subject to sheet overflow and ponding. Per the direction of the Development Services Director, prior to building occupancy, the applicant shall install any local storm drains necessary to mitigate on-site and off-site drainage.
6. Prior to building occupancy, the applicant shall provide for contributory drainage from adjoining properties and return drainage to its natural conditions, or secure off-site drainage acceptance letters from affected property owners, per the direction of the Development Services Director
7. Prior to building occupancy, all drainage facilities are to be constructed and approved prior to occupancy of any structure within the project, as directed by the Development Services Director.
8. Prior to building occupancy, streets shall be designed to avoid creating sump conditions, as directed by the Development Services Director. If a sump condition is unavoidable, a redundant catch basin system shall be installed.
9. Prior to building occupancy, install BMPs including 1) a series of BMPs to treat first flush and 2) a dead end sump for the fueling station area. Isolate fueling pad area from the on-site drainage using cross-gutters and/or berms, as required by CASQA (Modified No. 24).

STREETS

10. Prior to issuance of building permit, the applicant shall dedicate sidewalk easements sufficient to encompass ADA requirements for sidewalks installed with drive approaches.

11. Prior to building occupancy, the applicant shall design and construct street improvements along the frontage of the project site to include pavement, curb, gutter, sidewalk, streetlights, undergrounding of utilities, etc. The applicant is to reconstruct the street to centerline if the existing pavement section does not meet the Development Services Department required structural section. Additional pavement, as required to transition to existing pavement, shall also be included in street plans.
12. Prior to building occupancy, the applicant shall design and construct ADA “walk-arounds” at all driveway locations and dual ADA-compliant curb ramps at all intersections to the specifications of the Development Services Director. The curb ramp shall comply with the requirements of Title II of the American with Disabilities Act (ADA) relating to curb ramps and pedestrian crossings. (Modified No. 13)
13. Prior to issuance of the street improvement encroachment permit, the applicant shall obtain approval of a signing and striping plan. The signing and striping plan shall be completed in accordance with all City of Lancaster standards, as directed by the City Engineer.
14. Prior to issuance of building permits, the applicant shall dedicate a corner cutoff in the southeast corner of the intersection of Avenue L and 20th Street West.
15. Prior to issuance of building permits, the applicant shall vacate excess right-of-way of 10 feet along parcel frontage on 20th Street West.
16. Prior to building occupancy, the applicant shall construct the following street improvements along the frontage of the project site, as directed by the City Engineer:

Street Name	Curb & Gutter	Base & Paving	Street Lights	Street Trees	Sidewalk (5' min)	Landscaped Median	Class II Bike Lanes	LMD Easement
Avenue L	X	X	X	X	X		X	
20 th Street West	X	X	X	X	X	X	X	

17. Prior to building occupancy, the applicant shall install conduit, pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section, to the satisfaction of the City Engineer.
18. Prior to building occupancy, the applicant shall provide and install street name signs, as directed by the City Engineer.

19. Prior to issuance of building permits, the applicant shall dedicate the right to restrict direct vehicular ingress and egress on all streets having a projected volume of 2,000 vehicle trips each day and within 100 feet of any secondary or primary arterial, on the tract map or by separate document.
20. Prior to building occupancy, the applicant shall construct all street improvements as identified in the Traffic Impact Report required to adequately serve this development.
21. Prior to issuance of building permits, the applicant shall acquire and dedicate to the City the right-of-way required for all street improvements, as identified in the Traffic Study, to the satisfaction of the City Engineer.

SEWER

22. Construct an appropriately sized sewer main to connect to existing sewer in 20th Street West, per an approved sewer area study.
23. Prior to sewer plan/lateral connection approval and sewer permit issuance, the applicant shall obtain approval of the final sewer area study. The final sewer facilities shall be based on the approved sewer area study, and will be designed based on the City of Lancaster Engineering Design Guidelines Policies and Procedures Section 2.4, and/or to the satisfaction of the City Engineer/Development Services Director. Any on-site and/or off-site mitigation measures required by the approved sewer area study shall be constructed prior to first occupancy.
24. Prior to building occupancy, approval of this project is contingent upon the installation of local main line sewers and separate laterals to serve each structure at such time as the permanent buildings are constructed on the site.

WATER

25. Prior to building occupancy, the project shall be served by adequately sized water system facilities, including fire hydrants, of sufficient size to accommodate the total domestic and fire flows required for the project. Domestic flows required are to be determined by the Development Services Director. Fire flows required are to be determined by the Fire Chief.

LANDSCAPING

26. The development shall comply with all requirements of Ordinance No. 907 and the State of California Model Water Efficient Landscape Ordinance. The requirements are subject to revision, upon adoption of the City's updated Water Efficient Landscape Ordinance. (Modified No. 8)
27. Prior to landscape encroachment permit, landscape plans for the median shall be prepared in accordance with Ordinance No. 907 and the State of California Model Water Efficient Landscape Ordinance, and submitted to the Development Engineering Section of Development Services Department, along with required plan check fees, for review and approval prior to the installation

of landscaping or irrigation systems. Such plans are to be incorporated into development of the site and shall show size, type, and location of all plants, trees, and irrigation facilities.

28. Prior to building occupancy, the applicant shall install a “purple pipe” irrigation system in all landscape maintenance districts to provide for future connection to a recycled water system.
29. Landscape materials, once approved, shall be maintained in perpetuity.

ENVIRONMENTAL

30. In the event that previously unknown cultural resources are identified during construction, the following requirements shall apply:
 - a. If human remains or funerary objects are encountered during any construction activities associated with the proposed project, work within a 100-foot buffer shall cease and the County Coroner shall be contacted, pursuant to State Health and Safety Code Section 7050.5.
 - b. In the event that Native American cultural resources are discovered during any construction activities, all work within a 60-foot buffer shall cease and a qualified archaeologist meeting the Secretary of the Interior standards shall be hired to assess the find. The San Manuel Band of Mission Indians shall be contacted and provided information, and invited to perform a site visit in conjunction with the archaeologist to provide Tribal input.
 - c. If significant Native American resources are discovered and avoidance cannot be ensured, a Secretary of the Interior qualified archaeologist shall be retained to develop a cultural resources Treatment Plan, as well as a Discovery and Monitoring Plan. A copy of the draft document shall be provided to the San Manuel Band of Mission Indians for review and comment. All in-field investigations, assessment, and/or data recovery pursuant to the Treatment Plan shall be monitored by a Tribal Monitor.
31. The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust, prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water and dust suppressant applicant requirement to mitigate all disturbed areas.
32. Signage shall be displayed on the project site in accordance with AVAQMD Rule 403 (Appendix A).
33. When water is used for dust control, watering shall occur three times per day, and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.
34. All disturbed surfaces shall meet the definition of stabilized surface upon completion of project construction.

35. Prior to the issuance of a demolition permit, asbestos and lead-based paint surveys of the existing buildings shall be performed by a qualified environmental contractor. Remediation, if required, shall be in accordance with the recommendations of the environmental contractor.
36. Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday, or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days by local ordinance.
37. The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established, prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.
38. Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.
39. Material stockpiles and mobile equipment staging, parking, and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.
40. The use of noise producing signals, including horns, whistles, alarms, and bells shall be for safety warning purposes only.
41. No project-related public address of music system shall be audible at any adjacent receptor.
42. All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating conditions that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.

ADDITIONAL CONDITIONS

43. There shall be no exterior advertising or sign of any kind or type, including advertising directed to the exterior from within, promoting or indicating the availability of alcoholic beverages.
44. The City reserves the right to periodically review the operation for potential problems. If problems (on-site or within the immediate area) occur including, but not limited to, public drunkenness, the illegal sale of use of narcotics, drugs, or alcohol, lewd and/or disorderly conduct, and disturbing the peace result from the proposed land use, etc., the conditional use permit may be subject to review and revocation by the City of Lancaster.
45. The approval does not include signage and will require separate approval.
46. The car wash facility shall be constructed to recycle water.

47. The hours of operation for the car wash facility and the oil and lube facility shall be from 8:00 a.m. to 6:00 p.m., seven days a week.
48. The mini-mart shall not be permitted to sell beer and wine between the hours of 10:30 p.m. and 7:00 a.m.
49. The applicant shall coordinate with the Antelope Valley Transit Authority, in regards to the relocation and improvements to the bus stop and ensure that the existing stop would be functional during the development and construction of the project.
50. The drive-through speaker shall incorporate the best available technology, and shall be designed to compensate for ambient noise level in the immediate area. The drive-through speakers shall utilize automatic volume control to the extent that ambient noise masks speaker sound levels.
51. The drive-through speakers shall not exceed 65 dBA at the property line adjacent to residential uses at any time. A noise study may be required, per the discretion of the Development Services Director.
52. The applicant shall implement the Architectural and Design Commission's recommendations from the May 3, 2018, public hearing meeting prior to the issuance of building permit. The applicant shall revise the following:
 - a. Add landscaping trellises on the north and east elevation of the commercial pad;
 - b. Add landscaping trellis on the rear elevation and side elevation on the car wash, oil and lube, mini-mart and vacuum station building;
 - c. Remove the vacuum area on the landscaping plan and replace with enhanced landscaping;
 - d. Increase landscape planter along the path of travel;
 - e. Enhance the corner landscaping; and
 - f. Provide molding around the bay entrances.
53. Per the direction of the Development Services Director, the proposed buildings shall be designed to incorporate roof access from the building interior.
54. Per the direction of Development Services Director, the switch/electronic gear location shall be incorporated into the design of the building, and not located on the exterior.



West Avenue L

CUP
17-11

20th Street West

RESOLUTION NO. 10-23

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, ADOPTING CERTAIN STANDARDIZED CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMITS

WHEREAS, the Planning Department staff presented to the Planning Commission a list of forty-nine (49) conditions which are applied to Conditional Use Permits when they are approved by said Commission; and

WHEREAS, the staff explained to the Commission that since these are standard conditions for almost all use permits, it might be more appropriate to adopt them by resolution for reference purposes as it would save staff time in preparing the reports and Commission time in hearing said reports; and

WHEREAS, it was further explained by staff that adoption of these standard conditions and incorporating by reference would be a more efficient and consistent approach to applying said conditions to the use permits approved by the Commission; and

WHEREAS, after discussion, it was the consensus of the Commission that it would be in the best interest of all concerned that the above-mentioned conditions of approval be adopted by resolution and referred to by resolution number for all Conditional Use Permits;

NOW, THEREFORE THE LANCASTER PLANNING COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND FIND AS FOLLOWS:

The Planning Commission hereby establishes the following conditions of approval as standard conditions to be used by reference in conjunction with all Conditional Use Permit approvals.

1. Unless otherwise indicated herein, the development of the site shall be in substantial conformance with approved site plans on file in the Planning Department.
2. This Conditional Use Permit must be used within two (2) years from the date of approval; the Conditional Use Permit will expire. The applicant may, not less than sixty (60) days prior to the expiration date, request a total of three one-(1)-year extensions in writing to the Planning Director. Modifications to the plan, including timing of on and off site improvements that do not raise significant new issues or extend the overall time frame beyond the approval period may be approved by the Planning Director

NOTE: Issuance of building permits, installation of off-site improvements, and grading of the site do not constitute "use" of the conditional use permit. Under the Zoning Ordinance, construction or other development authorized by the conditional use permit must have commenced. Generally, the City requires that the slab of a major building in the project be poured and inspected in order to consider the permit used, although the circumstances of each case may vary depending on the land use involved.

3. All requirements of the Municipal Code and of the specific zoning of subject property must be complied with unless otherwise set forth in the permit or shown on the approved plot plan.
4. The Planning Director is authorized to review and approve the elevations of future buildings proposed to ensure that they are compatible with the architectural design guidelines established for the overall development. Design and location of such buildings are subject to review and approval of the Planning Director, including but not limited to architectural style, color, exterior materials, material and type of walls. The applicant shall provide 360 degree architectural treatments for all proposed buildings. In the event disputes arise between the applicant and the Planning Director regarding elevations, or design of the buildings, the matter may be appealed to the Architectural and Design Commission (ADC) and the ADC shall render the final decision.
5. The applicant shall contact the City of Lancaster Fire Warden to determine improvements that may be required to protect the property from the fire hazard and shall provide and install at his expense such improvements as may be deemed necessary by the Fire Warden. Fire protection improvements shall be completed to the satisfaction of the Director of Public Works prior to certification of completion and occupancy of the subject buildings.
6. Three (3) copies of a signage plan shall be submitted for approval by the Planning Director at the time of building plan issuance to be in compliance with the Municipal Code and Design Guidelines. Such plan shall be comprehensive and shall include: location, height, square-footage, method of attachment, construction materials, and colors of each sign proposed to be placed on the site.
7. The following items/plans shall be submitted to the Department of Public Works, which shall route them to the Planning Department for concurrent review and approval prior to issuance of permits:
 - a. **Lighting Plan**: Such plan shall include decorative, directional, and security lighting. Such lighting shall be directed away or shielded from neighboring properties.
 - b. **Building Plan**: Such plan shall demonstrate adherence to design elements approved by the Planning Commission including but not limited to: building elevations (all sides), construction materials and colors, and the method of screening rooftop equipment.
 - c. **Grading Plan**: Such plan shall show height of finished building pads in addition to walls, berming and/or contour mounding if such features are approved by the Planning Commission.
 - d. **Landscape Plan**: Landscape plans shall be prepared in accordance with Ordinance No. 907 and submitted to the Building and Safety Department, along with required plan check fees, for review and approval prior to the installation of landscaping or

irrigation systems. Such plans are to be incorporated into development of the site and shall show size, type, and location of all plants, trees and irrigation facilities

- e. **Trash Enclosure Plan:** Such plan shall show location, design, construction materials, and color of materials and shall be in accordance with such plans contained within the Municipal Code and Design Guidelines. All trash enclosures shall be located in a covered area or the covered with a roof or metal lattice treatment to prevent wind-blown trash from leaving the enclosure.
8. The development shall comply with all requirements of Ordinance No. 907 (Water Efficient Landscaping Requirements).
9. All necessary permits shall be obtained from the City Engineering Division of the Public Works Department prior to any construction, remodeling, or replacement of buildings or other structures.
10. The applicant is hereby advised that this project is subject to development fees at the time of building permit issuance, including, but not limited to, the following as applicable: 1) Los Angeles County Sanitation District Sewer Connection Fee; 2) Interim School Facilities Financing Fee; 3) Installation or Upgrade of Traffic Signals Fee; 4) Planned Local Drainage Facilities Fee; 5) Dwelling Unit Fee; 6) Traffic Impact Fees; and 7) Urban Structure Fee (Park Development Fee, Administrative Office Fee, Corporate Yard Fee, and Operations Impact Fee, etc); 8) Landscape Fee.
11. Per the direction of the Director of Public Works, the submission of a hydrology study will be required with the grading plan check.
12. An encroachment permit shall be obtained from the Department of Public Works prior to doing any work within the public right-of-way.
13. Per the direction of the Director of Public Works, construct ADA “walk arounds” at driveway locations to the specifications of the Director of Public Works and install ADA curb ramps at all intersection.
14. Per the direction of the Director of Public Works, all street lighting systems designed after July 1, 2007, shall be designed as City owned and maintained street lighting systems. The Developer’s engineer shall prepare all plans necessary to build said street lighting system in accordance with Southern California Edison and City of Lancaster standards.
15. All construction and/or installation of improvements shall be undertaken to the specifications of the City of Lancaster Municipal Code.
16. Per direction of the Director of Public Works, comply with City Municipal Code, Chapter 13.20 Article II, entitled Installation/Relocation for New/Expanded Development of Overhead Utilities.

17. If determined necessary by the Director of Public Works, testing of the existing pavement section is to be performed prior to submitting street plans for plan checking. The minimum allowable structural section will be per the City requirement or the soil test recommendation whichever is greater based on the City's Traffic Index for the street. Removal and reconstruction of the street centerline may be necessary to meet the required structural section.
18. Street grades shall meet the specifications of the Department of Public Works.
19. Per the direction of the Director of Public Works, the asphalt surface course for all arterial streets shall be constructed with rubber modified asphalt. The type of rubber modified asphalt shall be as specified by the City and shall be determined in final design.
20. Per the direction of the Director of Public Works, a Dust Control Plan shall be prepared and submitted to the Antelope Valley Air Quality Management District (AVAQMD) in accordance with Rule 403 of the AVAQMD. An approved copy of the Dust Control Plan shall be submitted to Public Works prior to issuance of a grading permit within the City for commercial/industrial projects of 5 acres or larger. In lieu of an approved plan, a letter waiving this requirement shall be submitted.
21. Prior to grading, the applicant shall provide a contact name and valid phone number where someone is available 24-hours, 7 days a week to report the blowing of dust or debris from the site.
22. Per the direction of the Director of Public Works, the Developer shall install a conduit pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section.
23. The project shall comply with the Best Management Practices (BMPs) of the National Pollutant Discharge Elimination System (NPDES) and all NPDES Permit Requirements.
24. Per the direction of the Director of Public Works, install a clarifier or other BMP to treat first flush.
25. Per the direction of the Director of Public Works, if the project is located in Flood Zone AO (1), elevate the building one-foot above the highest adjacent grade.
26. Mitigate onsite nuisance water and developmental storm water runoff to the satisfaction of the Director of Public Works.
27. Box culverts or other structures acceptable to the Director of Public Works are required at all intersections with arterial streets to eliminate nuisance water from crossing the streets above ground. (No cross gutters allowed).

28. Prior to occupancy, the property shall be annexed into the Lancaster Lighting Maintenance District.
29. Prior to occupancy, the property shall be annexed into the Lancaster Drainage Maintenance District.
30. Street lights are required per adopted City ordinance or policy.
31. The applicant is hereby advised that the use of any signs, strings or pennants, banners or streamers, clusters of flags and similar attention-getting devices are prohibited, except where there has been prior approval from the Planning Department.
32. If any provision of this permit is held or declared to be invalid, the permit shall be void, and the privileges granted hereunder shall lapse.
33. It is further declared and made a condition of this permit that if any condition hereof is violated, or if any law, statute, or ordinance is violated, the permit shall be suspended and the privileges granted hereunder shall lapse provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
34. Prior to occupancy of any buildings or structures, the permittee shall request, not less than forty-eight (48) hours in advance, that on-site inspection be made by the Planning Department to verify that development of the property has occurred in conformity with conditions as enumerated in this permit.
35. Landscape materials, once approved, shall be maintained in perpetuity.
36. If the project is developed in phases, undeveloped portions of the site shall not contribute to blowing debris, dirt or dust.
37. If the project is developed in phases, all the development requirements shall be met for each phase including parking, landscaping, trash enclosures, drainage, etc.
38. The applicant shall be responsible for notifying the Planning Department in writing of any change in ownership, designation of a new engineer, or a change in the status of the developer, within thirty (30) days of said change.
39. The Planning Director shall execute the necessary documents to ensure the recording of this permit with the County Recorder's Office.
40. This conditional use permit will not be effective until ten (10) working days after the date upon which it is granted by the Planning Commission and until the applicant has executed and returned to the Planning Department an authorized acceptance of the conditions of approval applicable to said permit.

41. Expansion or intensification of the use beyond the approval specified herein would require subsequent review and possible application for amendment. The Planning Director is authorized to approve modifications to the site plan provided such modifications do not substantially change the intent of the approved use, avoid issues raised at the public meeting, or raise new issues not previously addressed.
42. Pursuant to Section 65089.6. of the Government Code, the project will be subject to the Congestion Management Plan (CMP) mitigation requirements, including mitigation fees.

ENVIRONMENTAL

43. Per the direction of the Planning Director, a Phase I Cultural Resource Study is required for any off-site area which will be disturbed by the development, such as staging areas and turn-arounds not covered by the Cultural Resource Study, or all work shall be conducted on the site by installation of a fence to determine limits of development.
44. Pursuant to Section 21089(b) of the Public Resource Code, approval of this Conditional Use Permit will not be valid, and no development right shall be vested, until such times the required fees, as set forth under Section 711.4 of the Fish and Game Code, have been paid. Said fees, in the form of a check made payable to the County of Los Angeles Clerk's Office shall be submitted to the Planning Department within three (3) days of the Commission's action.
45. The applicant shall, prior to or concurrent with the approval of a grading permit, pay a fee to the City of Lancaster in the sum of \$770.00 per gross acre, to be held in the biological mitigation fund as established by the City Council. Additionally, should the applicant be required to pay mitigation fees under the California Department of Fish and Game, these fees can be deducted from the amount collected by the City of Lancaster.
46. The project shall comply with all mitigation measures adopted in the mitigation monitoring program.

ALCOHOL CONDITIONS

47. Per the direction of the Planning Director, the applicant shall comply with Chapter 17.42 (Alcoholic Beverage Establishments).
48. On-site security shall be provided if determine necessary by the Planning Director.
49. The conditional use permit shall be subject to an annual review by the Planning Commission should on-site operations or effects on adjacent uses warrant such review.

PC Resolution No. 10-23
Standard Conditions – Conditional Use Permit
May 17, 2010
Page 7

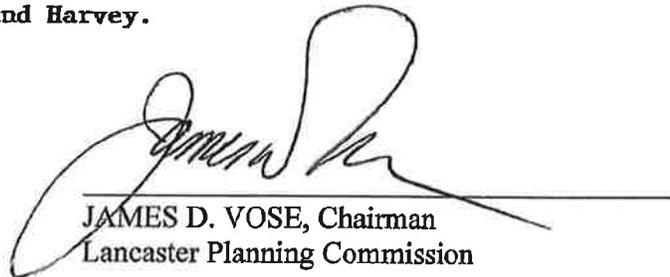
PASSED, APPROVED AND ADOPTED this 17th day of May, 2010, by the following vote:

AYES: **Commissioners Haycock, Jacobs and Malhi, Vice Chair Smith, and
Chairman Vose.**

NOES: **None.**

ABSTAIN: **None.**

ABSENT: **Commissioners Burkey and Harvey.**



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

RESOLUTION NO. 15-29

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, ADOPTING CERTAIN STANDARDIZED CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMITS FOR OFF-SITE SALE OF ALCOHOL

WHEREAS, the Development Services staff presented to the Planning Commission a list of twenty-seven (27) conditions which are applied to conditional use permits for off-site sale of alcohol sales when they are approved by said Commission; and

WHEREAS, the staff explained to the Commission that since these are standard conditions for almost all use permits for off-site sale of alcohol, it might be more appropriate to adopt them by resolution for reference purposes as it would save staff time in preparing the reports and Commission time in hearing said reports; and

WHEREAS, it was further explained by staff that adoption of these standard conditions and incorporating by reference would be a more efficient and consistent approach to applying said conditions to the use permits approved by the Commission; and

WHEREAS, after discussion, it was the consensus of the Commission that it would be in the best interest of all concerned that the above-mentioned conditions of approval be adopted by resolution and referred to by resolution number for all Conditional Use Permits for Off-Site Sale of Alcohol;

NOW, THEREFORE THE LANCASTER PLANNING COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND FIND AS FOLLOWS:

The Planning Commission hereby establishes the following conditions of approval as standard conditions to be used by reference in conjunction with all Conditional Use Permit for Off-Site Sale of Alcohol and referred to by resolution number for all Conditional Use Permits for On-Site Sale of Alcohol for approvals.

1. Unless otherwise indicated herein, the use of the site shall be in substantial conformance with approved site plans on file in the Development Services Department.
2. The applicant shall comply with Chapter 17.42 and Section 17.42.080 (Conditions of Approval for Off-Sale Alcoholic Beverages Establishments) except where specifically modified by this conditional use permit.
3. This Conditional Use Permit must be used within two (2) years from the date of approval; the Conditional Use Permit will expire. The applicant may, not less than sixty (60) days prior to the expiration date, request a total of three one (1) year extensions in writing to the Director of Development Services. Modifications to the plan, including timing of on and off site improvements that do not raise significant new issues or extend the overall time frame beyond the approval period may be approved by the Director of Development Services.

NOTE: Issuance of building permits, installation of off-site improvements, and grading of the site do not constitute “use” of the Conditional Use Permit (CUP). Under the Zoning Ordinance, construction or other development authorized by the conditional use permit must have commenced. Generally, the City requires that the slab of a major building in the project be poured and inspected in order to consider the permit used, although the circumstances of each case may vary depending on the land use involved. In the case of existing premises, the City generally requires that a license has been issued by the State of California Alcoholic Beverage Control to constitute “use” of the conditional use permit.

4. All requirements of the Municipal Code and of the specific zoning of subject property must be complied with unless otherwise set forth in the permit or shown on the approved plot plan.
5. Three (3) copies of a signage plan shall be submitted for approval by the Director of Development Services at the time of building plan issuance to be in compliance with the Municipal Code and Design Guidelines. Such plan shall be comprehensive and shall include: location, height, square footage, method of attachment, construction materials, and colors of each sign proposed to be placed on the site.
6. All necessary permits shall be obtained from the City Engineering Division of the Development Services Department prior to any construction, remodeling, or replacement of buildings or other structures.
7. The applicant is hereby advised that the use of any signs, strings or pennants, banners or streamers, clusters of flags and similar attention-getting devices are prohibited, except where there has been prior approval from the Development Services Department.
8. If any provision of this permit is held or declared to be invalid, the permit shall be void, and the privileges granted hereunder shall lapse.
9. It is further declared and made a condition of this permit that if any condition hereof is violated, or if any law, statute, or ordinance is violated, the permit shall be suspended and the privileges granted hereunder shall lapse provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
10. Prior to occupancy of any buildings or structures, the permittee shall request, not less than forty-eight (48) hours in advance, that on-site inspection be made by the Development Services Department to verify that development of the property has occurred in consonance with conditions as enumerated in this permit.
11. The applicant shall be responsible for notifying the Director of Development Services in writing of any change in ownership, designation of a new engineer, or a change in the status of the developer, within thirty (30) days of said change.
12. The Director of Development Services shall execute the necessary documents to ensure the recording of this permit with the County Recorder’s Office.

13. This conditional use permit will not be effective until ten (10) working days after the date upon which it is granted by the Planning Commission and until the applicant has executed and returned to the Planning Department an authorized acceptance of the conditions of approval applicable to said permit.
14. Expansion or intensification of the use beyond the approval specified herein would require subsequent review and possible application for amendment. The Planning Director is authorized to approve modifications to the site plan provided such modifications do not substantially change the intent of the approved use, avoid issues raised at the public meeting, or raise new issues not previously addressed.
15. The applicant shall defend, indemnify, and hold harmless the City and its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void, or annul, an approval of the City concerning this conditional use permit and the uses(s) and development permitted by its approval. The City shall promptly notify the applicant of any claim, action, or proceeding, and shall cooperate fully in the defense; this condition shall not be imposed if the City fails to promptly notify the applicant or fails to cooperate fully in the defense.
16. A copy of the conditions of approval for the Conditional Use Permit must be kept on the premises of the establishment, and be presented to the City of Lancaster or Los Angeles County Sheriff's personnel upon request.
17. The City reserves the right to review the Conditional Use Permit one year from the date the Conditional Use Permit was first approved and at on-year intervals thereafter.
18. There shall be no sale or rental of any adult magazines, videos, tapes, disc, film or any other harmful matter as described in Penal Code Section 313.
19. Signs shall be posted with current language of the Penal code, Business and Professional Code, and Lancaster Municipal Code, regarding the prohibition of loitering, open containers, and consumption of alcoholic beverages at the premises.
20. All alcoholic and non-alcoholic beverages available for public purchase shall be displayed in separate locations.
21. Per Section 17.42.020 of the Lancaster Municipal Code, the applicant shall be allowed to devote a maximum of 5% of overall sales floor area for sale of alcoholic beverages.
22. No malt beverage products shall be sold, regardless of individual container size, in quantities of less than six per sale, except in manufacturer pre-packaged 4-packs.

23. No sales of any individual container cans or bottles of beer shall be allowed, except that the applicant may establish a system in which no less than 6 individual containers, not less than 12 ounces in size, may be combined for a single sales transaction.
24. Spirits shall not be sold in containers less than 350 milliliters.
25. Wine shall not be sold in containers less than 750 milliliters, and wine coolers must be sold in manufacturers pre-packaged multi-unit quantities.

CONVENIENCE MARKETS

26. Per Section 17.42.020 of the Lancaster Municipal Code, the applicant is required to devote a minimum of 15% of overall sales floor area to display and sale of fresh meat and produce.
27. Spirits shall not be stored, displayed, or sold on the premises per Section 17.42.020 of the Lancaster Municipal Code.

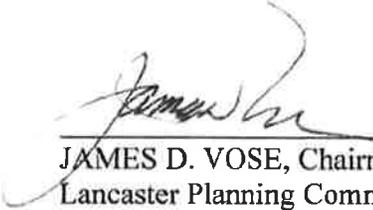
PASSED, APPROVED and ADOPTED this 21st day of September, 2015, by the following vote:

AYES: Commissioners Cook, Harvey, Malhi, Terracciano, Vice Chairman Hall, and Chairman Vose.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Coronado.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING THE CITY ZONING PLAN FOR 1.98 ACRES OF LAND LOCATED AT 1966 WEST AVENUE L (ASSESSOR PARCEL NUMBER 3109-019-003), KNOWN AS ZONE CHANGE NO. 17-01

WHEREAS, pursuant to Section 17.24.060 of the Lancaster Municipal Code, an application has been filed by 20 West, LLC (“Applicant”) to change the zoning designation on 1.98 acres of land that is located at 1966 West Avenue L (Assessor Parcel Number 3109-019-003) from Rural Residential, minimum lot size of 2.5 acres (RR-2.5) to Commercial Planned Development (CPD); and

WHEREAS, a notice of intention to consider a zone change of the subject property was given, as required by Section 17.24.110 of the Lancaster Municipal Code and Sections 65854 and 65905 of the Government Code; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the zone change request be approved; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on May 14, 2018, at which the Planning Commission (a) certified that it had reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act (including its implementing regulations) prior to taking action, and (b) found the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed therein; and

WHEREAS, the City Council desires to approve the Applicant’s request as set forth herein.

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The foregoing Recitals are true, correct and a substantive part of this Ordinance.

Section 2. The City Council hereby makes the following findings:

1. The proposed zone change from RR-2.5 to CPD is consistent with the General Plan land use designation of C (Commercial) proposed for the subject property.
2. Modified conditions warrant a revision in the zoning plan, as the proposed project site is compatible with the existing land uses within the surrounding properties. North of the proposed subject site is an existing shopping center that is zoned CPD consistent with the proposed zone change.

3. A need for the proposed zoning classification of CPD exists within the area to allow smaller-scale commercial development to serve the rural area.
4. The particular property under consideration is a proper location for the CPD zoning classification, because it is compatible to the surrounding area. Single-family homes and a commercial shopping center surround the proposed subject site. The zone change would be well-suited at subject site, because it is on the southeast corner of a major intersection across an existing shopping center.

Section 3. The subject property is reclassified from RR-2.5 to CPD.

Section 4. All environmental findings, and the Mitigated Negative Declaration, as contained in Exhibit "A" attached to Planning Commission Resolution No. 18-09 are hereby approved, adopted and incorporated in this Ordinance.

Section 5. Any ordinance previously adopted by the City Council shall be and hereby is repealed if and to the extent inconsistent with this Ordinance; provided, however, that each such ordinance shall otherwise remain in full force and effect.

Section 6. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 7. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in that regard and this Ordinance shall take effect 30 days after adoption.

Ordinance No.
Page 3

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the _____ day of _____, _____, and placed upon its second reading and adoption at a regular meeting of the City Council on the _____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. _____, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

STAFF REPORT

City of Lancaster

PH 2
06/26/18
MVB

Date: June 26, 2018

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: General Plan Amendment No. 17-02 and Zone Change No. 17-02 Located at the Southeast Corner of Avenue L and 22nd Street West (Assessor's Parcel Number: 3109-017-071)

Recommendations:

- a. Adopt **Resolution No. 18-36**, approving General Plan Amendment No. 17-02, amending the General Plan land use designation from Non-Urban Residential (NU) to Commercial (C).
- b. Introduce **Ordinance No. 1044**, amending the zoning designation on 2.11 acres of land located on the southeast corner of Avenue L and 22nd Street West (APN: 3109-017-071), known as Zone Change No. 17-02, from Rural Residential, minimum lot size 1 acre (RR-1) to Commercial (C).

Fiscal Impact:

None.

Background:

In May 2016, the applicant, Calandri Properties, submitted a General Plan Amendment (GPA), Zone Change (ZC), and Conditional Use Permit (CUP) for a proposed project located at the southeast corner of Avenue L and 22nd Street West. Staff reviewed the proposed project and prepared a staff report (Attachment A), recommending to the Planning Commission approval of the GPA, ZC, and CUP. The Planning Commission held a public hearing on the request on December 18, 2017, and voted (by a 5-2-0-1-0 vote) to recommend approval to the City Council for the GPA and ZC, and approval of the CUP for the construction and operation of a two-story, 93,064 square-foot mini-storage facility .

On May 9, 2018, the applicant conducted a Community Outreach meeting to discuss the proposed project. The community members voiced their concerns and opinions of the project. Some concerns included:

- Proximity of project to residential uses;
- Street improvements;
- Traffic concerns; and
- Property value concerns.

To address the concerns, the applicant agreed to pave both sides of 22nd Street West for the length of the proposed project, and install additional landscaping along west and south side of the property. The additional landscaping would provide additional buffering for the adjacent residential properties.

The applicant is requesting to amend the General Plan land use designation from NU to C, and rezoning the subject site from RR-1 to C to allow the subject property to be developed with a commercial development. The GPA and ZC would be consistent with the goals, objectives and policies of the Lancaster General Plan 2030, because it is not incongruous with existing land-use patterns, or the character of the surrounding area. Water tanks for the local water purveyor, church and shopping center are located less than one mile away from the subject site. There is also a need within the area to allow for smaller-scale, low-intensity commercial development to serve the rural area. Therefore, staff is recommending approval to amend the General Plan land use designation from NU to C and change the zoning designation from RR-1 to C.

JH:CC/jr

Attachments:

Resolution No. 18-36

Ordinance No. 1044

Attachment A - PC Staff Report dated December 18, 2017

RESOLUTION NO. 18-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, APPROVING GENERAL PLAN AMENDMENT NO. 17-02, AMENDING THE GENERAL PLAN LAND USE DESIGNATION FROM NON-URBAN RESIDENTIAL (NU) TO COMMERCIAL (C)

WHEREAS, pursuant to Section 3.c. of City Council Resolution No. 93-07, Calandri Properties (“Applicant”) has initiated applications for (a) General Plan Amendment No. 17-02 (“GPA 17-02”), and (b) Zone Change No. 17-02 (“ZC 17-02”), to redesignate the project site from Non-Urban Residential (NU) to Commercial (C), and change the zone from Rural Residential, minimum lot size 1 acre (RR-1) to Commercial (C) located on the southeast corner of Avenue L and 22nd Street West (APN: 3109-017-071), and adopting a mitigated negative declaration; and

WHEREAS, pursuant to Section 17.24.070 of the LMC, a notice of intention to consider the GPA 17-02 and ZC 17-02 was published and provided as required by Chapter 17.36.020.A of the LMC and Sections 65854 and 65905 of the Government Code; and

WHEREAS, on December 18, 2017, the City’s Planning Commission held a public hearing on the GPA 17-02 and ZC 17-02, notice of which was published and provided as required by law, and adopted Resolution No. 17-36 (the “Planning Commission Recommendation”) recommending the City Council approve GPA 17-02 and ZC 17-02; and

WHEREAS, the Planning Commission adopted and certified that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act (“CEQA”) (including its implementing regulations). The Planning Commission found that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in the Mitigated Negative Declaration. The Planning Commission found, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster.

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that GPA 17-02, and ZC 17-02 be approved, subject to conditions; and

WHEREAS, public notice was published and given as required by law, and a public hearing was held on June 26, 2018.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LANCASTER, DOES HEREBY RESOLVE, DETERMINE AND ORDER, AS FOLLOWS:

Section 1. That the foregoing Recitals are true, correct and a substantive part of this Resolution.

Section 2. That the City Council hereby adopts the following General Plan Amendment findings, pursuant to Section 17.24.140 of the LMC, in support of approval this application:

- a. Information presented at public hearing shows that such amendment is necessary to implement the general plan and/or that the public convenience, the general welfare or good zoning practice justifies such action.

Section 3. That City Council staff is hereby authorized and directed to prepare, execute, and file a Notice of Determination pursuant to CEQA (including its implementing guidelines).

Section 4. That the City Council approves GPA 17-02 to redesignate the subject property from NU to C.

PASSED, APPROVED and ADOPTED this 26th day of June, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF RESOLUTION
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Resolution No. 18-36, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

ORDINANCE NO. 1044

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING THE ZONING DESIGNATION ON 2.11 ACRES OF LAND LOCATED AT ON THE SOUTHEAST CORNER OF AVENUE L AND 22ND STREET WEST (ASSESSOR'S PARCEL NUMBER 3109-017-071), KNOWN AS ZONE CHANGE NO. 17-02, FROM RURAL RESIDENTIAL, MINIMUM LOT SIZE 1 ACRE (RR-1) TO COMMERCIAL (C)

WHEREAS, pursuant to Section 17.24.060 of the Lancaster Municipal Code, an application has been filed by Calandri Properties ("Applicant") to change the zoning designation on 2.11 acres of land that is located on the southeast of Avenue L and 22nd Street West (Assessor's Parcel Number 3109-017-071) from Rural Residential, minimum lot size of 1 acre (RR-1) to Commercial (C); and

WHEREAS, a notice of intention to consider a zone change of the subject property was given, as required by Section 17.24.110 of the Lancaster Municipal Code, and Sections 65854 and 65905 of the Government Code; and

WHEREAS, on December 18, 2017, the City's Planning Commission held a public hearing on the General Plan Amendment No. 17-02 and Zone Change No. 17-02, notice of which was published and provided as required by law, and adopted Resolution No. 17-36 (the "Planning Commission Recommendation") recommending the City Council approve General Plan Amendment No. 17-02 and Zone Change No. 17-02; and

WHEREAS, the Planning Commission adopted and certified that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act ("CEQA") (including its implementing regulations). The Planning Commission found that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measures as detailed in the Mitigated Negative Declaration. The Planning Commission found, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster.

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the zone change request be approved; and

WHEREAS, the City Council desires to approve the Applicant's request as set forth herein.

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY ORDAIN, AS FOLLOWS:

Section 1. The foregoing Recitals are true, correct and a substantive part of this Ordinance.

Section 2. The City Council hereby makes the following Zone Change findings pursuant to Section 17.24.120 of the LMC:

- a. That modified conditions warrant a revision in the zoning plan as it pertains to the area or district under consideration; and
- b. That a need for the proposed zone classification exists within such area or district; and
- c. That the particular property under consideration is a proper location for said zone classification within such area or district; and
- d. That placement of the proposed zone at such location will be in the interest of public health, safety and general welfare and in conformity with good zoning practice.

Section 3. The subject property is reclassified from RR-1 to C.

Section 4. Any ordinance previously adopted by the City Council shall be and is hereby repealed if and to the extent inconsistent with this Ordinance, provided, however, that each such ordinance shall otherwise remain in full force and effect.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 6. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in that regard, and this Ordinance shall take effect 30 days after adoption.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the 26th day of June, 2018, and placed upon its second reading and adoption at a regular meeting of the City Council on the ____ day of _____, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. 1044, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

PLANNING COMMISSION ACTION:

General Plan Amendment, Zone Change, and Conditional Use Permit APPROVED (5-0-0-1-0) (RECUSED: Mercy)

AGENDA ITEM:

4.

DATE:

12-18-17

STAFF REPORT

GENERAL PLAN AMENDMENT NO. 17-02

ZONE CHANGE NO. 17-02

CONDITIONAL USE PERMIT NO. 17-12

DATE: December 18, 2017

TO: Lancaster Planning Commission

FROM: Planning Section, Community Development Division
Development Services Department *BL*

APPLICANT: Calandri Properties (John & Brandon Calandri)

LOCATION: 2.11± acres located at the southeast corner of Avenue L and 22nd Street West

REQUEST:

1. Amend General Plan land use designation for the subject property from NU (Non-Urban Residential) to C (Commercial)
2. Rezone subject property from RR-1 (Rural Residential, minimum lot size 1 acre) to C (Commercial)
3. Construction and operation of a two-story, 93,064-square-foot mini storage facility

RECOMMENDATION:

1. Adopt Resolution No. 17-36 recommending to the City Council approval of General Plan Amendment No. 17-02 and Zone Change No. 17-02.
2. Adopt Resolution No. 17-37 approving Conditional Use Permit No. 17-12. The approval of Conditional Use Permit No. 17-12 is not valid until the effective date of General Plan Amendment No. 17-02 and Zone Change No 17-02.

BACKGROUND: There have been no prior hearings before either the City Council, or the Planning Commission, concerning this property.

GENERAL PLAN DESIGNATION, EXISTING ZONING AND LAND USE: The subject location is designated NU by the General Plan, zoned RR-1, and is currently vacant. The General Plan designation, zoning, and land use of the surrounding properties are as follows:

	<u>GENERAL PLAN</u>	<u>ZONING</u>	<u>EXISTING USE</u>
NORTH	UR	R-7,000 (single-family residential, minimum lot size 7,000 square feet)	Single-family Residential
SOUTH	NU	RR-1	Single-family Residential
EAST	NU	RR-1	Single-family Residential
WEST	NU	SRR (Semi-Rural Residential)	Single-family Residential

PUBLIC IMPROVEMENTS: The property is bordered on the north by Avenue L and on the west by 22nd Street West. Avenue L is nearly fully improved with two lanes of traffic in each direction, a turn lane, and a bike lane on the north side. Various utilities and other infrastructure and urban services exist in the vicinity of the site.

ENVIRONMENTAL REVIEW: Review of pertinent environmental documents has disclosed no significant adverse impacts resulting from the proposed development after mitigation measures have been applied. Potential effects are discussed more fully in the attached Initial Study. The Initial Study prepared for the proposed project was sent to the State Clearinghouse (SCH #2017111054) for public review. This 30-day public review period ended on December 15, 2017. Based on this information, staff has determined that a Mitigated Negative Declaration is warranted. Notice of intent to prepare a Mitigated Negative Declaration has been legally advertised.

Applicants whose projects have the potential to result in the loss of fish, wildlife, or habitat through urbanization and/or land use conversion are required to pay filing fees as set forth under Section 711.4 of the Fish and Game Code. Pursuant to Section 21089(b) of the Public Resources Code, the approval of a project is not valid, and no development right is vested, until such fees are paid.

LEGAL NOTICE: Notice of Public Hearing was mailed to all property owners within a 500-foot radius north of the project, and 1,500 feet south, west, and east of the project site. Notice was also posted in three places, posted on the subject property, and noticed in a newspaper of general circulation, per prescribed procedure.

ANALYSIS: The applicant is requesting to amend the General Plan land use designation of the subject property from NU to C, and to change the zoning from RR-1 to C, which would allow the conditional use permit request to construct a 93,064-square-foot, two-story self-storage building on the 2.11-acre vacant parcel.

The applicant is proposing to develop the site with one 31-foot high, two-story building with a 46,532-square-foot footprint and 93,064 square feet of storage space. The building would be used for self-storage, with all of the storage units contained within the building. Twenty-five parking spaces and a drive aisle would be located on the east side of the parcel. The south side of the parcel would have a

a 28-foot drive aisle. With landscaping and walkways, this would set the building back 69 feet from its closest point to the eastern property line, and 42 feet from the southern property line. There would be ten feet of landscaping adjacent to the southern and eastern property lines, and landscaping of varying widths on the north and west sides of the building. Vehicle access will be allowed from both 22nd Street West and Avenue L. The applicant would be adding pavement, curb, gutter, sidewalk, and landscaped parkways on both 22nd Street West and Avenue L. Where applicable, street lights will be required on both streets, and on Avenue L they will be required to install a bus bench and trash receptacle for an Antelope Valley Transportation Authority bus stop.

The facility would be open daily from 7 a.m. to 7 p.m. The primary retail pedestrian entrance is on the east side of the north face of the building facing Avenue L. New customers, or customers wishing to purchase supplies from the business, would primarily use this entrance. The entrance for customers accessing a storage unit without any need of retail services is on the east face of the building, near its halfway point. There are other utility access and exit doors on the building, though none on the south side. The utilitarian nature of the building does not naturally lend itself to architectural articulation; however, the building's massing is broken up effectively through the use of color, material, and texture. Three different colors and textures of CMU block are used in the construction of the building, and the corners have additional plaster facades to frame the entrance and reduce the visual bulk of the building. Landscaping is climate appropriate, provides an attractive buffer from the adjacent residences, and fits in well with the surroundings. The trash receptacle for the site is housed inside the building. This eliminates any potential nuisance that may have resulted if the receptacles were next to the perimeter wall, which is the more usual placement for commercial developments. Outdoor lighting is directed into the project site through the use of shields and cut-off fixtures. Virtually no light spill or glare is expected to encroach into neighboring properties. Only signage facing Avenue L will be allowed to be illuminated. The facility will be conditioned to state in their terms of use that no hazardous materials will be allowed to be stored on site.

General Plan Amendment

The proposed project, which would result in a loss of residentially-zoned land and a gain in commercially-zoned land, would not conflict with any of the goals, objectives, policies, or specific actions of General Plan 2030.

2014 Housing Element:

Goal 6: To promote sufficient housing to meet the diverse housing needs of all economic segments of the present and future City of Lancaster.

Goal 7: To preserve existing housing stock within areas for which a desirable living environment can be provided; to promote conversion of such residential areas for which a desirable living environment cannot be sustained.

The parcel is on the northern border of roughly four square miles of contiguous land that is designated Non-Urban Residential, bounded by Avenue L to the north, 40th and 45th Streets West to the west, Antelope Freeway to the east, and Avenues M and N to the south. Approximately 1.5 square miles within this area are vacant and available for development of single-family homes. The change in designation of the subject parcel from residential to commercial, therefore, has virtually no impact on home site availability within the immediate rural residential area, and none on overall availability City-wide. Available land for non-urban residential development remains essentially unchanged.

If the parcel remained residential, it could be subdivided into a maximum of two lots per the minimum 40,000-square-foot lot requirement of the RR-1 Zone, and developed with a maximum of one single-family home, plus one accessory dwelling unit (ADU) per lot.

Plan for Physical Development:

Goal 17: To establish a variety of land uses, which serve to develop Lancaster into a balanced and complete community in which people live, work, shop, and play.

Goal 18: To manage development by planning the location and intensity of urban and rural uses to create a comprehensive structure.

Goal 19: To achieve an attractive and unique image for the community by creating a sustainable, cohesive, and enduring built environment.

Goal 20: To promote a regional perspective in land-use decisions affecting the residents of Lancaster.

Given the context of the project site, the change in designation from rural residential to commercial is not incongruous with existing land-use patterns, or the character of the surrounding area. Uses immediately adjacent to the project site are exclusively residential, but large commercial sites are nearby. The nearest non-residential use from the project site are water tanks for the local water purveyor, which are located approximately 135 feet east of the project site, and a church has been approved immediately east of these tanks. One-quarter mile east of the project site is an approximately seven-acre commercial shopping center located at the northeast corner of Avenue L and 20th Street West. One-half mile west of the project site is a larger shopping center located at the northeast corner of 30th Street West and Avenue L. The property on the south side of Avenue L between 30th Street West and 32nd Street West is zoned Office Professional (OP), with additional commercially zoned property on the west side of 32nd Street West. South of the project site is a large area of primarily rural and semi-rural single-family houses; however, the immediate surroundings of the site are not rural in character. Avenue L is a major arterial street, houses to the north are developed at a standard suburban density, and large commercial centers are nearby on Avenue L. Also, the proposed building would be sited at the intersection of a major arterial street and a local street, which is appropriate for a commercial use.

The proposed project is compatible, in terms of use and aesthetics, with the adjacent residential properties. The proposed use is a very low-intensity commercial use. Though the auto trips generated from the project could be up to 233 total trips a day, much higher than the 20 trips two single-family homes would be projected to generate, the bulk of this activity will take place from Avenue L and will not affect properties to the south. Local streets south of the project site are unimproved, or just partially improved, and not convenient for through traffic; rather, they are primarily used by local residents. The storage units are fully enclosed, so the bulk of activity will take place indoors. Loading or unloading of vehicles will naturally take place outside; however, only between the hours of 7 a.m. to 7 p.m. The nature of the business is such that loading and unloading of materials will not be a daily occurrence for most patrons after the initial move-in. Lighting is designed to not spill onto neighboring properties and no illuminated signage will face residential areas. Also, the trash enclosure is located inside the building on the east side, so nuisances resulting from normal business operations should be very limited.

The project site is on the edge of a rural area and is the sort of limited, utilitarian development often found when commercial uses abut rural housing. The building is taller than adjacent structures, but is below the height limit of 35 feet for both the current and requested zoning. The use of warm colors, simple ornamentation, and mix of textures conveys quality, without being overly urban in character or incompatible with its surroundings. Trees on all sides of the lot, and the landscaping in general, will help blend the building and parking lot into the existing streetscape.

The majority of self-storage facilities found in Lancaster are located near the urban core northeast of the project site. The establishment of a self-storage facility closer to the southern edge of the City may be useful to residents and reflects a logical distribution of land uses.

Zone Change

The subject parcel meets the minimum lot area and dimensions for the requested C zoning. The building meets the building placement requirements, with an exception for the frontage facing 22nd Street, which is 18 feet from the property line, rather than the maximum of 6 feet for local streets. This exception is appropriate given the residential nature of the street, lack of adjacent commercial uses, and lack of any prevailing setback closer to the street. The building meets the design requirements of the zone and of the Design Guidelines, and the development meets landscaping and other site design requirements of the C zone.

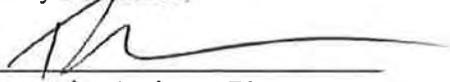
Conclusion

The proposed project meets all requirements of the requested C zone and the general plan amendment should not result in development or activity incongruous with the rural/urban interface context of the site, and will not undermine any of the goals, objectives, policies, or specific actions of the General Plan. Staff believes that the proposed project is an appropriate use for the following reasons:

- The location is appropriate for the type of commercial development being proposed.
- The building exhibits 360-degree architecture and relates well to its surroundings.
- The low-intensity use, quality of site design, sensitivity to surrounding uses, and effective use of landscaping should provide compatibility with adjacent residences.
- Mitigation measures controlling construction noise and dust are included in the conditions of approval, and should effectively control potential nuisances associated with construction.
- The commensurate infrastructure improvements will beautify and enhance the utility of the intersection.

Staff is recommending approval of the general plan amendment, zone change, and conditional use permit for construction of the storage facility based upon substantial evidence it will be compatible with existing land uses and is appropriate for the location.

Respectfully submitted,



Tim Rosenstein, Assistant Planner

cc: Applicant
Engineer

RESOLUTION NO. 17-36

**A RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF LANCASTER, CALIFORNIA,
APPROVING CONDITIONAL USE PERMIT NO. 17-12**

WHEREAS, a conditional use permit has been requested by Calandri Properties for the construction of a two-story, 93,064-square-foot mini-storage facility in the Commercial (C) Zone; and

WHEREAS, an application for the above-described conditional use permit has been filed pursuant to the regulations contained in Article I of Chapter 17.32 and Chapter 17.42, of the Lancaster Municipal Code; and

WHEREAS, a notice of intention to consider the granting of a conditional use permit has been given as required in Article V of Chapter 17.32 of the Lancaster Municipal Code, and in Section 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended approval of this conditional use application, subject to conditions; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18, 2017; and

WHEREAS, this Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act and the State Guidelines for the Implementation of the California Environmental Quality Act prior to taking action; and

WHEREAS, this Commission hereby finds, pursuant to Section 21082.1 of the Public Resource Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster; and

WHEREAS, this Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measure as detailed in Exhibit "A"; and

WHEREAS, this Commission hereby adopts the following findings in support of approval of this application:

1. The proposed self-storage facility would be in conformance with the General Plan land use designation of C for the subject property.
2. The site is physically suitable for the type and proposed density of development because adequate roadway capacity and infrastructure exist or can be provided, and the site has no topographical constraints.

3. The requested use at the location proposed will not:
 - a. Adversely affect the health, peace, comfort, or welfare of persons residing or working in the surrounding area, because the request is for a low-intensity use with restricted hours of operation.
 - b. Be materially detrimental to the use, enjoyment, or valuation of property of other persons located in the vicinity of the site, because the design of the facility meets City standards, including landscaped buffers between residential properties, orientation toward the arterial street, and attractive design on all four faces of the building.
 - c. Jeopardize, endanger, or otherwise constitute a menace to the public health, safety, or general welfare because adequate sewer, water, drainage, and improvements are part of the project, and the facility is conditioned to not allow the storage of hazardous materials.
4. The proposed site is adequately served:
 - a. By Avenue L and additionally by 22nd Street West, which are of sufficient width and improved to carry the daily vehicle trips generated by the storage facility; and
 - b. By other public or private service facilities, including sewer, water, fire, and police services, as required.
5. The construction of the proposed project is not likely to cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat because the site is not within a sensitive habitat area and impacts are less than significant once mitigation measures are followed, as noted in the environmental review section of the staff report prepared for this project.

NOW, THEREFORE, BE IT RESOLVED:

1. This Commission hereby finds, pursuant to Section 21082.1 of the Public Resources Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgment of the City of Lancaster. Staff is hereby authorized, and directed to prepare, execute, and file a Notice of Determination pursuant to CEQA and the State CEQA Guidelines.
2. This Commission hereby adopts the Mitigation Monitoring Program, Exhibit "A."
3. This Commission hereby approves Conditional Use Permit No. 17-12, subject to the conditions attached hereto and incorporated herein.

PASSED, APPROVED and ADOPTED this 18th day of December 2017, by the following vote:

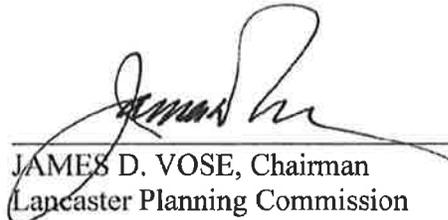
AYES: Commissioners Cook, Harvey, Smith, Vice Chair Hall, and Chairman Vose.

NOES: None.

ABSTAIN: None.

RECUSED: Commissioner Mercy.

ABSENT: None.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

RESOLUTION NO. 17-37

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AN AMENDMENT TO THE ADOPTED GENERAL PLAN OF THE CITY, AND AN AMENDMENT TO THE ADOPTED ZONING PLAN FOR THE CITY, KNOWN AS GENERAL PLAN AMENDMENT NO. 17-02 AND ZONE CHANGE NO. 17-02

WHEREAS, pursuant to Section 3.c. of City Council Resolution No. 93-07, an amendment to the adopted General Plan of the City has been initiated by Calandri Properties to redesignate 2.11± acres from NU (Non-Urban Residential) to C (Commercial); and

WHEREAS, pursuant to Section 17.24.040 of the Lancaster Municipal Code, the applicant has requested the Planning Commission consider a change to the zoning designation on the subject property from RR-1 (Rural Residential, minimum lot size 1 acre) to C; and

WHEREAS, pursuant to Section 17.24.070 of the Lancaster Municipal Code, a notice of intention to consider the General Plan amendment and zone change of the subject property was given, as required in Section 17.36.020A of the Lancaster Municipal Code, and in Section 65854 and 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the General Plan amendment and zone change requests be approved; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18, 2017; and

WHEREAS, this Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act (CEQA) and the State Guidelines for the Implementation of CEQA prior to taking action; and

WHEREAS, this Commission hereby finds, pursuant to Section 21082.1 of the Public Resource Code, that the Mitigated Negative Declaration prepared for the proposed project reflects the independent judgement of the City of Lancaster; and

WHEREAS, this Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measure as detailed in Exhibit "A"; and

WHEREAS, this Commission, based on the evidence in the record, hereby adopts the following findings in support of approval of General Plan Amendment No. 17-02 and recommends the City Council adopt them:

1. The proposed designation of C will be compatible with the existing land use designation of NU for properties to the east, west, and south of the project site, as zoning regulations address compatibility with neighboring residential parcels when a commercial use is in close proximity.
2. The proposed amendment is consistent with and implements Goal 19 of the General Plan, "to achieve an attractive and unique image for the community by creating a sustainable, cohesive, and enduring built environment."
3. The proposed amendment is consistent with the following goals, objectives, and policies of the General Plan for the reasons stated below:

Objective 19.2 Integrate new development with established land use patterns through quality infill to enhance overall community form and create a vibrant sense of place.

Policy 19.2.4 Provide buffers to soften the interface between conflicting land uses and intensities.

Specific Action 19.2.4(a) Through the development review process, incorporate buffers that transition between conflicting land uses.

4. There are no goals, objectives, policies, or specific actions of the General Plan that would conflict with the proposed amendment.
5. The proposed amendment would not adversely affect the economic health of the City, because no major infrastructure investment is required to provide access to the site.
6. The proposed amendment would not have an adverse effect on the local groundwater basin because the change in land use designation and subsequent development of the project would create a demand for water that is less than the demand anticipated, if the site were developed under the existing NU designation.
7. The proposed site could be adequately served by necessary services and utilities, including police, fire, electricity, water, sewer, gas, and telephone that already exist in the area, provided that necessary connection and impact fees are paid.
8. The proposed amendment will not have an adverse effect on traffic and circulation systems, as noted in the Mitigated Negative Declaration. The development of the site under the proposed C land use designation would not result in a negative impact on the level of service on the surrounding streets.

9. The proposed amendment and subsequent construction of the commercial structure is not likely to cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat because the site is not within a sensitive habitat area and impacts are less than significant once mitigation measures are followed, as noted in the environmental review section of the staff report prepared for this project.

WHEREAS, this Commission, based on the evidence in the record, hereby adopts the following findings in support of approval of Zone Change No. 17-02 and recommends that the City Council adopt them:

1. The proposed zone change from RR-1 to C will be consistent with the proposed General Plan land use designation of C requested by the applicant.
2. Modified conditions warrant a revision in the zoning plan as the regional arterial designation of Avenue L make residential development of the parcel less appropriate than commercial development.
3. A need for the proposed zoning classification of C exists within the area to allow smaller-scale, low-intensity commercial development to serve the rural area.
4. The particular property under consideration is a proper location for the C zoning classification because it is located on a site which is not desirable for subdivision and residential development or for custom home building.
5. Placement of the proposed zone at the location will be in the interest of public health, safety, and general welfare and in conformity with good zoning practice because it will provide a transitional use between Avenue L and rural homes, and improve and beautify an intersection that would otherwise not receive improvements which will add value to the surrounding area.

NOW, THEREFORE, BE IT RESOLVED:

1. This Commission hereby recommends to the City Council approval of General Plan Amendment No. 17-02 to redesignate the subject property from NU to C.
2. This Commission hereby recommends to the City Council approval of Zone Change No. 17-02 to rezone the subject property from RR-1 to C.

PASSED, APPROVED and ADOPTED this 18th day of December 2017, by the following vote:

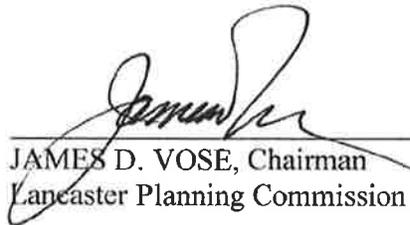
AYES: Commissioners Cook, Harvey, Smith, Vice Chair Hall, and Chairman Vose.

NOES: None.

ABSTAIN: None.

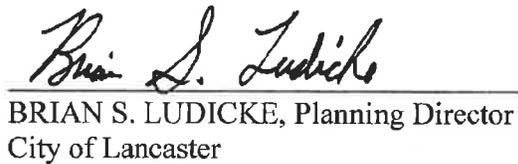
RECUSED: Commissioner Mercy.

ABSENT: None.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

Ave L

**CUP 17-12
GPA/ZC 17-
02**

22nd St W



**ATTACHMENT TO PC RESOLUTION NO. 17-37
 GENERAL PLAN AMENDMENT NO. 17-02
 ZONE CHANGE NO. 17-02
 CONDITIONAL USE PERMIT NO. 17-12
 CONDITIONS LIST
 December 18, 2017**

GENERAL ADVISORY

1. All standard conditions as set forth in Planning Commission Resolution No. 10-23 shall apply, except Condition No. 8 (Modified), 13 (Modified), 19, 25, and 47-49.
2. The developer, by agreement with the Development Services Director, may guarantee installation of improvements, as determined by the Development Services Director through faithful performance bonds, letters of credit, or any other acceptable means.

GRADING/DRAINAGE

3. Prior to issuance of grading permit, the applicant shall submit a grading plan consistent with the approved site plan and conditions of approval. The grading plan shall be based on a detailed engineering soils report specifically approved by the geologist and/or soils engineer that addresses all submitted recommendations.
4. Portions of the property may be subject to sheet overflow and ponding. Per the direction of the Development Services Director, prior to building occupancy, install any local storm drains necessary to mitigate on-site and off-site drainage.
5. Prior to building occupancy provide for contributory drainage from adjoining properties and return drainage to its natural conditions, or secure off-site drainage acceptance letters from affected property owners, per direction of the Development Services Director.
6. Prior to building occupancy, all drainage facilities are to be constructed and approved prior to occupancy of any structure within the project, as directed by the Development Services Director.
7. Prior to building occupancy, streets shall be designed to avoid creating sump conditions as directed by the Development Services Director. If a sump condition is unavoidable, a redundant catch basin system shall be installed.

TRAFFIC

8. Prior to building occupancy, the applicant shall construct the following street improvements within/along the frontage of the project site, as directed by the City Engineer:

Street Name	Curb & Gutter	Base & Paving	Street Lights	Street Trees	Sidewalk (5' min)	Landscaped Median	Class II Bike Lanes	LMD Easement
Avenue L	X	X	X	X	X		X	
22 nd Street West	X	X	X	X	X			

Conditions List

GPA No. 17-02/ZC No. 17-02/CUP No. 17-12

December 18, 2017

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9. Prior to the issuance of building permits, the applicant shall dedicate additional street right-of-way for a total of 30 feet from centerline on 22nd Street West fronting the project site, as directed by the City Engineer.
10. Prior to issuance of building permits, the applicant shall dedicate a corner cut-off at the intersection of Avenue L and 22nd Street West.
11. Prior to issuance of building permits, the applicant shall vacate 10 feet of right-of-way along frontage on Avenue L.
12. Prior to building occupancy, the applicant shall install conduit, pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section, to the satisfaction of the City Engineer.
13. Prior to issuance of the street improvement encroachment permit, the applicant shall show on the street plan drive approaches using a modified commercial driveway design (APWA 110-1, Type C or equivalent) with a minimum radius of 15 feet and that will provide a street/drive approach transition with a maximum algebraic grade difference of 10%. Construction details shall be shown on the street plan providing a transition no greater than this maximum.
14. Prior to issuance of the street improvement encroachment permit, the applicant shall obtain approval of a signing and striping plan. The signing and striping plan shall be completed in accordance with all City of Lancaster standards, as directed by the City Engineer.
15. Prior to building occupancy, the applicant shall provide and install street name signs, as directed by the City Engineer.
16. Prior to issuance of building permits, the applicant shall dedicate the right to restrict direct vehicular ingress and egress on all streets having a projected volume of 2,000 vehicle trips each day and within 100 feet of any secondary or primary arterial on the tract map, or by separate document.
17. Prior to occupancy, provide a bus stop on Avenue L at least 50 feet from the corner of 22nd Street West, per the direction of the Development Services Director. The stop shall include a sign, bench, and trash receptacle per AVTA standards.

STREETS

18. Prior to issuance of building permit, the applicant shall dedicate sidewalk easements sufficient to encompass ADA requirements for sidewalks installed with drive approaches.
19. Prior to building occupancy, the applicant shall design and construct street improvements along the frontage of the project site to include pavement, curb, gutter, sidewalk, street lights,

Conditions List

GPA No. 17-02/ZC No. 17-02/CUP No. 17-12

December 18, 2017

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undergrounding of utilities, etc. The applicant is to reconstruct the street to centerline, if the existing pavement section does not meet the Development Services Department required structural section. Additional pavement, as required to transition to existing pavement, shall also be included in street plans.

20. Prior to building occupancy, the applicant shall design and construct ADA “walk arounds” at all driveway locations and dual ADA-compliant curb ramps at all intersections to the specifications of the Development Services Director. The curb ramp shall comply with the requirements of Title II of the American with Disabilities Act (ADA) relating to curb ramps and pedestrian crossings. (Modified No. 13)

SEWER

21. Prior to issuance of sewer plan approval and encroachment permit, the submission of an approved sewer area study will be required.
22. Prior to building occupancy, approval of this project is contingent upon the installation of local main line sewers and separate laterals to serve each structure at such time as the permanent buildings are constructed on the site.

WATER

23. Prior to building occupancy, the project shall be served by adequately-sized water system facilities, including fire hydrants, of sufficient size to accommodate the total domestic and fire flows required for the project. Domestic flows required are to be determined by the Development Services Director. Fire flows required are to be determined by the Fire Chief.

LANDSCAPING

24. The development shall comply with all requirements of Ordinance No. 907 and the State of California Model Water Efficient Landscape Ordinance. The requirements are subject to revision, upon adoption of the City’s updated Water Efficient Landscape Ordinance. (Modified No. 8)
25. Landscape materials, once approved, shall be maintained in perpetuity.

ENVIRONMENTAL

26. If vegetation removal should occur during nesting season (February to August), a nesting bird survey shall be conducted 10 days prior to construction/ground disturbing activities. If nesting birds, or sign thereof, are encountered, all work in the area shall cease until either the young birds have fledged or the appropriate permits are obtained from the California Department of Fish and Wildlife. Evidence that such re-examination has occurred shall be submitted to the Development Services Department Planning Section.

Conditions List

GPA No. 17-02/ZC No. 17-02/CUP No. 17-12

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27. The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water or dust suppressant applicant requirement to mitigate all disturbed areas.
28. Signage shall be displayed on the project site in accordance with AVAQMD Rule 403 (Appendix A).
29. When water is used for dust control, watering shall occur three times per day and shall be increased to four times per day, when there is evidence of visible wind driven fugitive dust.
30. All disturbed surfaces shall meet the definition of a stabilized surface upon completion of project construction.
31. Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days permitted by local ordinance.
32. The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.
33. Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.
34. Material stockpiles and mobile equipment staging, parking, and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.
35. The use of noise producing signals, including horns, whistles, alarms, and bells shall be for safety warning purposes only.
36. No project-related public address or music system shall be audible at any adjacent receptor.
37. All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating condition that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.

OTHER CONDITIONS

38. Per the direction of the Development Services Director, the applicant/owner/on-site manager shall state, in all leasing agreements, that no flammable, explosive, hazardous, or illegal items will be permitted in any storage units or in vehicles stored on-site.
39. Regular hours of operation shall be limited to 7 a.m. to 7 p.m. seven days a week. The City reserves the right to investigate complaints of operation outside of normal hours.
40. The project shall comply with all Los Angeles County Fire Department provisions.
41. Per direction of the Development Services Director, on-site lighting shall be screened, including lights mounted on buildings, to prevent light spillage or glare into the residential properties.

RESOLUTION NO. 10-23

A RESOLUTION OF THE PLANNING COMMISSION OF
THE CITY OF LANCASTER, CALIFORNIA, ADOPTING
CERTAIN STANDARDIZED CONDITIONS OF APPROVAL
FOR CONDITIONAL USE PERMITS

WHEREAS, the Planning Department staff presented to the Planning Commission a list of forty-nine (49) conditions which are applied to Conditional Use Permits when they are approved by said Commission; and

WHEREAS, the staff explained to the Commission that since these are standard conditions for almost all use permits, it might be more appropriate to adopt them by resolution for reference purposes as it would save staff time in preparing the reports and Commission time in hearing said reports; and

WHEREAS, it was further explained by staff that adoption of these standard conditions and incorporating by reference would be a more efficient and consistent approach to applying said conditions to the use permits approved by the Commission; and

WHEREAS, after discussion, it was the consensus of the Commission that it would be in the best interest of all concerned that the above-mentioned conditions of approval be adopted by resolution and referred to by resolution number for all Conditional Use Permits;

NOW, THEREFORE THE LANCASTER PLANNING COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND FIND AS FOLLOWS:

The Planning Commission hereby establishes the following conditions of approval as standard conditions to be used by reference in conjunction with all Conditional Use Permit approvals.

1. Unless otherwise indicated herein, the development of the site shall be in substantial conformance with approved site plans on file in the Planning Department.
2. This Conditional Use Permit must be used within two (2) years from the date of approval; the Conditional Use Permit will expire. The applicant may, not less than sixty (60) days prior to the expiration date, request a total of three one-(1)-year extensions in writing to the Planning Director. Modifications to the plan, including timing of on and off site improvements that do not raise significant new issues or extend the overall time frame beyond the approval period may be approved by the Planning Director

NOTE: Issuance of building permits, installation of off-site improvements, and grading of the site do not constitute "use" of the conditional use permit. Under the Zoning Ordinance, construction or other development authorized by the conditional use permit must have commenced. Generally, the City requires that the slab of a major building in the project be poured and inspected in order to consider the permit used, although the circumstances of each case may vary depending on the land use involved.

3. All requirements of the Municipal Code and of the specific zoning of subject property must be complied with unless otherwise set forth in the permit or shown on the approved plot plan.
4. The Planning Director is authorized to review and approve the elevations of future buildings proposed to ensure that they are compatible with the architectural design guidelines established for the overall development. Design and location of such buildings are subject to review and approval of the Planning Director, including but not limited to architectural style, color, exterior materials, material and type of walls. The applicant shall provide 360 degree architectural treatments for all proposed buildings. In the event disputes arise between the applicant and the Planning Director regarding elevations, or design of the buildings, the matter may be appealed to the Architectural and Design Commission (ADC) and the ADC shall render the final decision.
5. The applicant shall contact the City of Lancaster Fire Warden to determine improvements that may be required to protect the property from the fire hazard and shall provide and install at his expense such improvements as may be deemed necessary by the Fire Warden. Fire protection improvements shall be completed to the satisfaction of the Director of Public Works prior to certification of completion and occupancy of the subject buildings.
6. Three (3) copies of a signage plan shall be submitted for approval by the Planning Director at the time of building plan issuance to be in compliance with the Municipal Code and Design Guidelines. Such plan shall be comprehensive and shall include: location, height, square-footage, method of attachment, construction materials, and colors of each sign proposed to be placed on the site.
7. The following items/plans shall be submitted to the Department of Public Works, which shall route them to the Planning Department for concurrent review and approval prior to issuance of permits:
 - a. Lighting Plan: Such plan shall include decorative, directional, and security lighting. Such lighting shall be directed away or shielded from neighboring properties.
 - b. Building Plan: Such plan shall demonstrate adherence to design elements approved by the Planning Commission including but not limited to: building elevations (all sides), construction materials and colors, and the method of screening rooftop equipment.
 - c. Grading Plan: Such plan shall show height of finished building pads in addition to walls, berming and/or contour mounding if such features are approved by the Planning Commission.
 - d. Landscape Plan: Landscape plans shall be prepared in accordance with Ordinance No. 907 and submitted to the Building and Safety Department, along with required plan check fees, for review and approval prior to the installation of landscaping or

irrigation systems. Such plans are to be incorporated into development of the site and shall show size, type, and location of all plants, trees and irrigation facilities

- e. Trash Enclosure Plan: Such plan shall show location, design, construction materials, and color of materials and shall be in accordance with such plans contained within the Municipal Code and Design Guidelines. All trash enclosures shall be located in a covered area or the covered with a roof or metal lattice treatment to prevent wind-blown trash from leaving the enclosure.
8. The development shall comply with all requirements of Ordinance No. 907 (Water Efficient Landscaping Requirements).
9. All necessary permits shall be obtained from the City Engineering Division of the Public Works Department prior to any construction, remodeling, or replacement of buildings or other structures.
10. The applicant is hereby advised that this project is subject to development fees at the time of building permit issuance, including, but not limited to, the following as applicable: 1) Los Angeles County Sanitation District Sewer Connection Fee; 2) Interim School Facilities Financing Fee; 3) Installation or Upgrade of Traffic Signals Fee; 4) Planned Local Drainage Facilities Fee; 5) Dwelling Unit Fee; 6) Traffic Impact Fees; and 7) Urban Structure Fee (Park Development Fee, Administrative Office Fee, Corporate Yard Fee, and Operations Impact Fee, etc); 8) Landscape Fee.
11. Per the direction of the Director of Public Works, the submission of a hydrology study will be required with the grading plan check.
12. An encroachment permit shall be obtained from the Department of Public Works prior to doing any work within the public right-of-way.
13. Per the direction of the Director of Public Works, construct ADA “walk arounds” at driveway locations to the specifications of the Director of Public Works and install ADA curb ramps at all intersection.
14. Per the direction of the Director of Public Works, all street lighting systems designed after July 1, 2007, shall be designed as City owned and maintained street lighting systems. The Developer’s engineer shall prepare all plans necessary to build said street lighting system in accordance with Southern California Edison and City of Lancaster standards.
15. All construction and/or installation of improvements shall be undertaken to the specifications of the City of Lancaster Municipal Code.
16. Per direction of the Director of Public Works, comply with City Municipal Code, Chapter 13.20 Article II, entitled Installation/Relocation for New/Expanded Development of Overhead Utilities.

17. If determined necessary by the Director of Public Works, testing of the existing pavement section is to be performed prior to submitting street plans for plan checking. The minimum allowable structural section will be per the City requirement or the soil test recommendation whichever is greater based on the City's Traffic Index for the street. Removal and reconstruction of the street centerline may be necessary to meet the required structural section.
18. Street grades shall meet the specifications of the Department of Public Works.
19. Per the direction of the Director of Public Works, the asphalt surface course for all arterial streets shall be constructed with rubber modified asphalt. The type of rubber modified asphalt shall be as specified by the City and shall be determined in final design.
20. Per the direction of the Director of Public Works, a Dust Control Plan shall be prepared and submitted to the Antelope Valley Air Quality Management District (AVAQMD) in accordance with Rule 403 of the AVAQMD. An approved copy of the Dust Control Plan shall be submitted to Public Works prior to issuance of a grading permit within the City for commercial/industrial projects of 5 acres or larger. In lieu of an approved plan, a letter waiving this requirement shall be submitted.
21. Prior to grading, the applicant shall provide a contact name and valid phone number where someone is available 24-hours, 7 days a week to report the blowing of dust or debris from the site.
22. Per the direction of the Director of Public Works, the Developer shall install a conduit pull rope, and pull boxes along regional, primary, and secondary arterials to the nearest arterial intersection to be used for future Traffic Signal Communication Interconnect. The interconnect system shall be installed in accordance with the specifications approved by the Traffic Section.
23. The project shall comply with the Best Management Practices (BMPs) of the National Pollutant Discharge Elimination System (NPDES) and all NPDES Permit Requirements.
24. Per the direction of the Director of Public Works, install a clarifier or other BMP to treat first flush.
25. Per the direction of the Director of Public Works, if the project is located in Flood Zone AO (1), elevate the building one-foot above the highest adjacent grade.
26. Mitigate onsite nuisance water and developmental storm water runoff to the satisfaction of the Director of Public Works.
27. Box culverts or other structures acceptable to the Director of Public Works are required at all intersections with arterial streets to eliminate nuisance water from crossing the streets above ground. (No cross gutters allowed).

28. Prior to occupancy, the property shall be annexed into the Lancaster Lighting Maintenance District.
29. Prior to occupancy, the property shall be annexed into the Lancaster Drainage Maintenance District.
30. Street lights are required per adopted City ordinance or policy.
31. The applicant is hereby advised that the use of any signs, strings or pennants, banners or streamers, clusters of flags and similar attention-getting devices are prohibited, except where there has been prior approval from the Planning Department.
32. If any provision of this permit is held or declared to be invalid, the permit shall be void, and the privileges granted hereunder shall lapse.
33. It is further declared and made a condition of this permit that if any condition hereof is violated, or if any law, statute, or ordinance is violated, the permit shall be suspended and the privileges granted hereunder shall lapse provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
34. Prior to occupancy of any buildings or structures, the permittee shall request, not less than forty-eight (48) hours in advance, that on-site inspection be made by the Planning Department to verify that development of the property has occurred in conformity with conditions as enumerated in this permit.
35. Landscape materials, once approved, shall be maintained in perpetuity.
36. If the project is developed in phases, undeveloped portions of the site shall not contribute to blowing debris, dirt or dust.
37. If the project is developed in phases, all the development requirements shall be met for each phase including parking, landscaping, trash enclosures, drainage, etc.
38. The applicant shall be responsible for notifying the Planning Department in writing of any change in ownership, designation of a new engineer, or a change in the status of the developer, within thirty (30) days of said change.
39. The Planning Director shall execute the necessary documents to ensure the recording of this permit with the County Recorder's Office.
40. This conditional use permit will not be effective until ten (10) working days after the date upon which it is granted by the Planning Commission and until the applicant has executed and returned to the Planning Department an authorized acceptance of the conditions of approval applicable to said permit.

41. Expansion or intensification of the use beyond the approval specified herein would require subsequent review and possible application for amendment. The Planning Director is authorized to approve modifications to the site plan provided such modifications do not substantially change the intent of the approved use, avoid issues raised at the public meeting, or raise new issues not previously addressed.
42. Pursuant to Section 65089.6. of the Government Code, the project will be subject to the Congestion Management Plan (CMP) mitigation requirements, including mitigation fees.

ENVIRONMENTAL

43. Per the direction of the Planning Director, a Phase I Cultural Resource Study is required for any off-site area which will be disturbed by the development, such as staging areas and turn-arounds not covered by the Cultural Resource Study, or all work shall be conducted on the site by installation of a fence to determine limits of development.
44. Pursuant to Section 21089(b) of the Public Resource Code, approval of this Conditional Use Permit will not be valid, and no development right shall be vested, until such times the required fees, as set forth under Section 711.4 of the Fish and Game Code, have been paid. Said fees, in the form of a check made payable to the County of Los Angeles Clerk's Office shall be submitted to the Planning Department within three (3) days of the Commission's action.
45. The applicant shall, prior to or concurrent with the approval of a grading permit, pay a fee to the City of Lancaster in the sum of \$770.00 per gross acre, to be held in the biological mitigation fund as established by the City Council. Additionally, should the applicant be required to pay mitigation fees under the California Department of Fish and Game, these fees can be deducted from the amount collected by the City of Lancaster.
46. The project shall comply with all mitigation measures adopted in the mitigation monitoring program.

ALCOHOL CONDITIONS

47. Per the direction of the Planning Director, the applicant shall comply with Chapter 17.42 (Alcoholic Beverage Establishments).
48. On-site security shall be provided if determine necessary by the Planning Director.
49. The conditional use permit shall be subject to an annual review by the Planning Commission should on-site operations or effects on adjacent uses warrant such review.

PC Resolution No. 10-23
Standard Conditions – Conditional Use Permit
May 17, 2010
Page 7

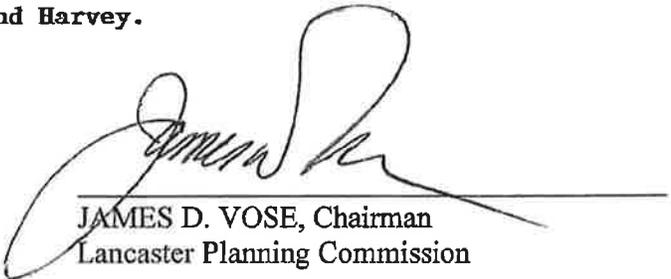
PASSED, APPROVED AND ADOPTED this 17th day of May, 2010, by the following vote:

AYES: **Commissioners Haycock, Jacobs and Malhi, Vice Chair Smith, and
Chairman Vose.**

NOES: **None.**

ABSTAIN: **None.**

ABSENT: **Commissioners Burkey and Harvey.**



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



BRIAN S. LUDICKE, Planning Director
City of Lancaster

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LANCASTER,
CALIFORNIA, AMENDING THE CITY ZONING PLAN
FOR 2.11± ACRES LOCATED AT THE SOUTHEAST
CORNER OF AVENUE L AND 22ND STREET WEST,
KNOWN AS ZONE CHANGE NO. 17-02

WHEREAS, pursuant to Section 17.24.060 of the Municipal Code, a request has been filed by Calandri Properties, to change the zoning designation on 2.11± acres of land located at the southeast corner of Avenue L and 22nd Street West from RR-1 (Rural Residential, minimum lot size 1 acre) to C (Commercial); and

WHEREAS, a notice of intention to consider zone change of the subject property was given, as required in Section 17.24.110 of the Lancaster Municipal Code, and in Section 65854 and 65905 of the Government Code of the State of California; and

WHEREAS, staff has performed the necessary investigations, prepared a written report, and recommended that the zone change request be approved; and

WHEREAS, the Planning Commission hereby certifies that it has reviewed and considered the information in the Mitigated Negative Declaration prepared for the proposed project in compliance with the California Environmental Quality Act and the State Guidelines for the Implementation of the California Environmental Quality Act prior to taking action; and

WHEREAS, the Planning Commission hereby finds that the Initial Study determined that the proposed project could have a significant effect on the environment; however, there will not be a significant effect in this case with the implementation of the mitigation measure as detailed in Exhibit "A"; and

WHEREAS, public notice was provided as required by law, and a public hearing was held on December 18, 2017; and

WHEREAS, the City Council hereby makes the following findings in support of the ordinance:

1. The proposed zone change from RR-1 to C is consistent with the General Plan land use designation of C proposed for the subject property.
2. Modified conditions warrant a revision in the zoning plan, as the regional arterial designation of Avenue L make residential development of the parcel less appropriate than commercial development.
3. A need for the proposed zoning classification of C exists within the area to allow smaller-scale, low-intensity commercial development to serve the rural area.

4. The particular property under consideration is a proper location for the C zoning classification because it is located on a site which is undesirable for subdivision and residential development.
5. Placement of the proposed zone at the location will be in the interest of public health, safety, and general welfare and in conformity with good zoning practice because it will provide a transitional use between Avenue L and rural homes, and improve and beautify an intersection, which will add value to the immediate area.

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY
ORDAIN AS FOLLOWS:

Section 1. All environmental findings, and the Mitigated Negative Declaration, as contained in Exhibit "A" of the City Council Resolution No. are hereby adopted for this zone change ordinance.

Section 2. That the subject property is reclassified from RR-1 to C.

Section 3. That the City Clerk shall certify to the passage of this Ordinance, and will see that it is published and posted in the manner required by law.

I, Britt Avrit, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on _____ day of _____ 2018, and placed upon its second reading and adoption at the regular meeting of the City Council on the _____ day of _____ 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

RECUSED:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. _____, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of the _____, _____.

(seal)

**MITIGATION MONITORING PLAN (Exhibit A)
GPA 17-02 / ZC 17-02/ CUP 17-12**

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
BIOLOGICAL RESOURCES						
1.	If vegetation removal should occur during nesting season (February to August) a nesting bird survey shall be conducted 10 days prior to construction/ground disturbing activities. If nesting birds or sign thereof are encountered, all work in the area shall cease until either the young birds have fledged or the appropriate permits are obtained from the California Department of Fish and Wildlife. Evidence that such re-examination has occurred shall be submitted to the Development Services Department Planning Section.	Prior to final approval of a grading/construction plan, issuance of a stockpile or construction permit, or any ground disturbing activities.	A copy of the AVAQMD-approved Dust Control Plan. Field inspections.	Development Services Department, Community Development Division (Planning)		
GEOLOGY AND SOILS						
2.	The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water and dust suppressant applicant requirement to mitigate all disturbed areas.	Prior to the final approval of grading plan, issuance of stockpile or construction permit, or any ground disturbing activities.	A copy of the AVAQMD-approved Dust Control Plan. Field inspections.	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
3.	Signage shall be displayed on the project site in accordance with AVAQMD Rule 403.	Prior to the final approval of grading plan, issuance of stockpile or construction permit, or any ground disturbing activities.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
4.	When water is used for dust control, watering shall occur three times per day and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.	During construction.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		
5.	All disturbed surfaces shall meet the definition of stabilized surface upon completion of project.	During construction.	Field inspection	Development Services Department, Community Development Division (Planning and Building and Safety), and the AVAQMD.		

**MITIGATION MONITORING PLAN (Exhibit A)
 GPA 17-02 / ZC 17-02/ CUP 17-12**

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
NOISE						
	construction.			Development Division (Planning and Building and Safety), and the AVAQMD.		
7.	Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days permitted by local ordinance.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
8.	The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
9.	Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety),		
10.	Material stockpiles and mobile equipment staging, parking, and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
11.	The use of noise-producing signals, including horns, whistles, alarms, and bells, shall be for safety warning purposes only.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		
12.	No project-related public address or music system shall be audible at any adjacent receptor.	During construction	Field inspection	Development Services Department, Community		

**MITIGATION MONITORING PLAN (Exhibit A)
 GPA 17-02 / ZC 17-02/ CUP 17-12**

Mit. / Cond. No.	Mitigation Measure/ Conditions of Approval	Monitoring Milestone (Frequency)	Method of Verification	Party Responsible for Monitoring	VERIFICATION OF COMPLIANCE	
					Initials	Date
13.	All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating conditions that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.	During construction	Field inspection	Development Services Department, Community Development Division (Building and Safety)		

CITY OF LANCASTER
INITIAL STUDY

1. Project title and File Number: Conditional Use Permit No. 17-12
General Plan Amendment No. 17-02
Zone Change No. 17-02
2. Lead agency name and address: City of Lancaster
Development Services Department
Planning
44933 Fern Avenue
Lancaster, California 93534
3. Contact person and phone number: Tim Rosenstein, Assistant Planner
(661) 723-6100
4. Applicant name and address: Calandri Properties
43511 70th Street East
Lancaster, CA 93535
(661) 945-0616
5. Location: 2.11± acres at the southeast corner of Avenue L and 22nd Street West (APN 3109-017-071)
6. General Plan designation: NU (Non-Urban Residential)
7. Zoning: RR-1 (Rural Residential, minimum lot size 1 acre)
8. Description of project: The proposed project consists of the construction and operation of a 2-story, 93,064 square-foot facility. In order to accommodate the project, the applicant is requesting a General Plan Amendment and Zoning Change from Commercial (C) and *Engineering* to Non-Urban Residential (NU) to a footprint of the facility would be 46,532 square feet.
9. The project site is located at the southeast corner of Avenue L and 22nd Street West. Avenue L is an improved major arterial, lacking curb, gutter, and sidewalk on the south side. 22nd Street West is a partially improved rural local street with 30 feet of pavement and no curb on either side. In the immediate half-mile radius around the project site, parcels are mostly developed with single-family residential homes. To the north is a large urban residential subdivision. To the south, east, and west are mostly single family homes on large, rural lots, with some vacant lots scattered throughout. Parcels to the north are designated as UR (Urban Residential) and zoned R-7,000 (Single Family Residential, 7,000 square-foot minimum lot size). Parcels to the east are designated NU and zoned RR-1 (Rural Residential, minimum lot size 1 acre). Parcels to the west are designated NU and zoned SRR (Semi-Rural Residential, 20,000 square-foot minimum lot size). Parcels to the south are designated NU and zoned RR-1. There is commercially zoned property one-quarter mile to the east and one-half mile to the west.

10. Other public agencies whose approval is required (e.g. permits, financing approval, or participation agreement.)

Approvals from other public agencies for the proposed project include, but are not limited to, the following:

- California Water Service (connection to the water system)
- Antelope Valley Air Quality Management District (dust control)
- Los Angeles County Sanitation District No. 14 (connection to public sewer)
- Los Angeles County Fire Department (fire access and life safety equipment)
- Southern California Gas Company (connection to gas line)
- Southern California Edison (connection to electricity)

11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code Section 21080.3.1? If so, has consultation begun?

In accordance with Senate Bill (SB) 18 and Assembly Bill (AB) 52, consultation letters for CUP 17-12/ GPA 17-02/ ZC 17-02 were sent to the six tribes identified in the cultural resources report or that have requested to be included in the process on June 26, 2017 via certified, return receipt mail. All tribes received the letter Table 1 identifies the six tribes, the person whose attention the letter was directed to, and the date the letter was received.

**Table 1
 Tribal Notification**

Tribe	Person/Title	Date Received
Fernandeno Tataviam Band of Mission Indians	Kimia Fatehi/ Tribal Historic and Cultural Preservation Officer	June 28, 2017
Serrano Nation of Mission Indians	Goldie Walker/ Chairperson	June 28, 2017
San Fernando Band of Mission Indians	John Valenzuela/ Chairperson	June 27, 2017
Gabrieleno Band of Mission Indians – Kizh Nation	Andrew Salas/ Chairman	June 27, 2017
Morongo Band of Mission Indians	Denisa Torres/ Cultural Resources Manager	June 28, 2017
Morongo Band of Mission Indians	Robert Martin/Chairperson	June 28, 2017
San Manuel Band of Mission Indians	Lee Clauss/ Director of Cultural Resources	June 28, 2017

No tribal cultural resources were identified as part of this process. However, the San Manuel Band of Missions did respond and state that they had no concern regarding the project.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

<input type="checkbox"/> Aesthetics	<input type="checkbox"/> Agriculture and Forest Resources	<input type="checkbox"/> Air Quality
<input type="checkbox"/> Biological Resources	<input type="checkbox"/> Cultural Resources	<input type="checkbox"/> Geology/Soils
<input type="checkbox"/> Greenhouse Gas Emissions	<input type="checkbox"/> Hazards & Hazardous Materials	<input type="checkbox"/> Hydrology/Water Quality
<input type="checkbox"/> Land Use/Planning	<input type="checkbox"/> Mineral Resources	<input type="checkbox"/> Noise
<input type="checkbox"/> Population/Housing	<input type="checkbox"/> Public Services	<input type="checkbox"/> Recreation
<input type="checkbox"/> Transportation/Traffic	<input type="checkbox"/> Tribal Cultural Resources	<input type="checkbox"/> Utilities/Service Systems
<input type="checkbox"/> Mandatory Findings of Significance		

DETERMINATION - On the basis of this initial evaluation:

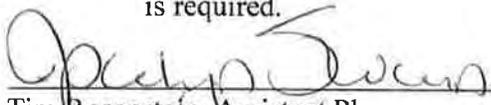
I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in a earlier EIR or NEGATIVE DECLARATION pursuant to applicant standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

for 
Tim Rosenstein, Assistant Planner

November 14, 2017
Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
- 4) “Negative Declaration: Less Than Significant With Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.” The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant (mitigation measures from Section XVII, “Earlier Analyses,” may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation measures. For effects that are “Less than Significant with Mitigation Measures Incorporated”, describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.

- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significant.

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
I. <u>AESTHETICS</u> -- Would the project:				
a) Have a substantial adverse effect on a scenic vista?				X
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
c) Substantially degrade the existing visual character or quality of the site and its surroundings?			X	
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?			X	
II. <u>AGRICULTURE AND FOREST RESOURCES:</u> In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and the forest carbon measurement methodology provided in the Forest Protocols adopted by the California Air Resources Board. Would the project:				

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				X
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)) or timberland (as defined in Public Resources Code Section 4526)?				X
d) Result in the loss of forest land or conversion of forest land to non-forest use?				X
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?				X
III. <u>AIR QUALITY</u> -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:				
a) Conflict with or obstruct implementation of the applicable Air Quality Plan?			X	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?			X	
d) Expose sensitive receptors to substantial pollutant concentrations?			X	
e) Create objectionable odors affecting a substantial number of people?			X	
IV. BIOLOGICAL RESOURCES -- Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?		X		
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?			X	
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				X
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				X
V. <u>CULTURAL RESOURCES</u> -- Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?				X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?				X
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				X
d) Disturb any human remains, including those interred outside of formal cemeteries?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
VI. <u>GEOLOGY AND SOILS</u> -- Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				X
ii) Strong seismic ground shaking?			X	
iii) Seismic-related ground failure, including liquefaction?				X
iv) Landslides?				X
b) Result in substantial soil erosion or the loss of topsoil?		X		
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				X
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?			X	
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for disposal of waste water?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
VII. <u>GREENHOUSE GAS EMISSIONS</u> -- Would the project:				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			X	
b) Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?			X	
VIII. <u>HAZARDS AND HAZARDOUS MATERIALS</u> -- Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?			X	
b) Create a significant hazard to the public or the environment through reasonably fore-seeable upset and accident conditions involving the release of hazardous materials into the environment?			X	
c) Emit hazardous emissions or handle hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				X
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code §65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				X
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?			X	
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?			X	
IX. HYDROLOGY AND WATER QUALITY – Would the project:				
a) Violate any water quality standards or waste discharge requirements?			X	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?			X	
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in substantial erosion or siltation on- or off-site?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on-or off-site?			X	
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems?			X	
f) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate map or other flood hazard delineation map?				X
g) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				X
h) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				X
i) Inundation by seiche, tsunami, or mudflow?				X
X. <u>LAND USE AND PLANNING</u> -- Would the project:				
a) Physically divide an established community?				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
c) Conflict with any applicable habitat conservation plan or natural communities conservation plan?				X
XI. MINERAL RESOURCES – Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?				X
XII NOISE -- Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?		X		
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?		X		
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?			X	
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?		X		
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				X
XIII. <u>POPULATION AND HOUSING</u> -- Would the project:				
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				X
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				X
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				X
XIV. <u>PUBLIC SERVICES</u>				
Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?			X	
Police protection?			X	
Schools?				X
Parks?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
Other public facilities?			X	
XV. RECREATION --				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				X
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X
XVI. TRANSPORTATION/TRAFFIC -- Would the project:				
a) Exceed the capacity of the existing circulation system, based on an applicable measure of effectiveness (as designated in a general plan policy, ordinance, etc.), taking into account all relevant components of the circulation system, including but not limited to, intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?			X	
b) Conflict with an applicable congestion management program, including, but not limited to, level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				X
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				X
e) Result in inadequate emergency access?				X
f) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?				X
XVII. TRIBAL CULTURAL RESOURCES -- Would the project cause a substantial adverse change in the significance of a tribal cultural resources, defined in Public Resources Code Section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place or object with cultural value to a California Native American tribe and that is:				
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k), or				X
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set for in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, the lead agency shall consider the significant of the resource to a California Native American tribe.				X

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
XVIII. UTILITIES AND SERVICE SYSTEMS -- Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			X	
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
d) Have sufficient water supplies available to serve the project from existing resources, or are new or expanded entitlements needed?			X	
e) Have a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?			X	
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?			X	
g) Comply with federal, state, and local statutes and regulations related to solid waste?			X	

	Potentially Significant Impact	Less Than Significant With Mitigation	Less Than Significant Impact	No Impact
XIX. <u>MANDATORY FINDINGS OF SIGNIFICANCE</u> --				
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?		X		
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?			X	
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?		X		

DISCUSSION OF ENVIRONMENTAL CHECKLIST

I. a. There are no scenic vistas identified in the General Plan readily visible from the project site (LMEA p. 12-1 to 12-3 and Figure 12-1). Views of hills surrounding the valley are minimally available and may be slightly diminished, but those views are not considered scenic vistas. Therefore, no impacts to scenic vistas would occur as a result of the proposed project.

b. The project site is not located along any designated State Scenic Highways or Los Angeles County Scenic Drives. There are no historic buildings or rock outcroppings on the site. The project site is currently vacant and contains no significant trees, rock outcroppings, or other scenic resources. Scenic routes and resources are not present at the site. Therefore, no impacts would occur.

c. Development of the proposed project would change the visual character of the project site from a vacant parcel with six scattered Joshua trees to a developed commercial lot. Development of the lot will change the visual character and quality of the site in relation to its surroundings, which is primarily semi-rural and residential. The design of the building will conform to adopted Design Guidelines which requires articulation and/or other design elements on all building facades, and landscaping on the site will be designed to provide an adequate visual buffer between the development and adjacent properties. Together these requirements will ensure impacts to visual character and quality of the site in relation to its neighbors are less than significant.

d. Ambient lighting along Avenue J is moderate due to vehicle headlights, streetlights, and lights from the neighboring residential and commercial uses. Light output at the project site will be increased with the construction of the proposed project. The project would not use highly reflective materials and no daytime glare is anticipated. Nighttime lighting for the project will be minimal and is required to be shielded and focused downward. Therefore, lighting impacts would be less than significant.

II. a-b. The California Department of Conservation, Division of Land Resource Protection, Farmland Mapping and Monitoring Program (FMMP), tracks and categorizes land with respect to agricultural resources. Land is designated as one of the following; and each has a specific definition: Prime Farmland, Farmland of Statewide Importance, Unique Farmland, Farmland of Local Importance, Grazing Land, Urban and Built-Up Land, and Other Land.

The Los Angeles County Farmland Map was updated in 2016 and published on July 28, 2017. On the 2016 map, the project site is designated as Other Land. Other Land is defined as “land not included in any other mapping category; common examples include low density rural developments, brush, timber, wetland, and riparian areas not suitable for livestock grazing, confined livestock, poultry, or aquaculture facilities, strip mines, borrow pits, and water bodies smaller than 40 acres.” The project site and surrounding parcels are designated Rural Residential, in which light agriculture is an allowed use; however, there is no agricultural activity or existing farmland in the immediate vicinity of the project site, and no existing Williamson Act contracts attached to nearby land. As the project site is not designated as farmland of importance by the State nor is it currently utilized for agricultural purposes, no impacts to agricultural resources would occur.

c-d. According to the City of Lancaster’s General Plan, there are no forests or timberlands located within the City of Lancaster. Therefore, the proposed project would not result in the rezoning of forest or timberland and would not cause the loss of forest land or the conversion of forest land to non-forest land. Therefore, no impacts would occur.

e. See responses to Items IIa-d.

III. a. Development proposed under the City's General Plan would not create air emissions that exceed the Air Quality Management Plan (GPEIR p. 5.5-21 to 5.5-22). Although the proposed project includes a General Plan Amendment and Zone Change and is therefore not consistent with the General Plan and Zoning Code, the proposed use does not include any activities that would conflict with or obstruct implementation of the Air Quality Management Plan, therefore impacts would be less than significant.

b. Construction of the proposed project would generate emissions associated with grading, use of heavy equipment, construction worker vehicles, etc. However, these emissions are not anticipated to exceed the construction emission thresholds established by the Antelope Valley Air Quality Management District (AVAQMD) due to its small scale. Therefore, construction emissions would be less than significant.

The project would generate approximately 233 daily vehicle trips according to the City's Senior Traffic Engineer. These trips would generate air emissions; however, the amount of emissions from the estimated vehicle trips would not be sufficient to create or significantly contribute towards violations of air quality standards. Therefore, emissions associated with the occupancy of the proposed development would be less than significant.

c. The project would, in conjunction with other development as allowed by the General Plan, result in a cumulative net increase of pollutants. However, since emissions associated with the proposed project would be less than significant; contribution would not be cumulatively considerable. Therefore, impacts would be less than significant.

d. The closest sensitive receptors are the single family residences immediately adjacent to the project site. Based on the 233 daily trips the proposed project is expected generate, no significant traffic impacts would be anticipated. Additionally, it is not anticipated that the air emissions from the construction or operation of the proposed project would exceed the thresholds established by the AVAQMD. Therefore, substantial pollutant concentrations would not occur and impacts would be less than significant.

e. Construction and operation of the proposed project is not anticipated to produce significant objectionable odors. Construction equipment may generate some odors, but these odors would be similar to those produced by vehicles traveling along Avenue L. Most objectionable odors are typically associated with industrial projects involving the use of chemicals, solvents, petroleum products and other strong smelling elements used in manufacturing processes, as well as sewage treatment facilities and landfills. These types of uses are not part of the proposed project. The proposed project would not generate any odors as it is a storage facility and no odorous chemicals would be utilized and storage of hazardous materials in the units is prohibited. Therefore, impacts would be less than significant.

IV. a. A biological resources survey was conducted for the proposed project by Circle Mountain Biological Consultants Inc., and documented in a report entitled "Focused Survey for Agassiz's Desert Tortoise, Habitat Assessments for Burrowing Owl and Mohave Ground Squirrel, and General Biological Resource Assessment for a 1.89± acre site (APN 3109-017-071) in the City of Lancaster, Los Angeles County, California" dated April, 2017.

A field survey of the site was conducted on April 16, 2017. The project site has been bladed or mowed in the past and is characteristic of a disturbed field. Four perennial species were present on site: Joshua tree (*Yucca brevifolia*), four-wing saltbush (*Atriplex canescens*), Anderson's box-thorn (*Lycium andersonii*), and peach thorn (*Lycium cooperi*) which appeared to have been re-sprouted from plants that were previously cut back. There was not enough native perennial plant cover to comprise a recognizable habitat. Fifteen native annual species were observed and nine non-native invasive annual species. The invasive species accounted for approximately one-third of the annual biomass. No sensitive or special status plant species were identified during the survey.

Six wildlife species observed during the field survey including European starling (*Sturnus vulgaris*), house finch (*Carpodacus mexicanus*), common raven (*Corvus corax*), rock dove (*Columba livia*), Say's phoebe (*Sayornis saya*), and pocket gopher (*Thomomys bottae*) though none are considered sensitive species. Sensitive species found in the Antelope Valley, considered in the biological assessment, include Agassiz's desert tortoise, burrowing owl, and Mohave ground squirrel. No sign of these animals was detected during the survey. The isolation of the site from suitable habitat, the lack of suitable habitat on the site itself, and the lack of any sign of any sensitive species was determined to indicate impacts will be less than significant to sensitive species with development of the site. No nesting birds were observed on the project site. However, it is possible that birds could nest in the future prior to the start of construction. To ensure that impacts to nesting bird remain less than significant, the following mitigation measure is required.

1. If vegetation removal should occur during nesting season (February to August) a nesting bird survey shall be conducted 10 days prior to construction/ground disturbing activities. If nesting birds or sign thereof are encountered, all work in the area shall cease until either the young birds have fledged or the appropriate permits are obtained from the California Department of Fish and Wildlife. Evidence that such re-examination has occurred shall be submitted to the Development Services Department Planning Section.
 - b. The project site does not contain any riparian habitat or other sensitive natural communities identified in local or regional plans, policies, regulations, or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service. Therefore, no impacts would occur.
 - c. There are no federally protected wetlands on the project that fall under the provisions of Section 404 of the Clean Water Act. Therefore, no impacts would occur.
 - d. The project site is not part of an established migratory wildlife corridor. Therefore, no impacts would occur.
 - e-f. The project site is not located within an area designated under an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or State Habitat Conservation Plan. Additionally, there are no local policies or ordinances protecting biological resources which are applicable to this site. Therefore, no impacts would occur.

V. a-d. A cultural resources survey was prepared by CRM Tech and documented in a report entitled "Historical/Archaeological Resources Survey Report, Assessor's Parcel No. 3109-017-071, City of Lancaster, Los Angeles County, California", and dated May 19, 2017.

As part of the cultural resources report, historical/archaeological resources records search, historical background research, and a field survey were carried out on May 4, 2017. A sacred lands file search was

conducted by the Native American Heritage Commission with negative results. A pedestrian survey of the project was conducted by walking transects spaced approximately 15 meters apart. No cultural resources were identified on the during the survey or record search. The proposed project would not result in impacts to any historic or archaeological resources. Development of the site would not directly or indirectly destroy a unique paleontological resource, site of geologic feature. No human remains, including those interred outside of formal cemeteries, were discovered on the project site. However, in the event that cultural resources are encountered during the course of construction activities, all work shall cease until a qualified archaeologist determines the proper disposition of the resource.

VI. a. The site is not identified as being in or in proximity to a fault rupture zone (LMEA p. 2-12 and Figure 2-5). According to the Seismic Hazard Evaluation of the Lancaster East and West Quadrangles, the project site may be subject to intense seismic shaking (LMEA pg. 2-16). However, the proposed project would be constructed in accordance with the seismic requirements of the Uniform Building Code (UBC) as adopted by the City, which would render any potential impacts to less than significant level. The project site is generally level and is neither subject to landslides nor liquefaction, according to the California Geological Survey Seismic Hazard Zones Map for Lancaster (SSHZ). Therefore, impacts would be less than significant.

b. The site is rated as having a moderate risk for soil erosion (USDA SCS Maps) when cultivated or cleared of vegetation. There is potential for water and wind erosion to occur during construction. The project would be required, under the provisions of the Lancaster Municipal Code (LMC) Chapter 8.16, to adequately wet or seal the soil to prevent wind erosion. Additionally, the following mitigation measure shall be required to control dust/wind erosion.

2. The applicant shall submit a Dust Control Plan to the Antelope Valley Air Quality Management District (AVAQMD) for review and approval in accordance with Rule 403, Fugitive Dust prior to the issuance of any grading and/or construction permits. This plan shall demonstrate adequate water or dust suppressant applicant requirement to mitigate all disturbed areas.
3. Signage shall be displayed on the project site in accordance with AVAQMD Rule 403 (Appendix A).
4. When water is used for dust control, watering shall occur three times per day and shall be increased to four times per day when there is evidence of visible wind driven fugitive dust.
5. All disturbed surfaces shall meet the definition of a stabilized surface upon completion of project construction.

Water erosion controls must be provided as part of the proposed project grading plans that are to be reviewed and approved by the City's Engineering Division. These provisions, which are a part of the proposed project, would reduce any impacts to less than significant levels.

c. Subsidence is the sinking of the soil caused by the extraction of water, petroleum, etc. Subsidence can result in geologic hazards known as fissures. Fissures are typically associated with faults of groundwater withdrawal, which results in the cracking of the ground surface. According to Figure 2-3 of the City's of Lancaster's Master Environmental Assessment, the closest sinkholes and fissures to the project site are located at Avenue I and 30th Street West, which is approximately two miles north of the project site. The project site is not known to be within an area subject to fissuring,

sinkholes, or subsidence (LMEA Figure 2-3). For a discussion of the potential impacts regarding liquefaction, please refer to Item VI.a. Therefore, no impacts would occur.

d. The soil on the project site is characterized by a low shrink-swell potential (LMEA p. 2-5 to 7 and Figure 2-3), which is not an expansive soil as defined in Table 18-1-B of the Uniform Building Code. A soils report for the project site shall be submitted to the City by the project developer prior to grading of the project site and the recommendations of the report shall be incorporated into the development of the property. Therefore, impacts would be less than significant.

e. Sewer would be available to serve the project site from Los Angeles County Sanitation District No. 14 and would be utilized by the proposed project (ref. Item XVII.b and letter from the Sanitation District). The use of septic tanks or other alternative waste water disposal systems is not necessary and would not be incorporated into the development. Therefore, no impacts would occur.

VII. a-b. As discussed in Item III.b, the proposed project would generate GHG emissions during construction activities and operation. These emissions are anticipated to be less than the thresholds established by the Antelope Valley Air Quality Management District (AVAQMD) due to the size of the project and therefore would not prevent the State from reaching its greenhouse gas reduction targets. Therefore, impacts would be less than significant.

The proposed project would be in compliance with the greenhouse gas goals and policies identified in the City of Lancaster's General Plan (LMEA p. 2-19 to 2-24) and the City's Climate Action Plan. Therefore, impacts with respect to conflicts with an agency's plans, policies and regulations would be less than significant.

VIII. a-b. The proposed project consists of a single two-story building housing storage units and a small office. The use, transport, and disposal of hazardous materials is not normally associated with the proposed land use. Tenants of the storage facility will not be allowed to store hazardous materials in their units per the rental conditions. However, maintenance of the existing facility may utilize hazardous materials typically found in commercial developments such as cleaners, fertilizer, etc. Use of hazardous materials for facility maintenance would be in accordance with existing rules and regulations. The proposed project is not located along a hazardous waste transportation corridor (LMEA p. 9.1-14 and Figure 9.1-4). The project site is currently vacant and no demolition activities would be required. Development of the proposed project would not expose individuals or the environment to asbestos containing materials or lead-based paint. Therefore, impacts would be less than significant.

c. There are no existing or proposed schools within a ¼ mile of the project site. There would be no impacts.

d. A Phase I Environmental Assessment was prepared by Earth Systems Southern California for the proposed development and documented in a report entitled "Phase I Environmental Site Assessment, APN 3109-017-071, Avenue L and 22nd Street West, Lancaster, Los Angeles County, California" and dated April 28, 2017. As part of the environmental site assessment, a site visit was conducted on April 5, 2017, during which time no sign of any structures or features that would constitute a recognized environmental condition (REC) were observed.

In addition to the site visit, a historical and regulatory records review was conducted for the project site. The records search includes historical aerial photographs, historical topographic maps, regulatory databases, and other documentation. The project site and the immediate adjacent properties were not

identified on any regulatory databases. Two hazardous materials use sites were identified within the minimum search distance. However, neither site had a reported spill or release of hazardous materials and these sites are not considered an environmental concern for the proposed project. Therefore, no impacts would occur.

e-f. The project site is not located within an airport land use plan or within two miles of a public airport, public use airport or private airstrip. The closest airports are the General William J Fox Airfield, approximately 5 miles northwest of the project site, and Air Force Plant 42, approximately 3 miles southeast of the project site. Therefore, the proposed project would not result in a safety hazards for people working in the project area and no impacts would occur.

g. The project site is located on Avenue L which is identified as an evacuation route (LMEA Figure 9.1-3). However, the traffic generated by the proposed project is not sufficient to cause impacts at any of the intersections in the area. Therefore, the proposed project would not impair or physically block any identified evacuation routes and would not interfere with any adopted emergency response plan, and impacts would be less than significant.

h. The subject site is primarily surrounded by residentially developed land. The new use would be unlikely to introduce fire hazards, and required yards, walls, and irrigated landscaping reduce the risk of potential fires spreading from the adjacent residential parcels, and vice versa. In addition, the project site would be served by Los Angeles County Fire Station 134, located at 43225 25th Street West. Therefore, impacts would be less than significant.

IX. a. The proposed project would not generate wastewater which would violate water quality standards during regular operation. The project site is not located in an area with an open body of water or watercourse and is not in an aquifer recharge area (LMEA p. 10.105 to 7). There would be no discharge into water body or the aquifer as a result of surface runoff from the project.

Additionally, the proposed development would be required to comply with all applicable provisions of the National Pollutant Discharge Elimination System (NPDES) program. The NPDES program establishes a comprehensive storm water quality program to manage urban storm water and minimize pollution of the environment to the maximum extent practicable. The reduction of pollutants in urban storm water discharge through the use of structural and nonstructural Best Management Practices (BMPs) is one of the primary objectives of the water quality regulations. BMPs that are typically used to manage runoff water quality include controlling roadway and parking lot contaminants by installing oil and grease separators at storm drain inlets, cleaning parking lots on a regular basis, incorporating peak-flow reduction and infiltration features (grass swales, infiltration trenches, and grass filter strips) into landscaping, and implementing educational programs. The proposed project would incorporate appropriate BMPs as applicable, as determined by the City of Lancaster Department of Development Services. Therefore, impacts would be less than significant.

b. The proposed project would not include any groundwater wells or pumping activities. All water supplied to the proposed project would be obtained from the California Water Service. Additionally, the proposed project is not in an area identified as having a high potential for infiltration (LMEA p. 10.1-5 to 6). Therefore, the proposed project would not deplete groundwater supplies or interfere with groundwater recharge and impacts would be less than significant.

c-e. Development of the proposed project site would increase the amount of surface runoff as a result from the construction of impervious surfaces. The proposed project would be designed, on the

basis of a hydrology study, to accept current flows entering the property and to handle the additional incremental runoff from the developed site. Therefore, impacts from drainage and runoff would be less than significant.

f-g. The project site is designated as Zone X-Shaded per the Flood Insurance Rate Map (FIRM) No. 06037C, Panel 0415 (2008), which is outside of the 100-year flood zone but within the 500-year flood zone. Additionally, the proposed project does not involve the construction of any housing. Therefore, no flooding impacts would occur as a result of the proposed project.

h. The project site does not contain and is not downstream from a dam or levee. Therefore, no impacts would occur from flooding as a result of the failure of a dam/levee.

i. The project site is not located within a coastal zone. Therefore, tsunamis are not a potential hazard. The project site is relatively flat and does not contain any enclosed bodies of water and is not located in close proximity to any other large bodies of water. Therefore, the proposed project would not be subject to inundation by seiches or mudflows and there would be no impact.

X. a. The proposed project is not of the scale or nature that could physically divide an established community. The proposed project is on the northern edge of a rural residential area, adjacent to a primary arterial street. The proposed project does not block any street, trail or other access route linking any established community together, and does not create a physical barrier within an established community. Therefore, no impacts would occur.

b. The proposed project will be consistent with the City's General Plan upon adoption of the General Plan Amendment and must be in conformance with the Lancaster Municipal Code. Conformance with the Municipal Code will ensure it will not conflict with any agency efforts or rules regarding environmental effects, therefore there would be no impacts.

c. As noted under Item IV.e-f., the project site is not subject to and would not conflict with a habitat conservation plan or natural communities conservation plan. Therefore, no impacts would occur.

XI. a-b. The project site does not contain any current mining or recovery operations for mineral resources and no such activities have occurred on the project site in the past. It is not likely that the Lancaster area has large, valuable mineral and aggregate deposits. Therefore, no impacts to mineral resources would occur.

XII. a, b, d. The City's General Plan (Table 3-1) establishes an outdoor maximum CNEL of 65 dBA for rural and residential uses and 70 dBA for commercial uses. Table 8-11 of the LMEA provides existing roadway noise levels in the vicinity of the project site. The current noise level on Avenue L between 25th Street West and 20th Street West is estimated at 68.5 dBA. This noise level is consistent with the standards of the General Plan for a proposed commercial use. Operation of the proposed storage facility is not anticipated to create significant noise levels, and the potential increase in traffic would be unlikely to increase existing noise levels as it will be minor.

Construction activities would increase noise levels for a temporary period due to construction vehicles and equipment. Section 8.24.040 of the Lancaster Municipal Code limits the hours of construction work to between sunrise and 8:00 p.m. Monday through Saturday. However, the closest sensitive receptors (single family residences) are located between 10 and 50 feet from the property line of the proposed

project. In order to ensure that noise impacts to the neighboring residential properties are minimized, the following mitigation measures are required.

6. Construction operations shall not occur between 8 p.m. and 7 a.m. on weekdays or Saturday or at any time on Sunday. The hours of any construction-related activities shall be restricted to periods and days permitted by local ordinance.
 7. The on-site construction supervisor shall have the responsibility and authority to receive and resolve noise complaints. A clear appeal process to the owner shall be established prior to construction commencement that will allow for resolution of noise problems that cannot be immediately solved by the site supervisor.
 8. Electrically powered equipment shall be used instead of pneumatic or internal combustion powered equipment, where feasible.
 9. Material stockpiles and mobile equipment staging, parking and maintenance areas shall be located as far away as practicable from noise-sensitive receptors.
 10. The use of noise producing signals, including horns, whistles, alarms, and bells shall be for safety warning purposes only.
 11. No project-related public address of music system shall be audible at any adjacent receptor.
 12. All noise producing construction equipment and vehicles using internal combustion engines shall be equipped with mufflers, air-inlet silencers where appropriate, and any other shrouds, shields, or other noise-reducing features in good operating condition that meet or exceed original factory specifications. Mobile or fixed "package" equipment (e.g., arc-welders, air compressors, etc.) shall be equipped with shrouds and noise control features that are readily available for the type of equipment.
- c. Permanent increases in area noise would occur through an increase in traffic coming to and from the proposed storage facility; however, an increase in noise level is unlikely. However, the amount traffic associated with the proposed project is minimal and would not raise the noise levels to where it would be noticeable. Therefore, impacts would be less than significant.
- e-f. The project site is not in proximity to an airport or frequent overflight area and would not experience noise from these sources (also see Item VIII.e-f). Therefore, no impacts would occur.
- XIII. a-c. The proposed project would not displace any people or housing units, nor would it create a significant new source of employment that would generate additional population growth in the immediate area. Therefore, no impacts would occur.
- XIV. The project would not induce population growth (see Item XIII) and, therefore, would not increase demand on schools or parks. The project will increase the need for fire and police services, however the site is within the current service area of both these agencies and due to the size and scope of the project any additional time and cost to service the site would be minimal. Thus, impacts would be less than significant.
- XV. a-b. The proposed project would not generate additional population growth and would not contribute to the use of the existing park and recreational facilities. Therefore, no impacts would occur.

XVI. a. The proposed project would generate approximately 233 new vehicle trips per day according to the CEQA traffic initial study from the City's Senior Traffic Engineer, with 13 new a.m. peak hour trips and 24 new p.m. peak hour trips. The traffic generated is not anticipated to significantly affect traffic flow, and level of service at the intersection of Avenue L and 20th Street West is not expected to be affected. Curb, gutter and sidewalk will be added to the south side of Avenue L at the project site to accommodate the new use. Therefore, impacts are expected to be less than significant.

b. There are no county congestion management agency designated roads or highways in the vicinity of the project. No impacts would occur.

c. The project site does not contain any aviation related uses, and the proposed project would not include the development of any aviation related uses. Thus, the proposed project would not have an impact on air traffic patterns.

d. Street improvements to Avenue L and 22nd Street West will be required to meet minimum City standards. No hazardous conditions would be created by these improvements. Therefore, no impacts would occur.

e. The project would have adequate emergency access from Avenue L. Interior circulation allows proper clearances and access per Los Angeles County Fire Department requirements; therefore, no impacts would occur.

f. The proposed project does not conflict with or impede any of the General Plan policies or specific actions related to alternative modes of transportation (Lancaster General Plan p. 5-18 to 5-24). Therefore, no impacts would occur.

XVII.a-b. No tribal cultural resources have been identified by either the sacred lands file search conducted by the Native American Heritage Commission or by any Native American Tribes with cultural affiliations to the area. Therefore, no impacts would occur.

XVIII. a-b. The proposed project would discharge to a local sewer line and conveyed to the District's Trunk "E" Trunk Sewer, located in Avenue K just east of 21st Street West. According to the letter dated June 29, 2017 from the County Sanitation District of Los Angeles (LACSD), this 15-inch diameter trunk sewer has a design capacity of 1.9 million gallons per day (mgd) and conveyed a peak flow of 1.3 mgd when last measured in 2016. The project's wastewater would be treated at the Lancaster Water Reclamation Plant upon connection which has a design capacity of 18 mgd and currently processes an average flow of 12.8 mgd. The expected average wastewater flow is based upon square-footage of the building and is calculated at 1,163 gallons per day, therefore, impacts would be less than significant.

c. See Items IX.c and IX.d

d. The California Water Service Antelope Valley District has indicated in a letter dated July 24, 2017, that there is sufficient potable water available for the project. No new construction of water treatment facilities or new or expanded water entitlements would be required. Therefore, impacts would be less than significant.

e. See Item XVIII.a-b.

f-g. The project would generate additional solid waste, which would contribute to an overall cumulative impact on the landfill service to the site (GPEIR p. 5.9-20 to 21); although this project's individual contribution is considered minimal. The proposed project would be required to have trash collection services in accordance with City contracts with waste haulers over the life of the project. These haulers are required to be in compliance with applicable regulations on solid waste transport and disposal, including waste stream reduction mandated under Assembly Bill (AB) 939, which was enacted to reduce, recycle, and reuse solid waste generated in California to the maximum extent feasible. Therefore, impacts would be less than significant.

XIX. a-c. Other projects have been approved or are undergoing review in the City of Lancaster. Multiple projects, especially in close proximity, if constructed, could result in a number of acres being converted from desert to developed uses which could generate cumulative impacts. Table 2 provides a list of all projects within a 1-mile radius of the project site.

**Table 2
 Related Projects**

Case No.	Location	APN	Acres	Description	Status
TTM 66620	NWC of Avenue M and 23rd Street West	3109-013-080, 3109-013-065, -066	7.4±	Tentative Tract Map for 9 single family lots	Approved
CUP 17-11, 17-01 GPA, 17-01 ZC	SEC Avenue L and 20th Street West	3109-019-003	1.98±	General Plan Amendment and Zone Change to allow construction of gas station, car wash, and mini-mart	Submitted

Cumulative impacts are the change in the environment which results from the incremental impact of the project when added to other closely related past, present and reasonably foreseeable probable future projects. The proposed project is not on a scale or an intensity of use great enough to produce significant new impacts. The construction of the proposed project will produce temporary, but not significant, impacts. If construction of the proposed project was concurrent with construction of the other projects listed, combined impacts would still not reach a significant level as any potential construction-related impacts generated by these projects are site specific and would be very unlikely to influence other impacts at other sites. All projects undergo environmental review and have required mitigation measures to reduce impacts when warranted. These mitigation measures reduce environmental impacts to less than significant impacts whenever possible. All impacts associated with the proposed project are less than significant, therefore, the project's contribution to cumulative impacts would not be cumulatively considerable.

List of Referenced Documents and Available Locations*:

BRR:	Focused Survey for Agassiz's Desert Tortoise, Habitat Assessments for Burrowing Owl and Mohave Ground Squirrel, and General Biological Resource Assessment for a 1.89± acre site (APN 3109-017-071) in the City of Lancaster, Los Angeles County, California, Circle Mountain Biological Consultants, Inc., April 2017	DSD
CAWS:	California Water Service Antelope Valley District July 24, 2017	DSD
CRS:	Historical/Archaeological Resources Survey Report Assessor's Parcel No. 3109-017-071, City of Lancaster, Los Angeles County, California, CRM Tech, May 19, 2017	DSD
ESA:	Phase I Environmental Site Assessment APN 3109-017-071 Avenue L and 22nd Street West, Lancaster, Los Angeles County, California, Earth Systems, Southern California, April 28, 2017	DSD
FIRM:	Flood Insurance Rate Map	DSD
GPEIR:	Lancaster General Plan Environmental Impact Report	DSD
LACSD:	County Sanitation Districts of Los Angeles County, June 29, 2017	DSD
LGP:	Lancaster General Plan	DSD
LMC:	Lancaster Municipal Code	DSD
LMEA:	Lancaster Master Environmental Assessment	DSD
SSHZ:	State Seismic Hazard Zone Maps	DSD
TRA:	City of Lancaster Traffic – CEQA Initial Study Form, Matthew Simons, Senior Traffic Engineer, June 28, 2017	DSD
USDA SCS:	United States Department of Agriculture Soil Conservation Service Maps	DSD
USGS:	United States Geological Survey Maps	DSD

* DSD: Development Services Department
Lancaster City Hall
44933 Fern Avenue
Lancaster, California 93534

STAFF REPORT
City of Lancaster

PH 3
06/26/18
MVB

Date: June 26, 2018

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: Amendment to Section 17.40.210 of the Lancaster Municipal Code Modifying Off-Premises Advertising Signs

Recommendation:

Introduce **Ordinance No. 1045**, amending and restating Section 17.40.210 of the Lancaster Municipal Code, modifying Off-Premises Advertising Signs.

Fiscal Impact:

None.

Background:

The City’s land use and zoning regulations are contained in Title 17 (Zoning) of the City’s Municipal Code (hereinafter referred to the “Zoning Code”).

Section 17.40.210 of the Zoning Code establishes the requirements for off-premises outdoor advertising signs, and imposes standards, requirements and procedures concerning, but not limited to, the following:

- location restrictions;
- size restrictions;
- visual and maintenance standards;
- permit procedures; and
- digital advertising display regulations.

On March 27, 2018, the City Council directed staff to review and propose amendments to Section 17.40.210 of the Zoning Code that increase the section’s development and design standards. On May 14, 2018, the Planning Commission voted by a (6-0-0-1) to recommend to the City Council approval of amending Section 17.40.210 the Lancaster Municipal Code, modifying Off-Premises Advertising Signs.

Pursuant to the City Council's directive, Section 17.40.210 of the Zoning Code requires an update to ensure consistency with City policies, to improve clarity and to better serve the public. Staff has identified a number of provisions within Section 17.40.210 of the Zoning Code that should be updated, as set forth in the proposed amendment. The proposed amendment consists of revising definitions, updating standards and deleting outdated or inconsistent information. The goals of this amendment are to:

- Provide a broader range of development and design standards;
- Provide clarity related to certain Zoning Code provisions; and
- Ensure internal consistency.

The specific modifications to Section 17.40.210 of the Lancaster Municipal Code (LMC) modifying "Off-Premises Advertising Signs" (aka billboards) would include the following:

- Revise the definition of "Public Park" and adding a "Private Park" definition;
- Eliminate outdated location restrictions for relocation of billboards;
- Implement a "Director's Review Procedure" permit process for the review of billboard relocations; and
- Update outdated terminology.

The proposed amendments will incorporate new design standards that would allow for additional design enhancements of proposed signs. Furthermore, all billboard relocation submittals will require action by the Architectural Design Commission (ADC), to ensure that all signs are in-line with the city's design guidelines and overall vision to improve the quality of design in the city.

JH:CC/jr

Attachments:

Ordinance No. 1045

Attachment A – PC Staff Report dated May 14, 2018

ORDINANCE NO. 1045

AN ORDINANCE OF CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING AND RESTATING SECTION 17.40.210 OF THE LANCASTER MUNICIPAL CODE, MODIFYING OFF-PREMISES ADVERTISING SIGNS

WHEREAS, Section 17.40.210 (“Section 17.40.210”) of the Zoning Ordinance of the City of Lancaster (Lancaster Municipal Code (“LMC”), Title 17) establishes regulations governing the installation and operation of off-premises outdoor advertising signs within the City of Lancaster (“City”); and

WHEREAS, the City has determined that it is necessary to amend and restate Section 17.40.210 in its entirety to read as set forth in Exhibit “A” hereto (the “Amendment”); and

WHEREAS, on May 14, 2018, the City’s Planning Commission held a public hearing on the Amendment, notice of which was published and provided as required by law, and adopted Resolution No. 18-11 (the “Planning Commission Recommendation”) recommending the City Council approve the Amendment; and

WHEREAS, on June 26, 2018, the City Council held a public hearing on the Amendment pursuant to Section 65856 of the Government Code, notice of which was published and provided as required by law; and

WHEREAS, the City Council now desires to adopt the Amendment, and to amend and restate Section 17.40.210 in its entirety to read as set forth therein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LANCASTER DOES ORDAIN AS FOLLOWS:

Section 1. The foregoing Recitals are true, correct and a substantive part of this Ordinance.

Section 2. The City Council has received, reviewed and hereby adopts the Planning Commission Recommendation. Consistent therewith, the City Council makes the following findings:

- (a) The Amendment is consistent with the City’s General Plan, including:
 1. Policy 17.1.6: Revise the zoning ordinance to conform with the General Plan text and map to address changing conditions with new concepts that will allow flexibility in application, as well as a pleasing and attractive built environment.
 2. Objective 19.1: Promote the long-term image and livability of Lancaster as a unique community with a strong sense of place through development and application of comprehensive community design guidelines.

3. Specific Action: 19.2.1 (a): Through the development review process, apply Community Design guidelines in a manner that would allow for the creation of visual identity and character in new growth areas, and the preservation of such in existing neighborhoods.
 4. Objective 19.3: Improve the City's visual identity by utilizing design standards that instill a sense of pride and well-being in the community.
 5. Policy 19.3.1: Promote high quality development by facilitating innovation in architecture/building design, site planning, streetscapes, and signage.
- (b) The Amendment will not result in an increase in either the number or total square-footage of off-premises advertising signage within the City.
 - (c) The Amendment will provide greater detail on the design and submission requirements for off-premises outdoor advertising signage.
 - (d) The Amendment will correct inconsistencies, provide director's review procedures and policy clarifications.
 - (e) The Amendment will not have a significant effect on the environment, because the proposed actions are within the scope of the Program Environmental Impact Report (SCH #2007111003) prepared for the Lancaster General Plan, and no further environmental review is required.
 - (f) The Planning Commission held a public hearing on the Amendment pursuant to Section 65854 of the Government Code, notice of which was published and provided as required by law, and thereafter adopted the Planning Commission Recommendation.
 - (g) The City Council held a public hearing on the Amendment pursuant to Section 65856 of the Government Code, notice of which was published and provided as required by law.

Section 3. Section 17.40.210 of the Lancaster Municipal Code is hereby amended and restated in its entirety to read as set forth in Exhibit "A" attached hereto.

Section 4. Any ordinance previously adopted by the City Council shall be and is hereby repealed if and to the extent inconsistent with this Ordinance, provided, however, that each such ordinance shall otherwise remain in full force and effect.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 6. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published and posted pursuant to the provisions of law in that regard and this Ordinance shall take effect 30 days after adoption.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the 26th day of June, 2018, and placed upon its second reading and adoption at a regular meeting of the City Council on the ____ day of _____, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. 1045, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

EXHIBIT "A"

AMENDED AND RESTATED SECTION 17.40.210

17.40.210 - Off-premises outdoor advertising signs.

A. Purposes. The purposes of this section are as follows:

1. To preserve and improve the appearance of the City as a place to live, work, trade, do business and visit; protect the City from the blighting influence of excessive off-premises outdoor advertising signage; and thereby preserve and enhance the economic base of the City, and safeguard property values within the City;
2. To restrict off-premises outdoor advertising signs so as to avoid increasing the hazards to motorists and pedestrians caused by excessive distracting signage;
3. To precisely identify areas and/or zones where the installation of additional off-premises outdoor advertising signs should be prohibited due to the importance of such areas to the environmental and economic development goals and objectives of the City;
4. To provide for the relocation of existing legal off-premises outdoor advertising signs so as to minimize the adverse effects of such signs on the City's goals and objectives, in accordance with Section 5412 of the Business and Professions Code of the State of California;
5. To remove off-premises outdoor advertising signs from the residential areas of the City, in accordance with Section 5412 of the Business and Professions Code of the State of California;
6. To promote the general welfare and temperance of children and minors, and to intend to help reduce the illegal consumption and purchase of tobacco products by children and minors by limiting their exposure to the advertising of tobacco products on certain off-premises signs;
7. To promote the general welfare and temperance of children and minors, and to intend to help reduce the illegal consumption and purchase of alcoholic beverages by children and minors by limiting their exposure to the advertising of alcoholic beverages on certain off-premises signs;
8. To promote the general welfare and temperance of children and minors, and to intend to help reduce the illegal use or purchase of adult telephone messages by children and minors by limiting their exposure to the advertising of adult telephone messages on certain off-premises signs.

B. Definitions. As used in this section, the following words shall have the following respective meanings:

1. "Outdoor advertising sign" means a sign, display or device affixed to the ground or attached to or painted or posted onto any part of a building or similar permanent structure used for the display of an advertisement to the general public when viewed from outside of a building or similar enclosed area.

2. "Commercial advertisement" means any advertisement which has, as its primary purpose, the promotion of the sale of goods or services by a commercial business or enterprise to the public generally or any significant part thereof.
3. "Noncommercial advertisement" means any advertisement other than a commercial advertisement.
4. "On-premises advertisement" means any commercial advertisement which pertains solely to goods or services, which are produced or offered for sale on the premises where the advertisement is displayed.
5. "Off-premises advertisement" means any commercial advertisement other than an on-premises advertisement.
6. "Construct," when used with reference to a sign, means to install, erect or place on the ground or on a building or structure, or to affix, paint or post on or to a building or structure.
7. "Relocate," when used with reference to a sign, means to move a sign from one location to another, or to remove a sign from one location and construct a similar sign at another location.
8. "Maintenance" means any activity relative to repair, restoration or preservation of an existing sign, display or device intended to keep such sign, display or device in a state similar to that when originally installed or erected.
9. "Upgrade" means any activity intended to improve the design quality and aesthetic appeal of an existing sign, display or device by modifying structural elements of, or providing substantial cosmetic enhancements to, such sign, display or device, including the change of the sign from conventional copy to a digital advertising display.
10. "Tobacco product" means any substance containing tobacco leaf, including but not limited to cigarettes, cigars, pipes, tobacco, snuff, chewing tobacco and dipping tobacco.
11. "Alcoholic beverage" means any beverage in liquid form that contains not less than one-half of one percent of alcohol by volume and is intended for human consumption.
12. "Adult Telephone Messages" means live or recorded telephone messages containing any harmful matter, as defined in Section 313 of the Penal Code of the state of California.
13. "School" includes any elementary or secondary school, public or private, attendance at which satisfies the compulsory education laws of the state of California.
14. "Public Park" means any park, playground or grounds under the control, direction or management of a public entity.
15. "Private Park" means any park, playground or ground under control, direction or management of a private entity.
16. "Church" means a development maintained and used exclusively for religious worship, including customary incidental education and social activities in conjunction therewith.

17. "Child care center" means a facility, other than a family day care home, in which less than twenty-four-hour-per-day nonmedical care and supervision is provided for children in a group setting as defined and licensed under the regulations of the state of California.
 18. "Youth center" means any designated indoor public, private or parochial facility, other than a private residence or a multiple dwelling unit, which contains programs which provide, on a regular basis, activities or services for persons who have not yet reached the age of eighteen (18) years, including, but not limited to, community-based programs, after-school programs, weekend programs, violence prevention programs, leadership development programs, vocational programs, substance abuse prevention programs, individual or group counseling, case management, remedial, tutorial, or other educational assistance or enrichment, music, art, dance, and other recreational or cultural activities, physical fitness activities and sports programs.
 19. "Digital Advertising Display" (DAD) means a display created by light-emitting diodes, liquid crystal displays, display panels, pixel or sub-pixel technology, or other similar means.
 20. "Residential Structure" means any building that includes a kitchen and at least one bedroom and bathroom that is being occupied and used as a dwelling unit at the time an application for relocation of a billboard is submitted to the City; and for which the City has on file a current and valid Certificate of Occupancy for the building as a residential occupancy classification.
- C. Application to Existing Signs. Any off-premises outdoor advertising sign which was constructed in conformance with the requirements of this title as they existed at the time of such construction, but which is not in conformance with the requirements of this section, shall be deemed a legal nonconforming use which must be maintained, and may be upgraded subject to the restrictions and limitations imposed on nonconforming uses by Chapter 17.32. Such signs may be compelled to be removed through eminent domain proceedings subject to the requirements and limitations imposed by Sections 5412 through 5412.4 of the Business and Professions Code of the state of California, the provisions of which, as they may from time to time be amended, are incorporated herein by this reference.
- D. Fees. The City Council may, by resolution, establish fees for any or all of the administrative processes established by this section.
- E. Director's Review. Relocations of and upgrades to off-premises commercial advertising signs are subject to a Director's Review as set forth in this section.
- F. Preclusions of New or Additional Signs. No new or additional off-premises outdoor advertising signs shall be constructed in any zone district or area of the City after the effective date of the ordinance codified in this title; provided, however, that upon a finding that the purpose(s) of this Section 17.40.210 would not be served by the application of this prohibition to a particular area within the City, the City Council may by resolution designate such area(s) as exempt from the provisions of this paragraph.
- G. Amortization in Residential Zones. No off-premises outdoor advertising sign shall be relocated into any residential zone. Such signs located in any residential zone as of

February 6, 1985, shall be removed in accordance with the following amortization schedule:

**Fair Market Value of Off-Premises
Commercial Advertising Sign
On February 6, 1985**

Before Removal	Years Allowed
Under \$1,999	2
\$2,000 to \$3,999	3
\$4,000 to \$5,999	4
\$6,000 to \$7,999	5
\$8,000 to \$9,999	6
\$10,000 and over	7

- H. Other Location Restrictions. An off-premises commercial advertising sign may be relocated or upgraded provided that:
 - 1. It is relocated no closer than five hundred (500) feet to a previously constructed off-premises commercial advertising sign located on the same or opposite side of the same street; or
 - 2. It is relocated no closer than two hundred (200) feet to any a residential structure, school, church or similar place of worship, historical building, cemetery or similar place of interment, private park.
- I. Size Restrictions. No off-premises commercial advertising sign shall be relocated or upgraded unless it complies with the following restrictions:
 - 1. The sign shall not exceed thirty-two (32) feet in height from ground level.
 - 2. The total area of a single sign face shall not exceed three hundred (300) square feet. The total area of a double-faced sign shall not exceed six hundred (600) square feet.
 - 3. The size and height restrictions listed in this section may be modified for a digital advertising display relocation or upgrade as provided in Section 17.40.210.R. The height restrictions for a relocation or upgrade of a conventional advertising display may be modified as provided in Section 17.40210.R.2.
- J. Visual and Maintenance Standards. No off-premises outdoor advertising sign shall be relocated or upgraded unless it complies with the following requirements.

1. The message copy area of the relocated or upgraded sign may be no larger than the message copy area of the original sign or the size restrictions established in Section 17.40.210.I, whichever is less, unless modified pursuant to Section 17.40.210.I.3.
 2. Such sign may be relocated to a new site only if the sign at the new site complies with all setback and yard requirements of the underlying land use zone.
 3. Such sign may be relocated to a new site only if the sign at the new site is built with no more than one supporting post.
 4. The sign structure shall be architecturally treated so as to screen the frame, support structures and lighting from public view. A combination of landscaping and other decorative materials can be used to comply with this section. The color and materials of this architectural treatment shall be in conformance with the architectural plan approved pursuant to Section 17.40.210 K and Section 17.40.210.L and shall be subject to further design review, as may be determined by the Development Services Director
 5. Utility lines providing electrical power to a relocated sign shall be underground.
 6. The sign shall be continuously maintained in an attractive, clean and safe condition.
 7. Digital advertising displays shall comply with the visual standards contained in Section 17.40.210.R.
- K. Director's Review Procedures. Relocation of or upgrade to off-premises outdoor advertising signs is subject to a Director's Review that shall be conducted upon the Development Services Department's receipt of a complete application, which shall, at a minimum, include the following:
1. Elevations. Fully dimensioned and scaled colored elevations of each view (indicating direction as north, east, south, west) of the proposed sign, including height;
 2. Site plan. A site plan on which the proposed sign is to be relocated, disclosing the location of the sign in relation to other improvements on the site as well as adjacent properties;
 3. Context aerial map. An aerial map stating the distances between the proposed sign the nearest off-premises commercial advertising sign, residential structure, school, church or similar place of worship, historical building, cemetery or similar place of interment, and private park;
 4. Visual simulations. Visual simulations showing photographs of existing sign and photo simulations of proposed sign;
 5. A description of the proposed architectural treatment of the sign structure, disclosing proposed colors and materials.
 6. Such other information as the Development Services Department deems appropriate to determine compliance with the provisions of this section.

- L. Determination of Director's Review. The Development Services Director shall review each application filed under Section 17.40.210.K and shall make a decision thereon. If the proposed sign complies with this title and all other requirements of the law, and if the colors and materials of the architectural treatment required by Section 17.40.210.J of this section are attractive and suitable for the purpose of providing the required screening, the permit shall be issued based upon application as submitted. If the proposed sign can be brought into such compliance by modifications in the proposal, the permit shall be issued subject to conditions requiring such modifications. Otherwise, the application shall be denied.
- M. Appeal Procedures. An appeal may be filed in accordance with Section 17.32.820. Such appeal shall be filed with the City clerk in accordance with Section 17.36.030.
- N. Relocation Agreements. An off-premises outdoor advertising sign may be relocated within or to the C, LI, or HI zones provided an agreement for such relocation between the sign owner and the City is approved by the Development Services Director. The Development Services Director may approve such relocation agreement if the sign will, upon its relocation, comply with the requirements of this section and if, the relocation will promote the purposes of this section. The relocation agreement shall contain such terms and conditions pertaining to the relocation and maintenance of the sign as are consistent with this section and mutually agreeable to the parties thereto.
- O. Prohibition.
 - 1. Tobacco Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for cigarettes or other tobacco products on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church.
 - 2. Alcoholic Beverage Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for alcoholic beverages on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church. This prohibition shall not apply to outdoor advertising signs located on property adjacent to, and designed to be viewed primarily by, persons traveling on a freeway.
 - 3. Advertising Adult Telephone Message Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for live or recorded telephone messages containing harmful matter, as defined in Section 313 of the Penal Code, on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center, or church.
- P. Digital Advertising Displays (DAD). The installation of a DAD is permissible in conjunction with the upgrade or relocation of an off-premises outdoor advertising sign subject to the following requirements:
 - 1. Modification of Sign Face Size Requirements. Generally, a DAD shall be subject to the same sign face size restrictions as contained in Section 17.40.210.I. However, given the unique characteristics of DAD's, an applicant may request a modification to the maximum sign face size restrictions under the following conditions:

- a. The applicant demonstrates, to the satisfaction of the Development Services director, that the larger size is necessary to provide a readable DAD in a cost-effective manner; and
 - b. The maximum sign area for a single-face DAD is six hundred seventy-five (675) square feet, or for a double-face sign is a total of one thousand three hundred fifty (1,350) square feet (see Section 17.40.210.P.1.d. below); and
 - c. The applicant agrees to remove, or has already removed and agrees to permanently surrender rights to, off-premise outdoor advertising signage with the City that is equal to or greater in square-footage than the excess amount requested beyond the limits established by Section 17.40.210.I.2. Such signage shall be specifically identified in either the relocation agreement required under Section 17.40.210.N or a separate binding agreement between the City and the applicant.
 - d. The maximum size face area listed in Section 17.40.210.P.1.b. is also allowable for a static display sign face that is the opposite face of a DAD, provided that it is no larger than the DAD.
2. Modification of Height Requirements. Generally, a DAD shall be subject to the same height restrictions as contained in Section 17.40.210.I. Height restrictions may be modified for a DAD upgrade immediately adjacent to the freeway if the applicant demonstrates that compliance with the 32-foot height limit would impair visibility for a portion of the sign face. Increased height shall only be permitted to the extent necessary to allow reasonable view of the sign face.
 3. No DAD shall depict or simulate any motion or video (e.g. video clips, flashing, etc.)
 4. The DAD may be programmed to allow changeable messages, provided that any image shall be displayed for a minimum of six seconds, and transitions between slides shall not exceed one second.
 5. Each DAD shall include a photometric sensor that will adjust the intensity of the sign for daytime and nighttime viewing. The nighttime intensity shall be limited to 0.3-foot candles (over ambient levels) as measured at a preset distance as established by the Lewin Report as prepared for the Outdoor Advertising Association of America (OAAA). The City may modify or further restrict the intensity of any DAD display should the lighting create a distraction to drivers or an adverse effect on nearby residential property.
 6. The City may, as part of an upgrade or relocation that results in the installation of a DAD, require that time be available for the posting of public announcements on the DAD, subject to space availability.

STAFF REPORT

AMENDMENT TO SECTION 17.40.210 OF THE LANCASTER MUNICIPAL CODE RELATING TO OFF-PREMISES OUTDOOR ADVERTISING SIGNS

DATE: May 14, 2018

TO: Lancaster Planning Commission

FROM: Cynthia Campaña, Associate Planner *CC*
Community Development Division

APPLICANT: City of Lancaster

LOCATION: City-wide

REQUEST: Amendment to the Lancaster Municipal Code modifying Section 17.40.210 of the Lancaster Municipal Code relating to Off-Premises Outdoor Advertising Signs

RECOMMENDATION: Adopt Resolution No. 18-11, recommending to the City Council approval of an amendment to Section 17.40.210 of the Lancaster Municipal Code relating to Off-Premises Outdoor Advertising Signs

PC ACTION:
APPROVED (6-0-0-0-1)
ABSENT: Hall

BACKGROUND

The City's land use and zoning regulations are contained in Title 17 (Zoning) of the City's Municipal Code (hereinafter referred to the "Zoning Code").

Section 17.40.210 of the Zoning Code establishes the requirements for off-premises outdoor advertising signs and imposes standards, requirements and procedures concerning, but not limited to, the following:

- location restrictions;
- size restrictions;
- visual and maintenance standards;
- permit procedures; and
- digital advertising display regulations.

On March 27, 2018, the City Council directed staff to review and propose amendments to Section 17.40.210 of the Zoning Code that increase the section's development and design standards.

ANALYSIS

Off-Premises Outdoor Advertising Sign Changes: Pursuant to the City Council’s directive, Section 17.40.210 of the Zoning Code requires an update to ensure consistency with City policies, to improve clarity and to better serve the public. Staff has identified a number of provisions within Section 17.40.210 of the Zoning Code that should be updated, as set forth in the proposed amendment attached as Attachment B (the “Proposed Amendment”). The proposed amendment consists of revising definitions, updating standards and deleting outdated or inconsistent information. The goals of this amendment are to:

- Provide a broader range of development and design standards;
- Provide clarity related to certain Zoning Code provisions; and
- Ensure internal consistency.

The proposed amendment would eliminate outdated provisions and terminology, clarify definitions, incorporate new standards, and implement a new permit procedure that would allow for additional design enhancements of proposed signs.

Amendments to Zoning Code: Specifically, the proposed amendment would (a) delete sections of the Zoning Code that are not internally consistent, (b) update and clarify location restrictions, (c) update definitions for further clarification, (d) incorporate design standards to include landscaping and decorative material, and (e) implement a new permit procedure that requires a Director’s Review for off-premises outdoor advertising signs. The Director’s Review would require an applicant to, at a minimum, submit an application, colored elevations, detailed site plan, context aerial map, visual simulations, and description of the proposed sign). Requiring a Director’s Review for off-premises outdoor advertising signs will provide staff greater flexibility in determining appropriateness.

General Plan Consistency: The proposed amendment was analyzed for consistency with the City of Lancaster General Plan 2030 (“General Plan”), and is consistent with the following Goals, Objectives and Actions therein:

Policy 17.1.6: Revise the zoning ordinance to conform with the General Plan text and map to address changing conditions with new concepts that will allow flexibility in application, as well as a pleasing and attractive built environment.

Objective 19.1: Promote the long-term image and livability of Lancaster as a unique community with a strong sense of place through development and application of comprehensive community design guidelines.

Specific Action: 19.2.1 (a): Through the development review process, apply Community Design guidelines in a manner that would allow for the creation of visual identity and character in new growth areas, and the preservation of such in existing neighborhoods.

Objective 19.3: Improve the City’s visual identity by utilizing design standards that instill a sense of pride and well-being in the community.

Policy 19.3.1: Promote high quality development by facilitating innovation in architecture/building design, site planning, streetscapes, and signage.

Specific Action 19.3.1(b): Apply Community Design guidelines to ensure that signage is well-designed, will complement the development and not result in visual clutter.

The proposed amendment would be consistent with the General Plan, because it regulates off-premises outdoor advertising signs to promote high quality standards, and helping staff to enforce well-designed signs. The proposed amendment implements requirements to provide landscaping and decorative materials to proposed off-premises outdoor advertising signs, and would be subject to a Director's Review permit procedure. The Director's Review permit procedure would apply the goals, objective and actions of the General Plan, because it includes numerous application requirements, such as elevations, visual simulations and description of architectural treatment that will enable staff to ensure community design guidelines are applied and implemented so as to create an attractive built environment, instill a sense of pride and well-being in the community, and promote high quality development.

ENVIRONMENTAL REVIEW

Pursuant to Sections 15162 and 15168(c)(2) of the State CEQA Guidelines, the proposed ordinance amendment is within the scope of the Program Environmental Impact Report (SCH #2007111003) for the existing Lancaster General Plan, and no further environmental review is required.

LEGAL NOTICE

A Notice of Public Hearing was published in the Antelope Valley Press on Thursday, May 3, 2018, as required by law.

RECOMMENDATION

Staff recommends that the Planning Commission adopt Resolution No. 18-11, recommending to the City Council approval of an amendment to Section 17.40.210 of the Lancaster Municipal Code relating to Off-Premises Outdoor Advertising Signs.

Attachments:

- A. Staff Report to City Council (March 27, 2018, City Council Meeting)
- B. Proposed Amendment (Redline)
- C. Resolution No. 18-11
- D. Draft Ordinance

STAFF REPORT
City of Lancaster

CC 10
03/27/18
MVB

Date: March 27, 2018

To: Mayor Parris and City Council Members

From: Mark V. Bozigian, City Manager

Subject: Authorize Execution of a Memorandum of Understanding and Partnership Agreement

Recommendations:

- a. Authorize the City Manager to execute a Memorandum of Understanding, and other documents as may be necessary, with Lamar Central Outdoor, LLC, to replace, relocate and/or upgrade certain of its off-premises outdoor advertising signs.
- b. Authorize the City Manager to execute a Partnership Agreement, and other documents as may be necessary, with Lamar, whereby Lamar will become a City Partner and will provide goods and services in lieu of a monetary contribution.
- c. Direct staff to review and amend the City's Ordinance concerning off-premises outdoor advertising signs to establish increased development and design standards.

Fiscal Impact: The City will receive 20% of the advertising revenue generated by the new/relocated signage at the "Park and Ride" at Owen Memorial Park.

Background:

Lamar Central Outdoor (Lamar) has recently removed three of its off-premises outdoor advertising signs (billboards), and wishes to relocate them to new sites in the City. Specifically, Lamar wants to place a double-face Digital Advertising Display (DAD) billboard near the "Park and Ride" at Owen Memorial Park at 10th Street West and Avenue K-8; a double-face DAD billboard at 17th Street West and Avenue K; and a double-face billboard, one face of which is digital and the other which is static, at 10th Street West and Avenue M. Each digital face will display up to seven (7) rotating messages, one of which will be provided to the City for its use at no cost. Additionally, the City will receive twenty percent (20%) of the advertising revenue generated from the billboard at the Park and Ride.

City staff members have recently discussed the off-premises outdoor advertising sign ordinance, and have determined that many provisions are out-of-date and that some revisions may be appropriate to provide for a broader range of development and design standards, including but not limited to the architecture, location, distance requirements, size and other design standards. Such revisions will give the City greater flexibility in determining the appropriateness of proposed signage in the future.

Lamar has also proposed becoming a member of the City's Partner Program, which provides that a Partner may make a monetary contribution and/or contribute goods or services, and receive certain City promotional, advertising and community-engagement opportunities and other benefits and privileges. Lamar wishes to contribute goods and services, specifically to replace the scoreboard and install new video cameras at Lancaster Municipal Stadium. Lamar will own the new equipment and the City will pay a monthly maintenance fee to Lamar. It is anticipated that the new equipment will be installed and operational in time for the All-Star Baseball Game to be held at the Stadium on June 18, 2018.

Attachments:

License and Memorandum of Understanding
Partnership Agreement

LICENSE AND MEMORANDUM OF UNDERSTANDING

This LICENSE AND MEMORANDUM OF UNDERSTANDING (“MOU” or “Agreement”) is entered into and effective as of _____, 2018 by and between the CITY OF LANCASTER, a municipal corporation and charter city (“City”), and LAMAR OUTDOOR CENTRAL, LLC, a Delaware limited liability corporation (“Lamar”) (collectively, the “Parties”).

RECITALS

A. Lamar has recently removed three of its authorized off-premises outdoor advertising signs (billboards) in the City, and now desires to relocate three billboards in more visible and traveled locations, so as to be in conformance with applicable City design standards, and not to result in a net increase in its inventory of billboards in the City.

B. The City desires to review and revise its ordinance concerning off-premises outdoor advertising signs, to allow for increased development standards, including but not limited to location, distance, size and other design standards, giving the City greater flexibility in determining the appropriateness of particular proposed signs.

NOW, THEREFORE, the Parties agree as follows:

1. **License.** The City hereby grants to Lamar, its employees, contractors and representatives, a non-exclusive license to enter City premises as may be necessary to undertake the actions addressed in this MOU, specifically to install signage on or adjacent to certain City property.

2. **Additional Documents.** The Parties may execute any and all other documents, including but not limited to lease agreements and operation & maintenance agreements, as are necessary to effectuate the performance of the Parties’ responsibilities as set forth in this MOU.

3. **Responsibilities of Lamar.**

a. **New Billboard: 10th Street West and Avenue K-8.** Lamar may install a double-face Digital Advertising Display (DAD) billboard adjacent to the “Park and Ride” located at Owen Memorial Park at 10th Street West and Avenue K-8, at a specific location to be mutually agreed upon in writing by the Parties.

- i. The Parties shall mutually agree upon a design for this billboard, which said billboard shall comport with City design standards.
- ii. Each face of the DAD billboard may display up to seven (7) rotating messages, one (1) of which will be provided to the City for its use at no cost.
- iii. The City may use any additional available message time that has not been rented.
- iv. The City shall receive twenty percent (20%) of the advertising revenue generated by the DAD billboard.

b. **New Billboard: 17th Street West and Avenue K.** Lamar may install a double-face DAD billboard at 17th Street West and Avenue K, at a specific location to be mutually agreed upon in writing by the Parties.

- i. The DAD billboard shall comport with City design standards.
- ii. Each face of the DAD billboard may display up to seven (7) rotating messages, one (1) of which will be provided to the City for its use at no cost.

iii. The City may use any additional available message time that has not been rented.

c. New Billboard: 10th Street West and Avenue M. Lamar may install a double-face billboard, one face of which is digital and the other which is static, 10th Street West and Avenue M, at a specific location to be mutually agreed upon in writing by the Parties.

i. The billboard shall comport with City design standards.

ii. The digital face may display up to seven (7) rotating messages, one (1) of which will be provided to the City for its use at no cost.

iii. The City may use any additional available message time that has not been rented.

2. Responsibilities of City.

a. Review, Revision of Current Billboard Ordinance. The City will undertake a comprehensive review of its off-premises advertising sign ordinance (codified at Section 17.40.210 of the Lancaster Municipal Code), and shall amend as may be necessary to provide for a broader range of development standards for billboards, including but not limited to the architecture, location, distance requirements, size and other design standards, giving the City greater flexibility in determining the appropriateness of particular proposed signage.

i. The City may include Lamar and other stakeholders in reviewing and discussing proposed new design and development standards prior to their being finalized and introduced to City commissions and/or the City Council, if, in its sole determination, such input would be helpful for staff in establishing said new standards.

b. Location Determination. The City will regularly meet and confer with Lamar as needed to make a timely determination of the specific locations where the billboards shall be installed.

c. Execution of Other Documents. The City shall timely prepare any and all other agreements and documents necessary to perform the Parties' responsibilities as set forth in this MOU.

3. Notices. Any notice, demand, request, consent, approval, or communication either party desires or is required to give to the other party or any person shall be in email to the contacts set forth below, with "delivered" receipt requests, and/or in writing and either served personally or sent by prepaid, first-class mail to the address set forth below. Notice shall be deemed communicated twenty-four (24) hours from receipt of confirmation of email delivery or forty-eight (48) hours from the time of mailing if mailed as provided in this section.

To City: City of Lancaster
Attn: Mark V. Bozigian, City Manager
44933 North Fern Avenue
Lancaster, California 93534

To Lamar: Lamar Outdoor Central, LLC
Attn: C. Todd Porter, Vice President & General Manager
104 Enterprise Parkway
Lancaster, CA 93535

4. **Assignment of Agreement.** The Parties hereto may not assign their obligations hereunder to any assignee without the knowledge and prior written consent of the other party, which other party shall not unreasonably withhold. Assignment may be made only to an assignee willing, financially capable and competent to carry out the assignor's obligations.

5. **General Provisions.**

a. Except as otherwise provided herein, the terms, conditions, covenants and agreements set forth herein shall apply to and bind the heirs, executors, administrators, assigns and successors of the Parties hereto.

b. The Parties to this Agreement do not rely upon any warranty or representation not contained in this Agreement.

c. This Agreement shall be governed by and interpreted with respect to the laws of the State of California.

d. Any failure or delay by any party in asserting any of its rights and remedies as to any default shall not operate as a waiver of any default or of any rights or remedies provided for herein.

6. **Amendments.** Any amendment, modification, or variation from the terms of this Agreement shall be effective only upon the mutual written approval of the Parties.

7. **Severability.** In the event that any provision or provisions of this Agreement are held unenforceable, all provisions not so held shall remain in full force and effect.

8. **Authority of Signatories.** 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 so executing this Agreement, the Parties are formally bound to the provisions of this Agreement.

[Signatures begin on next page.]

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed and attested by their respective officers thereunto duly authorized.

CITY OF LANCASTER

By: _____
Mark V. Bozigian, City Manager

Dated: _____

LAMAR CENTRAL OUTDOOR, LLC

By: _____
C. Todd Porter, Vice President & General Manager

Dated: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

PARTNERSHIP AGREEMENT

THIS PARTNERSHIP AGREEMENT is made, entered into and effective as of this _____ day of _____, 2018, by and between the CITY OF LANCASTER, a municipal corporation and charter city, ("City"), and LAMAR CENTRAL OUTDOOR, LLC, a Delaware limited liability corporation ("Lamar" or "Partner") (collectively, sometimes referred to hereinafter as the "Parties").

RECITALS

A. The City's Partner Program provides that a Partner may make a monetary contribution and/or goods or services in lieu of a monetary contribution.

B. Lamar wishes to become a City Partner by providing goods and services that will benefit the City and the community at large, and the City wishes to accept said goods and services.

Now, therefore, the Parties agree as follows:

1. **Partner Contribution.** Lamar will replace the scoreboard and install new video cameras and associated equipment at Lancaster Municipal Stadium (Stadium) at its sole cost up to \$360,000, subject to the terms and conditions set forth in this Agreement.

2. **Partner Benefits.** As a City Partner, Lamar will receive the promotional, advertising and community-engagement opportunities and other benefits and privileges available to members of the Partner Program. The specific opportunities, benefits and privileges, and the terms and conditions associated with them, shall be negotiated between the Parties in the future and memorialized in a document that shall be an addendum to this Agreement.

3. **Separate Agreement.** The Parties will execute a separate written agreement detailing the complete scope of goods and services to be provided by Lamar, insurance and other requirements necessary in order for the scoreboard replacement and camera installation to be undertaken in accordance with all applicable state and local laws.

4. **Completion Date.** Lamar shall use best efforts to ensure that the scoreboard replacement and camera installation shall be completed and the equipment shall be operational no later than June 15, 2018, in advance of the California League's 2018 All-Star Baseball Game to be held at the Stadium on June 18, 2018.

5. **Ownership.** Lamar shall own the new scoreboard and cameras for an amortization period of no less than ten (10) years after installation and commencement of operation. At the completion of the amortization period, the Parties shall execute a separate written lease agreement for the City's continued use of the scoreboard and cameras.

6. **Maintenance.** Lamar will maintain the scoreboard and cameras, including providing repairs as may be necessary. The City will pay Lamar \$200.00 per month for the maintenance services, the details of which may be memorialized in a separate written operation and maintenance agreement.

7. **Amendments.** Any amendment, modification, or variation from the terms of this Partnership Agreement shall be in writing and shall be effective only upon mutual written approval by the City and Lamar.

IN WITNESS WHEREOF, the parties hereto have caused this Partnership Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF LANCASTER

By: _____
Mark V. Bozigian, City Manager

Dated: _____

LAMAR CENTRAL OUTDOOR, LLC

By: _____
C. Todd Porter, Vice President & General Manager

Dated: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

ATTACHMENT B.
PROPOSED AMENDMENT

17.40.210 - Off-premises outdoor advertising signs.

~~A.~~ Findings. ~~The City Council finds and determines as follows:~~

- ~~1. Excessive commercial advertising signage within the City creates an unsightly appearance and has a blighting influence which is detrimental to the economic base of the City and to property values within the City.~~
- ~~2. Excessive distracting signage increases the hazards to motorists and pedestrians on the public right-of-way.~~
- ~~3. Commercial signs which identify or advertise goods, services or businesses which are sold or provided on the premises on which the sign is located serve a public purpose in assisting the public to locate desired goods, services or business and are a necessary incidental use of business property, whereas off-premises commercial advertising is a business in itself which does not serve that public interest. Therefore, off-premises outdoor advertising signs may be legitimately and reasonably subjected to different and more restrictive regulations than on-premises commercial advertising signs.~~
- ~~4. Billboards are installed and maintained primarily for the purpose of carrying commercial advertisements and may be legitimately and reasonably regulated as off-premises outdoor advertising signs unless devoted exclusively to carrying noncommercial advertisements.~~
- ~~5. Commercial advertising signs are not compatible with areas devoted primarily to residential uses.~~
- ~~6. The City has adopted a general plan, five redevelopment plans, and statements of goals and objectives which demonstrate a serious and comprehensive effort to promote the economic development of its commercial and industrial areas. A major part of this effort is concerned with the removal, limitation or mitigation of those factors which contribute to an unattractive environment in the commercial and industrial areas, one of which is the presence of off-premises outdoor advertising signs. Areas having special importance to the economic development of the City can be generally identified by reference to the general plan and the redevelopment plans.~~
- ~~7. Regulating tobacco products advertising on certain signs is a reasonable and necessary means to protect and promote the general welfare of the children and minors of the City exposed to certain signs advertising tobacco products.~~
- ~~8. Regulating alcoholic beverage advertising on certain signs is a reasonable and necessary means to protect and promote the general welfare of the children and minors of the City exposed to certain signs advertising alcoholic beverages.~~
- ~~9. Regulating adult telephone messages advertising on certain signs is a reasonable and necessary means to protect and promote the general welfare of the children and minors of the City exposed to certain signs advertising adult telephone messages.~~
- ~~10. Digital Advertising Displays (DAD's) are a legitimate medium for off-premise outdoor advertising. However, because of the nature of DAD's, they have the potential to create adverse effects on adjacent property, and distraction hazards to motorists and pedestrians unless properly regulated.~~

~~BA.~~ Purposes. The purposes of this section are as follows:

- ~~1. To preserve and improve the appearance of the city as a place to live, work, trade, do business and visit; protect the city from the blighting influence of excessive off-premises outdoor~~

advertising signage; and thereby preserve and enhance the economic base of the city and safeguard property values within the city;

2. To restrict off-premises outdoor advertising signs so as to avoid increasing the hazards to motorists and pedestrians caused by excessive distracting signage;
3. To precisely identify areas and/or zones where the installation of additional off-premises outdoor advertising signs should be prohibited due to the importance of such areas to the environmental and economic development goals and objectives of the city;
4. To provide for the relocation of existing legal off-premises outdoor advertising signs so as to minimize the adverse effects of such signs on the city's goals and objectives, in accordance with Section 5412 of the Business and Professions Code of the state of California;
5. To remove off-premises outdoor advertising signs from the residential areas of the city, in accordance with Section 5412 of the Business and Professions Code of the state of California;
6. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal consumption and purchase of tobacco products by children and minors by limiting their exposure to the advertising of tobacco products on certain off-premises signs;
7. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal consumption and purchase of alcoholic beverages by children and minors by limiting their exposure to the advertising of alcoholic beverages on certain off-premises signs;
8. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal use or purchase of adult telephone messages by children and minors by limiting their exposure to the advertising of adult telephone messages on certain off-premises signs.

CB. Definitions. As used in this section, the following words shall have the following respective meanings:

1. "Outdoor advertising sign" means a sign, display or device affixed to the ground or attached to or painted or posted onto any part of a building or similar permanent structure used for the display of an advertisement to the general public when viewed from outside of a building or similar enclosed area.
2. "Commercial advertisement" means any advertisement which has, as its primary purpose, the promotion of the sale of goods or services by a commercial business or enterprise to the public generally or any significant part thereof.
3. "Noncommercial advertisement" means any advertisement other than a commercial advertisement.
4. "On-premises advertisement" means any commercial advertisement which pertains solely to goods or services which are produced or offered for sale on the premises where the advertisement is displayed.
5. "Off-premises advertisement" means any commercial advertisement other than an on-premises advertisement.
6. "Construct," when used with reference to a sign, means to install, erect or place on the ground or on a building or structure or to affix, paint or post on or to a building or structure.
7. "Relocate," when used with reference to a sign, means to move a sign from one location to another or to remove a sign from one location and construct a similar sign at another location.
8. "Maintenance" means any activity relative to repair, restoration or preservation of an existing sign, display or device intended to keep such sign, display or device in a state similar to that when originally installed or erected.
9. "Upgrade" means any activity intended to improve the design quality and aesthetic appeal of an existing sign, display or device by modifying structural elements of, or providing substantial

cosmetic enhancements to, such sign, display or device, including the change of the sign from conventional copy to a digital advertising display.

10. "Tobacco product" means any substance containing tobacco leaf, including but not limited to cigarettes, cigars, pipes, tobacco, snuff, chewing tobacco and dipping tobacco.
11. "Alcoholic beverage" means any beverage in liquid form that contains not less than one-half of one percent of alcohol by volume and is intended for human consumption.
12. "Adult Telephone Messages" means live or recorded telephone messages containing any harmful matter, as defined in Section 313 of the Penal Code of the state of California.
13. "School" includes any elementary or secondary school, public or private, attendance at which satisfies the compulsory education laws of the state of California.
14. "Public Park" means any park, playground or grounds under the control, direction or management of a public entity.
15. "Private Park" means any park, playground or grounds under control, direction or management of a private public entity.
156. "Church" means a development maintained and used exclusively for religious worship, including customary incidental education and social activities in conjunction therewith.
107. "Child care center" means a facility, other than a family day care home, in which less than twenty-four-hour-per-day nonmedical care and supervision is provided for children in a group setting as defined and licensed under the regulations of the state of California.
178. "Youth center" means any designated indoor public, private or parochial facility, other than a private residence or a multiple dwelling unit, which contains programs which provide, on a regular basis, activities or services for persons who have not yet reached the age of eighteen (18) years, including, but not limited to, community-based programs, after-school programs, weekend programs, violence prevention programs, leadership development programs, vocational programs, substance abuse prevention programs, individual or group counseling, case management, remedial, tutorial, or other educational assistance or enrichment, music, art, dance, and other recreational or cultural activities, physical fitness activities and sports programs.
189. "Digital Advertising Display" (DAD) means a display created by light-emitting diodes, liquid crystal displays, display panels, pixel or sub-pixel technology, or other similar means.
20. "Residential Structure" means a building that includes a kitchen and at least one bedroom and bathroom; that is being occupied and used as a dwelling unit at the time an application for relocation of a billboard is submitted to the City, and for which the City has on file a current and valid Certificate of Occupancy for the building as a residential occupancy classification.

D.C. Application to Existing Signs. Any off-premises outdoor advertising sign which was constructed in conformance with the requirements of this title as they existed at the time of such construction, but which is not in conformance with the requirements of this section, shall be deemed a legal nonconforming use which must be maintained, and may be upgraded subject to the restrictions and limitations imposed on nonconforming uses by Chapter 17.32. Such signs may be compelled to be removed through eminent domain proceedings subject to the requirements and limitations imposed by Sections 5412 through 5412.4 of the Business and Professions Code of the state of California, the provisions of which, as they may from time to time be amended, are incorporated herein by this reference.

E.D. Fees. The City Council may, by resolution, establish fees for any or all of the administrative processes established by this section.

~~FE. Director's Review. Relocations of and upgrades to Permit Requirement. No off-premises commercial advertising signs are subject to a Director's Review as set forth in shall be relocated or upgraded without a permit for such sign issued in accordance with this section.~~

~~GF. Preclusions of New or Additional Signs. No new or additional off-premises outdoor advertising signs shall be constructed in any zone district or area of the City after the effective date of the ordinance codified in this title; provided, however, that upon a finding that the purpose(s) of this Section 17.40.210 would not be served by the application of this prohibition to a particular area within the city, the City Council may by resolution designate such area(s) as exempt from the provisions of this paragraph.~~

~~HG. Amortization in Residential Zones. No off-premises outdoor advertising sign shall be relocated into any residential zone. Such signs located in any residential zone as of February 6, 1985, shall be removed in accordance with the following amortization schedule:~~

**Fair Market Value of Off-Premises
Commercial Advertising Sign
On February 6, 1985**

Before Removal	Years Allowed
Under \$1,999	2
\$2,000 to \$3,999	3
\$4,000 to \$5,999	4
\$6,000 to \$7,999	5
\$8,000 to \$9,999	6
\$10,000 and over	7

~~H. Other Location Restrictions. An off-premises commercial advertising sign may be relocated or upgraded provided that:~~

- ~~1. It is relocated no closer than six hundred sixty (660) feet to a freeway right-of-way; or~~
- ~~21. It is relocated no closer than five hundred (500) a radius of six hundred fifty (650) feet to a previously constructed off-premises commercial advertising sign located on the same or opposite side of the same street; or~~
- ~~32. It is relocated no closer than two hundred (200) feet to any premises zoned for residential structure purposes, or containing a school, church or similar place of worship, historical site or building, cemetery or similar place of interment, public or private park, or outdoor recreational facility; or~~
- ~~4. It is no further than two miles radius from its original location. In the case of public agency action which requires the relocation of an outdoor advertising sign(s), the planning director determines that no comparable site(s) exist within the two-mile radius where the outdoor advertising sign(s) can be relocated in compliance with the requirements of this title, the planning director may~~

~~authorize a relocation site(s) outside of this radius. In making this determination, the planning director shall only authorize the nearest comparable site(s) which comply(ies) with all other requirements of this title.~~

- ~~J.~~ **Size Restrictions.** No off-premises commercial advertising sign shall be relocated or upgraded unless it complies with the following restrictions:
1. The sign shall not exceed thirty-two (32) feet in height from ground level.
 2. The total area of a single sign face shall not exceed three hundred (300) square feet. The total area of a double-faced sign shall not exceed six hundred (600) square feet.
 3. The size and height restrictions listed in this section may be modified for a digital advertising display relocation or upgrade as provided in Section 17.40.210.R. The height restrictions for a relocation or upgrade of a conventional advertising display may be modified as provided in Section 17.40.210.R.2.
- ~~K.~~ **Visual and Maintenance Standards.** No off-premises outdoor advertising sign shall be relocated or upgraded unless it complies with the following requirements:
1. The message copy area of the relocated or upgraded sign may be no larger than the message copy area of the original sign or the size restrictions established in Section 17.40.210.~~J.~~, whichever is less, unless modified pursuant to Section 17.40.210.~~J.~~3.
 2. Such sign may be relocated to a new site only if the sign at the new site complies with all setback and yard requirements of the underlying land use zone.
 3. Such sign may be relocated to a new site only if the sign at the new site is built with no more than one supporting post.
 4. The sign structure shall be architecturally treated so as to screen the frame, support structures and lighting from public view. A combination of landscaping and other decorative materials can be used to comply with this section. The color and materials of this architectural treatment shall be in conformance with the architectural plan approved pursuant to Section 17.40.210 K and Section 17.40.210 L and shall be subject to further design review, as may be determined by the Development Services Director subsections L and M of this section.
 5. Utility lines providing electrical power to a relocated sign shall be underground.
 6. The sign shall be continuously maintained in an attractive, clean and safe condition.
 7. Digital advertising displays shall comply with the visual standards contained in Section 17.40.210.R.
- ~~L-K.~~ **Director's Review Procedure.** Relocation or upgrade to off-premises outdoor advertising signs is subject to a Director's Review that shall be conducted upon the Development Services Department's receipt of a complete application, which shall at a minimum include the Permit Procedures. Applications for permits to relocate or upgrade off-premises outdoor advertising signs shall be filed with the planning department on such forms as may be provided by that department and shall contain or be accompanied by the following information:
1. An eElevations. Fully dimensioned and scaled color elevations of each view (indicating direction as north, east, south, west) of the proposed sign, including height disclosing overall dimensions;
 2. A Site plan. A site plan of the site on which the proposed sign is to be relocated, disclosing the location of the sign in relation to other improvements on the site as well as adjacent properties;
 3. Context aerial map. An aerial map stating distances between the proposed sign, the nearest off-premises commercial advertising sign, residential structure, school, church or similar place of worship, historical building, cemetery or similar place of interment, and private park;
 4. Visual simulations. Visual simulation showing photographs of existing sign and photo simulations of proposed signs;

35. A description of the proposed architectural treatment of the sign structure, disclosing proposed colors and materials.

46. Such other information as the ~~Development Services planning d~~Department deems appropriate to determine compliance with the provisions of this section.

~~ML.~~ Determination of the Director's Review by Planning Department. The Development Services planning dDepartment shall review each application for a permit filed under Section 17.40.210.K subsection ~~L~~ of this section and shall make a decision thereon. If the proposed sign complies with this title and all other requirements of the law, and if the colors and materials of the architectural treatment required by Section 17.40.210.J subsection ~~K~~ of this section are attractive and suitable for the purpose of providing the required screening, the permit shall be issued based upon application as submitted. If the proposed sign can be brought into such compliance by modifications in the proposal, the permit shall be issued subject to conditions requiring such modifications. Otherwise, the application shall be denied.

~~NM.~~ Appeal Procedures. An appeal may be filed in accordance with Section 17.32.820. Such appeal shall be filed with the City Clerk in accordance with ~~If the applicant is aggrieved by any determination of the planning department with respect to the architectural treatment required for the sign, he may file an appeal within ten working days of such determination pursuant to~~ Section 17.36.030.

~~ON.~~ Relocation Agreements. An off-premises outdoor advertising sign may be relocated within or into the C, LI, or HI zones provided an agreement for such relocation between the sign owner and the city is approved by the Development Services planning dDirector. The ~~planning d~~Development Services Director may approve such relocation agreement if the sign will, upon its relocation, comply with the requirements of this section and if, ~~in the opinion of the planning director~~ the relocation will promote the purposes of this section. The relocation agreement shall contain such terms and conditions pertaining to the relocation and maintenance of the sign as are consistent with this section and mutually agreeable to the parties thereto.

~~P.~~ Requests for Consideration of Relocation Agreements. ~~The owner of any off-premises outdoor advertising sign may request an agreement for the relocation of the sign by submitting such request to the planning department. The planning department, as a condition to responding to the request, may require such information from the sign owner as is reasonably necessary to determine whether the sign will or can be made to conform to the requirements of this section at the location to which it is proposed to be relocated. If the planning department determines such compliance is not possible, it shall so notify the sign owner and need not take any further action on the request. If the planning department determines such compliance is possible, it shall cooperate with the sign owner in the preparation of a mutually agreeable draft relocation agreement.~~

~~Q-Q.~~ Prohibition.

1. Tobacco Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for cigarettes or other tobacco products on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church.
2. Alcoholic Beverage Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for alcoholic beverages on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church. This prohibition shall not apply to outdoor advertising signs located on property adjacent to, and designed to be viewed primarily by, persons traveling on a freeway.
3. Advertising Adult Telephone Message Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for live or recorded telephone messages containing harmful matter, as defined in Section 313 of the Penal Code, on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one

thousand (1,000) feet of the premises of any school, park, youth center, child care center, or church.

RP. Digital Advertising Displays (DAD). The installation of a DAD is permissible in conjunction with the upgrade or relocation of an off-premises outdoor advertising sign subject to the following requirements:

1. **Modification of Sign Face Size Requirements.** Generally, a DAD shall be subject to the same sign face size restrictions as contained in Section 17.40.210.J. However, given the unique characteristics of DAD's, an applicant may request a modification to the maximum sign face size restrictions under the following conditions:
 - a. The applicant demonstrates, to the satisfaction of the Planning Development Services Director, that the larger size is necessary to provide a readable DAD in a cost-effective manner; and
 - b. The maximum sign area for a single-face DAD is six hundred seventy-five (675) square feet, or for a double-face sign is a total of one thousand three hundred fifty (1,350) square feet (see Section 17.40.210.~~RP~~.1.d. below); and
 - c. The applicant agrees to remove, or has already removed and agrees to permanently surrender rights to, off-premise outdoor advertising signage with the city that is equal to or greater in square-footage than the excess amount requested beyond the limits established by Section 17.40.210.~~J~~.2. Such signage shall be specifically identified in either the relocation agreement required under Section 17.40.210.~~ON~~ or a separate binding agreement between the city and the applicant.
 - d. The maximum size face area listed in Section 17.40.210.~~RP~~.1.b. is also allowable for a static display sign face that is the opposite face of a DAD, provided that it is no larger than the DAD.
2. **Modification of Height Requirements.** Generally, a DAD shall be subject to the same height restrictions as contained in Section 17.40.210.~~J~~. Height restrictions may be modified for a DAD upgrade immediately adjacent to the freeway if the applicant demonstrates that compliance with the 32-foot height limit would impair visibility for a portion of the sign face. Increased height shall only be permitted to the extent necessary to allow reasonable view of the sign face.
3. No DAD shall depict or simulate any motion or video (e.g. video clips, flashing, etc.)
4. The DAD may be programmed to allow changeable messages, provided that any image shall be displayed for a minimum of six seconds, and transitions between slides shall not exceed one second.
5. Each DAD shall include a photometric sensor that will adjust the intensity of the sign for daytime and nighttime viewing. The nighttime intensity shall be limited to 0.3-foot candles (over ambient levels) as measured at a preset distance as established by the Lewin Report as prepared for the Outdoor Advertising Association of America (OAAA). The city may modify or further restrict the intensity of any DAD display should the lighting create a distraction to drivers or an adverse effect on nearby residential property.
6. The City may, as part of an upgrade or relocation that results in the installation of a DAD, require that time be available for the posting of public announcements on the DAD, subject to space availability.

~~(Ord. 757 § 1 (Exh. A), 1999; Ord. 756 § 1 (Exh. A), 1999; Ord. 755 § 1 (Exh. A), 1999; Ord. 668 § 1, 1994; prior zoning ord. §§ 707.6 – 707.6.16)~~

~~(Ord. No. 950, §§ 1, 2, 8-24-2010)~~

RESOLUTION NO. 18-11

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LANCASTER, CALIFORNIA, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AN AMENDMENT TO SECTION 17.40.210 OF THE LANCASTER MUNICIPAL CODE RELATING TO OFF-PREMISES OUTDOOR ADVERTISING SIGNS

WHEREAS, Section 17.40.210 (“Section 17.40.210”) of the Zoning Ordinance of the City of Lancaster (Lancaster Municipal Code (“LMC”), Title 17) establishes regulations governing the installation and operation of off-premises outdoor advertising signs within the City of Lancaster (“City”); and

WHEREAS, the City has determined that it is necessary to update Section 17.40.210 and, to that end, has prepared the proposed ordinance (“Proposed Ordinance”) attached hereto and incorporated herein, which amends and restates Section 17.40.210 in its entirety; and

WHEREAS, applicable law requires the Planning Commission to notice and hold a public hearing on the Proposed Ordinance and, following such hearing, to render a decision in the form of a written recommendation to the City Council; and

WHEREAS, the Planning Commission held a public hearing concerning the Proposed Ordinance on May 14, 2018, notice of which was published and provided as required by law; and

WHEREAS, the Planning Commission now desires to recommend that the City Council adopt the Proposed Ordinance.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF LANCASTER, DOES HEREBY RESOLVE, DETERMINE AND ORDER, AS FOLLOWS:

Section 1. That the foregoing Recitals are true, correct and a substantive part of this Resolution.

Section 2. That the Planning Commission makes the following findings:

(a) The Proposed Ordinance is consistent with the City’s General Plan, including:

1. Policy 17.1.6: Revise the Zoning ordinance to conform with the General Plan text and map to address changing conditions with new concepts that will allow flexibility in application, as well as a pleasing and attractive built environment.

2. Objective 19.1: Promote the long-term image and livability of Lancaster as a unique community with a strong sense of place through development and application of comprehensive community design guidelines.
 3. Specific Action: 19.2.1 (a): Through the development review process, apply Community Design guidelines in a manner that would allow for the creation of visual identity and character in new growth areas, and the preservation of such in existing neighborhoods.
 4. Objective 19.3: Improve the city's visual identity by utilizing design standards that instill a sense of pride and well-being in the community.
 5. Policy 19.3.1: Promote high quality development by facilitating innovation in architecture/building design, site planning, streetscapes, and signage.
- (b) The Proposed Ordinance will not result in an increase in either the number or total square-footage of off-premises advertising signage within the City.
 - (c) The Proposed Ordinance will provide greater detail on the design and submission requirements for off-premises outdoor advertising signage.
 - (d) The Proposed Ordinance will correct inconsistencies, provide director's review procedures and policy clarifications.
 - (e) The Proposed Ordinance will not have a significant effect on the environment, because the proposed actions are within the scope of the Program Environmental Impact Report (SCH #2007111003) prepared for the Lancaster General Plan, and no further environmental review is required.
 - (f) The Planning Commission held a public hearing on the Proposed Ordinance pursuant to Section 65854 of the Government Code, notice of which was published and provided as required by law.

Section 3. That the Planning Commission hereby recommends the City Council approve and adopt the Proposed Ordinance.

Section 4. That Planning Commission staff is authorized and hereby directed to transmit this Resolution to the City Council as required by Section 65855 of the Government Code.

NOW, THEREFORE, BE IT RESOLVED:

This Commission hereby recommends that the City Council approve the Ordinance to amend Section 17.40.210 of the Lancaster Municipal Code relating to Off-Premises Outdoor Advertising Signs.

PASSED, APPROVED and ADOPTED this 14th day of May 2018, by the following vote:

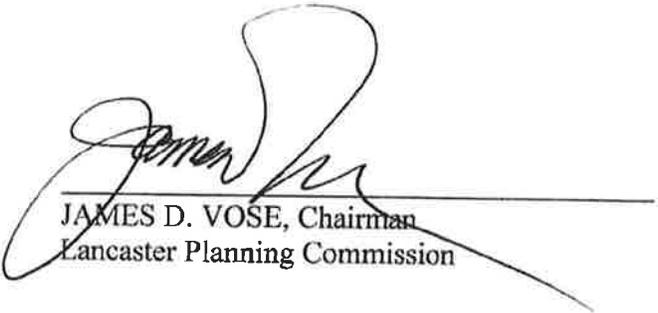
AYES: Cook, Harvey, Mercy, Moore, Smith, and Vose.

NOES: None.

ABSTAIN: None.

RECUSED: None.

ABSENT: Hall.



JAMES D. VOSE, Chairman
Lancaster Planning Commission

ATTEST:



LARISSA DE LA CRUZ, Community Development Manager
City of Lancaster

ORDINANCE NO.

AN ORDINANCE OF CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING AND RESTATING SECTION 17.40.210 OF THE LANCASTER MUNICIPAL CODE RELATING TO OFF-PREMISES OUTDOOR ADVERTISING SIGNS

WHEREAS, Section 17.40.210 (“Section 17.40.210”) of the Zoning Ordinance of the City of Lancaster (Lancaster Municipal Code (“LMC”), Title 17) establishes regulations governing the installation and operation of off-premises outdoor advertising signs within the City of Lancaster (“City”); and

WHEREAS, the City has determined that it is necessary to amend and restate Section 17.40.210 in its entirety to read as set forth in Exhibit “A” hereto (the “Amendment”); and

WHEREAS, on May 14, 2018, the City’s Planning Commission held a public hearing on the Amendment, notice of which was published and provided as required by law, and adopted Resolution No. 18-11 (the “Planning Commission Recommendation”) recommending the City Council approve the Amendment; and

WHEREAS, on _____, 2018, the City Council held a public hearing on the Amendment pursuant to Section 65856 of the Government Code, notice of which was published and provided as required by law; and

WHEREAS, the City Council now desires to adopt the Amendment, and to amend and restate Section 17.40.210 in its entirety to read as set forth therein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LANCASTER DOES ORDAIN AS FOLLOWS:

Section 1. The foregoing Recitals are true, correct and a substantive part of this Ordinance.

Section 2. The City Council has received, reviewed and hereby adopts the Planning Commission Recommendation. Consistent therewith, the City Council makes the following findings:

(a) The Amendment is consistent with the City’s General Plan, including:

1. Policy 17.1.6: Revise the zoning ordinance to conform with the General Plan text and map to address changing conditions with new concepts that will allow flexibility in application, as well as a pleasing and attractive built environment.
2. Objective 19.1: Promote the long-term image and livability of Lancaster as a unique community with a strong sense of place through development and application of comprehensive community design guidelines.

3. Specific Action: 19.2.1 (a): Through the development review process, apply Community Design guidelines in a manner that would allow for the creation of visual identity and character in new growth areas, and the preservation of such in existing neighborhoods.
 4. Objective 19.3: Improve the city's visual identity by utilizing design standards that instill a sense of pride and well-being in the community.
 5. Policy 19.3.1: Promote high quality development by facilitating innovation in architecture/building design, site planning, streetscapes, and signage.
- (b) The Amendment will not result in an increase in either the number or total square footage of off-premises advertising signage within the City.
 - (c) The Amendment will provide greater detail on the design and submission requirements for off-premises outdoor advertising signage.
 - (d) The Amendment will correct inconsistencies, provide director's review procedures and policy clarifications.
 - (e) The Amendment will not have a significant effect on the environment because the proposed actions are within the scope of the Program Environmental Impact Report (SCH #2007111003) prepared for the Lancaster General Plan, and no further environmental review is required.
 - (f) The Planning Commission held a public hearing on the Amendment pursuant to Section 65854 of the Government Code, notice of which was published and provided as required by law, and thereafter adopted the Planning Commission Recommendation.
 - (g) The City Council held a public hearing on the Amendment pursuant to Section 65856 of the Government Code, notice of which was published and provided as required by law.

Section 3. Section 17.40.210 of the Lancaster Municipal Code is hereby amended and restated in its entirety to read as set forth in Exhibit "A" attached hereto.

Section 4. Any ordinance previously adopted by the City Council shall be and hereby is repealed if and to the extent inconsistent with this Ordinance; provided, however, that each such ordinance shall otherwise remain in full force and effect.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Ordinance No.
Page 3

Section 6. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance, and shall cause the same to be published and posted pursuant to the provisions of law in that regard, and this Ordinance shall take effect 30 days after adoption.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the _____ day of _____, _____, and placed upon its second reading and adoption at a regular meeting of the City Council on the _____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. _____, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)

EXHIBIT "A"

AMENDED AND RESTATED SECTION 17.40.210

17.40.210 - Off-premises outdoor advertising signs.

A. Purposes. The purposes of this section are as follows:

1. To preserve and improve the appearance of the city as a place to live, work, trade, do business and visit; protect the city from the blighting influence of excessive off-premises outdoor advertising signage; and thereby preserve and enhance the economic base of the city and safeguard property values within the city;
2. To restrict off-premises outdoor advertising signs so as to avoid increasing the hazards to motorists and pedestrians caused by excessive distracting signage;
3. To precisely identify areas and/or zones where the installation of additional off-premises outdoor advertising signs should be prohibited due to the importance of such areas to the environmental and economic development goals and objectives of the city;
4. To provide for the relocation of existing legal off-premises outdoor advertising signs so as to minimize the adverse effects of such signs on the city's goals and objectives, in accordance with Section 5412 of the Business and Professions Code of the state of California;
5. To remove off-premises outdoor advertising signs from the residential areas of the city, in accordance with Section 5412 of the Business and Professions Code of the state of California;
6. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal consumption and purchase of tobacco products by children and minors by limiting their exposure to the advertising of tobacco products on certain off-premises signs;
7. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal consumption and purchase of alcoholic beverages by children and minors by limiting their exposure to the advertising of alcoholic beverages on certain off-premises signs;
8. To promote the general welfare and temperance of children and minors and to intend to help reduce the illegal use or purchase of adult telephone messages by children and minors by limiting their exposure to the advertising of adult telephone messages on certain off-premises signs.

B. Definitions. As used in this section, the following words shall have the following respective meanings:

1. "Outdoor advertising sign" means a sign, display or device affixed to the ground or attached to or painted or posted onto any part of a building or similar permanent structure used for the display of an advertisement to the general public when viewed from outside of a building or similar enclosed area.

2. "Commercial advertisement" means any advertisement which has, as its primary purpose, the promotion of the sale of goods or services by a commercial business or enterprise to the public generally or any significant part thereof.
3. "Noncommercial advertisement" means any advertisement other than a commercial advertisement.
4. "On-premises advertisement" means any commercial advertisement which pertains solely to goods or services which are produced or offered for sale on the premises where the advertisement is displayed.
5. "Off-premises advertisement" means any commercial advertisement other than an on-premises advertisement.
6. "Construct," when used with reference to a sign, means to install, erect or place on the ground or on a building or structure or to affix, paint or post on or to a building or structure.
7. "Relocate," when used with reference to a sign, means to move a sign from one location to another or to remove a sign from one location and construct a similar sign at another location.
8. "Maintenance" means any activity relative to repair, restoration or preservation of an existing sign, display or device intended to keep such sign, display or device in a state similar to that when originally installed or erected.
9. "Upgrade" means any activity intended to improve the design quality and aesthetic appeal of an existing sign, display or device by modifying structural elements of, or providing substantial cosmetic enhancements to, such sign, display or device, including the change of the sign from conventional copy to a digital advertising display.
10. "Tobacco product" means any substance containing tobacco leaf, including but not limited to cigarettes, cigars, pipes, tobacco, snuff, chewing tobacco and dipping tobacco.
11. "Alcoholic beverage" means any beverage in liquid form that contains not less than one-half of one percent of alcohol by volume and is intended for human consumption.
12. "Adult Telephone Messages" means live or recorded telephone messages containing any harmful matter, as defined in Section 313 of the Penal Code of the state of California.
13. "School" includes any elementary or secondary school, public or private, attendance at which satisfies the compulsory education laws of the state of California.
14. "Public Park" means any park, playground or grounds under the control, direction or management of a public entity.
15. "Private Park" means any park, playground or ground under control, direction or management of a private entity.
16. "Church" means a development maintained and used exclusively for religious worship, including customary incidental education and social activities in conjunction therewith.
17. "Child care center" means a facility, other than a family day care home, in which less than twenty-four-hour-per-day nonmedical care and supervision is provided for children

in a group setting as defined and licensed under the regulations of the state of California.

18. "Youth center" means any designated indoor public, private or parochial facility, other than a private residence or a multiple dwelling unit, which contains programs which provide, on a regular basis, activities or services for persons who have not yet reached the age of eighteen (18) years, including, but not limited to, community-based programs, after-school programs, weekend programs, violence prevention programs, leadership development programs, vocational programs, substance abuse prevention programs, individual or group counseling, case management, remedial, tutorial, or other educational assistance or enrichment, music, art, dance, and other recreational or cultural activities, physical fitness activities and sports programs.
 19. "Digital Advertising Display" (DAD) means a display created by light-emitting diodes, liquid crystal displays, display panels, pixel or sub-pixel technology, or other similar means.
 20. "Residential Structure" means any building that includes a kitchen and at least one bedroom and bathroom that is being occupied and used as a dwelling unit at the time an application for relocation of a billboard is submitted to the City; and for which the City has on file a current and valid Certificate of Occupancy for the building as a residential occupancy classification.
- C. Application to Existing Signs. Any off-premises outdoor advertising sign which was constructed in conformance with the requirements of this title as they existed at the time of such construction, but which is not in conformance with the requirements of this section, shall be deemed a legal nonconforming use which must be maintained, and may be upgraded subject to the restrictions and limitations imposed on nonconforming uses by Chapter 17.32. Such signs may be compelled to be removed through eminent domain proceedings subject to the requirements and limitations imposed by Sections 5412 through 5412.4 of the Business and Professions Code of the state of California, the provisions of which, as they may from time to time be amended, are incorporated herein by this reference.
- D. Fees. The City Council may, by resolution, establish fees for any or all of the administrative processes established by this section.
- E. Director's Review. Relocations of and upgrades to off-premises commercial advertising signs are subject to a Director's Review as set forth in this section.
- F. Preclusions of New or Additional Signs. No new or additional off-premises outdoor advertising signs shall be constructed in any zone district or area of the City after the effective date of the ordinance codified in this title; provided, however, that upon a finding that the purpose(s) of this Section 17.40.210 would not be served by the application of this prohibition to a particular area within the city, the City Council may by resolution designate such area(s) as exempt from the provisions of this paragraph.
- G. Amortization in Residential Zones. No off-premises outdoor advertising sign shall be relocated into any residential zone. Such signs located in any residential zone as of February 6, 1985, shall be removed in accordance with the following amortization schedule:

**Fair Market Value of Off-Premises
Commercial Advertising Sign
On February 6, 1985**

Before Removal	Years Allowed
Under \$1,999	2
\$2,000 to \$3,999	3
\$4,000 to \$5,999	4
\$6,000 to \$7,999	5
\$8,000 to \$9,999	6
\$10,000 and over	7

- H. **Other Location Restrictions.** An off-premises commercial advertising sign may be relocated or upgraded provided that:
1. It is relocated no closer than five hundred (500) feet to a previously constructed off-premises commercial advertising sign located on the same or opposite side of the same street; or
 2. It is relocated no closer than two hundred (200) feet to any a residential structure, school, church or similar place of worship, historical building, cemetery or similar place of interment, private park.
- I. **Size Restrictions.** No off-premises commercial advertising sign shall be relocated or upgraded unless it complies with the following restrictions:
1. The sign shall not exceed thirty-two (32) feet in height from ground level.
 2. The total area of a single sign face shall not exceed three hundred (300) square feet. The total area of a double-faced sign shall not exceed six hundred (600) square feet.
 3. The size and height restrictions listed in this section may be modified for a digital advertising display relocation or upgrade as provided in Section 17.40.210.R. The height restrictions for a relocation or upgrade of a conventional advertising display may be modified as provided in Section 17.40.210.R.2.
- J. **Visual and Maintenance Standards.** No off-premises outdoor advertising sign shall be relocated or upgraded unless it complies with the following requirements:
1. The message copy area of the relocated or upgraded sign may be no larger than the message copy area of the original sign or the size restrictions established in Section 17.40.210.I, whichever is less, unless modified pursuant to Section 17.40.210.I.3.

2. Such sign may be relocated to a new site only if the sign at the new site complies with all setback and yard requirements of the underlying land use zone.
 3. Such sign may be relocated to a new site only if the sign at the new site is built with no more than one supporting post.
 4. The sign structure shall be architecturally treated so as to screen the frame, support structures and lighting from public view. A combination of landscaping and other decorative materials can be used to comply with this section. The color and materials of this architectural treatment shall be in conformance with the architectural plan approved pursuant to Section 17.40.210 K and Section 17.40.210.L and shall be subject to further design review, as may be determined by the Development Services Director
 5. Utility lines providing electrical power to a relocated sign shall be underground.
 6. The sign shall be continuously maintained in an attractive, clean and safe condition.
 7. Digital advertising displays shall comply with the visual standards contained in Section 17.40.210.R.
- K. Director's Review Procedures. Relocation of or upgrade to off-premises outdoor advertising signs is subject to a Director's Review that shall be conducted upon the Development Services Department's receipt of a complete application, which shall, at a minimum, include the following:
1. Elevations. Fully dimensioned and scaled colored elevations of each view (indicating direction as north, east, south, west) of the proposed sign, including height;
 2. Site plan. A site plan on which the proposed sign is to be relocated, disclosing the location of the sign in relation to other improvements on the site as well as adjacent properties;
 3. Context aerial map. An aerial map stating the distances between the proposed sign the nearest off-premises commercial advertising sign, residential structure, school, church or similar place of worship, historical building, cemetery or similar place of interment, and private park;
 4. Visual simulations. Visual simulations showing photographs of existing sign and photo simulations of proposed sign;
 5. A description of the proposed architectural treatment of the sign structure, disclosing proposed colors and materials.
 6. Such other information as the Development Services Department deems appropriate to determine compliance with the provisions of this section.
- L. Determination of Director's Review. The Development Services Director shall review each application filed under Section 17.40.210.K and shall make a decision thereon. If the proposed sign complies with this title and all other requirements of the law, and if the colors and materials of the architectural treatment required by Section 17.40.210.J of this section are attractive and suitable for the purpose of providing the required screening, the permit shall be issued based upon application as submitted. If the proposed sign can be brought into such compliance by modifications in the proposal, the permit shall be issued subject to conditions requiring such modifications. Otherwise, the application shall be denied.

- M. Appeal Procedures. An appeal may be filed in accordance with Section 17.32.820. Such appeal shall be filed with the city clerk in accordance with Section 17.36.030.
- N. Relocation Agreements. An off-premises outdoor advertising sign may be relocated within or to the C, LI, or HI zones provided an agreement for such relocation between the sign owner and the city is approved by the Development Services Director. The Development Services Director may approve such relocation agreement if the sign will, upon its relocation, comply with the requirements of this section and if, the relocation will promote the purposes of this section. The relocation agreement shall contain such terms and conditions pertaining to the relocation and maintenance of the sign as are consistent with this section and mutually agreeable to the parties thereto.
- O. Prohibition.
1. Tobacco Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for cigarettes or other tobacco products on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church.
 2. Alcoholic Beverage Advertising Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for alcoholic beverages on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center or church. This prohibition shall not apply to outdoor advertising signs located on property adjacent to, and designed to be viewed primarily by, persons traveling on a freeway.
 3. Advertising Adult Telephone Message Prohibited in Certain Areas of the City. No person shall place or cause to be placed any advertisement for live or recorded telephone messages containing harmful matter, as defined in Section 313 of the Penal Code, on any off-premises outdoor advertising sign within two hundred (200) feet of a residential zone, or within one thousand (1,000) feet of the premises of any school, park, youth center, child care center, or church.
- P. Digital Advertising Displays (DAD). The installation of a DAD is permissible in conjunction with the upgrade or relocation of an off-premises outdoor advertising sign subject to the following requirements:
1. Modification of Sign Face Size Requirements. Generally, a DAD shall be subject to the same sign face size restrictions as contained in Section 17.40.210.I. However, given the unique characteristics of DAD's, an applicant may request a modification to the maximum sign face size restrictions under the following conditions:
 - a. The applicant demonstrates, to the satisfaction of the Development Services director, that the larger size is necessary to provide a readable DAD in a cost-effective manner; and
 - b. The maximum sign area for a single-face DAD is six hundred seventy-five (675) square feet, or for a double-face sign is a total of one thousand three hundred fifty (1,350) square feet (see Section 17.40.210.P.1.d. below); and

- c. The applicant agrees to remove, or has already removed and agrees to permanently surrender rights to, off-premise outdoor advertising signage with the city that is equal to or greater in square-footage than the excess amount requested beyond the limits established by Section 17.40.210.I.2. Such signage shall be specifically identified in either the relocation agreement required under Section 17.40.210.N or a separate binding agreement between the city and the applicant.
 - d. The maximum size face area listed in Section 17.40.210.P.1.b. is also allowable for a static display sign face that is the opposite face of a DAD, provided that it is no larger than the DAD.
2. Modification of Height Requirements. Generally, a DAD shall be subject to the same height restrictions as contained in Section 17.40.210.I. Height restrictions may be modified for a DAD upgrade immediately adjacent to the freeway if the applicant demonstrates that compliance with the 32-foot height limit would impair visibility for a portion of the sign face. Increased height shall only be permitted to the extent necessary to allow reasonable view of the sign face.
3. No DAD shall depict or simulate any motion or video (e.g. video clips, flashing, etc.)
4. The DAD may be programmed to allow changeable messages, provided that any image shall be displayed for a minimum of six seconds, and transitions between slides shall not exceed one second.
5. Each DAD shall include a photometric sensor that will adjust the intensity of the sign for daytime and nighttime viewing. The nighttime intensity shall be limited to 0.3-foot candles (over ambient levels) as measured at a preset distance as established by the Lewin Report as prepared for the Outdoor Advertising Association of America (OAAA). The city may modify or further restrict the intensity of any DAD display should the lighting create a distraction to drivers or an adverse effect on nearby residential property.
6. The City may, as part of an upgrade or relocation that results in the installation of a DAD, require that time be available for the posting of public announcements on the DAD, subject to space availability.

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members
FROM: Vice Mayor Marvin Crist
DATE: June 26, 2018
SUBJECT: **Report on the Activities of the Board of Directors for the Antelope Valley Transit Authority**

Recommendation:

Receive a report of the proceedings and issues discussed at the April regular Board of Directors meeting of the Antelope Valley Transit Authority (AVTA).

Background:

The Antelope Valley Transit Authority is a distinct government entity created under a joint powers authority agreement between the City of Lancaster, the City of Palmdale, and Los Angeles County that provides public transit services. Vice Mayor Marvin Crist serves as the Chairman and Council Member Angela Underwood-Jacobs serves as a Director on the AVTA Board for the City of Lancaster. Council Member Raj Malhi serves as an Alternate Director.

The following significant events took place at the regular April Board meeting:

Present: Chairman Marvin Crist
Vice Chair Dianne Knippel
Director Michelle Flanagan
Director Steve Hofbauer
Director Austin Bishop

Absent: Director Angela Underwood-Jacobs

Resolution No. 2018-007, rejecting Eco Energy Solutions, Inc.'s bid on Contract #2018-10 for AVTA electric bus charging at Sergeant Steve Owen Memorial Park and awarding the project to Taft Electric Company.

- (1) Adopt Resolution No. 2018-007, a Resolution of the Board of Directors of the Antelope Valley Transit Authority, finding Eco Energy Solutions, Inc. to be not responsible, rejecting Eco Energy Solutions, Inc.'s bid on Contract #2018-10 for the AVTA Electric Bus Charging Project at Sergeant Steve Owen Memorial Park (SSOMP), and awarding Contract #2018-10 to Taft Electric Company.
- (2) Authorize the Executive Director/CEO to execute Contract #2018-10 for the AVTA electric bus charging project at SSOMP to Taft electric Company (Taft), Ventura, CA, for the amount of \$327,071, plus applicable permit fees and sales tax, as it is the lowest responsible and responsive bidder.

Approved (5-0-0-1).

Resolution No. 2018-006, authorizing the Executive Director/CEO to execute agreements necessary for the Server Room Upgrade Project with funds from the California State of Good Repair Program.

Adopt Resolution No. 2018-006, a Resolution of the Board of Directors of the Antelope Valley Transit Authority, authorizing the Executive Director/CEO to execute agreements necessary for the Server Room Upgrade Project with funds from the California State of Good Repair Program.

Approved (5-0-0-1).

Resolution No. 2018-008, authorizing the Executive Director/CEO to execute the necessary agreement to procure one (1) Battery Electric Commuter Bus with funds from the 2017/2018 (FY18) Cap and Trade Low Carbon Transit Operations Program (LCTOP).

Adopt Resolution No. 2018-008, a Resolution of the Board of Directors of the Antelope Valley Transit Authority, authorizing the Executive Director/CEO to execute the necessary agreement to procure one (1) Battery Electric Commuter Bus with funds from the 2017/2018 (FY18) Cap and Trade Low Carbon Transit Operations Program (LCTOP).

Approved (5-0-0-1).

Election of Board Officers for Fiscal Year 2018-2019 (FY19).

Marvin Crist voted in as Chairman; Dianne Knipple voted in as Vice-Chair.

Approved (4-1-0-1).

FY 2019 Preliminary Business Plan review and Short Range Transit Plan assumptions.

Approved the Preliminary Business Plan assumptions and provided direction to staff regarding fiscal priorities for the Final 2019 Business Plan.

Approved (5-0-0-1).

Lease agreement between the Antelope Valley Transit Authority and Antelope Valley Healthcare District – South Valley Transit Hub Charging Station.

Authorized the Executive Director/CEO to negotiate and execute a lease agreement with the Antelope Valley Healthcare District for a 30-year term, to support the construction and operation of an AVTA transit center and en route charging facility adjacent to the South Valley Health Center.

Approved (5-0-0-1).