

A hazardous material is defined by California Health and Safety Code Section 25501 as follows:

*“Hazardous material” means any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or the environment. Hazardous materials include, but are not limited to, hazardous substances, hazardous waste, and any material that a handler or the administering agency has a reasonable basis for believing that it would be injurious to the health and safety of persons or harmful to the environment if released into the workplace or the environment.*

A hazardous material is defined in Title 22, Section 662601.10, of the California Code of Regulations as follows:

*A substance or combination of substances which, because of its quantity, concentration, or physical, chemical or infectious characteristics, may either (1) cause, or significantly contribute to, an increase in mortality or an increase in serious irreversible, or incapacitating reversible, illness; or (2) pose a substantial present or potential hazard to human health or environment when improperly treated, stored, transported or disposed of or otherwise managed.*

The release of hazardous materials into the environment could potentially contaminate soils, surface water, and groundwater supplies.

Most hazardous materials regulation and enforcement in Orange County is managed by the Orange County Health Care Agency and the Orange County Fire Authority. Both agencies refer large cases of hazardous materials contamination or violations to the responsible Regional Water Quality Control Board (RWQCB), the California Department of Toxic Substances Control (DTSC), and/or other agencies as appropriate. It is not uncommon for other agencies, such as both the federal and state Occupational Safety and Health Administrations (OSHA), to become involved when issues of hazardous materials arise. Under California Government Code Section 65962.5, both the DTSC and the State Water Resources Control Board (SWRCB) are required to maintain lists of sites known to have hazardous substances present in the environment. Both agencies maintain up-to-date lists on their websites.

A search of the DTSC and SWRCB databases identified one hazardous waste violation in the project vicinity north of El Toro Road and west of Moulton Parkway associated with a leaking underground tank cleanup site that is currently under remediation (DTSC 2016; SWRCB 2016).

#### PROJECT IMPACTS AND MITIGATION MEASURES

- a) **Less Than Significant Impact.** Many types of businesses use chemicals and hazardous materials, and their routine business operations involve chemicals that are manufactured, warehoused, or transported. Currently, a variety of existing business operations in the city and in the project area use, store, or transport hazardous substances, as well as generate hazardous waste. The secondary activities that would occur with commercial uses (e.g., building and landscape maintenance) would also involve the use of hazardous materials.

The proposed project would not directly create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials, as no development proposals are included in the proposed project. Further, the proposed project would not change regulations and oversight related to hazardous materials. Future projects or land use decisions allowed through a conditional use permit would undergo

CEQA review on a project-by project basis. Uses allowed by right, like drug stores, could require the routine transport of hazardous materials. Nonetheless, all development would be required to comply with existing regulations regarding the routine business operation and transportation. As such, impacts would be less than significant.

- b) **Less Than Significant Impact.** Human exposure to a hazardous substance could occur through accidental release. Incidents that result in an accidental release of a hazardous substance into the environment can cause contamination of soil, surface water, and groundwater, in addition to any toxic fumes that might be generated. If not cleaned up properly, the hazardous substances could migrate into the soil or enter a local stream or channel, causing contamination of soil and water. Human exposure to contaminated soil or water can have potential health effects depending on a variety of factors, including the nature of the contaminant and the degree of exposure.

Although the proposed project does not include any development proposals, future development could result in the accidental release of hazardous materials. Future projects or land use decisions allowed through a conditional use permit would undergo CEQA review on a project-by project basis. Uses allowed by right, like drug stores, could utilize and/or store hazardous materials. Nonetheless, all development would be required to comply with existing regulations regarding accidental release of hazardous materials. As such, impacts would be less than significant.

- c) **Less Than Significant Impact.** See Issue a) above. The proposed project does not include any components that would directly result in hazardous emissions or the handling of hazardous or acutely hazardous materials, substances, or waste since no development proposals are included. However, Ocean View Non-Public School and preschools at Geneva Presbyterian Church, Laguna Country United Methodist Church (Niguel Children's Center), and the Lutheran Church of the Cross are located within a quarter mile of the project area. As future development would be required to comply with federal, state, and local regulations regarding transport and handling of hazardous materials, impacts would be less than significant.

- d) **Less Than Significant Impact.** The proposed project does not include any development proposals. Under California Government Code Section 65962.5, both the DTSC and the SWRCB are required to maintain lists of sites known to have hazardous substances present in the environment. Both agencies maintain up-to-date lists on their websites. According to a search of the GeoTracker database (SWRCB 2016), no active federal superfund sites are located in Laguna Woods. While there is a single leaking underground storage tank cleanup site in the existing Community Commercial district at Arco Station #5831, 24181 Moulton Parkway in Laguna Woods, it is currently under remediation. Therefore, this impact would be less than significant.

- e, f) **No Impact.** The project area is not located within 2 miles of an airport or a private airstrip. The nearest airport, John Wayne Airport, is more than 10 miles away. Therefore, no impact would occur.

- g) **No Impact.** The proposed project does not include any roadway modifications and as such, there would be no interference with established evacuation routes. Use of the project area for commercial uses is not anticipated to result in any interference with either the County of Orange/Orange County Operational Area's emergency response plans or the City's Emergency Operation Plan. In addition, any future development would be

subject to fire codes and to corresponding review by the Orange County Fire Authority. Therefore, no impact would occur.

- h) No Impact.** The project area is not located in an area that is adjacent to or intermixed with wildlands, nor is it located in any one or more of the city's designated fire hazard severity zones. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>9. HYDROLOGY AND WATER QUALITY.</b> Would the project:				
a) Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood hazard Boundary of Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Place within 100-year flood hazard area structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Place unprotected structures for human occupancy and major roadways in a 100-year floodplain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j) 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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k) Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
l) Disturb, or encroach into, any river, river tributary, riparian habitat, stream, or similar waterway identified on a US Geological Survey map as a	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
"blue-line" watercourse, or any waterway otherwise identified as a significant resource by the City of Laguna Woods?				

EXISTING SETTING

Laguna Woods straddles three watersheds: Newport Bay, Aliso Creek, and Laguna Coastal Streams. The proposed project is located in the Newport Bay and Aliso Creek watersheds.

The project area is located within the jurisdictional boundaries of the Santa Ana Regional Water Quality Control Board and the San Diego Regional Water Quality Control Board (collectively, the RWQCBs). The RWQCBs develop and enforce water quality objectives and implementation plans that safeguard the quality of water resources. Specifically, the RWQCBs identify potential water quality problems, confirm and characterize water quality problems through assessment, remedy problems through imposing or enforcing appropriate measures, and monitor problem areas to assess effectiveness of remedial measures. Remedies for problems include prevention and cleanup. Common means of prevention are the issuance of National Pollutant Discharge Elimination System (NPDES) permits, waste discharge requirements, and discharge prohibitions and restrictions. Cleanup is implemented through enforcement measures such as Cease and Desist and Cleanup and Abatement orders. The project area is already urbanized and developed with commercial zones with sufficient stormwater drainage in place.

Laguna Woods is urbanized and the project area is developed. The city has existing maintained storm drainages including those on the south side of Ridge Route Drive and in Moulton Parkway; Santa Maria Avenue (excluding the portion in Laguna Hills), and El Toro Road. Runoff from the development areas currently sheet flows into respective storm drain facilities in Ridge Route Drive, Moulton Parkway, and El Toro Road.

PROJECT IMPACTS AND MITIGATION MEASURES

- a) **Less Than Significant Impact.** The proposed project consists of zoning code amendments and zone changes, with no currently proposed changes of the existing land uses. Sections 10.06.300 through 10.06.320 of the Laguna Woods Municipal Code contain the City's erosion and sediment control and water quality requirements. The implementation of various best management practices (BMPs) is required during construction.

The State Water Resources Control Board requires dischargers whose projects disturb 1 or more acres of soil, or whose projects disturb less than 1 acre but are a part of a larger common plan of development that in total disturbs 1 or more acres, to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity Construction General Permit Order 2009-0009-DWQ. Thus, any improvement of at least 1 acre would be required to prepare a stormwater pollution prevention plan (SWPPP) pursuant to RWQCB standards and subject to RWQCB review for each phase of the project. SWPPPs are required to include measures designed to reduce or eliminate erosion and runoff into waterways. BMPs include wattles, covering of stockpiles, silt fences, and other physical means of slowing stormwater flow from the graded areas to allow sediment

to settle before entering stormwater channels. The methods used would be described in the SWPPPs and may vary, depending on project- and site-specific circumstances.

Construction and operational activities from future development would be required to comply with all applicable federal, state, and local standards. Additionally, through the City's development review process, future development would be evaluated for potential water quality impacts from construction and operational activities. As such, the proposed project would not result in violation of any water quality standards or waste discharge requirements in the city. Proposed project impacts to water quality would be less than significant.

- b) **No Impact.** As documented in the City's General Plan EIR, no groundwater recharge areas are located in or in the immediate vicinity of the city. Therefore, no impact would occur.
- c) **Less Than Significant Impact.** No blue-line streams occur in the project area, as shown in the San Juan Capistrano, California, USGS 7.5-minute topographic quadrangle map. Therefore, rivers or streams are not at risk for substantial erosion on- or off-site. The project area is predominantly built out and contains existing stormwater infrastructure. The proposed project does not include any development proposals and, as such, there would be no substantial erosion or siltation due to the modification of drainage patterns. Any such changes, including future development, would be required to comply with the City's Grading Code (Laguna Woods Municipal Code Chapter 10.06), which addresses drainage, erosion, and stormwater. Therefore, the proposed project would have a less than significant impact.
- d) **Less Than Significant Impact.** The proposed project consists of zoning code amendments and corresponding zone changes, with no currently proposed changes of the existing land uses. According to the General Plan Safety Element, the project area is not located in a designated 100-year flood zone (Laguna Woods 2014). Further, Orange County has a Drainage Area Management Plan and the City has a Local Implementation Plan, which ensure that all new development and significant redevelopment incorporates appropriate site design, source control and treatment control BMPs to address specific water quality issues, and mandates that construction sites implement regulatory practices that address the control of construction related pollutants discharges including erosion, sediment control, hazardous materials, and waste management (County of Orange, the Cities of Orange County, and the Orange County Flood Control District 2003). Therefore, the proposed project would have a less than significant impact on drainage, runoff, and flooding.
- e) **Less Than Significant Impact.** See responses to Issues a), c), and d) of this subsection. The proposed project does not include any development proposals. Further, according to Section 4.14.040 of the Laguna Woods Municipal Code, all new development and significant redevelopment within the city is to be undertaken in accordance with any conditions and requirements that are reasonably related to the reduction of pollutants in stormwater runoff from the project site. If the City determines that project implementation will have a de minimus impact on the quality of stormwater runoff, then the City may issue a waiver of the requirement for compliance with the development project guidance. Additionally, the project area is developed; therefore, stormwater infrastructure is already in place and the proposed project is unlikely to create or pollute significant amounts of runoff water that would exceed the capacity of the stormwater drainage system.

In accordance with applicable National Pollutant Discharge Elimination System permits, the City is required to implement BMPs outlined in the Drainage Area Management Plan and its Local Implementation Plan. Future development in the project area would be required to be reviewed by the City to confirm that there would be no significant change in site runoff and to identify the specific drainage/water quality control measures required to meet the requirements of the City's Local Implementation Plan. As the project would not create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff, the impact would be less than significant.

- f) **Less Than Significant Impact.** See discussion in Issues a) and e) of this subsection and Issue b) of subsection 6, Geology and Soils. The proposed project would have a less than significant impact.
- g-i) **No Impact.** According to the General Plan Safety Element, no portion of the project area is located within a 100-year floodplain (Laguna Woods 2014). Therefore, the project would not result in the development of any housing or structures in a 100-year flood zone and no impact would occur.
- j) **No Impact.** According to the General Plan Safety Element, the project area is not located within a 100-year floodplain and no dam or levee inundation zones affect the city (Laguna Woods 2014). Therefore, the proposed project would not 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, and no impact would occur.
- k) **No Impact.** The project area is located over 5 miles from the Pacific Ocean; therefore, the project is not subject to tsunami hazards. There are no water bodies or water storage facilities in the vicinity of the project area that could flood the sites in the event of seismically induced seiche conditions. Therefore, no impact would occur.
- l) **No Impact.** The project area does not contain any waterways identified on a USGS map as "blue-line" watercourses or as a significant resource by the City. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>10. LAND USE AND PLANNING.</b> Would the project:				
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

The primary land use plan for the project area is the City’s General Plan Land Use Element, which was last updated in 2010. For more information on the proposed project and its various land use components, please refer to earlier sections of this document.

PROJECT IMPACTS AND MITIGATION MEASURES

- a) **No Impact.** The proposed project consists of zoning code amendments and corresponding zone changes, with no currently proposed changes of the existing land uses. No development proposals are included, nor are physical development standards proposed for significant amendment. Therefore, no impact would occur.
- b) **No Impact.** The proposed zone changes and zoning code amendments would not supersede any other regulations or requirements adopted or imposed by either the federal or state governments. While it would supersede certain existing City plans and regulations, this is a City-initiated project and no conflict has been identified. Therefore, the proposed project would not conflict with a land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect, and no impact would occur.
- c) **No Impact.** The project area is within the boundaries of the Coastal Subregion of the Orange County Central/Coastal Natural Community Conservation Plan/Habitat Conservation Plan (NCCP/HCP). The project area is not located within a reserve, special linkage, or conservation easement area of the NCCP/HCP and contains no on-site habitat in support of any special-status species. Therefore, the project would not conflict with the provisions of the NCCP/HCP and no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>11. MINERAL RESOURCES.</b> Would the project:				
a) Result in the loss of availability of a known mineral resource that would be a value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

According to the California Department of Conservation’s Surface Mining and Reclamation Land Classification Maps, a portion of Laguna Woods is designated Mineral Resource Zone 3, indicating that the significance of mineral resources cannot be evaluated using available data (California Geological Survey 2012). The balance of Laguna Woods is designated as Mineral Resource Zone 1, meaning that available geologic information indicates that no significant mineral deposits or a minimal likelihood of significant mineral deposits.

PROJECT IMPACTS AND MITIGATION MEASURES

**a, b) No Impact.** No known mineral resources are located in the project vicinity (Laguna Woods 2002). Therefore, the proposed project would not adversely affect the availability of a known mineral resource and no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>12. NOISE.</b> Would the project result in:				
a) The exposure of persons to, or the generation of, noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) The exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, exposure of people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, exposure of people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

Noise is defined as “unwanted sound.” Sound becomes unwanted when it interferes with normal activities, when it causes actual physical harm, or when it has adverse effects on health. Noise is measured on a logarithmic scale of sound pressure level known as a decibel (dB). A-weighted decibels (dBA) approximate the subjective response of the human ear to broad frequency noise source by discriminating against very low and very high frequencies of the audible spectrum. They are adjusted to reflect only those frequencies that are audible to the human ear.

PROJECT IMPACTS AND MITIGATION MEASURES

**a-d) Less Than Significant Impact.** The proposed project consists of zoning code amendments and corresponding zone changes, with no currently proposed changes of the existing land uses. In the future, new or expanded uses could generate noise during construction and from activities occurring on the sites. Sections 7.08.060 and 7.08.070 of the Laguna Woods Municipal Code establish the City’s exterior and interior noise standards, respectively. Future activities in the project area would be required to comply with the City’s standards. Noise generated during construction activities would be considered exempt pursuant to Section 7.08.080 of the Laguna Woods Municipal Code, provided the activities do not take place between the hours of 8 p.m. and 7 a.m. on weekdays, including Saturdays, or at any time on Sundays or federal holidays. Future projects’ compliance with applicable

regulations, including the Laguna Woods Municipal Code, would substantially minimize construction and operational noise. Therefore, the project would not expose people to noise levels in excess of standards established in the General Plan or noise ordinance or to applicable standards of other agencies; would not generate excessive groundborne vibration or noise levels; would not cause a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project; and would not result in a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project. No significant impacts would occur.

- e, f) **No Impact.** The project area is located more than 2 miles from a public airport and is not in the vicinity of a private airstrip. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>13. POPULATION AND HOUSING.</b> 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)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

The California Department of Finance (2015) estimated the city's population as of January 1, 2015 at 16,652.

PROJECT IMPACTS AND MITIGATION MEASURES

- a) **No Impact.** The project area is located in an established suburban community and no new roads or extensions of existing roads are proposed. The proposed project does not include the construction of any new homes or businesses, nor would the proposed project permit the construction of homes beyond the requirements of State law. Therefore, no increase in population would occur as a result of the proposed project.
- b) **No Impact.** No residences would be displaced or removed as a result of the proposed project. Therefore, no impact would occur.
- c) **No Impact.** As discussed under Issue b), the proposed project does not involve the displacement or relocation of any housing and would therefore not displace any people or necessitate the construction of any replacement housing. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>14. PUBLIC SERVICES.</b> 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:				
a) Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

**Fire Protection**

The Orange County Fire Authority provides fire prevention, suppression, and paramedic services to Laguna Woods. The city is primarily served by Station No. 22 at 24001 Paseo de Valencia in Laguna Woods.

**Police Protection**

The City of Laguna Woods contracts with the Orange County Sheriff’s Department for police services, which are generally provided from the Aliso Viejo Substation at 11 Journey in Aliso Viejo. Private security guards patrol Laguna Woods Village.

**Schools**

The Saddleback Valley Unified School District operates elementary, intermediate, and high schools serving the project area.

**Parks**

The City of Laguna Woods operates and maintains all or part of three public parks: City Centre Park, Ridge Route Linear Park/“A Place for Paws” Dog Park, and Woods End Wilderness Preserve. Woods End Wilderness Preserve is currently leased to OC Parks for inclusion in the Laguna Coast Wilderness Park.

PROJECT IMPACTS AND MITIGATION MEASURES

**a, b) Less Than Significant Impact.** Future development could increase the demand for fire and police protection services in the city and while not anticipated, could result in the need for improvements to existing facilities or increases in staffing and equipment, depending on the volume and intensity of development. The environmental impacts associated with the provision of new or physically altered facilities would be dependent on the location

and nature of the proposed facilities, and such additions requiring conditional use permits would undergo separate environmental review. Additionally, future development would be subject to compliance with applicable federal, state, and local regulations governing the provision of fire protection services (e.g., fire access, fire flows, and hydrants).

The Orange County Fire Authority would impose standard conditions of approval, which would ensure that individual project impacts on fire protection services are reduced to a less than significant level. Compliance with General Plan strategies and actions, and approval of subsequent project-specific secured fire and police protection agreements, would reduce impacts to fire and police protection services to a less than significant level.

- c-e) No Impact.** The proposed project does not propose any housing and would not include any other components that would result in an increased demand for schools, parks, or other public services, such as libraries. The proposed project would include large pervious open spaces as a permitted use in the PA district, which may provide for limited passive recreational opportunities for users of the buildings in that district. Regardless, given the limited increase in demand, if any, for schools, parks, or other public facilities that would result from the proposed code amendments and zone changes, there would be no need for additional facilities to maintain acceptable service ratios and no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>15. RECREATION.</b> Would the project:				
a) 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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

EXISTING SETTING

Laguna Woods was nearly built out at the time of its incorporation in 1999. Prior to incorporation, development proceeded pursuant to Orange County’s Rossmoor Leisure World Planned Community zoning. Recreational facilities were developed for the exclusive use of residents in Laguna Woods Village. Since its incorporation, the City has begun to operate and maintain all or a part of three public parks: City Centre Park, Ridge Route Linear Park/“A Place for Paws” Dog Park, and Woods End Wilderness Preserve. Woods End Wilderness Preserve is currently leased to OC Parks for inclusion in the Laguna Coast Wilderness Park.

PROJECT IMPACTS AND MITIGATION MEASURES

- a) **Less Than Significant Impact.** The proposed project would not develop residential uses. The proposed project would not increase the demand on parks and recreational facilities such that there would be substantial physical deterioration of a facility or demand for new facilities. Therefore, impacts would be less than significant.
- b) **Less Than Significant Impact.** The proposed project consists of zoning code amendments and corresponding zone changes, with no currently proposed changes of the existing land uses. Future improvements would be governed by the permitted uses and development standards in the Laguna Woods Municipal Code. The proposed project would include large pervious open spaces as a permitted use in the PA district, which may provide for limited passive recreational opportunities for users of the buildings in that district. Regardless, given the limited increase in demand, if any, for recreational facilities that would result from the proposed code amendments and zone changes, the project is not expected to result in the need for construction or expansion of recreational facilities. The proposed project does not include any development projects. Therefore, impacts would be less than significant.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>16. TRANSPORTATION/TRAFFIC.</b> Would the project:				
a) Conflict with an applicable plan, ordinance, or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Increase traffic by 1 percent or more at any location where level of service for road links and level of service for intersections is D (Level of Service D)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

EXISTING SETTING

Most of the commercially zoned land in the city is located along Moulton Parkway and/or El Toro Road, which are the two major public roadways bisecting the city. Both roadways carry substantial volumes of regional traffic (that is, traffic passing through Laguna Woods from one part of the county to another without stopping in the city). Many local surface streets in the city are private and are a part of the gated community of Laguna Woods Village.

PROJECT IMPACTS AND MITIGATION MEASURES

**a, b, g) Less Than Significant Impact.** The proposed project includes zoning code amendments and zone changes, with no currently proposed changes of the existing land uses. In the future, new or expanded commercial uses could generate new vehicle trips. Due to the developed nature of the project area and the existing and proposed permitted uses, it is expected that the majority of future commercial development would primarily serve Laguna Woods residents and a broader population substantially similar to the existing. In addition, due to the variation in types of existing and proposed permitted commercial activities and the City's demographics, trips would be spread over the course of the day and would not be concentrated during peak hours. Commercial developments in the project area that are primarily intended to serve a substantially similar population as existing are not expected to significantly impact the performance of the circulation system or the level of service at nearby intersections.

Increasing the potential for the expansion of commercial uses such as fast-food establishments, dance halls, parking structures, drug stores, and professional offices could attract people from outside of Laguna Woods. The proposed project does not include any development proposals. Future development allowed under the proposed project would be limited in scope and intensity as a result of the limitations embedded in the proposed zoning code amendments, the existing development standards in the Laguna Woods Municipal Code, and the developed nature of the project area. As such, impacts would be less than significant.

**c) No Impact.** The proposed project would not affect air traffic volumes. The proposed project is not located within the boundaries of an airport land use plan area or in the approach or departure pattern of any airport. Therefore, no impact would occur.

**d) Less Than Significant Impact.** The project area is predominantly developed. Although the project does not propose any development, future development allowed under the proposed zoning code amendments and zone changes could modify ingress and egress routes based on project siting and size. Nonetheless, because of the developed nature of the project area, the limitations included in the proposed zoning code revisions, and the development standards in the Laguna Woods Municipal Code, future development would be limited in size and scope, mainly in the form of infill and redevelopment. In addition, new and/or modified ingress and egress routes would be subject to typical building and engineering standards. As such, impacts would be less than significant.

**e) Less Than Significant Impact.** Emergency vehicles generally access the city via Moulton Parkway and El Toro Road. These streets and side streets are already utilized for access to existing facilities and would continue to accommodate through movements of emergency vehicles. Although the project does not include any development proposals, future development could impact emergency vehicle access based on project siting and size. Nonetheless, because of the developed nature of the project area, future development would be limited in size and scope, mainly in the form of infill and redevelopment. As such, impacts would be less than significant.

**f) No Impact.** Orange County Transportation Authority (OCTA) bus stops are located in close proximity to the project area. Additionally, the City's largest residential community, Laguna Woods Village, provides three types of private transportation services to its residents and their guests: a fixed-route service, a demand-responsive service, and service with specially equipped lifts. Other residential communities offer limited demand-responsive service. The

proposed project would not conflict with policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities and would not otherwise decrease the performance or safety of such facilities. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>17. UTILITIES AND SERVICE SYSTEMS.</b> Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Have sufficient water supplies available to serve the project from existing entitlements and resources or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Result in the inability to maintain a water system, on- or off-site, which is capable of meeting the daily and peak demand of Laguna Woods residents and businesses, including the provision of adequate fire flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Result in 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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g) Result in the inability to maintain a wastewater collection treatment and disposal system, which is capable of meeting the daily and peak demands of Laguna Woods residents and businesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i) Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXISTING SETTING

**Water**

The El Toro Water District (ETWD) provides water to consumers in Laguna Woods. As a constituent member of the Municipal Water District of Orange County, the ETWD buys water from the

Metropolitan Water District (MWD), which imports water from both the Colorado River and Northern California. Imported water is transported by pipeline from the MWD Diemer Filtration Plant in Yorba Linda to the ETWD service area and again by pipeline into Laguna Woods.

### **Wastewater**

The ETWD owns and operates sanitary sewer lines serving Laguna Woods. The ETWD operates a treatment plant in the city that currently recycles 10 percent of all wastewater for beneficial reuse, but anticipates recycling 30 to 35 percent of all wastewater for beneficial reuse. After treatment, the effluent is discharged into the Pacific Ocean through an outfall pipe 7,900 feet offshore and southwest of the mouth of Aliso Creek. Biosolids from ETWD sewers are transported by truck to the South Orange County Wastewater Authority's Regional Treatment Plant.

### **Solid Waste**

Waste Management of Orange County currently provides solid waste collection services. Services are separately contracted for hazardous waste and sharps collection. Waste that is not recycled or otherwise disposed of is transported to the Frank R. Bowerman Landfill, located approximately 4 miles north of Interstate 5 in Irvine. The 725-acre Frank R. Bowerman Landfill opened in 1990 with 534 acres permitted for refuse disposal and is scheduled to close in approximately 2053 (Orange County Waste and Recycling 2015). Most green waste generated in Laguna Woods Village is either chipped and reused or composted within the community.

## **PROJECT IMPACTS AND MITIGATION MEASURES**

**a, b, d-g) Less Than Significant Impact.** The proposed project consists of zoning code amendments and corresponding zone changes, with no currently proposed changes of the existing land uses. Although the proposed project does not include development proposals, future development would take place as allowed under the project. All commercial zones in Laguna Woods are already urbanized and developed with water and wastewater infrastructure in place. Any future development would be required to comply with California Building Code requirements regarding sustainable practices. Such measures would include updated and water efficient fixtures, which would reduce the amount of water used for new development. Future development would also be required to comply with all wastewater treatment provisions, as enforced by the RWQCBs, and therefore impacts to wastewater treatment requirements would be less than significant.

Based on the ETWD's 2010 Urban Water Management Plan (UWMP), Laguna Woods makes up about 36 percent of the ETWD service area, approximately 1,910 acres of the 5,350 total acres. It is the only city that is served by the El Toro Water District alone. In 2015, the ETWD estimated that generally commercial uses require 1,175 acre-feet per year of water for project operations, or about 12 percent of the water demand compared to other sectors. The project area is fully served by the ETWD, and it is estimated that future development would be accommodated by the current capacity. According to the UWMP, the ETWD's current capacity is 136.5 million gallons distributed among six reservoirs. While the ETWD's population area served has increased by 2 percent in five years, water demand has decreased by 15 percent. These figures illustrate the ETWD's efforts to promote water efficiency, such as its 2014 effort to regulate the number of days per week people can water their lawns—three day per week in the summer season and one day per week during the winter.

In the 2010 UWMP, the El Toro Water District acknowledges that Laguna Woods has potential development and redevelopment projects that would increase both water and sewer demands, and the ETWD plans to designate tens of thousands of extra gallons of water to the city. The ETWD is also in the process of creating a recycled water distribution system that could increase recycled water supply by 750 acre-feet per year. Furthermore, the ETWD puts to beneficial use approximately 7 percent of the wastewater it treats, and its primary use is irrigation on the Laguna Woods Village Golf Course (ETWD 2010).

As previously mentioned, CEQA does not require the analysis of impacts that are too speculative. Although the proposed project does not include any development projects, future projects allowed under the zone amendments would require water and wastewater services. Details of those future needs are unknown at this time and therefore cannot be quantified. Nonetheless, CEQA Guidelines Section 15155 defines a commercial office building "water-demand project" as a project that would employ more than 1,000 persons or having more than 250,000 square feet of floor space. Due to the predominantly built out nature of the project area and existing and proposed development standards, it is unlikely that a project of that size would be developed in the project area. As such, impacts would be less than significant.

- c) **Less Than Significant Impact.** Any increase in runoff from development in the project area would be subject to the Orange County Drainage Area Management Plan and the City's Local Implementation Plan, which regulate discharges into the storm drain system, construction, and urban runoff. The proposed project does not include any development proposals that would result in the construction of new or expanded stormwater drainage facilities that could cause significant impacts. Further, any future development would be required to comply with federal, state, and local regulations regarding stormwater quality and drainage. As such, impacts would be less than significant.
  
- h) **Less Than Significant Impact.** The closest landfill to the city is the Frank R. Bowerman Landfill, which is located approximately 13 miles from the project area in Irvine, California. The landfill is permitted to receive a daily maximum of 11,500 tons per day (Orange County Waste and Recycling 2015). According to Orange County Waste and Recycling, the landfill has a current capacity of 11,500 tons per day and is scheduled to reach overall capacity and close in 2053. The landfill is approximately 725 acres with about 534 acres to be used for waste disposal (Orange County Waste and Recycling 2015). It is one of the largest landfills in the country, one of the first with a composite liner system to protect groundwater, and is regulated by CalRecycle.

Although the proposed project does not contain any development proposals, future development could take place in the project area. Because of the developed nature and limited size of the project area, it is not expected that future development would generate sufficient waste to exceed existing capacity at the regional landfill. Additionally, the City currently has a mandatory recycling program for commercial businesses. In accordance with California Assembly Bill 341 and Assembly Bill 1826, the City mandates that businesses that generate more than four cubic yards of trash per week implement a recycling plan and that businesses that generate a certain amount of organic waste implement an organic recycling plan. By complying with existing regulations, the proposed project would have a less than significant impact on landfills.

- i) **No Impact.** Compliance with all applicable statutes and regulations, including those for solid waste collection and disposal, is mandated. The proposed project does not include

any changes in land use or other components that would not comply with the law. Therefore, no impact would occur.

Mitigation Measures

None required.

	Potentially Significant Impact	Less Than Significant Impact With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>18. MANDATORY FINDINGS OF SIGNIFICANCE.</b> Would the project:				
a) 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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) 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.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

PROJECT IMPACTS AND MITIGATION MEASURES

- a) **Less Than Significant Impact.** The proposed project would not impact any sensitive plants, plant communities, fish, wildlife, or habitat for any sensitive species, as discussed in the Biological Resources section of this document. Impacts to archaeological and paleontological resources are considered unlikely. No environmental hazards were identified as part of the analysis of the proposed project. The proposed project would not degrade the quality of the environment or impact any habitat or species and would not impact important examples of California history and prehistory.
- b) **Less Than Significant Impact.** When considering the proposed project in combination with other past, present, and reasonably foreseeable future projects in the vicinity, the proposed project does not have the potential to cause impacts that are cumulatively considerable. As detailed in this document, the proposed project would not result in any significant and unmitigable impacts in any environmental categories. In all cases, the impacts associated with the proposed project are limited to the project area or are of such a negligible degree that they would not result in a significant contribution to any cumulative impacts.
- c) **Less Than Significant Impact.** As described in this document, the proposed project would not result in substantial adverse effects on human beings. Impacts that could have a potential effect on human health and well-being, such as air quality, geology and soils, hazards and hazardous materials, and traffic, would all be less than significant.

## REFERENCES

- California Department of Conservation. 2001. Seismic Hazards Zones Map, San Juan Capistrano Quadrangle, Official Map.
- . 2014. SMARA Land Classification Maps. Accessed October 2014. <http://www.quake.ca.gov/gmaps/WH/smaramaps.htm>.
- California Department of Finance. 2015. *E-1 Population and Housing Estimates*.
- California Geological Survey. 2012. *Mineral Land Classification*. Accessed March 2, 2016. <http://www.conservation.ca.gov/cgs/minerals/mlc>.
- Caltrans (California Department of Transportation). 2011. California Scenic Highway Mapping System. [http://www.dot.ca.gov/hq/LandArch/scenic\\_highways/](http://www.dot.ca.gov/hq/LandArch/scenic_highways/).
- County of Orange, the Cities of Orange County, and the Orange County Flood Control District. 2003. *Drainage Area Management Plan (DAMP)*.
- DTSC (California Department of Toxic Substances Control). 2016. EnviroStor. <http://www.envirostor.dtsc.ca.gov/public/>.
- EPA (US Environmental Protection Agency). 2010. Nitrous Oxide. <http://www.epa.gov/nitrousoxide/scientific.html>.
- . 2011a. Climate Change - Greenhouse Gas Emissions: Carbon Dioxide. <http://www.epa.gov/climatechange/emissions/co2.html>.
- . 2011b. Methane. <http://www.epa.gov/methane/scientific.html>.
- ETWD (El Toro Water District). 2010. *2010 Urban Water Management Plan*.
- Laguna Woods, City of. 2002. *City of Laguna Woods General Plan Final Environmental Impact Report*.
- . 2003. *City of Laguna Woods General Plan Conservation Element*.
- . 2010. *City of Laguna Woods General Plan Land Use Element*.
- . 2012. *Local Hazard Mitigation Plan, Calendar Years 2013–2017*.
- . 2014. *City of Laguna Woods General Plan Safety Element*.
- . 2015. *City of Laguna Woods General Plan Conservation Element*.
- . n.d. *Municipal Code*. [https://www.municode.com/library/ca/laguna\\_woods](https://www.municode.com/library/ca/laguna_woods).
- Laguna Woods Village. 2015. Garden Centers Club FAQs. <http://lagunawoodsvillage.com/article.cfm?id=3040>.
- . n.d. Community website. Accessed February 18, 2016. <http://www.lagunawoodsvillage.com/>.

- Orange County Public Works. n.d. Central OC Watershed Management Area. Accessed February 29, 2016. <http://ocwatersheds.com/programs/ourws/wmaareas/wmacentraloc>.
- Orange County Waste and Recycling. 2015. Frank R. Bowerman Landfill. <http://oclandfills.com/landfill/active/bowerman>. Accessed March 2016
- SWRCB (California State Water Resources Control Board). 2016. GeoTracker. <http://geotracker.waterboards.ca.gov/>.
- United States Department of Agriculture (USDA). Web Soil Survey. Accessed March 2016. <http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>

*This page is intentionally blank.*

**ORDINANCE NO. 16-XX**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING CHAPTERS 13.06 AND 13.10 OF THE LAGUNA WOODS MUNICIPAL CODE RELATED TO DEFINITIONS, PURPOSE AND INTENT, AND PERMITTED USES WITHIN COMMERCIAL ZONING DISTRICTS AND ADOPTING ZONE CHANGES RELATED TO THE CITY’S COMMERCIAL ZONING CODE AMENDMENTS AND ZONE CHANGES PROJECT

**WHEREAS**, the City of Laguna Woods’ (“City”) Fiscal Year 2016-17 Budget & Work Plan includes a significant work plan item to “review and update” parts of the City’s Zoning Code relating to commercial uses “to clarify and better align zoning districts with permitted uses and associated off-street parking standards”; and

**WHEREAS**, on February 17, 2016, the City Council unanimously directed staff to proceed with the preparation of an initial study and associated California Environmental Quality Act (“CEQA”) documentation for commercial zoning code amendments proposed by staff and associated commercial zone changes; and

**WHEREAS**, proposed language and terminology for the commercial zoning code amendments is set forth in sections 2 through 9 of this Ordinance (the “Zoning Code Amendments”); and

**WHEREAS**, proposed amendments to the City’s Zoning Map to align existing properties with the proposed, modified permitted uses are set forth in the map included as Exhibit A to this Ordinance (the “Zone Changes Project”); and

**WHEREAS**, the Community Development Director or his or her designee prepared an exhibit, including proposed language and terminology for the proposed Zoning Code Amendments and Zone Changes Project, and any additional information and documents deemed necessary for the City Council to take action, and such exhibit was available for public inspection at City Hall and, upon request, was supplied to all persons desiring a copy, at least 10 days prior to the scheduled City Council public hearing date; and

**WHEREAS**, on November 16, 2016, the City Council held a duly noticed public hearing on the proposed Zoning Code Amendments and Zone Changes

Project at which it considered all of the information, evidence, and testimony presented, both written and oral.

**THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. The City Council hereby finds and determines that (i) each of the recitals to this Ordinance are true and correct, and are adopted herein as findings; (ii) the Zoning Code Amendments and Zone Changes Project complies with all applicable requirements of State law; (iii) the Zoning Code Amendments and Zone Changes Project will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Zoning Code Amendments and Zone Changes Project is in the public interest of the City of Laguna Woods; and, (v) the Zoning Code Amendments and Zone Changes Project is consistent with the Laguna Woods General Plan and its various elements.

SECTION 2. Section 13.06.010, subdivision (d), number (360), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code is hereby amended, in its entirety, to read as follows:

*(360) Educational Institutions:* Private or public elementary or secondary schools, colleges or universities qualified to give general academic instruction, as well as business, trade, or technical schools.

SECTION 3. Section 13.06.010, subdivision (d), number (365), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code (*i.e.*, “*Educational institution, adults:* Business, trade or technical school serving adults”) is hereby deleted, in its entirety.

SECTION 4. Section 13.06.010, subdivision (d), number (410), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code is hereby amended, in its entirety, to read as follows:

*(410) Fast/Fast Casual Food Establishment:* A retail establishment whose principal business is the sale of pre-prepared, “take-out,” or rapidly prepared food and beverages directly to customers in a ready-to-consume state for consumption either at the establishment or off-premises. Food and beverages are primarily ordered by customers at a counter or from vehicles at a window. The licensed on-site provision of alcoholic beverages for consumption on the premises is also included in this definition when accessory to the food service.

SECTION 5. Section 13.06.010, subdivision (d), number (690), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code is hereby amended, in its entirety, to read as follows:

*(690) Restaurant:* A retail establishment whose principal business is the preparation and sale of “made-to-order” food and beverages directly to customers in a ready-to-consume state for consumption either at the establishment or off-premises. Food and beverages are primarily ordered by customers while seated at tables or counters. The licensed on-site provision of alcoholic beverages for consumption on the premises is also included in this definition when accessory to the food service. Retail establishments at which food and beverages may be ordered by customers from vehicles at a window shall be considered a fast/fast casual food establishment.

SECTION 6. Section 13.06.010, subdivision (d), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code is hereby amended to add the following language:

*(208) Cigarette:* Any product that contains nicotine, is intended to be burned or heated under ordinary conditions of use for smoking or ingestion, and consists of or contains (1) any roll of tobacco wrapped in paper or in any substance not containing tobacco; (2) tobacco, in any form, that is functional in the product; or, (3) any roll of tobacco wrapped in any substance containing tobacco. “Cigarette” also includes “roll-your-own” tobacco, meaning any tobacco which, because of its appearance, type, packaging, or labeling is suitable for use and likely to be offered to, or purchased by, consumers as tobacco for making cigarettes. For purposes of this definition of “cigarette,” loose leaf, 0.09 ounces or more of “roll-your-own” tobacco shall constitute one individual “cigarette.” “Cigarette” also includes “Electronic cigarettes” which means a device that can provide an inhalable dose of nicotine or tobacco by delivering a vaporized solution. “E-Cigarette” includes any such device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, a vapor cigarette, or any other item that can provide for the smoking or ingestion of tobacco or products prepared from tobacco. This does not include any product specifically approved or recognized by the State of California for use in the mitigation, treatment, or prevention of disease.

SECTION 7. Section 13.06.010, subdivision (d), of Chapter 13.06 (Zoning / Definitions) of the Laguna Woods Municipal Code is hereby amended to add the following language:

*(328) Drug Store:* A retail establishment typically offering over-the-counter medications, cosmetics, toiletries, magazines, light refreshments, and other similar products that also includes a pharmacy regulated under California Pharmacy Law, which operates for at least 32 regularly scheduled hours per calendar week. Flu shots, vaccines, smoking cessation, and other prophylactic wellness services may also be provided. Treatment of sick or injured persons is excluded from this definition (see *Clinics, Medical or Dental; Hospitals*).

SECTION 8. Section 13.10.010, subdivision (c), of Chapter 13.10 (Commercial Districts) of the Laguna Woods Municipal Code is hereby amended, in its entirety, to read as follows:

*(c) Professional and Administrative Office (PA).* To provide for the development and preservation of an optimal environment for low to moderate intensity professional and administrative office uses and related uses on sites with large pervious open spaces and off-street parking facilities. This district is intended to be located on heavily traveled streets or adjacent to commercial or industrial districts, and may be used to buffer residential areas.

SECTION 9. Section 13.10.020 of Chapter 13.10 (Commercial Districts) of the Laguna Woods Municipal Code is hereby amended, in its entirety, to read as follows:

The Permitted Commercial Uses Table, which follows, specifies whether a use or structure is permitted within the respective district and denotes the type of application process required to establish said use or structure. See Section 13.24.020 for those principally permitted uses that may be exempt from the site development permit process.

**PERMITTED COMMERCIAL USES LEGEND:**

P	=	The use is permitted as a principal use within the district.
A	=	The use is permitted only as an accessory to a principal use on a site within the district.
U	=	The use is permitted with an approved use permit.
T/SE	=	The use is permitted with an approved Temporary Use/Special Event permit.
RP	=	The use is permitted with an approved regulatory use permit.

X	=	The use is prohibited within the district.
---	---	--

Land Use Types	Districts			Code References
	NC	CC	PA	
Accessory Building/Use	A	A	A	13.16.200
Administrative/Professional Offices	P	See Note <sup>1</sup>	P	
Adult Entertainment Business	X	RP	X	13.26.020
Alcoholic Beverage Sales	U	U	X	
Animal Clinics	P	P	X	13.26.050
Archery Ranges	U	U	X	13.26.220
Automobile Parking Structures, Multi-Level	X	P	P	
Automobile Repair Specialty Shops	X	P	X	
Automobile Service Stations	U	U	X	
Automobile/Truck Maintenance and Repair	X	X	X	
Automobile Wrecking, Junk/Salvage Yards	X	X	X	
Banks and Automated Teller Machines	P	P	P	
Bottling Plants	X	X	X	
Bus and Taxi Terminal Buildings	X	U	X	
Churches, Temples, and Places of Worship	U	U	U	
Civic and Government Uses	P	P	P	
Clinics, Medical or Dental	U	U	U	
Commercial Recreation	X	P	X	
Congregate Care Facilities	X	U	X	13.26.090
Contractor's Yards	X	T/SE	X	
Dance Halls	X	U	X	
Day Care Nurseries	U	X	U	
Drug Stores	P	P	P <sup>2</sup>	
Dry Cleaning, Dyeing, and Laundry Businesses	X	X	X	
Educational Institutions	X	X	U	
Emergency and Transitional Housing Shelters	X	P	X	13.23
Fast/Fast Casual Food Establishments	X	P	X	
Fences and Walls	A	A	A	13.16.230
Fortunetelling and Psychic Establishments	X	P	X	6.38
Grocery Store	U	P	X	

ITEM 7.2 – Attachment B

Land Use Types	Districts			Code References
	NC	CC	PA	
Heavy Equipment Rental/Sales Yards	X	X	X	
Helistops	X	U	X	13.26.110
Hospitals	X	X	X	
Hotels and Motels	X	U	X	
Impound/Storage Yards	X	X	X	
Libraries and Museums	P	P	P	
Massage Businesses and Establishments	P	P	X	6.40
Medical Marijuana Cultivation, Commercial	X	X	X	13.26.026
Medical Marijuana Dispensaries	X	RP	X	13.26.025
Ministorage Facilities	X	U	X	
Mortuaries and Crematories	X	U	X	
Police and Fire Stations	X	P	X	
Public/Private Utility Buildings/Structures	P	P	P	
Recycling Collection Site	T/SE	U	T/SE	13.26.180
Residential Uses	X	X	X	
Restaurants	P	P	U	
Retail/Service Businesses	P	P	A	
Theatres	X	U	X	
Tobacco and Cigarette Sales	X	U	X	
Transfer/Materials Recovery Facilities	X	X	X	13.26.190
Vehicle Washing Facilities	U	U	X	
Vehicle/Vessel Sales/Rentals	X	X	X	
Welding and Metal Plating	X	X	X	
Wireless Communication Facilities	U	U	U	13.26.120

Notes:

<sup>1</sup> Administrative/Professional Offices with a gross floor area of up to 3,000 square feet are permitted as a principal use in the CC district. Administrative/Professional Offices with a gross floor area of more 3,000 square feet require a Conditional Use Permit in the CC district. Administrative/Professional Offices are prohibited in buildings newly constructed or gross floor area added to existing buildings in the CC district.

<sup>2</sup> New construction of Drug Stores greater than 10,000 square feet in the PA district is only permitted with an approved use permit. All other Drug Store uses are principally permitted in the PA district.

SECTION 10. The Zoning Map as amended and attached as Exhibit A, including zone changes related to the City of Laguna Woods' Commercial Zoning Code Amendments and Zone Changes Project, is hereby adopted.

SECTION 11. Pursuant to Article 7 of the City's Local California Environmental Quality Act (CEQA) Procedures, and after reviewing the entire project record, it has been determined that that the Zoning Code Amendments and Zone Changes Project could not have a significant effect on the environment. Accordingly, a Negative Declaration was prepared for the Zoning Code Amendments and Zone Changes Project in accordance with CEQA and was posted for public review from September 14, 2016 to October 4, 2016. After a duly noticed public hearing on November 16, 2016, the City Council adopted the Negative Declaration for the Zoning Code Amendments and Zone Changes Project.

SECTION 12. This Ordinance shall take effect and be in full force and operation thirty (30) days after adoption.

SECTION 13. This Ordinance is not intended to and does not address the potential establishment, location, or operation of medical marijuana dispensaries within the city limits of Laguna Woods. Adoption of this Ordinance shall not terminate or otherwise impact the moratorium to suspend the allowance of medical marijuana dispensaries, and any establishment, location, or operation of any such facility, in order to undertake further investigation and study various issues relating to the potential siting and operation of a medical marijuana dispensary within the city limits of Laguna Woods established and extended by Ordinances No. 15-03, 15-05 and 16-02.

SECTION 14. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 15. The Deputy City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 16. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2016.

\_\_\_\_\_  
NOEL HATCH, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
DAVID B. COSGROVE, City Attorney

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     ) ss.  
CITY OF LAGUNA WOODS   )

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 16-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX of XX 2016, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2016 by the following vote to wit:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

# CITY OF LAGUNA WOODS



## ZONING MAP

Proposed: November 16, 2016

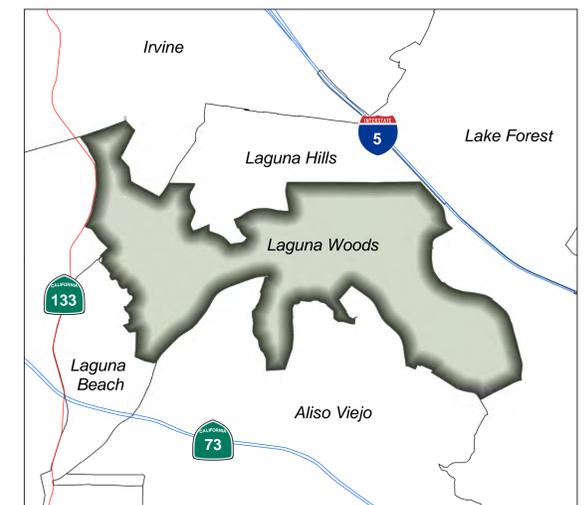
### Legend

--- City Boundaries

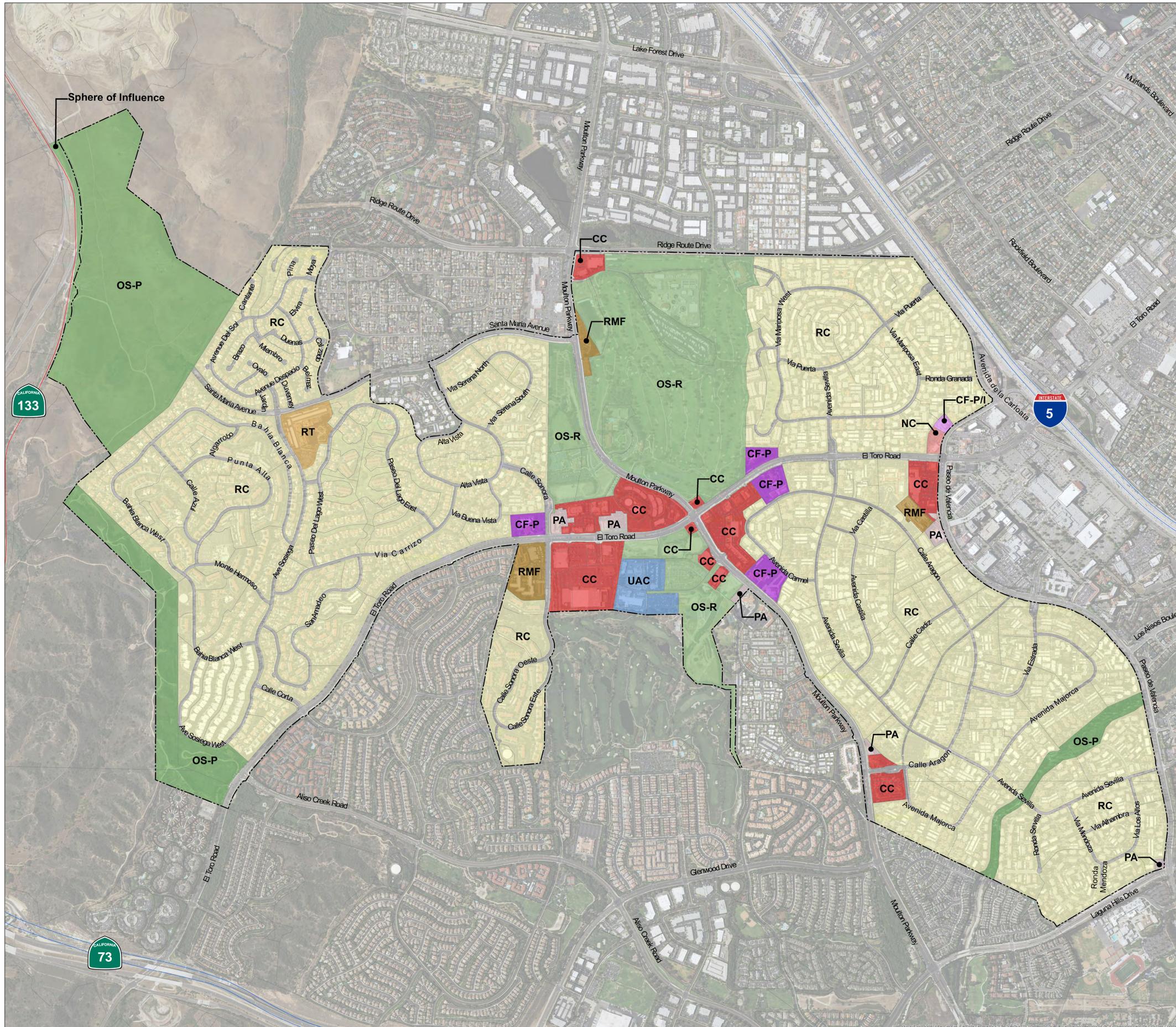
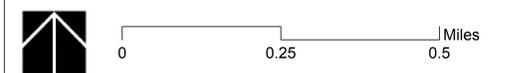
### Zoning Designations

- Residential Community District (RC)
- Residential Towers District (RT)
- Residential Multifamily District (RMF)
- Professional and Administrative Office District (PA)
- Neighborhood Commercial District (NC)
- Community Commercial District (CC)
- Community Facilities - Public/Institutional (CF-P/I)
- Community Facilities - Private (CF-P)
- Open Space - Recreation District (OS-R)
- Open Space - Passive District (OS-P)
- Urban Activities Center (UAC)

### Key Map



**DISCLAIMER**  
This map is a public resource of general information. The feature data provided on this map represents the most accurate zoning and parcel information available at the most recent date of revision. In the event of a conflict between information on this map and adopted City Resolutions or Ordinances, the City's Resolutions or Ordinances shall govern.



*This page is intentionally blank.*

Sec. 13.10.010. - Purpose and intent of districts.

- (a) *Neighborhood Commercial (NC)*. To provide for the development and preservation of low intensity commercial uses which serve the immediate needs of the surrounding neighborhood. Such uses are to be grouped in small areas of three to eight acres and designed so that adverse impacts on residential properties are minimized.
- (b) *Community Commercial (CC)*. To provide for the development and preservation of high intensity commercial uses which serve the local community and regional area and are compatible with surrounding residential uses.
- (c) *Professional and Administrative Office (PA)*. To provide for the development and preservation of an optimal environment for moderate intensity professional and administrative office uses and related uses on sites with large landscaped open spaces and off-street parking facilities. This district is intended to be located on heavily traveled streets or adjacent to commercial or industrial districts, and may be used to buffer residential areas.

(Ord. No. 03-03, § 5(18.20.205), 4-16-2003; Ord. No. 11-01, § 4(Exh. 4), 1-19-2011)

Sec. 13.10.020. - Table of permitted uses.

The Permitted Commercial Uses Table, which follows, specifies whether a use or structure is permitted within the respective district and denotes the type of application process required to establish said use or structure. See Section 13.24.020 for those principally permitted uses that may be exempt from the site development permit process.

PERMITTED COMMERCIAL USES LEGEND:

P	=	The use is permitted as the principal use within the district.
A	=	The use is permitted only as an accessory to a principal use on a site.
U	=	The use is permitted with an approved use permit.
T/SE	=	The use is permitted with an approved Temporary Use/Special Event permit.
RP	=	The use is permitted with an approved regulatory use permit.
X	=	The use is prohibited in the district.

	Districts			
Land Use Types	NC	CC	PA	Code References
Accessory Building/Use	A	A	A	<u>13.16.200</u>
Administrative/Professional Offices	P	P	P	
Adult Entertainment Business	X	RP	X	<u>13.26.020</u>
Agricultural and Produce Stands	T/SE	T/SE	T/SE	<u>13.26.180</u>
Alcoholic Beverage Sales	U	U	X	
Animal Clinics	P	P	X	<u>13.26.050</u>
Archery Range	U	U	X	<u>13.26.220</u>
Automobile Parking Lots/Structures	X	P	P	
Automobile Repair Specialty Shops	X	P	X	
Automobile Service Station	U	U	X	
Automobile/Truck Maintenance and Repair	X	X	X	
Automobile Wrecking, Junk/Salvage Yards	X	X	X	

Bottling Plants	X	X	X	
Bus, Railroad and Taxi Stations	X	U	X	
Churches, Temples, and Places of Worship	U	U	U	
Civic and Government Uses	P	P	P	
Clinics, Medical or Dental	P	P	P	
Commercial Coaches	T/SE	T/SE	T/SE	<u>13.26.180</u>
Commercial Recreation	X	P	X	
Congregate Care Facilities	X	U	X	<u>13.26.090</u>
Construction Trailer	T/SE	T/SE	T/SE	<u>13.26.180</u>
Contractor's Yards	X	T/SE	X	
Dance Hall	X	U	X	
Day Care Nursery	U	U	U	
Dry Cleaning, Dyeing and Laundry Plants	X	X	X	
Educational Institutions, Adults	X	X	P	
Emergency and Transitional Housing Shelters	X	P	X	<u>13.23</u>
Fast-Food Establishment	X	P	X	

Fences and Walls	A	A	A	<u>13.16.230</u>
Financial Institution	P	P	P	
Grocery Store	U	P	X	
Heavy Equipment Rental/Sales Yards	X	X	X	
Helistops	X	U	X	<u>13.26.110</u>
Hospitals	X	U	X	
Hotels and Motels	X	U	X	
Ice Cream Parlor	P	P	U	
Impound/Storage Yards	X	X	X	
Libraries and Museums	P	P	P	
Medical Marijuana Dispensary	X	RP	X	<u>13.26.025</u>
Ministorage Facilities	X	U	X	
Mortuaries and Crematories	X	U	X	
Outdoor Charitable Collection	T/SE	T/SE	T/SE	<u>13.26.180</u>
Outdoor Sales, Various	T/SE	T/SE	T/SE	<u>13.26.180</u>
Outdoor Storage	T/SE	T/SE	T/SE	<u>13.26.180</u>
Police and Fire Stations	X	P	X	

Public/Private Utility Buildings/Structures	P	P	P	
Recycling Collection Site	T/SE	U	T/SE	<u>13.26.180</u>
Residential Uses	X	X	X	
Restaurants	P	P	U	
Retail/Service Businesses	P	P	A	
Special Events	T/SE	T/SE	T/SE	<u>13.26.180</u>
Stationary Food Cart	T/SE	T/SE	T/SE	<u>13.26.180</u>
Temporary Parking Lot	T/SE	T/SE	T/SE	<u>13.26.180</u>
Theatres	X	U	X	
Tobacco, Magazine/Periodical Sales	X	U	X	
Transfer/Materials Recovery facility	X	X	X	<u>13.26.190</u>
Vehicle Washing Facilities	X	U	X	
Vehicle/Vessel Sales/Rentals	X	X	X	
Welding and Metal Plating	X	X	X	
Wireless Communication Facilities	U	U	U	<u>13.26.120</u>

(Ord. No. 03-03, § 5(18.20.210), 4-16-2003; Ord. No. 08-01, § 5, 9-17-2008; Ord. No. 11-01, § 4(Exh. 4), 1-19-2011; Ord. No. 11-02, § 5, 1-19-2011; Ord. No. 14-01, § 4, 4-16-2014)

Sec. 13.10.030. - Development standards.

The Commercial Development Standards Table, which follows, specifies standards for the development of property within commercial districts.

*Commercial Development Standards*

Development Standard	Districts		
	NC	CC	PA
Maximum Building Height (ft.)	35	65	35
Minimum Building Site Area (sq. ft.)	none	none	10,000
Minimum Building Site Width (ft.)	none	none	75
Minimum Perimeter Setback (ft.)			
From Street ROW	20	<u>5</u>	10
From Alley	20	<u>5</u>	10
From Residential Districts	20	20	10
From Nonresidential Districts	0	0	10 <sup>2</sup>
Maximum FAR	0.30	0.30	0.30

Maximum Building Site Coverage	35 percent	none	35 percent
Parking	See Code <u>Section 13.18</u>		
Landscaping	See Code <u>Section 13.16.190</u>		
Screening	See Code <u>Section 13.16.180</u>		
Signs	See Code <u>Section 13.20</u>		
Waste Management/Hazardous Materials	See Code <u>Section 13.26.200</u>		

## Notes:

<sup>1</sup> Required for one side of building site only.

(Ord. No. 03-03, § 5(18.20.215), 4-16-2003; Ord. No. 11-01, § 4(Exh. 4), 1-19-2011)

Sec. 13.10.040. - Supplemental commercial district regulations.

- (a) *Lighting.* All lighting, exterior and interior, shall be designed and located so as to confine direct rays to the premises.
- (b) *Loading.* All loading operations shall be performed on the site, and loading areas shall be screened by a landscape or architectural feature.
- (c) *Trash and storage area.* All storage of cartons, containers and trash shall be enclosed by a roofed structure.
- (d) *Enclosed uses.* All commercial uses and their related products shall be contained entirely within a completely enclosed structure, except for parking and loading areas, and except for outdoor uses expressly permitted by an approved site development plan or use permit.
- (e) *Business hours in the Neighborhood Commercial District.* Business hours shall be limited to the hours between 6:00 a.m. and 10:30 p.m. unless otherwise provided for by an approved use permit.
- (f)

*Parking provided in the Professional and Administrative Office District.* Parking on the front half of the lot shall have no direct access to the street and shall be roofed unless adequate screening of open parking can be provided by berming, fencing, or landscaping as shown on an approved site development plan or use permit.

- (g) *Sidewalks.* New development shall provide sidewalks along side vehicular entrance points with a grade not to exceed plus eight percent from the public right-of-way, and/or demonstrate to the satisfaction of the Director the site accessibility to persons with disabilities.

(Ord. No. 03-03, § 5(18.20.220), 4-16-2003; Ord. No. 11-01, § 4(Exh. 4), 1-19-2011)

**7.3**

**WATER EFFICIENT LANDSCAPE REGULATIONS**

*This page is intentionally blank.*



# City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Christopher Macon, City Manager  
**FOR:** November 16, 2016 Regular Meeting  
**SUBJECT:** Water Efficient Landscape Regulations

---

## **Recommendation**

1. Receive staff report.  

AND
2. Open public hearing.  

AND
3. Receive public testimony.  

AND
4. Close public hearing.  

AND
5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING CHAPTER 4.28 OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING A CODE AMENDMENT TO ADD A NEW CHAPTER 10.03 TO THE LAGUNA

WOODS MUNICIPAL CODE RELATED TO WATER EFFICIENT  
LANDSCAPES

AND

6. Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING RESOLUTION NO. 09-30 AND APPROVING GUIDELINES FOR IMPLEMENTATION OF THE CITY OF LAGUNA WOODS WATER EFFICIENT LANDSCAPE ORDINANCE

**Background**

On April 1, 2015, due to the drought, Governor Brown issued Executive Order B-29-15 and directed the State Department of Water Resources (“SDWR”) to update the State’s model water efficient landscape ordinance by expedited regulation. SDWR was specifically tasked with updating the model water efficient landscape ordinance to “increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf.”

On July 15, 2015, the State adopted an updated model water efficient landscape ordinance. Cities and counties are either required to adopt or enforce that model water efficient landscape ordinance, or adopt their own water efficient landscape ordinance that is at least as effective in conserving water. As required by State law, the City is currently enforcing the State’s model water efficient landscape ordinance.

The Municipal Water District of Orange County and the Association of California Cities-Orange County formed a stakeholder group of cities, water districts, and other subject matter experts to develop a model water efficient landscape ordinance for Orange County that is “at least as effective” as the State’s ordinance. The stakeholder group also sought to protect local control; promote general consistency throughout the county; and, minimize the cost and complexity of compliance.

**Discussion**

Today’s meeting is an opportunity for City Council action, as well as public input, on the proposed water efficient landscape regulations. Staff recommends that the City Council initiate the adoption process for the proposed regulations, which are

based heavily on the Orange County model water efficient landscape ordinance, with modifications made for regulatory clarity and formatting consistency with the Laguna Woods Municipal Code. The proposed regulations include an ordinance (Attachment A) and technical guidelines document (Attachment B), which would replace the existing Chapter 4.28 of the Laguna Woods Municipal Code and the existing technical guidelines document approved by Resolution No. 09-30. Copies of both existing documents are available at City Hall.

The differences between the State’s 2009 and 2015 model water efficient landscape ordinances, as well as between the State’s 2015 ordinance and the Orange County model water efficient landscape ordinance, are summarized in Attachment C.

The Orange County model water efficient landscape ordinance has formed the basis of ordinances adopted by the County of Orange and numerous cities, including Aliso Viejo, Costa Mesa, Dana Point, Laguna Beach, Laguna Hills, Laguna Niguel, Lake Forest, Mission Viejo, Newport Beach, and Rancho Santa Margarita.

If the City Council takes the recommended action at today’s meeting, the proposed ordinance would be agendized for a second reading and consideration of adoption at an upcoming meeting. The ordinance would take effect 30 days after adoption.

### **Environmental Review**

This project is categorically exempt under Section 15307 (Actions by Regulatory Agencies for Protection of Natural Resources) of the California Environmental Quality Act (“CEQA”) guidelines.

### **Fiscal Impact**

Funds to support this project are included in the City’s budget.

Report Prepared With: Rebecca M. Pennington, Development Programs Analyst

Attachments: A – Proposed Ordinance  
                   Exhibit A – Code Amendment Text  
 B – Proposed Resolution  
                   Exhibit A – Guidelines for Implementation  
 C – Differences between Landscape Ordinances

*This page is intentionally blank.*

**ORDINANCE NO. 16-XX**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING CHAPTER 4.28 OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING A CODE AMENDMENT TO ADD A NEW CHAPTER 10.03 TO THE LAGUNA WOODS MUNICIPAL CODE RELATED TO WATER EFFICIENT LANDSCAPES

**WHEREAS**, California Constitution Article X, Section 2 and California Water Code Section 100 provide that because of conditions prevailing in the State of California (“State”), it is the declared policy of the State that the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, the waste or unreasonable use of water shall be prevented, and the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and the public welfare; and

**WHEREAS**, pursuant to California Water Code Section 106, it is declared policy of the State that the use of water for domestic use is the highest use of water and that the next highest use is for irrigation; and

**WHEREAS**, California Assembly Bill 1881 (“AB 1881”), enacted into law on September 28, 2008, required the State Department of Water Resources (“SDWR”) to update the State’s then-existing model water efficient landscape ordinance to provide guidelines for cities and counties to adopt local landscape irrigation ordinances as required by the law; and

**WHEREAS**, all cities and counties were required to either adopt the updated AB 1881 model water efficient landscape ordinance or adopt their own water efficient landscape ordinance that was at least as effective in conserving water; and

**WHEREAS**, the City Council adopted a water efficient landscape ordinance with findings that it was at least as effective in conserving water as the AB 1881 model water efficient landscape ordinance on December 16, 2009; and

**WHEREAS**, concurrent with its adoption of a water efficient landscape ordinance on December 16, 2009, the City Council approved Resolution No. 09-30, which established *Guidelines for Implementation of the Water Efficient Landscape Ordinance*; and

**WHEREAS**, on April 1, 2015, due to the drought, Governor Brown issued Executive Order B-29-15 and directed SDWR to further update the State’s model water efficient landscape ordinance by expedited regulation; and

**WHEREAS**, on July 15, 2015, the State adopted an updated model water efficient landscape ordinance, which cities and counties are either required to adopt or enforce, or adopt their own water efficient landscape ordinance that is at least as effective in conserving water; and

**WHEREAS**, when adopted, the proposed amendments to the Laguna Woods Municipal Code, as identified in Exhibit A attached hereto and incorporated herein by reference (“Code Amendment”), will establish regulations relating to water efficient landscapes in a manner that complies with the requirements of State law, Governor Brown’s Executive Order B-29-15, and the State’s revised model water efficient landscape ordinance; and

**WHEREAS**, the Community Development Director or his or her designee prepared an exhibit, including proposed language and terminology for the proposed Code Amendment, and any additional information and documents deemed necessary for the City Council to take action, and such exhibit was available for public inspection at City Hall and, upon request, was supplied to all persons desiring a copy, at least 10 days prior to the scheduled City Council public hearing date; and

**WHEREAS**, the Code Amendment is categorically exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to Section 15307 of Title 14 of the California Code of Regulations, in that the Code Amendment is authorized by state law to assure the maintenance, restoration, or enhancement of a natural resource where the regulatory process involves procedures for protection of the environment, and because it can be seen with certainty that the Code Amendment could not have a significant effect on the environment; and

**WHEREAS**, in conjunction with the public hearing on the Code Amendment, the City Council also considered a proposed *Guidelines for Implementation of the City of Laguna Woods Water Efficient Landscape Ordinance* document, a copy of which was included with the City Council’s agenda report for the Code Amendment, dated November 16, 2016; and

**WHEREAS**, on November 16, 2016, the City Council held a duly noticed public hearing on the Code Amendment at which it considered all of the information, evidence, and testimony presented, both written and oral.

**THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. The City Council hereby finds and determines that (i) each of the recitals to this Ordinance are true and correct, and are adopted herein as findings; (ii) the Code Amendment complies with all applicable requirements of State law, Governor Brown’s Executive Order B-29-15, and the State’s revised model water efficient landscape ordinance; (iii) the Code Amendment will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Code Amendment is in the public interest of the City of Laguna Woods; and, (v) the Code Amendment is consistent with the Laguna Woods General Plan and its various elements.

SECTION 2. The City Council hereby certifies that the Code Amendment is categorically exempt from the requirements of CEQA pursuant to Section 15307 of Title 14 of the California Code of Regulations.

SECTION 3. Chapter 4.28 (Water Efficient Landscapes) of the Laguna Woods Municipal Code is hereby repealed, in its entirety.

SECTION 4. A new Chapter 10.03 (Water Efficient Landscapes) of the Laguna Woods Municipal Code is hereby adopted to read as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference (“Code Amendment”).

SECTION 5. This Ordinance shall take effect and be in full force and operation thirty (30) days after adoption.

SECTION 6. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 7. The Deputy City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 8. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2016.

\_\_\_\_\_  
NOEL HATCH, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
DAVID B. COSGROVE, City Attorney

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     ) ss.  
CITY OF LAGUNA WOODS   )

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 16-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX of XX 2016, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2016 by the following vote to wit:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

## CODE AMENDMENT

*A new Chapter 10.03 (“Water Efficient Landscapes”) is added to Title 10 (“Buildings and Construction”) of the Laguna Woods Municipal Code to read as follows:*

### **CHAPTER 10.03. - WATER EFFICIENT LANDSCAPES**

#### **Sec. 10.03.010. - Findings.**

(a) The State of California legislature has found that:

- (1) The waters of the state are of limited supply and are subject to ever increasing demands;
- (2) The continuation of California’s economic prosperity is dependent on the availability of adequate supplies of water for future uses;
- (3) It is the policy of the state to promote the conservation and efficient use of water and to prevent the waste of this valuable resource;
- (4) Landscapes are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development;
- (5) Landscape design, installation, maintenance, and management can and should be water efficient; and
- (6) Article X, Section 2 of the California Constitution specifies that the right to use water is limited to the amount reasonably required for the beneficial use to be served, and the right does not and shall not extend to waste or unreasonable method of use of water.

(b) The City has found that:

- (1) Orange County has an established, large reclaimed water infrastructure system;
- (2) Allocation-based and tiered water rate structures allow public agencies to document water use in landscapes;
- (3) Incentive-based water use efficiency programs have been actively implemented within Orange County since before 1991;
- (4) Current local design practices in new landscapes strive to achieve the intent of the state model water efficient landscape ordinance water use goals;

- (5) All water services within Laguna Woods are metered and billed based on volume of use;
- (6) Orange County is a leader in researching and promoting the use of smart irrigation controllers with more than 12,900 installations as of June 2009 and promotion of sustainable landscape transformation with more than 30 million square feet of turf removal;
- (7) All new irrigation controllers sold after 2012 within Orange County are smart irrigation controllers;
- (8) Landscape plan submittal and review has been a long standing practice in Laguna Woods: and
- (9) The average rainfall in Orange County is approximately 12 inches per year.
- (10) The local water purveyor is implementing budget-based, tiered-rate billing and/or enforcement of water waste prohibitions for all existing metered landscaped areas throughout its service area, which includes the Laguna Woods in its entirety.

**Sec. 10.03.020. - Purpose and intent.**

The purpose and intent of this chapter is to establish an alternative model acceptable under Governor Brown’s April 1, 2015 Drought Executive Order (B-19-25) as being at least as effective as the state model water efficient landscape ordinance in the context of conditions in Laguna Woods in order to:

- (1) Promote the benefits of consistent landscape ordinances with neighboring local and regional agencies;
- (2) Promote the values and benefits of landscapes while recognizing the need to invest water and other resources as efficiently as possible;
- (3) Establish a structure for planning, designing, installing, and maintaining and managing water efficient landscapes in new construction and rehabilitated projects;
- (4) Establish provisions for water management practices and water waste prevention for existing landscapes;
- (5) Use water efficiently without waste by setting a maximum applied water allowance as an upper limit for water use and reduce water use to the lowest practical amount; and
- (6) Encourage the use of economic incentives that promote the efficient use of water, such as implementing a budget-based tiered-rate structure, providing rebate incentives and offering educational programs.

**Sec. 10.03.030. - Definitions.**

The following definitions shall govern the meaning of words and phrases used in this chapter and in the Guidelines:

(05) *Aggregate landscape areas* pertains to the areas undergoing development as one project or for production home neighborhoods or other situations where multiple parcels are undergoing development as one project, but will eventually be individually owned.

(10) *Applied water* means the portion of water supplied by the irrigation system to the landscape.

(15) *Budget-based tiered-rate structure* means tiered or block rates for irrigation accounts charged by the retail water agency in which the block definition for each customer is derived from lot size or irrigated area and the evapotranspiration requirements of landscaping.

(20) *Community aesthetics evaluation*. While not subject to a permit, plan check or design review, the community aesthetics evaluation may be performed to ensure the aesthetic standards of the community and irrigation efficiency intent is maintained.

(25) *Ecological restoration project* means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

(30) *Estimated applied water use* means the average annual total amount of water estimated to be necessary to keep plants in a healthy state, calculated as provided in the Guidelines. It is based on the reference evapotranspiration rate, the size of the landscape area, plant water use factors, and the relative irrigation efficiency of the irrigation system.

(35) *ET adjustment factor* or *ETAF* is equal to the plant factor divided by the irrigation efficiency factor for a landscape project, as described in the Guidelines. The ETAF is calculated in the context of local reference evapotranspiration, using site-specific plant factors and irrigation efficiency factors that influence the amount of water that needs to be applied to the specific landscaped area.

A combined plant mix with a site-wide average plant factor of 0.5 (indicating a moderate water need) and average irrigation efficiency of 0.71 produces an ET adjustment factor of  $(0.7) = (0.5/0.71)$ , which is the standard of water use efficiency

generally required by this chapter and the Guidelines, except that the ETAF for a special landscape area shall not exceed 1.0.

(40) *Guidelines* refers to the guidelines for implementation of this chapter, as adopted by the City, which describes procedures, calculations, and requirements for landscape projects subject to this chapter.

(45) *Hardscapes* means any durable material or feature (pervious and non-pervious) installed in or around a landscaped area, such as pavements or walls. Pools and other water features are considered part of the landscaped area and not considered hardscapes for purposes of this chapter.

(50) *Irrigation efficiency* means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this chapter are 0.75 for overhead spray devices and 0.81 for drip systems.

(55) *Landscaped area* means all the planting areas, turf areas, and water features in a landscape design plan subject to the maximum applied water allowance and estimated applied water use calculations. The landscaped area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

(60) *Landscape contractor* means a person licensed by the State of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

(65) *Landscape documentation package* means the documents required to be provided to the City for review and approval of landscape design projects, as described in the Guidelines.

(70) *Landscape project* means total area of landscape in a project, as provided in the definition of “landscaped area,” meeting the requirements under Section 10.03.040 of this Code.

(75) *Local agency* means a city or county, including a charter city or charter county, that is authorized to implement, administer, and/or enforce any of the provisions of

this chapter. The local agency may be responsible for the enforcement or delegation of enforcement of this chapter including, but not limited to, design review, plan check, issuance of permits, and inspection of a landscape project.

(80) *Local water purveyor* means any entity, including a public agency, city, county, or private water company that provides retail water service.

(85) *Maximum applied water allowance* or *MAWA* means the upper limit of annual applied water for the established landscaped area as specified in section 2.2 of the Guidelines. It is based upon the area's reference evapotranspiration, the ET adjustment factor, and the size of the landscaped area. The estimated applied water use shall not exceed the maximum applied water allowance.  $MAWA = (ET_o) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$

(90) *Mined-land reclamation projects* means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

(95) *New construction* means, for the purposes of this chapter, a new building with a landscape or other new landscape such as a park, playground, or greenbelt without an associated building.

(100) *Non-pervious* means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

(105) *Pervious* means any surface or material that allows the passage of water through the material and into the underlying soil.

(110) *Permit* means an authorizing document issued by local agencies for new construction or rehabilitated landscape.

(115) *Plant factor* or *plant water use factor* is a factor, when multiplied by  $ET_o$ , that estimates the amount of water needed by plants. For purposes of this chapter, the plant factor range for very low water use plants is 0 to 0.1; the plant factor range for low water use plants is 0 to 0.3; the plant factor range for moderate water use plants is 0.4 to 0.6; and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this chapter are derived from the publication “Water Use Classification of Landscape Species.” Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

(120) *Recycled water or reclaimed water* means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. This water is not intended for human consumption.

(125) *Reference evapotranspiration or ETo* means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented in Appendix A of the Guidelines, and is an estimate of the evapotranspiration of a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

(130) *Rehabilitated landscape* means any re-landscaping project that meets the applicability criteria of Section 10.03.040(a) of this Code, where the modified landscape area is greater than 2,500 square feet.

(135) *Smart irrigation controller* means an automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data with non-volatile memory shall be required for irrigation scheduling in all irrigation systems, recommending U.S. EPA WaterSense labeled devices as applicable.

(140) *Special landscape area* means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and recreational areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.

(145) *Turf* means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

(150) *Valve* means a device used to control the flow of water in an irrigation system.

(155) *Water feature* means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscaped area. Constructed wetlands used for on-site wastewater treatment, habitat protection or storm water best management practices that are not irrigated and used

solely for water treatment or storm water retention are not water features and, therefore, are not subject to the water budget calculation.

**Sec. 10.03.040. - Applicability.**

(a) This chapter shall apply to the following landscape projects:

- (1) New landscape projects with an aggregate landscape area equal to or greater than 500 square feet, requiring a building or landscape permit, plan check, or design review;
- (2) Rehabilitated landscape projects with an aggregate landscaped area equal to or greater than 2,500 square feet, requiring a building or landscape permit, plan check, or design review;
- (3) New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this chapter or conform to the prescriptive measures contained in Appendix A of the Guidelines;
- (4) New or rehabilitated landscape projects using treated or untreated graywater or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (estimated total water use) entirely with the treated or untreated graywater or though stored rainwater capture on site is subject only to Appendix A of the Guidelines.

(b) Section 10.03.060(b) of this Code shall apply to:

- (1) All landscaped areas, whether installed prior to or after January 1, 2010; and
- (2) All landscaped areas installed after February 1, 2016 to which Section 10.03.040(a) of this Code is applicable.

(c) This chapter does not apply to:

- (1) Registered local, state, or federal historical sites;
- (2) Ecological restoration projects that do not require a permanent irrigation system;
- (3) Mined-land reclamation projects that do not require a permanent irrigation system; or
- (4) Plant collections, as part of botanical gardens and arboretums open to the public.

**Sec. 10.03.050. - Implementation procedures.**

(a) Prior to installation, a landscape documentation package shall be submitted to the City for review and approval of all landscape projects subject to the provisions of this chapter. Any landscape documentation package submitted to the City shall comply with the provisions of the Guidelines.

(b) The landscape documentation package shall include a certification by a professional appropriately licensed in the State of California stating that the landscape design and water use calculations have been prepared by or under the supervision of the licensed professional and are certified to be in compliance with the provisions of this chapter and the Guidelines.

(1) Landscape and irrigation plans shall be submitted to the City for review and approval with appropriate water use calculations.

(2) Water use calculations shall be consistent with calculations contained in the Guidelines and shall be provided to the local water purveyor, as appropriate, under procedures determined by the City.

(3) Verification of compliance of the landscape installation with the approved plans shall be obtained through a certification of completion in conjunction with a certificate of use and occupancy or permit final process, as provided in the Guidelines.

**Sec. 10.03.060. - Landscape water use standards.**

(a) For applicable landscape installation or rehabilitation projects subject to Section 10.03.040(a) of this Code, the estimated applied water use allowed for the landscaped area shall not exceed the MAWA calculated using an ET adjustment factor of 0.7, except for special landscaped areas where the MAWA is calculated using an ET adjustment factor of 1.0; or the design of the landscaped area shall otherwise be shown to be equivalently water-efficient in a manner acceptable to the City; as provided in the Guidelines.

(b) Irrigation of all landscaped areas shall be conducted in a manner conforming to the rules and requirements, and shall be subject to penalties and incentives for water conservation and water waste prevention as determined and implemented by the local water purveyor or as mutually agreed by local water purveyor and the City.

**Sec. 10.03.070. - Delegation.**

The City may delegate to, or enter into a contract with, a local agency to implement, administer, and/or enforce any of the provisions of this chapter on behalf of the City.

*This page is intentionally blank.*

**RESOLUTION NO. 16-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING RESOLUTION NO. 09-30 AND APPROVING GUIDELINES FOR IMPLEMENTATION OF THE CITY OF LAGUNA WOODS WATER EFFICIENT LANDSCAPE ORDINANCE

**WHEREAS**, California Constitution Article X, Section 2 and California Water Code Section 100 provide that because of conditions prevailing in the State of California (“State”), it is the declared policy of the State that the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, the waste or unreasonable use of water shall be prevented, and the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and the public welfare; and

**WHEREAS**, pursuant to California Water Code Section 106, it is declared policy of the State that the use of water for domestic use is the highest use of water and that the next highest use is for irrigation; and

**WHEREAS**, California Assembly Bill 1881 (“AB 1881”), enacted into law on September 28, 2008, required the State Department of Water Resources (“SDWR”) to update the State’s then-existing model water efficient landscape ordinance to provide guidelines for cities and counties to adopt local landscape irrigation ordinances as required by the law; and

**WHEREAS**, all cities and counties were required to either adopt the updated AB 1881 model water efficient landscape ordinance or adopt their own water efficient landscape ordinance that was at least as effective in conserving water; and

**WHEREAS**, the City Council adopted a water efficient landscape ordinance with findings that it was at least as effective in conserving water as the AB 1881 model water efficient landscape ordinance on December 16, 2009; and

**WHEREAS**, concurrent with its adoption of a water efficient landscape ordinance on December 16, 2009, the City Council approved Resolution No. 09-30, which established *Guidelines for Implementation of the Water Efficient Landscape Ordinance*; and

**WHEREAS**, on April 1, 2015, due to the drought, Governor Brown issued Executive Order B-29-15 and directed SDWR to further update the State’s model water efficient landscape ordinance by expedited regulation; and

**WHEREAS**, on July 15, 2015, the State adopted an updated model water efficient landscape ordinance, which cities and counties are either required to adopt or enforce, or adopt their own water efficient landscape ordinance that is at least as effective in conserving water; and

**WHEREAS**, when adopted, the proposed *Guidelines for Implementation of the City of Laguna Woods Water Efficient Landscape Ordinance* identified in Exhibit A attached hereto and incorporated herein by reference (“Guidelines”) will establish regulations relating to water efficient landscapes in a manner that complies with the requirements of State law, Governor Brown’s Executive Order B-29-15, and the State’s revised model water efficient landscape ordinance; and

**WHEREAS**, the Guidelines are categorically exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to Section 15307 of Title 14 of the California Code of Regulations, in that the Guidelines are authorized by state law to assure the maintenance, restoration, or enhancement of a natural resource where the regulatory process involves procedures for protection of the environment, and because it can be seen with certainty that the Guidelines could not have a significant effect on the environment; and

**WHEREAS**, in conjunction with the public hearing on the Guidelines, the City Council also considered proposed amendments to the Laguna Woods Municipal Code relating to water efficient landscapes, a copy of which was included with the City Council’s agenda report for the Guidelines, dated November 16, 2016; and

**WHEREAS**, on November 16, 2016, the City Council held a duly noticed public hearing on the Guidelines at which it considered all of the information, evidence, and testimony presented, both written and oral.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** The City Council hereby finds and determines that (i) each of the recitals to this Resolution are true and correct, and are adopted herein as findings; (ii) the Guidelines comply with all applicable requirements of State law, Governor

Brown’s Executive Order B-29-15, and the State’s revised model water efficient landscape ordinance; (iii) the Guidelines will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Guidelines are in the public interest of the City of Laguna Woods; and, (v) the Guidelines are consistent with the Laguna Woods General Plan and its various elements.

**SECTION 2.** The City Council hereby certifies that the Guidelines are categorically exempt from the requirements of CEQA pursuant to Section 15307 of Title 14 of the California Code of Regulations.

**SECTION 3.** Resolution No. 09-30 is hereby repealed in its entirety.

**SECTION 4.** The *Guidelines for Implementation of the City of Laguna Woods Water Efficient Landscape Ordinance* attached hereto as Exhibit A are hereby approved and adopted.

**SECTION 5.** The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2016.

---

NOEL HATCH, Mayor

ATTEST:

---

YOLIE TRIPPY, Deputy City Clerk

STATE OF CALIFORNIA        )  
COUNTY OF ORANGE        ) ss.  
CITY OF LAGUNA WOODS    )

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do  
HEREBY CERTIFY that the foregoing **Resolution No. 16-XX** was duly adopted by  
the City Council of the City of Laguna Woods at a regular meeting thereof, held on  
the XX day of XX 2016, by the following vote:

AYES:        COUNCILMEMBERS:  
NOES:        COUNCILMEMBERS:  
ABSENT:     COUNCILMEMBERS:

---

YOLIE TRIPPY, Deputy City Clerk

**GUIDELINES**  
**FOR IMPLEMENTATION OF THE**  
**CITY OF LAGUNA WOODS**  
**WATER EFFICIENT LANDSCAPE**  
**ORDINANCE**

## TABLE OF CONTENTS

<b><u>Section</u></b>	<b><u>Page No.</u></b>
1. Purpose and Applicability .....	1
1.1 Purpose.....	1
1.2 Applicability .....	1
2. Submittal Requirements for New Landscape Installations or Landscape Rehabilitation Projects .....	2
2.2 Elements of the Landscape Documentation Package .....	3
2.3 Water Efficient Landscape Calculations and Alternatives .....	4
2.4 Soil and Stormwater Management.....	7
2.5 Landscape Design Plan .....	9
2.6 Irrigation Design Plan .....	12
2.7 Grading Design Plan .....	17
2.8 Certification of Completion .....	18
2.9 Post-Installation Irrigation Scheduling .....	19
2.10 Post-Installation Landscape and Irrigation Maintenance.....	19
3. Provisions for Existing Landscapes .....	19
4. Public Education .....	20
 Appendix A: Prescriptive Compliance Option.....	 21
Appendix B: Certification of Landscape Design .....	24
Appendix C: Water Efficient Landscape Worksheet .....	25
Appendix D: Reference Evapotranspiration Table .....	27
Appendix E: Certificate of Completion.....	30
Appendix F: Definitions .....	32
Appendix G: Irrigation Plan Checklist.....	38
Appendix H: Inspection Affidavit.....	39

## 1. Purpose and Applicability

### 1.1 Purpose

- (A) The primary purpose of these Guidelines is to provide procedural and design guidance for *project applicants* proposing landscape installation or rehabilitation projects that are subject to the requirements of the *Water Efficient Landscape Ordinance*. This document is also intended for use and reference by *City* staff in reviewing and approving designs and verifying compliance with the *Water Efficient Landscape Ordinance*. The general purpose of the *Water Efficient Landscape Ordinance* is to promote the design, installation, and maintenance of landscaping in a manner that conserves regional water resources by ensuring that landscaping projects are not unduly water-needy and that irrigation systems are appropriately designed and installed to minimize water waste.
- (B) Other regulations affecting landscape design and maintenance practices are potentially applicable and should be consulted for additional requirements. These regulations include but may not be limited to:
  - (1) State of California Assembly Bill 1881;
  - (2) National Pollutant Discharge Elimination Permits for the Municipal Separate Storm Sewer System;
  - (3) Orange County Fire Authority Regulations for Fuel Modification in the Landscape;
  - (4) Water Conservation and Drought Response Regulations of the Local Water Purveyor;
  - (5) Regulations of the Local Water Purveyor governing use of *Recycled Water*;
  - (6) Zoning Code;
  - (7) Building Code;
  - (8) Specific Plans, Master Plans, General Plan, or similar land use and planning documents; and
  - (9) Conditions of approval for a specific project

### 1.2 Applicability

- (A) The *Water Efficient Landscape Ordinance* and these Guidelines apply to all of the following landscape projects:

## ITEM 7.3 – Exhibit A to Attachment B

- (1) New landscape projects with an *aggregate* landscape area equal to or greater than 500 square feet, requiring a building or landscape permit, plan check or design review;
  - (2) Rehabilitated landscape projects with an *aggregate* landscape area equal to or greater than 2,500 square feet, requiring a building or landscape permit, plan check or design review;
  - (3) New or rehabilitated landscape projects with an *aggregate* landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix A ;
  - (4) New or rehabilitated projects using treated or untreated *graywater* or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated *graywater* or though stored rainwater capture on site is subject only to Appendix A Section (5).
- (B) The requirements of the Guidelines may be partially or wholly waived, at the discretion of the *City* or its designee, for landscape rehabilitation projects that are limited to replacement plantings with equal or lower water needs and where the irrigation system is found to be designed, operable and programmed consistent with minimizing water waste in accordance with local water purveyor regulations.
- (C) Unless otherwise determined by the *City*, the *Water Efficient Landscape Ordinance* and these Guidelines do not apply to:
- (1) Registered local, state, or federal historical sites;
  - (2) Ecological restoration projects that do not require a permanent irrigation system;
  - (3) Mined-land reclamation projects that do not require a permanent irrigation system; or
  - (4) Plant collections, as part of botanical gardens, and arboretums open to the public.

### 2. Submittal Requirements for New Landscape Installations or Landscape Rehabilitation Projects

- (A) Discretionary approval is typically required for landscape projects that are subject to site plan reviews, or where a variance from a local building code is requested, or other procedural processes apply such that standard or special conditions of approval may be required by the *City*. Discretionary projects with conditions of

## ITEM 7.3 – Exhibit A to Attachment B

approval may be approved administratively by *City* staff, or acted on formally by the Planning Commission, *City* Council, or other jurisdictional authority. A typical standard condition of approval reads:

*“Landscaping for the project shall be designed to comply with the City’s Water Efficient Landscape Ordinance and with the Guidelines for Implementation of the Water Efficient Landscape Ordinance.”*

Landscape or *water features* that typically require a ministerial permit (i.e., a building, plumbing, electrical, or other similar permit), thereby triggering compliance with the Water Efficient Landscape Ordinance requirements independently of the need for discretionary approval include, but are not limited to, swimming pools, fountains or ponds, retaining walls, and overhead trellises.

### 2.2 Elements of the Landscape Documentation Package

- (A) A *Landscape Documentation Package* is required to be submitted by the *project applicant* for review and approval prior to the issuance of ministerial permits for landscape or *water features* by the *City*, and prior to start of construction. Unless otherwise directed by the *City*, the *Landscape Documentation Package* shall include the following elements either on plan sheets or supplemental pages as directed by the *City*:
- (1) Project Information, including, but not limited to, the following:
    - (a) Date;
    - (b) Project name;
    - (c) Project address, parcel, and/or lot number(s);
    - (d) Total *landscape area* (square feet) and rehabilitated *landscape area* (if applicable);
    - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed);
    - (f) Water supply type (e.g., potable, recycled, or well) and identification of the local retail water purveyor if the *project applicant* is not served by a private well;
    - (g) Checklist or index of all documents in the *Landscape Documentation Package*;
    - (h) Project contacts, including contact information for the *project applicant* and *property owner*;

## ITEM 7.3 – Exhibit A to Attachment B

- (i) *Certification of Design* in accordance with **Exhibit A** of these *Guidelines* that includes a *landscape professional's* professional stamp, as applicable, signature, contact information (including email and telephone number), license number, and date, certifying the statement that “The design of this project complies with the requirements of the *City's Water Efficient Landscape Ordinance*” and shall bear the signature of the *landscape professional* as required by law; and
  - (j) Any other information the *City* deems relevant for determining whether the landscape project complies with the *Water Efficient Landscape Ordinance* and these *Guidelines*.
- (2) *Maximum Applied Water Allowance (MAWA)* and *Estimated Applied Water Use (EAWU)* expressed as annual totals including, but not limited to, the following:
    - (a) *Water Efficient Landscape Worksheet* (optional at discretion of the *City*) for the landscape project;
    - (b) *Hydrozone* information table (optional at the discretion of the *City*) for the landscape project; and
    - (c) Water budget calculations (optional at the discretion of the *City*) for the landscape project.
  - (3) A soil management report or specifications, or specification provision requiring soil testing and amendment recommendations and implementation to be accomplished during construction of the landscape project.
  - (4) A landscape design plan for the landscape project.
  - (5) An irrigation design plan for the landscape project.
  - (6) A grading design plan, unless grading information is included in the landscape design plan for the landscape project or unless the landscape project is limited to replacement planting and/or irrigation to rehabilitate an existing landscape area.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### 2.3 Water Efficient Landscape Calculations and Alternatives

- (A) The *project applicant* shall provide the calculated *Maximum Applied Water Allowance (MAWA)* and *Estimated Applied Water Use (EAWU)* for the landscape area as part of the *Landscape Documentation Package* submittal to the

## ITEM 7.3 – Exhibit A to Attachment B

City. The MAWA and EAWU shall be calculated based on completing the *Water Efficient Landscape Worksheets* (in accordance with the sample worksheets in **Appendix C**) which contain information on the *plant factor*, irrigation method, *irrigation efficiency* and area associated with each *hydrozone*. Calculations are then made to show that the *evapotranspiration adjustment factor* (ETAF) for the landscape project does not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of *Special Landscape Areas*. The ETAF for a landscape project is based on the *plant factors* and irrigation methods selected. The *Maximum Applied Water Allowance* is calculated based on the maximum ETAF allowed (0.55 for residential areas and 0.45 for non-residential areas) and expressed as annual gallons required. The EAWU is calculated based on the plants used and irrigation method selected for the landscape design.

- (B) The EAWU allowable for the landscape area shall not exceed the MAWA. The MAWA shall be calculated using an *evapotranspiration adjustment factor* (ETAF) of 0.55 for residential areas and 0.45 for non-residential areas, except for the portion of the MAWA applicable to any *Special Landscape Areas* within the landscape project, which shall be calculated using an ETAF of 1.0. Where the design of the landscape area can otherwise be shown to be equivalently water-efficient, the *project applicant* may submit alternative or abbreviated information supporting the demonstration that the annual EAWU is less than the MAWA, at the discretion of and for the review and approval of the local agency.
- (C) Water budget calculations shall adhere to the following requirements:
  - (1) The MAWA shall be calculated using the *Water Efficient Landscape Worksheets* and equation presented in **Appendix C**.
  - (2) The EAWU shall be calculated using the *Water Efficient Landscape Worksheet* and equations presented in **Appendix C**.
  - (3) For the calculation of the MAWA and EAWU, a *project applicant* shall use the *ETo* values from the closest location listed the *Reference Evapotranspiration* Table in **Appendix D**. For geographic areas not covered in **Appendix D**, data from other cities, or zip codes, located nearby in the same *reference evapotranspiration* zone may be used.
  - (4) For calculation of the EAWU, the *plant water use factor* shall be determined as appropriate to the project location from the *Water Use Efficiency of Landscape Species (WUCOLS)* Species Evaluation List or from horticultural researchers with academic institutions or professional associations as approved by the California Department of Water Resources (DWR). The *plant factor* ranges from 0 to 0.1 for very low water use plants, 0.1 to 0.3 for low water use plants, 0.4 to 0.6 for moderate water use plants, and 0.7 to 1.0 for high water use plants.

ITEM 7.3 – Exhibit A to Attachment B

- (5) For calculating the *EAWU*, the *plant water use factor* shall be determined for each *valve hydrozone* based on the highest-water-use plant species within the zone. The *plant factor* for each *hydrozone* may be required to be further refined as a “*landscape coefficient*,” according to protocols defined in detail in the *WUCOLS* document, to reflect planting density and *microclimate* effects on water need at the option of the *project applicant* or the *City*.
- (6) For calculation of the *EAWU*, the area of a *water feature* shall be defined as a high water use *hydrozone* with a *plant factor* of 1.0.
- (7) For calculation of the *EAWU*, a temporarily irrigated *hydrozone* area, such as an area of highly drought-tolerant native plants that are not intended to be irrigated after they are fully established, shall be defined as a very low water use *hydrozone* with a *plant factor* of 0.1.
- (8) For calculation of the *MAWA*, the *ETAF* for *Special Landscape Areas (SLA)* shall be set at 1.0. For calculation of the *EAWU*, the *ETAF* for *SLA* shall be calculated as the *SLA plant factor* divided by the *SLA irrigation efficiency factor*.
- (9) *Irrigation efficiency (IE)* of the irrigation heads used within each *hydrozone* shall be assumed to be as follows, unless otherwise indicated by the irrigation equipment manufacturer’s specifications or demonstrated by the *project applicant*:

<b>Irrigation Method</b>	<b>DU<sub>LQ</sub></b>	<b>DU<sub>LH</sub>*</b>	<b>EU</b>	<b>IE**</b>
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	70%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

\* $DU_{LH} = .386 + (.614)(DU_{LQ})$

\*\*  $IE (spray) = (DU_{LH})(IME)$

\*\*  $IE (drip) = Emission\ uniformity\ (EU)(IME)$

- (D) The *Maximum Applied Water Allowance* shall adhere to the following requirements:

- (1) The *Maximum Applied Water Allowance* shall be calculated using the equation presented in **Appendix C**. The *reference evapotranspiration (ET<sub>o</sub>)* values used for this calculation are from the *Reference Evapotranspiration Table* in **Appendix D** and are for planning purposes only. For actual irrigation scheduling, automatic irrigation controllers are

## ITEM 7.3 – Exhibit A to Attachment B

required and shall use current *ET<sub>o</sub>* data, such as from the California Irrigation Management Information System (CIMIS), other equivalent data, or soil moisture sensor data.

### 2.4 Soil and Stormwater Management

- (A) All planted landscape areas are required to have friable soil to maximize retention and infiltration. On engineered slopes, only amended planting holes need meet this requirement.
- (B) In order to reduce *runoff* and encourage healthy plant growth, a soil management report shall be completed by the *project applicant*, or his/her designee, as follows:
  - (1) Submit soil samples to a certified agronomic soils laboratory for analysis and recommendations.
    - (a) Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.
    - (b) The soil analysis may include, but is not limited to:
      - 1. soil texture;
      - 2. *infiltration rate* determined by laboratory test or soil texture *infiltration rate* table;
      - 3. pH;
      - 4. total soluble salts;
      - 5. sodium;
      - 6. percent organic matter; and
      - 7. recommendations.
  - (2) In projects with multiple landscape installations (i.e. production home developments or *common interest developments* that are installing landscaping) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement; evenly disbursed throughout the development. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots or approximately 15% landscape area. The *project applicant*, or his/her designee, shall comply with one of the following:
    - (a) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the *Landscape Documentation Package*; or

## ITEM 7.3 – Exhibit A to Attachment B

- (b) If significant mass grading is planned, the soil analysis report shall be submitted to the *City* as part of the *Certification of Completion*.
- (c) The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans in order to make any necessary adjustments to the design plans.
- (d) The *project applicant*, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with the *Certification of Completion*.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

- (C) It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent *runoff* from impervious surfaces (i.e. roof and paved areas) from additional capacity as required by any applicable local, regional, state, or federal regulation and/or one of the following: the one inch, 24-hour rain event or the 85<sup>th</sup> percentile, 24-hour rain event.
- (D) It is recommended that storm water projects incorporate any of the following elements to improve on-site stormwater and dry weather *runoff* capture and use:
  - (1) Grade impervious surfaces, such as driveways, during construction to drain into vegetated areas.
  - (2) Minimize the area of impervious surfaces such as paved areas, roof, and concrete driveways.
  - (3) Incorporate *pervious* or porous surfaces (e.g. gravel, permeable pavers or blocks, *pervious* or porous concrete) that minimize *runoff*.
  - (4) Direct *runoff* from paved surfaces and roof areas into planting beds or landscape areas to maximize site water capture and reuse.
  - (5) Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
  - (6) Incorporate infiltration beds, swales, basins, and drywells to capture stormwater and dry weather *runoff* and increase percolation into the soil.
  - (7) Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

[Note: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## 2.5 Landscape Design Plan

- (A) For the efficient use of water, a landscape shall be carefully designed and planned for the intended function of the project. The following design criteria shall be submitted as part of the *Landscape Documentation Package*.
  - (1) Plant Material
    - (a) Any plant may be selected for the *landscape area* provided the *EAWU* in the *landscape area* does not exceed the *MAWA*. Methods to achieve water efficiency shall include one or more of the following:
      - (2) Protection and preservation of non-*invasive* water-conserving plant, tree and *turf* species;
      - (3) Selection of water-conserving plant, tree and *turf* species;
      - (4) Selection of plants based on local climate suitability, disease and pest resistance;
      - (5) Selection of trees based on applicable *City* and local tree ordinances or tree shading guidelines, and size at maturity as appropriate for the planting area; and
      - (6) Selection of plants from local and regional landscape program plant lists.
      - (7) Selection of plants from local Fuel Modification Plan Guidelines.
- (B) Each *hydrozone* shall have plant materials with similar water use; with the exception of *hydrozones* with plants of mixed water use, as specified in Section 2.6(a)(2)(D) of these *Guidelines*.
- (C) Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the project site. Methods to achieve water efficiency shall include one or more of the following:
  - (1) Use the *Sunset* Western Climate Zone System, or equivalent generally accepted models, which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;
  - (2) Recognize the horticultural attributes of plants (i.e., mature plant size, *invasive* surface roots) to minimize damage to property or infrastructure (e.g., buildings, sidewalks, and power lines); allow for adequate soil volume for healthy root growth and

## ITEM 7.3 – Exhibit A to Attachment B

- (3) Consider the solar orientation for plant placement to maximize summer shade and winter solar gain.
- (D) *Turf* is discouraged on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every 4 feet of horizontal length (rise divided by run x 100 = slope percent).
- (E) High water use plants, characterized by a *plant factor* of 0.7 to 1.0, are prohibited in street medians.
- (F) A landscape design plan for projects in fire-prone areas and fuel modification zones shall comply with requirements of the local Fire Authority, where applicable. Refer to the local Fuel Modification Plan Guidelines. When conflicts between water conservation and fire safety design elements exist, the fire safety requirements shall have priority.
- (G) The use of *invasive* plant species, such as those listed by the California Invasive Plant Council, is strongly discouraged.
- (H) The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of water efficient plant species as a group.
  - (1) Water Features
    - (a) Recirculating water systems shall be used for *water features*.
    - (b) Where available and consistent with public health guidelines, *recycled water* shall be used as a source for decorative *water features*.
    - (c) The surface area of a *water feature* shall be included in the high water use *hydrozone* area of the water budget calculation.
    - (d) Pool and spa covers are highly recommended.
  - (2) *Soil Preparation, Mulch* and Amendments
    - (a) Prior to planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need to meet this requirement.
    - (b) Soil amendments shall be incorporated according to the recommendations of the soil report and what is appropriate for plants selected.

## ITEM 7.3 – Exhibit A to Attachment B

- (c) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil. Soils with greater than 6% organic matter in the top 6 inches of soil are exempt from adding compost and tilling.
  - (d) A minimum three inch (3") layer of *mulch* shall be applied on all exposed soil surfaces of planting areas except in *turf* areas, creeping or rooting groundcovers, or direct seeding applications where *mulch* is contraindicated. To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without *mulch*. Designated insect habitat must be included in the landscape design plan as such.
  - (e) Stabilizing mulching products shall be used on slopes that meet current engineering standards such as those detailed in the USDA/USAID Low-Volume Roads Engineering Best Management Practices Field Guide.
  - (f) The mulching portion of the seed/*mulch* slurry in hydro-seeded applications shall meet the mulching requirement.
  - (g) Organic *mulch* materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel Modification Plan Guidelines or other applicable local ordinances.
- (I) The landscape design plan, at a minimum, shall:
- (1) Delineate and label each *hydrozone* by number, letter, or other method;
  - (2) Identify each *hydrozone* as low, moderate, high water, or mixed water use. Temporarily irrigated areas of the *landscape area* shall be included in the low water use *hydrozone* for the water budget calculation;
  - (3) Identify recreational areas;
  - (4) Identify areas permanently and solely dedicated to edible plants;
  - (5) Identify areas irrigated with *recycled water*;
  - (6) Identify type of *mulch* and application depth;
  - (7) Identify soil amendments, type, and quantity;
  - (8) Identify type and surface area of *water features*;

## ITEM 7.3 – Exhibit A to Attachment B

- (9) Identify *hardscapes* (*pervious* and *non-pervious*);
- (10) Identify location and installation details, and 24-hour retention or infiltration capacity of any applicable storm water best management practices that encourage on-site retention and infiltration of storm water. *Project applicants* shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Storm water best management practices are encouraged in the landscape design plan and examples are provided in Section 2.4(C).
- (11) Identify any applicable rain harvesting or catchment technologies (e.g., rain gardens, cisterns, etc.);
- (12) Contain the following statement: “I have complied with the criteria of the *Water Efficient Landscape Ordinance* and applied them for the efficient use of water in the landscape design plan;” and
- (13) Bear the signature of a California-licensed *landscape professional*.

[Note: Authority Cited: Section 65595, Reference: Section 65596, Government Code and Section 1351, Civil Code.]

### 2.6 Irrigation Design Plan

- (A) This section applies to landscape areas requiring permanent irrigation, not areas that require temporary irrigation solely for the plant establishment period. For the efficient use of water, an irrigation system shall meet all the requirements listed in this section and the manufacturer’s recommendations. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance. An irrigation design plan meeting the following design criteria shall be submitted as part of the *Landscape Documentation Package*.

- (1) System

- (a) Landscape water meters, defined as either a dedicated water service meter or private sub meter, shall be installed for all non-residential irrigated landscapes of 1,000 sq. ft. but not more than 5,000 sq. ft. (the level at which Water Code 535 applies) and residential irrigated landscapes of 5,000 sq. ft. or greater. A landscape water meter may be either:

1. A customer service meter dedicated to landscape use provided by the local water purveyor; or
2. A privately owned meter or sub meter.

## ITEM 7.3 – Exhibit A to Attachment B

- (b) Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data with non-volatile memory shall be required for irrigation scheduling in all irrigation systems, recommending U.S. EPA WaterSense labeled devices as applicable.
- (c) *Sensors* (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.
- (d) If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regulating device is required to ensure that the dynamic pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.
  - 1. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps, or other devices shall be installed to meet the required dynamic pressure of the irrigation system.
  - 2. *Static water pressure*, dynamic or *operating pressure*, and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design stage, the measurements shall be conducted at installation.
- (e) *Backflow prevention devices* shall be required to protect the water supply from contamination by the irrigation system. A *project applicant* shall refer to the applicable *City code* (i.e., public health) for additional backflow prevention requirements.
- (f) A *master shutoff valve* shall be as close as possible to the point of connection and is required on all projects; with the exception for landscapes that make use of technologies that allow for the individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.
- (g) *Flow sensors* that detect high flow conditions created by system damage or malfunction are required for all non-residential landscapes and residential landscapes of 5,000 sq. ft. or larger. The flow sensor must be in combination with a *master shut-off valve*.

## ITEM 7.3 – Exhibit A to Attachment B

- (h) *Manual isolation valves* (such as a *gate valve*, *ball valve*, or *butterfly valve*) shall be required downstream of the point of connection of the water supply to minimize water loss in case of an emergency (such as a *main line* break) or routine repair.
- (i) The irrigation system shall be designed to prevent *runoff*, low head drainage, *overspray*, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, *hardscapes*, roadways, or structures.
- (j) Relevant information from the soil management plan, such as soil type and *infiltration rate*, shall be utilized when designing irrigation systems.
- (k) The design of the irrigation system shall conform to the *hydrozones* of the landscape design plan.
- (l) All irrigation emission devices must meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers'/International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All *Sprinkler heads* installed in the landscape must document a *distribution uniformity* low quarter of 0.65 or higher using the protocol defined in ASBE/ICC 802-2014.
- (m) Average *irrigation efficiency* (IE) for the project shall be determined in accordance with the EAWU calculation sheet in **Appendix C**. Unless otherwise indicated by the irrigation equipment manufacturer's specifications or demonstrated by the *project applicant*, the *irrigation efficiency* of the irrigation heads used within each *hydrozone* shall as listed in Section 2.3(C)(9).
- (n) It is highly recommended that the *project applicant* or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.
- (o) In *mulched* planting areas, the use of *low volume irrigation* (*drip or low volume overhead irrigation*) is required to maximize water infiltration into the root zone; with the exception of areas with fuel modification requirements and/or those that require plant establishment to comply with local grading ordinances.
- (p) *Sprinkler heads* and other emission devices shall have matched *precipitation rates*, unless otherwise directed by the manufacturer's recommendations.

## ITEM 7.3 – Exhibit A to Attachment B

- (q) Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible *distribution uniformity* using the manufacturer's recommendations.
- (r) *Swing joint* components are required on all sprinklers subject to damage that are adjacent to *hardscapes* or in high traffic areas of *turf*.
- (s) *Check valves* or *anti-drain valves* are required on all *sprinkler heads* where low point drainage could occur.
- (t) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no *runoff* or *overspray*.
- (u) *Overhead* irrigation shall not be permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be *mulch*, gravel, or other porous material. These restrictions may be modified if:
  1. the *landscape area* is adjacent to permeable surfacing and no *runoff* occurs; or
  2. the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping; or
  3. the irrigation designer for the landscape project specifies an alternative design or technology, as part of the *Landscape Documentation Package*, and clearly demonstrates strict adherence to the irrigation system design criteria in Section 2.G (A)(1) hereof. Prevention of *overspray* and *runoff* must be confirmed during an *irrigation audit*.
  4. slopes greater than 25% shall not be irrigated with an irrigation system with a *application rate* exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer of the landscape project specifies an alternative design or technology, as part of the *Landscape Documentation Package*, and clearly demonstrates no *runoff* or erosion will occur. Prevention of *runoff* and erosion must be confirmed during the *irrigation audit*.

### (2) *Hydrozone*

## ITEM 7.3 – Exhibit A to Attachment B

- (a) Each *valve* shall irrigate a *hydrozone* with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.
- (b) *Sprinkler heads* and other emission devices shall be selected based on what is appropriate for the plant type within that *hydrozone*.
- (c) Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and *turf* to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.
- (d) Individual *hydrozones* that mix plants of moderate and low water use or moderate and high water use may be allowed if:
  - 1. The *plant factor* calculation is based on the proportions of the respective plant water uses and their respective *plant factors*;  
or
  - 2. The *plant factor* of the higher water using plant is used for the calculations.
- (e) Individual *hydrozones* that mix high and low water use plants shall not be permitted.
- (f) On the landscape design plan and irrigation design plan, *hydrozone* areas shall be designated by number, letter, or other designation. On the irrigation design plan, designate the areas irrigated by each *valve* and assign a number to each *valve*.
- (g) The irrigation design plan, at a minimum, shall contain:
  - 1. the location and size of separate water meters for landscape;
  - 2. the location, type, and size of all components of the irrigation system, including controllers, main and *lateral lines*, *valves*, *sprinkler heads*, *moisture sensing devices*, rain switches, quick couplers, pressure regulators, and *backflow prevention devices*;
  - 3. *static water pressure* at the point of connection to the public water supply;
  - 4. *flow rate* (gallons per minute), application rate (inches per hour), and design *operating pressure* (pressure per square inch) for each *station*;
  - 5. irrigation schedule parameters necessary to program smart timers specified in the landscape design;

## ITEM 7.3 – Exhibit A to Attachment B

6. the following statement: “I have complied with the criteria of the *Water Efficient Landscape Ordinance* and applied them accordingly for the efficient use of water in the irrigation design plan;” and
7. the signature of a California-licensed *landscape professional*.

[Note: Authority Cited: Section 65595, Government Code.  
Reference: Section 65596, Government Code.]

### 2.7 Grading Design Plan

- (A) For the efficient use of water, grading of a landscape project site shall be designed to minimize soil erosion, *runoff*, and water waste. Finished grading configuration of the *landscape area*, including pads, slopes, drainage, post-construction erosion control, and storm water control Best Management Practices, as applicable, shall be shown on the Landscape Plan unless this information is fully included in separate Grading Plans for the project, or unless the project is limited to replacement planting and/or irrigation to rehabilitate an existing *landscape area*.
- (B) The *project applicant* shall submit a landscape grading plan that indicates finished configurations and elevations of the *landscape area* including:
  - (1) Height of graded slopes;
  - (2) Drainage patterns;
  - (3) Pad elevations;
  - (4) Finish grade; and
  - (5) Storm water retention improvements, if applicable.
- (C) To prevent excessive erosion and *runoff*, it is highly recommended that the *project applicant*:
  - (1) Grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable *hardscapes*;
  - (2) Avoid disruption of natural drainage patterns and undisturbed soil; and
  - (3) Avoid soil compaction in *landscape areas*.
- (D) The Grading Design Plan shall contain the following statement: “I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the grading design plan” and shall bear the signature of the *landscape professional*, as required by law.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## 2.8 Certification of Completion

- (A) Landscape project installation shall not proceed until the *Landscape Documentation Package* has been approved by the *City* and any ministerial permits required are issued.
- (B) The *project applicant* shall notify the *City* at the beginning of the installation work and at intervals, as necessary, for the duration of the landscape project work to schedule all required inspections.
- (C) *Certification of Completion* of the landscape project shall be obtained through a Certificate of Use and Occupancy or a *Permit Final*. The requirements for the Final Inspection and *Permit Closure* include submittal of:
  - (1) *A Landscape Installation Certificate of Completion* in the form included as **Appendix E** of these *Guidelines*, which shall include: (i) certification by a *landscape professional* that the *landscape project* has been installed per the approved *Landscape Documentation Package*; and (ii) the following statement: “The landscaping has been installed in substantial conformance to the design plans, and complies with the provisions of the *Water Efficient Landscape Ordinance* for the efficient use of water in the landscape.”
    - (a) Where there have been significant changes (as deemed by the local permitting agency) made in the field during construction, these “as-built” or record drawings shall be included with the certificate
    - (b) A diagram of the irrigation plan showing *hydrozones* shall be kept with the irrigation controller for subsequent management purposes.
  - (2) Documentation of the irrigation scheduling parameters used to set the *controller(s)*;
  - (3) An *irrigation audit* report from a local agency landscape irrigation auditor or third party *certified landscape irrigation auditor*, documentation of enrollment in regional or local water purveyor’s water conservation programs, and/or documentation that the MAWA and EAWU information for the *landscape project* has been submitted to the local water purveyor, may be required at the option of the *City*. Example Inspection Affidavit is included as **Appendix H**.
    - (a) Landscape audits shall not be conducted by the *person* who designed or installed the landscape.

## ITEM 7.3 – Exhibit A to Attachment B

- (b) In large projects or projects with multiple landscape installations (i.e. production home developments or *common interest developments*) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### 2.9 Post-Installation Irrigation Scheduling

- (A) For the efficient use of water, all irrigation schedules shall be developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:
  - (1) Irrigation scheduling shall be regulated by automatic irrigation controllers.
  - (2) *Overhead* irrigation shall be scheduled in accordance with the local water purveyor's Water Conservation Ordinance. Operation of the irrigation system outside the normal *watering window* is allowed for auditing and system maintenance.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### 2.10 Post-Installation Landscape and Irrigation Maintenance

- (A) Landscapes shall be maintained to ensure water use efficiency in accordance with existing local agency code.

## 3. Provisions for Existing Landscapes

- (A) Irrigation of all *landscape areas* shall be conducted in a manner conforming to the rules and requirements and shall be subject to penalties and incentives for water conservation and water waste prevention, as determined and implemented by the *local water purveyor* and as may be mutually agreed by the *City*.
- (B) The *City* and/or the regional or *local water purveyor* may administer programs such as irrigation water use analyses, irrigation surveys and/or *irrigation audits*, tiered water rate structures, water budgeting by parcel, or other approaches to achieve landscape water use efficiency community-wide to a level equivalent to or less than would be achieved by applying a *MAWA* calculated with an ETAF of 0.8 to all *landscape areas* in the *City* over one acre in size.
- (C) The architectural guidelines of a *common interest development*, including apartments, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

## ITEM 7.3 – Exhibit A to Attachment B

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### 4. Public Education

- (A) Publications. Education is a critical component to promote the efficient use of water in landscapes. The use of appropriate principles of design, installation, management, and maintenance that save water is encouraged in the community.
- (B) Model Homes. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water efficient landscapes as described.
  - (1) Signs shall be used to identify the model as an example of a water efficient landscape featuring elements such as *hydrozones*, irrigation equipment, and others that contribute to the overall water efficient theme. Signage shall include information about the site water use as designed per the local ordinance; specify who designed and installed the site water efficient landscape; and demonstrate low water use approaches to landscaping such as using appropriate plants, alternative water sources, or rainwater catchment systems.
  - (2) Information shall be provided about designing, installing, managing, and maintaining water efficient landscapes.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

**Appendix A: Prescriptive Compliance Option**

**PRESCRIPTIVE COMPLIANCE OPTION**

- (A) This appendix contains prescriptive requirements which may be used as a compliance option to the Ordinance.
- (B) Compliance with the following items is mandatory and must be documented in a landscape plan in order to use the prescriptive compliance option:
  - (1) Submit a *Landscape Documentation Package* which includes the following elements:
    - (a) Date
    - (b) *Project applicant*
    - (c) Project address (if available, parcel and/or lot number (s))
    - (d) Total landscape area (square feet), including a breakdown of *turf* and plant material
    - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
    - (f) Water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
    - (g) Contact information for the *project applicant* and property owner
    - (h) Applicant signature and date with statement, “I agree to comply with the requirements of the prescriptive compliance option to the MWEL0”
  - (2) Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contra-indicated by a soil test);
  - (3) Plant material shall comply with all of the following:
    - (a) For residential areas, install climate adapted plants that require occasional, little or no summer water (average *WUCOLS* plan factor 0.3) for 75% of the plant area excluding edibles and areas using *recycled water*; For non-residential areas, install climate adapted plants that require occasional, little or no summer water

## ITEM 7.3 – Exhibit A to Attachment B

(average *WUCOLS* plan factor 0.3) for 100% of the plant area excluding edibles and areas using *recycled water*;

- (b) A minimum three inch (3”) layer of *mulch* shall be applied on all exposed soil surfaces of planting areas except in *turf* areas, creeping or rooting groundcovers, or direct seeding applications where *mulch* is contraindicated.
- (4) *Turf* shall comply with all of the following:

  - (a) *Turf* shall not exceed 25% of the landscape area in residential areas, and *turf* shall not be planted in non-residential areas
  - (b) *Turf* shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;
  - (c) *Turf* is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any *turf* in parkways must be irrigated by sub-surface irrigation, or by other technology that creates no *overspray* or *runoff*.
- (5) Irrigation systems shall comply with the following:

  - (a) Automatic irrigation controllers are required and must use evapotranspiration or soil moisture sensor data
  - (b) Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.
  - (c) Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.
  - (d) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.
  - (e) All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC802-2014. “Landscape irrigation Sprinkler and Emitter Standard.” All *Sprinkler heads* installed in the landscape must document a *distribution uniformity* low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

## ITEM 7.3 – Exhibit A to Attachment B

- (C) At the time of final inspection, the permit applicant must provide the owner of the property with a certificate of completion, certificate of installation, irrigation schedule and a schedule of landscape and irrigation maintenance.

**Appendix B: Certification of Landscape Design**

**CERTIFICATION OF LANDSCAPE DESIGN**

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.

(2) The landscape design and water use calculations for the property located at \_\_\_\_\_  
\_\_\_\_\_ (provide street address or parcel number(s)) were prepared by me or under my supervision.

(3) The landscape design and water use calculations for the identified property comply with the requirements of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance (Municipal Code Sections \_\_\_\_\_) and the City of \_\_\_\_\_ Guidelines for Implementation of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance.

(4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the City of \_\_\_\_\_ Guidelines for Implementation of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

Landscape Design Professional's Stamp  
(If applicable)

**Appendix C: Water Efficient Landscape Worksheet**

**WATER EFFICIENT LANDSCAPE WORKSHEET**

This worksheet is filled out by the project applicant and it is a required item of the Landscape Documentation Package.

Reference Evapotranspiration (ET<sub>o</sub>)<sup>a</sup>: \_\_\_\_\_

Landscape Area Sector Type  Residential  
(select one):  Non-Residential

	Hydrozone #/Planting Description	Location	Plant Factor <sup>b</sup> (PF)	Irrigation Method <sup>c</sup>	Irrigation Efficiency <sup>c</sup> (IE)	ETAF (PF/IE)	Landscape Area (sq-ft)	ETAF x Area	Estimated Total Water Use <sup>d</sup> (ETWU)
<b>Regular Landscape Area</b>									
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									

<b>Average</b>	<b>Total</b>	<b>Total</b>

Average ETAF for Regular Landscape Areas<sup>e</sup> (circle one):  In Compliance  Not In Compliance

**Special Landscape Area**

SLA-1									
SLA-2									
SLA-3									
SLA-4									
SLA-5									

**Totals**

Total Landscape Area   
 Site wide ETAF   
 ETWU Total   
 Maximum Allowed Water Allowance (MAWA)<sup>f</sup>

**WORKSHEET INFORMATION & EQUATIONS**

<sup>a</sup> Local monthly evapotranspiration rates are listed in Appendix D.

<sup>b</sup> The following table can be used for common plant factors:

<b>Plant Factor</b>	<b>PF</b>
Very low water use plant	0.1
Low water use plant	0.2
Medium water use plant	0.5
High water use plant	0.8
Lawn	0.8
Pool, spa, or other water feature	1.0

<sup>c</sup> *Irrigation efficiency* is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average *irrigation efficiency* for purposes of these *Guidelines* is 0.71. The following *irrigation efficiency* may be obtained for the listed irrigation heads with an *Irrigation Management Efficiency* of 90%:

<b>Irrigation Method</b>	<b>IE</b>
Spray nozzles	71%
High efficiency spray nozzles	73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	76%
Stream rotor nozzle	73%
Microspray	76%
Bubblers	77%
Drip emitter	81%
Subsurface drip	81%

<sup>d</sup> Estimated Total Water Use (ETWU) is the annual gallons required

$$ETWU = (ETo) \times (0.62) \times (ETAF \times Area)$$

where, ETo = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 ETAF = plant factor ÷ irrigation efficiency

<sup>e</sup> Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for nonresidential areas.

<sup>f</sup> Maximum Allowed Water Allowance (MAWA) is the annual gallons allowed

$$MAWA = (ETo) \times (0.62) \times [(ETAF \times LA) + ((1-ETAF) \times SLA)]$$

where, ETo = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 ETAF = plant factor ÷ irrigation efficiency  
 LA = total (site wide) landscape area in square feet  
 SLA = total special landscape area

**Appendix D: Reference Evapotranspiration Table****REFERENCE EVAPOTRANSPIRATION (ET<sub>o</sub>) TABLE**

<b>City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual Total (inches per year)</b>
<b>Aliso Viejo</b>	2.6	2.5	3.6	4.3	5.1	5.1	5.6	5.6	4.7	3.4	2.6	2.0	47.1
<b>Anaheim</b>	2.7	2.7	3.3	4.6	5.3	5.6	5.9	6.0	5.1	3.4	2.6	2.0	49.2
<b>Atwood</b>	2.7	2.8	3.5	4.9	5.6	6.2	6.5	6.5	5.5	3.6	2.7	2.0	52.5
<b>Balboa</b>	2.6	2.4	3.4	4.2	4.9	4.5	5.1	5.1	4.4	3.3	2.5	2.0	44.4
<b>Balboa Island</b>	2.6	2.4	3.4	4.2	4.9	4.6	5.2	5.2	4.5	3.3	2.5	2.0	44.7
<b>Brea</b>	2.7	2.8	3.4	4.8	5.5	6.0	6.4	6.4	5.4	3.6	2.7	2.0	51.8
<b>Buena Park</b>	2.6	2.5	3.6	4.4	5.3	5.3	6.0	5.8	4.9	3.5	2.5	2.0	48.4
<b>Capistrano Beach</b>	2.6	2.5	3.5	4.2	5.0	4.7	5.3	5.3	4.6	3.3	2.5	2.0	45.4
<b>Corona Del Mar</b>	2.6	2.5	3.4	4.2	4.9	4.6	5.2	5.2	4.5	3.3	2.5	2.0	44.9
<b>Costa Mesa</b>	2.6	2.5	3.5	4.2	5.0	4.8	5.4	5.3	4.6	3.3	2.5	2.0	45.6
<b>Coto De Caza</b>	2.6	2.5	3.7	4.5	5.5	5.6	6.2	6.1	5.1	3.6	2.6	2.0	49.8
<b>Cypress</b>	2.6	2.5	3.5	4.3	5.2	5.1	5.7	5.6	4.7	3.4	2.5	2.0	47.2
<b>Dana Point</b>	2.6	2.5	3.5	4.2	4.9	4.7	5.2	5.2	4.5	3.3	2.5	2.0	45.1
<b>El Modena</b>	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.7
<b>Foothill Ranch</b>	2.6	2.5	3.7	4.5	5.5	5.6	6.3	6.1	5.1	3.6	2.6	2.0	50.1
<b>Fountain Valley</b>	2.7	2.6	3.2	4.4	4.9	5.0	5.3	5.4	4.8	3.2	2.6	2.0	46.0
<b>Fullerton</b>	2.7	2.7	3.3	4.6	5.3	5.7	6.0	6.0	5.2	3.4	2.6	2.0	49.7
<b>Garden Grove</b>	2.7	2.7	3.2	4.5	5.0	5.2	5.5	5.6	4.9	3.3	2.6	2.0	47.2
<b>Huntington Beach</b>	2.6	2.5	3.4	4.2	4.9	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
<b>Irvine (North)</b>	2.6	2.5	3.7	4.5	5.4	5.5	6.1	6.0	5.0	3.6	2.6	2.1	49.5
<b>Irvine (South)</b>	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.8	3.4	2.6	2.0	47.9

ITEM 7.3 – Exhibit A to Attachment B

<b>City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual Total (inches per year)</b>
<b>La Habra</b>	2.6	2.5	3.7	4.5	5.6	5.6	6.4	6.2	5.1	3.6	2.6	2.0	50.4
<b>La Palma</b>	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.8	3.4	2.5	2.0	47.8
<b>Ladera Ranch</b>	2.6	2.5	3.6	4.4	5.3	5.3	5.9	5.8	4.9	3.5	2.6	2.1	48.4
<b>Laguna (South)</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
<b>Laguna Beach</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	48.4
<b>Laguna Niguel</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
<b>Laguna Woods</b>	2.6	2.5	3.6	4.4	5.3	5.2	5.8	5.7	4.9	3.5	2.6	2.0	48.0
<b>Lake Forest</b>	2.6	2.5	3.7	4.4	5.4	5.4	6.1	5.9	5.0	3.5	2.6	2.1	49.2
<b>Lido Isle</b>	2.6	2.4	3.4	4.2	4.9	4.6	5.1	5.1	4.4	3.3	2.5	2.0	44.4
<b>Los Alamitos</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	46.4
<b>Midway City</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
<b>Mission Viejo</b>	2.6	2.5	3.7	4.4	5.4	5.4	6.0	5.9	4.9	3.5	2.6	2.0	48.9
<b>Monarch Bay</b>	2.6	2.5	3.5	4.2	4.9	4.7	5.2	5.2	4.5	3.3	2.5	2.0	45.1
<b>Newport Beach</b>	2.6	2.5	3.5	4.2	5.0	4.7	5.3	5.3	4.5	3.3	2.5	2.0	45.4
<b>Orange</b>	2.7	2.7	3.3	4.6	5.3	5.7	6.0	6.0	5.2	3.4	2.7	2.0	49.7
<b>Placentia</b>	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.9
<b>Rancho Santa Margarita</b>	2.6	2.5	3.7	4.4	5.5	5.5	6.1	6.0	5.0	3.6	2.6	2.0	49.5
<b>Rossmoor</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.4	4.6	3.4	2.5	2.0	46.4
<b>San Clemente</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.4	5.4	4.7	3.4	2.6	2.0	46.4
<b>San Juan Capistrano</b>	2.6	2.5	3.6	4.4	5.4	5.4	6.0	5.9	4.9	3.5	2.6	2.0	48.8
<b>Santa Ana</b>	2.6	2.6	3.4	4.5	5.2	5.3	5.7	5.7	4.9	3.4	2.6	2.0	47.8
<b>Seal Beach</b>	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.3	4.5	3.3	2.5	2.0	45.4
<b>Silverado Canyon</b>	2.6	2.5	3.7	4.5	5.6	5.8	6.5	6.3	5.2	3.6	2.6	2.0	51.0
<b>Stanton</b>	2.6	2.5	3.5	4.3	5.2	5.1	5.7	5.6	4.7	3.4	2.5	2.0	47.4

ITEM 7.3 – Exhibit A to Attachment B

<b>City</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual Total (inches per year)</b>
<b>Sunset Beach</b>	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
<b>Surfside</b>	2.6	2.5	3.4	4.2	5.0	4.7	5.3	5.2	4.5	3.3	2.5	2.0	45.0
<b>Trabuco Canyon</b>	2.6	2.5	3.7	4.5	5.5	5.6	6.2	6.1	5.1	3.6	2.6	2.0	49.8
<b>Tustin</b>	2.7	2.7	3.3	4.6	5.3	5.6	5.9	5.9	5.1	3.4	2.7	2.0	49.2
<b>Villa Park</b>	2.7	2.7	3.4	4.7	5.4	5.9	6.2	6.2	5.3	3.5	2.7	2.0	50.8
<b>Westminster</b>	2.6	2.5	3.5	4.3	5.1	4.9	5.5	5.5	4.7	3.4	2.5	2.0	46.5
<b>Yorba Linda</b>	2.7	2.8	3.5	4.9	5.7	6.3	6.6	6.6	5.6	3.7	2.7	2.0	53.1

\* The values in this table were derived from California Irrigation Management Information System (CIMIS) Spatial CIMIS data by zip code. Cities with multiple zip codes present monthly averages.

**Appendix E: Certificate of Completion**

**LANDSCAPE INSTALLATION CERTIFICATE OF COMPLETION**

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services for: \_\_\_\_\_  
\_\_\_\_\_ (project name, mailing address and telephone).

(2) The landscape project for the property located at \_\_\_\_\_  
\_\_\_\_\_ (provide street address or parcel number(s)) was installed by me or under my supervision.

(3) The landscaping for the identified property has been installed in substantial conformance with the approved Landscape Documentation Package and complies with the requirements of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance (Municipal Code Sections \_\_\_\_\_) and the City of \_\_\_\_\_ Guidelines for Implementation of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance for the efficient use of water in the landscape.

(4) The following elements are attached hereto:

- a. Irrigation scheduling parameters used to set the controller;
- b. Landscape and irrigation maintenance schedule;
- c. Irrigation audit report; and
- d. Soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of the soil report recommendations.

(5) The site installation complies with the following:

- a. The required irrigation system has been installed according to approved plans and specifications and if applicable, any prior approved irrigation system alternatives.

\_\_\_\_\_ Yes      \_\_\_\_\_ No

- b. Sprinklers comply with ASABE/ICC 802-2014 Landscape Irrigation Sprinkler & Emitter Standard.

\_\_\_\_\_ Yes      \_\_\_\_\_ No

(6) The information I have provided in this Landscape Installation Certificate of Completion is true and correct and is hereby submitted in compliance with the City of \_\_\_\_\_ Guidelines for Implementation of the City of \_\_\_\_\_ Water Efficient Landscape Ordinance.

ITEM 7.3 – Exhibit A to Attachment B

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

Landscape Design Professional's Stamp  
(If Appropriate)

**Appendix F: Definitions**

**DEFINITIONS**

The terms used in these Guidelines have the meaning set forth below:

“*Aggregate*” area pertains to production home neighborhoods, *common interest developments*, or other situations where multiple parcels are undergoing landscape development as one project, but may eventually be individually owned or maintained.

“*Backflow prevention device*” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

“*Check valve*” or “*anti-drain valve*” means a valve located under a *sprinkler head*, or other location in the irrigation system, to hold water in the system to prevent drainage from *sprinkler heads* when the sprinkler is off.

“*Certified Landscape Irrigation Auditor*” means a *person* certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency’s WaterSense irrigation auditor certification program and Irrigation Association’s Certified Landscape Irrigation Auditor program.

“*Certification of Design*” means the certification included as Exhibit E of these Guidelines that must be included in the *Landscape Documentation Package* pursuant to Section 2.1 of these Guidelines.

“*City*” means the *City* of Laguna Woods or its authorized designee.

“*Common interest developments*” means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351

“*Distribution Uniformity*” or “*DU*” is a measure of how uniformly an irrigation head applies water to a specific target area and theoretically ranges from zero to 100 percent.

“*Drip*” irrigation means any non-spray *low volume irrigation* system utilizing emission devices with a *flow rate* measured in gallons per hour. *Low volume irrigation* systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

“*Emitter*” means a *drip* irrigation emission device that delivers water slowly from the system to the soil.

“*Estimated Applied Water Use*” or “*EAWU*” means the annual total amount of water estimated to keep plants in a healthy state. It is based on factors such as *reference evapotranspiration rate*, the size of the *landscape area*, *plant water use factors*, and the *irrigation efficiency* within each *hydrozone*.

## ITEM 7.3 – Exhibit A to Attachment B

“*Evapotranspiration adjustment factor*” or “*ETAF*” of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to *reference evapotranspiration*, adjusts for *plant factors* and *irrigation efficiency*, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Area shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

“*Evapotranspiration rate*” means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

“*Flow rate*” means the rate at which water flows through pipes, *valves* and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

“*Hardscapes*” means any durable material or feature (*pervious* and *non-pervious*) installed in or around a *landscape area*, such as pavements or walls. Pools and other *water features* are considered part of the *landscape area* and not considered *hardscapes* for purposes of these Guidelines.

“*Graywater*” means a system intreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthy processing, manufacturing, or operating wastes. *Graywater* includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines. And laundry tubs, but does not include wastewater from kitchen sinks or dishwashers as per the Health and Safety Code (Section 17922.12). *Graywater* systems promote the efficient use of water and are encouraged to assist in on-site landscape irrigation. All *graywater* systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards.

“*Hydrozone*” means a portion of the *landscape area* having plants with similar water needs and typically irrigated by one *valve/controller station*. A *hydrozone* may be irrigated or non-irrigated.

“*Infiltration rate*” means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

“*Invasive*” plants species or “*noxious*” means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. *Invasive plant species* may be regulated by county agricultural agencies as *noxious species*.

“*Irrigation audit*” means an in-depth evaluation of the performance of an irrigation system conducted by a *Certified Landscape Irrigation Auditor*. An *irrigation audit* includes, but is not limited to: inspection, system tune-up, system test with *distribution uniformity* or emission uniformity, reporting *overspray* or *runoff* that causes overland flow, and preparation of an irrigation schedule.

“*Irrigation Management Efficiency*” or “*IME*” means the measurement used to calculate the *irrigation efficiency* of the irrigation system for a landscaped project. A 90% IME can be

ITEM 7.3 – Exhibit A to Attachment B

achieved by using evapotranspiration controllers, soil moisture sensors, and other methods that will adjust irrigation run times to meet plant water needs.

“*Irrigation efficiency*” or “*IE*” means the measurement of the amount of water beneficially used divided by the amount of water applied to a *landscape area*. *Irrigation efficiency* is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average *irrigation efficiency* for purposes of these *Guidelines* is 0.71. Greater *irrigation efficiency* can be expected from well designed and maintained systems. The following *irrigation efficiency* may be obtained for the listed irrigation heads with an IME of 90%:

<b>Irrigation Method</b>	<b>DU<sub>LQ</sub></b>	<b>DU<sub>LH</sub>*</b>	<b>EU</b>	<b>IE**</b>
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	70%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

\*DU<sub>LH</sub> = .386 + (.614)(DU<sub>LQ</sub>)

\*\* IE (spray) = (DU<sub>LH</sub>)(IME)

\*\* IE (drip) = Emission uniformity (EU)(IME)

“*Landscape coefficient*” (*K<sub>L</sub>*) is the product of a *plant factor* multiplied by a density factor and a *microclimate* factor. The *landscape coefficient* is derived to estimate water loss from irrigated *landscape areas* and *special landscape areas*.

“*Landscape Documentation Package*” means the package of documents that a *project applicant* is required to submit to the *City* pursuant to Section 2.1 of these *Guidelines*.

“*Landscape Installation Certificate of Completion*” means the certificate included as Exhibit F of these *Guidelines* that must be submitted to the *City* pursuant to Section 2.7(a)(1) of hereof.

“*Landscape professional*” means a licensed *landscape architect*, licensed landscape contractor, or any other *person* authorized to design a landscape pursuant to Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the California Food and Agriculture Code.

“*Landscape area*” means all the planting areas, *turf* areas, and *water features* in a landscape design plan subject to the *Maximum Applied Water Allowance* and *Estimated Applied Water Use* calculations. The *landscape area* does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other *pervious* or *non-pervious hardscapes*, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

“*Lateral line*” means the water delivery pipeline that supplies water to the *emitters* or sprinklers from the *valve*.

“*Low volume irrigation*” means the application of irrigation water at low pressure through a system of tubing or *lateral lines* and low volume *emitters* such as drip, drip lines, and bubblers. *Low volume irrigation* systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

“*Low volume overhead irrigation*” means aboveground irrigation heads with an upper flow limit of 0.5 GPM.

“*Main line*” means the pressurized pipeline that delivers water from the water source to the *valve* or outlet.

“*Manual Isolation Valve*” means a valve such as a gate valve, ball valve, or butterfly valve installed downstream of the point of connection of the water supply to shutdown water flow through mainline piping for routine maintenance and emergency repair.

“*Master shut-off valve*” an electronic valve such as a solenoid valve installed as close as possible to the point of connection and is used in conjunction with a flow sensor and flow monitoring controller technology to automatically shutdown system wide water flow in the event of high flow conditions such as mainline pipe break.

“*Maximum Applied Water Allowance*” or “*MAWA*” means the upper limit of annual applied water for the established *landscape area*, as specified in Section 2.2 of these *Guidelines*. It is based upon the area’s *reference evapotranspiration*, the *ETAF*, and the size of the *landscape area*. The *Estimated Applied Water Use* shall not exceed the *Maximum Applied Water Allowance*.

“*Microclimate*” means the climate of a small, specific area that may contrast with the climate of the overall landscape area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

“*Mulch*” means any organic material such as leaves, bark, straw or compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

“*Non-pervious*” means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

“*Operating pressure*” means the pressure at which the parts of an irrigation system of sprinklers are designed to operate at by the manufacturer

“*Overspray*” means the irrigation water which is delivered beyond the target area.

## ITEM 7.3 – Exhibit A to Attachment B

“*Person*” means any natural person, firm, joint venture, joint stock company, partnership, public or private association, club, company, corporation, business trust, organization, public or private agency, government agency or institution, school district, college, university, any other user of water provided by the *City* or the *local water purveyor*, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties.

“*Pervious*” means any surface or material that allows the passage of water through the material and into the underlying soil.

“*Plant factor*” or “*plant water use factor*” is a factor, when multiplied by *ET<sub>o</sub>*, that estimates the amount of water needed by plants. For purposes of this *Water Efficient Landscape Ordinance*, the *plant factor* range for low water use plants is 0 to 0.3; the *plant factor* range for moderate water use plants is 0.4 to 0.6; and the *plant factor* range for high water use plants is 0.7 to 1.0. *Plant factors* cited in these *Guidelines* are derived from the Department of Water Resources 2000 publication “Water Use Classification of Landscape Species.”

“*Precipitation rate*” means the rate of application of water measured in inches per hour.

“*Project applicant*” means the *person* submitting a *Landscape Documentation Package* required under Section 2.1 to request a permit, plan check, or design review from the local agency. A *project applicant* may be the property owner or his or her designee.

“*Property owner*” or “*owner*” means the record owner of real property as shown on the most recently issued equalized assessment roll.

“*Reference evapotranspiration*” or “*ET<sub>o</sub>*” means a standard measurement of environmental parameters which affect the water use of plants. *ET<sub>o</sub>* is given expressed in inches per day, month, or year as represented in Appendix C of these *Guidelines*, and is an estimate of the evapotranspiration of a large field of four to seven-inch tall, cool-season grass that is well watered. *Reference evapotranspiration* is used as the basis of determining the *Maximum Applied Water Allowances*.

“*Recycled water*” or “*reclaimed water*” means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and *water features*. This water is not intended for human consumption.

“*Runoff*” means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area. For example, *runoff* may result from water that is applied at too great a rate (application rate exceeds *infiltration rate*) or when there is a slope.

“*Special Landscape Areas*” or “*SLA*” means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with *recycled water*, *water features* using *recycled water*, and areas dedicated to active play such as community pools and spas, parks, sports fields, golf courses, and where *turf* provides a playing surface.

“*Sprinkler head*” means a device which delivers water through a nozzle.

## ITEM 7.3 – Exhibit A to Attachment B

“*Static water pressure*” means the pipeline or municipal water supply pressure when water is not flowing.

“*Station*” means an area served by one *valve* or by a set of *valves* that operate simultaneously.

“*Swing joint*” means an irrigation component that provides a leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

“*Turf*” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

“*Valve*” means a device used to control the flow of water in an irrigation system.

“*Water Efficient Landscape Ordinance*” means City Ordinance No. 16-XX.

“*Water Efficient Landscape Worksheets*” means the worksheets required to be completed pursuant to Section 2.2 of these *Guidelines* and which are included in Appendix B hereof.

“*Water feature*” means a design element where open water performs an aesthetic or recreational function. *Water features* include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of *water features* is included in the high water use *hydrozone* of the *landscape area*. Constructed wetlands used for on-site wastewater treatment, habitat protection, or storm water best management practices that are not irrigated and used solely for water treatment or storm water retention are not *water features* and, therefore, are not subject to the water budget calculation.

“*Watering window*” means the time of day irrigation is allowed.

“*WUCOLS*” means the Water Use Classification of Landscape published by the University of California Cooperative Extension, the Department of Water Resources, and the Bureau of Reclamation, 2000. [www.owue.water.ca.gov/docs/wucols00](http://www.owue.water.ca.gov/docs/wucols00)

**Appendix G: Irrigation Plan Checklist**

This is a voluntary compliance tool template developed by the Irrigation Association.

**IRRIGATION PLAN CHECKLIST**

Please complete the following checklist by checking all appropriate categories under APPLICANT column, indicating compliance with these content requirements. All submitted plans shall contain the following information:

LANDSCAPE PLAN NUMBER: \_\_\_\_\_

NAME OF PROJECT: \_\_\_\_\_

Applicant		Planner
<input type="checkbox"/>	1. Prevailing winds	<input type="checkbox"/>
<input type="checkbox"/>	2. Slope aspect and degree of slope	<input type="checkbox"/>
<input type="checkbox"/>	3. Soil type and infiltration rate	<input type="checkbox"/>
<input type="checkbox"/>	4. Vegetation type	<input type="checkbox"/>
<input type="checkbox"/>	5. Microclimates	<input type="checkbox"/>
<input type="checkbox"/>	6. Expansive or hazardous soil conditions	<input type="checkbox"/>
<input type="checkbox"/>	7. Water harvesting potential	<input type="checkbox"/>
<input type="checkbox"/>	8. Available water supply, including non-potable and recycled water	<input type="checkbox"/>
All pertinent system information is indicated, including:		
<input type="checkbox"/>	9. Irrigation zones substantially corresponding to hydrozones on the landscape plan and labeled by precipitation rates and method of application	<input type="checkbox"/>
<input type="checkbox"/>	10. Water meters	<input type="checkbox"/>
<input type="checkbox"/>	11. Tap-in location	<input type="checkbox"/>
<input type="checkbox"/>	12. Static water pressure at the point of connection	<input type="checkbox"/>
<input type="checkbox"/>	13. System controller	<input type="checkbox"/>
<input type="checkbox"/>	14. Rain sensor/shut-off device	<input type="checkbox"/>
<input type="checkbox"/>	15. Backflow preventers	<input type="checkbox"/>
<input type="checkbox"/>	16. Shut-off valves and zone control valves	<input type="checkbox"/>
<input type="checkbox"/>	17. Main line and lateral piping	<input type="checkbox"/>
<input type="checkbox"/>	18. Sprinkler heads	<input type="checkbox"/>
<input type="checkbox"/>	19. Bubblers and drip irrigation tubing runs	<input type="checkbox"/>
<input type="checkbox"/>	20. Type and size of main irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	21. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	22. Graphic depiction of the locations of irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	23. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	24. Any supplemental stormwater and/or runoff harvesting	<input type="checkbox"/>
System design is in conformance with the following standards:		
<input type="checkbox"/>	25. Certification of Professional Qualifications, attached	<input type="checkbox"/>
<input type="checkbox"/>	26. Pedestrian surfaces located on plan	<input type="checkbox"/>
<input type="checkbox"/>	27. Equipment installed flush with grade for safety	<input type="checkbox"/>
<input type="checkbox"/>	28. Compliance with local codes	<input type="checkbox"/>
<input type="checkbox"/>	29. Overspray onto impervious areas minimized	<input type="checkbox"/>

**Appendix H: Inspection Affidavit**

This is a voluntary compliance tool template developed by the Irrigation Association.

**IRRIGATION INSPECTION AFFIDAVIT**

(To be submitted in conformance with Code Section 309.C)

Irrigation Plan File No: \_\_\_\_\_ Name of Project: \_\_\_\_\_

Irrigation Plan Designer: \_\_\_\_\_ Inspector: \_\_\_\_\_

Date(s) of Inspection: \_\_\_\_\_

**This project was inspected within the limits of customary access for compliance with the approved irrigation plan on file in City Planning. At least two (2) inspections were conducted. The findings are as follows:**

	(Check One)	<u>Yes</u>	<u>No</u>
<b>A. Inspection during construction to check main line in open trench:</b>			
1. Location of main line conforms to as-built plan	_____	_____	_____
2. Size of main line conforms to plan	_____	_____	_____
3. Depth of main line conforms to plan	_____	_____	_____
4. Main line condition is undamaged	_____	_____	_____
5. Main line pressure tested with water and meter to check for visible leaks	_____	_____	_____
6. Specific observations attached if needed	_____	_____	_____
<b>B. Inspection after completion of system installation prior to seeding or sodding:</b>			
1. Settling along trenches is absent	_____	_____	_____
2. System components (i.e., controller, backflow preventer, rain sensor, etc.) installed as specified	_____	_____	_____
3. Rotary heads pressure tested	_____	_____	_____
4. System activated for observation of compliance	_____	_____	_____
5. Landscape components are not blocking application	_____	_____	_____
6. Each station complies with design / as-built plan	_____	_____	_____
7. Matched precipitation rates provided by zone	_____	_____	_____
8. As-built plan provided to owner	_____	_____	_____
9. Specific observations attached as needed	_____	_____	_____

I hereby certify that I am qualified to submit this irrigation inspection affidavit based on the qualification indicated below: (check one)

Certified Irrigation Designer certified by The Irrigation Association, indicate year of certification \_\_\_\_\_

State: \_\_\_\_\_ Licensed No. \_\_\_\_\_

State Agency Phone No. ( \_\_\_\_\_ ) \_\_\_\_\_

\_\_\_\_\_  
Name  
(PRINT)

\_\_\_\_\_  
Signature

Date

*This page is intentionally blank.*

## Differences between Landscape Ordinances

(Prepared by the Metropolitan Water District of Orange County)

The purpose of this document is to summarize the differences between the 2009 State Model Ordinance and 2015 State Model Ordinance and the 2015 State Model Ordinance and OC Model Ordinance.

### 2009 State Model Ordinance and 2015 State Model Ordinance –

- Requires reporting of implementation and enforcement to DWR by Dec. 31, 2015 and annually thereafter
  - DWR shall provide information on local compliance to the State Board who may consider further regulations and enforcement to promote compliance
  - DWR to provide technical assistance and grant funding priority for agencies in compliance
- Landscape Threshold Subject to Ordinance
  - New construction reduced to 500 ft<sup>2</sup>
  - Previous size thresholds
    - 2500 ft<sup>2</sup> for public and private development
    - 5000 ft<sup>2</sup> for owner built custom homes
  - Rehabilitated landscape projects
    - 2,500 ft<sup>2</sup> requiring a building or landscape permit, plan check, or design review
- Efficient Irrigation Systems - Additional requirements
  - Dedicated landscape water meters or sub meters (in alignment with CalGreen)
  - Residential landscape areas over 5000 ft<sup>2</sup>
  - Non-residential areas over 1000 ft<sup>2</sup>
  - Minimum width of turf irrigated with overhead irrigation from 8 to 10 feet
  - Areas of turf below this threshold must be irrigated with subsurface drip or other technology
  - Pressure regulators and master valves
  - Sprinkles must meet specific standards (i.e. PR ≤ 1.0 in/hr or DULQ ≥ 0.75)
- Flow sensors that detect and report high flow conditions due to broken pipes, etc.
- Graywater Usage (§492.15) new section
  - Encourages the installation of graywater systems to provide on-site landscape irrigation water
  - All graywater systems shall conform to any applicable local ordinance standards and the California Plumbing Code (Title 24, Part 5, Chapter 16)
- Soil Preparation
  - This addition of organic matter and tillage increases the ability of soil to capture and hold stormwater.
- Stormwater Management (§492.16) revised section
  - To maximize water retention and infiltration
  - Planted landscape areas required to have friable soil
- Compost application
  - 6 in deep at a rate of 4 yd<sup>3</sup>/1000 ft<sup>2</sup> (unless contraindicated by soil test)
- Limiting the Portion of Landscapes that can be Covered in Turf
  - The landscape water budget (Maximum Applied Water Allowance) was reduced from 70% of the reference evaporation (ET<sub>o</sub>) to:
    - 50% for residential areas
      - This reduces the area that can be planted to turf in the residential landscapes from 33% to 25%

## ITEM 7.3 – Attachment C

- 40% of ETo for non-residential areas
  - This does not provide enough water to permit the planting of turf.
- Turf installation is permitted when it is used for specific functions and purposes
  - The landscape ordinance water budget provides extra water allowances for functional turf (sports, recreational, picnic areas and areas irrigated with recycled water)
  - No turf will be allowed in street medians or in parkways Unless the parkways is next to a parking strip and a flat surface is required to enter and exit vehicles.

### 2015 State Model Ordinance and OC Model Ordinance –

- The OC Model ordinance breaks out the State Model Ordinance into an Ordinance document and a Guidelines document.
  - This allows for easier refinements to the guidelines over time without the need to readopt the Ordinance Document each time.
  - These documents are templates which include a variety of callout boxes to help the city identify areas of local concern or variability.
- More refined definitions to provide better clarity of technical terms.
- The OC model provides many more types of spray irrigation applications with normally accepted distribution uniformities in both Lower Quartile and Lower Half calculations.
  - We provide a table with LQ, LH and ultimately, the Irrigation Efficiency. The purpose for all three is to allow a designer to know the irrigation efficiency regardless of how a manufacturer provides the value.
  - The OC model is more realistic with standard overhead spray Irrigation Efficiency than the State but also provides more options that are higher than the minimum State value of .75.
- Expanded Evapotranspiration zones from three cities representing all of OC to a comprehensive listing of cities. This listing can be found within the Appendix Section of the Guidelines Document. Additionally MWDOC and AACOC have partnered with Signature Control System, Inc. to assist city staff by providing access to evapotranspiration data at the zip code level.
- The OC Model is accompanied by an Excel worksheet to help designers and planners evaluate compliance utilizing a unified approach. This worksheet can be found at: <http://www.ocwatersmart.com/commercial/resources>
- The OC model includes the following example documents as part of the Appendices within the Guidelines Document: Certification of Landscape Design, Certificate of Completion, and Inspection Affidavit.
- The inclusion of the Community Aesthetics Evaluation concept. While not subject to a permit, plan check or design review, the Community Aesthetics Evaluation may be performed to ensure the aesthetic standards of the community and irrigation efficiency intent is maintained.

Refer to the MWEL0 2015 Revision Fact Sheet for more information at:

<http://www.water.ca.gov/wateruseefficiency/landscapeordinance/docs/MWEL0%202015%20Revision%20Fact%20Sheet.pdf>

**8.1**  
**ESCHEATMENT POLICY**  
**FOR UNCLAIMED MONEY**

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Christopher Macon, City Manager  
**FOR:** November 16, 2016 Regular Meeting  
**SUBJECT:** Escheatment Policy for Unclaimed Money

---

### **Recommendation**

Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AN ESCHEATMENT POLICY FOR UNCLAIMED MONEY

### **Background**

Government Section 50050 *et seq.* provides for a process by which local agencies (in this case, the City) can handle monies belonging to other parties which remain unclaimed by those parties and in the City's treasury for periods of three years or more. In general, State law allows such unclaimed money to become the property of the City after certain noticing is provided. The reversion of unclaimed monies to the City is an action commonly known as "escheatment."

The City does not currently have an escheatment policy and, accordingly, carries the balances of unclaimed monies from fiscal year to fiscal year. A total of \$756.84 in unclaimed monies exists for the period of July 1, 2005 through June 30, 2013.

### **Discussion**

Conversations with the City's auditors have resulted in staff's recommendation that the City Council adopt an escheatment policy in order to begin routinely escheating

unclaimed monies held for periods of three years or more. Today's meeting is an opportunity for City Council discussion and direction, as well as public input, regarding the proposed escheatment policy for unclaimed money (Attachment A).

The proposed escheatment policy aligns with the process set forth in Government Code Section 50050 *et seq.* and would vary in its approach based on the amount of unclaimed money (see tables 1 and 2). State law differentiates between unclaimed monies less than, and equal to or greater than, \$15. In addition to the actions required by State law, the proposed process includes first mailing a reminder letter.

*Table 1: Proposed Process for Unclaimed Monies Less than \$15*

	<b>Action</b>	<b>Timeframe</b>
1	Review and identification of unclaimed monies by City Treasurer	Within 90 days of the end of each fiscal year
2	Reminder letter mailed	Within 15 days of identification
3	Unclaimed monies become City property	60 days after the date the reminder letter was mailed

*Table 2: Proposed Process for Unclaimed Monies Equal to or Greater than \$15*

	<b>Action</b>	<b>Timeframe</b>
1	Review and identification of unclaimed monies by City Treasurer	Within 90 days of the end of each fiscal year
2	Reminder letter mailed	Within 15 days of identification
3	First notice published in a newspaper of general circulation	30-45 days after the date the reminder letter was mailed
4	Second notice published in a newspaper of general circulation	Week after the date the first notice was published in a newspaper of general circulation
5	Unclaimed monies become City property	60 days after the date the first notice was published in a newspaper of general circulation

### **Fiscal Impact**

Funds to support this project are included in the City's budget.

Report Prepared With: Margaret Cady, CPA, Administrative Services Director/City Treasurer

Attachment: A – Proposed Resolution  
Exhibit A – Proposed Escheatment Policy

**RESOLUTION NO. 16-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING AN ESCHEATMENT POLICY FOR UNCLAIMED MONEY

**WHEREAS**, Government Code Section 50050 *et seq.* provides for a process by which the City can handle monies belonging to other parties which remain unclaimed by those parties and in the City’s treasury for periods of three years or more; and

**WHEREAS**, accounting for unclaimed monies creates an operational burden for the City and, after a period of three years and noticing of the availability of such monies, unclaimed monies are unlikely to be claimed; and

**WHEREAS**, the process provided for by Government Code Section 50050 *et seq.* specifically allows for the reversion of unclaimed monies to the City after certain noticing is provided (an action commonly known as “escheatment”); and

**WHEREAS**, it is prudent for the City to have an adopted escheatment policy in order to clearly and uniformly implement the process set forth in Government Code Section 50050 *et seq.*

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

**SECTION 1.** That the administrative policy attached hereto as Exhibit A is approved and is a statement of the City’s escheatment policy for unclaimed money.

**SECTION 2.** The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2016.

---

NOEL HATCH, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

STATE OF CALIFORNIA        )  
COUNTY OF ORANGE        ) ss.  
CITY OF LAGUNA WOODS    )

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do  
HEREBY CERTIFY that the foregoing **Resolution No. 16-XX** was duly adopted  
by the City Council of the City of Laguna Woods at a regular meeting thereof, held  
on the XX day of XX 2016, by the following vote:

AYES:        COUNCILMEMBERS:  
NOES:        COUNCILMEMBERS:  
ABSENT:     COUNCILMEMBERS:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

**CITY OF LAGUNA WOODS  
ADMINISTRATIVE POLICY 2.11**

**ESCHEATMENT POLICY FOR UNCLAIMED MONEY**

**2.11.01. Statement of Purpose.**

This Administrative Policy is intended to provide for a clear and uniform process by which the City of Laguna Woods can handle unclaimed monies belonging to other parties which remain unclaimed by those parties and in the City’s treasury for periods of three years or more, including the reversion of such monies to the City after certain notice is provided (an action commonly known as “escheatment”). This Administrative Policy is specifically intended to comply with the requirements of California Government Code Section 50050 *et seq.*

**2.11.02. Scope.**

This Administrative Policy generally applies to all unclaimed monies belonging to other parties which remain unclaimed by those parties and in the City’s treasury for periods of three years or more.

**2.11.03. Delegation of Authority.**

The City Treasurer shall be responsible for implementing this Administrative Policy and performing all duties assigned to the “treasurer” in Government Code Section 50050 *et seq.* The City Treasurer may utilize other City personnel in the performance of his or her duties, but may not delegate responsibility for overall implementation nor for any duty explicitly assigned by State law.

Pursuant to Laguna Woods Municipal Code Section 2.10.010, the City Treasurer is appointed by, and reports to, the City Manager. The City Manager may serve as, or appoint, an Acting City Treasurer at any time during the absence of a permanent City Treasurer. During his or her appointment, the Acting City Treasurer shall have all of the powers and duties of the City Treasurer.

**2.11.04. Review and Identification of Unclaimed Monies.**

Within 90 days of the end of each fiscal year, the City Treasurer shall (1) review and identify unclaimed monies falling within the scope of this Administrative Policy and (2) prepare and submit a summary of the same to the City Manager. The summary

shall include the name of each person the City has identified as the owner of each unclaimed payment; the date and amount of each unclaimed payment; a description of the nature, origin, or purpose of each unclaimed payment; and, the fund in which each unclaimed payment is held.

**2.11.05. Process for Unclaimed Monies Less than \$15.**

Within 15 days of the identification of any unclaimed monies less than \$15, the City Treasurer shall initiate the following process:

1. A reminder letter shall be mailed to the persons the City has identified as the owner of each unclaimed payment at their last known address on-file with the City. The reminder letter shall include the date and amount of each unclaimed payment, a description of each unclaimed payment, and the following notice:

IF THE MONIES DESCRIBED IN THIS CORRESPONDENCE REMAIN UNCLAIMED FOR A PERIOD OF 60 CALENDAR DAYS AFTER THE DATE OF THIS REMINDER LETTER, THE MONIES WILL BE FORFEITED AND BECOME PROPERTY OF THE CITY OF LAGUNA WOODS IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 50050 ET SEQ.

TO CLAIM THESE MONIES, PLEASE COMPLETE AND RETURN THE ATTACHED CLAIM FORM TO LAGUNA WOODS CITY HALL, 24264 EL TORO ROAD, LAGUNA WOODS, CALIFORNIA 92637 NO LATER THAN [INSERT DATE].

2. If monies remain unclaimed for a period of 60 calendar days after the date of the reminder letter, the monies shall be automatically forfeited and become the property of the City. Unless the City Council provides direction otherwise, the monies shall remain in the fund in which they were held while unclaimed.
3. Claims for unclaimed monies from persons the City has identified as the owner, or those persons' heirs, beneficiaries, or duly appointed representatives, shall be processed and acted on in accordance with Section 2.11.07.

**2.11.06. Process for Unclaimed Monies Equal to or Greater than \$15.**

Within 15 days of the identification of any unclaimed monies equal to or greater than \$15, the City Treasurer shall initiate the following process:

ITEM 8.1 – Exhibit A to Attachment A

1. A reminder letter shall be mailed to the persons the City has identified as the owner of each unclaimed payment at their last known address on-file with the City. The reminder letter shall include the date and amount of each unclaimed payment, a description of each unclaimed payment, and the following notice:

IF THE MONIES DESCRIBED IN THIS CORRESPONDENCE REMAIN UNCLAIMED FOR A PERIOD OF 15 CALENDAR DAYS AFTER THE DATE OF THIS REMINDER LETTER, THE CITY OF LAGUNA WOODS WILL INITIATE THE PROCESS SET FORTH IN CALIFORNIA GOVERNMENT CODE SECTION 50050 ET SEQ. TO CAUSE THE UNCLAIMED FUNDS TO BECOME PROPERTY OF THE CITY.

TO CLAIM THESE MONIES, PLEASE COMPLETE AND RETURN THE ATTACHED CLAIM FORM TO LAGUNA WOODS CITY HALL, 24264 EL TORO ROAD, LAGUNA WOODS, CALIFORNIA 92637 NO LATER THAN [INSERT DATE].

2. If monies remain unclaimed for a period of 30 days after the date of the reminder letter, the City Treasurer shall cause a notice to be published in a newspaper of general circulation once per week for two successive weeks. The first notice shall be published within 45 days of the date of the reminder letter. Both notices shall include the name of each person the City has identified as the owner of each unclaimed payment, the date and amount of each unclaimed payment, the fund in which each unclaimed payment is held, and the following statement:

IF THE MONIES DESCRIBED IN THIS NOTICE REMAIN UNCLAIMED ON [INSERT DATE], THE MONIES WILL BE FORFEITED AND BECOME PROPERTY OF THE CITY OF LAGUNA WOODS IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 50050 ET SEQ.

TO CLAIM THESE MONIES, PLEASE CONTACT THE CITY AT 24264 EL TORO ROAD, LAGUNA WOODS, CALIFORNIA 92637 NO LATER THAN [INSERT DATE].

3. If monies remain unclaimed for a period of 60 calendar days after the date the first notice was published in a newspaper of general circulation, the monies shall be automatically forfeited and become the property of the City. Unless the

City Council provides direction otherwise, the monies shall remain in the fund in which they were held while unclaimed.

4. Claims for unclaimed monies from persons the City has identified as the owner, or those persons' heirs, beneficiaries, or duly appointed representatives, shall be processed and acted on in accordance with Section 2.11.07.

**2.11.07. Claim Procedure.**

Any time prior to the date that unclaimed monies become the property of the City, the persons to whom unclaimed monies belong, or those persons' heirs, beneficiaries, or duly appointed representatives, may file with the City to claim the monies. Claims shall be filed in a form and manner prescribed by the City Treasurer and shall include, at a minimum, the full name, telephone number, and mailing address of the person who submitted the claim; the amount of the claim; and, the grounds on which the claim is founded.

The City Treasurer shall accept or reject claims based on his or her good faith interpretation of facts and circumstances, in the exercise of reasonable discretion. Accepted claims shall be paid within 30 days of the date of acceptance. Rejections of claims shall be made in writing and mailed via certified mail.

If a claim is rejected by the City Treasurer, the person who submitted the claim may file a verified complaint seeking to recover all, or a designated part, of the money in a court of competent jurisdiction within Orange County. In such cases, that person must serve a copy of the complaint and the summons issued thereon upon the City Treasurer within 30 days of receiving notice that the claim was rejected. The City Treasurer shall withhold the release of the portion of unclaimed money for which a court action has been filed until a decision is rendered by the court.

**2.11.08. Relationship to State Laws.**

Where state law is more restrictive than or contradict this Administrative Policy, such law shall take precedence. Where this Administrative Policy is more restrictive than state laws, this Administrative Policy shall take precedence. The City Treasurer shall advise the City Manager and City Council of any contradictions of state law for consideration at any time that such contradictions require policy changes.

---

City Council Approval: November XX, 2016

**8.2**  
**CITY HALL HIGH DENSITY FILING**  
**STORAGE SYSTEM**

*This page is intentionally blank.*



## City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** November 16, 2016 Regular Meeting

**SUBJECT:** City Hall High Density Filing Storage System

---

### **Recommendation**

Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, INCREASING THE ADOPTED FISCAL YEAR 2016-17 BUDGET FOR THE GENERAL FUND FOR PURPOSES RELATED TO THE INSTALLATION OF A HIGH DENSITY FILING STORAGE SYSTEM AT CITY HALL

### **Background**

In March 2016, staff discovered deterioration of City Hall's second floor, which manifest itself in an increasing number of "soft" spots that created significant safety hazards for residents, guests, and employees alike. The cause of the deterioration was identified as relating to the manner in which the subfloor was constructed in the late 1970's (prior to the City's incorporation and purchase).

With respect to the second floor attic, which has historically been used for storage, structural engineering observation concluded that it can bear only 25 to 40 pounds per square foot (psf) of loading, compared to the minimum California Building Code loading of 125 psf for light storage. The structural engineer wrote:

*"If the city needs more storage capacity in the attic, it could be achieved with extensive reconstruction. The ceiling joists will need to be supplemented with*

*additional joists. The steel beams will need to be reinforced and/or additional beams added. The beam and bearing wall loads will need to be followed down to the foundation where it is likely that the foundations will need to be expanded or new footings installed. The [Building Code] now requires 25% of live loads 100 psf and larger to be added to the seismic force, so the lateral force resisting system for the entire building will need to be analyzed for adequacy.”*

Since receiving that information, staff has worked to significantly minimize use of the second floor attic for storage. Due to a lack of other available space, doing so has resulted in the storage of records in unconventional spaces such as a stairwell landing and server room. For safety reasons, access to the remaining records stored in the second floor attic has been limited.

### **Discussion**

Today’s meeting is an opportunity for City Council discussion and direction, as well as public input, on staff’s recommendation that a high density filing storage system be installed at City Hall. Such a system would allow the records currently stored in the second floor attic and other unconventional spaces to be removed and relocated to the first floor vault, which is a substantially more secure environment.

Staff does not recommend pursuing reconstruction of the second floor attic given the extensive and disruptive nature of the work required. It is staff’s opinion that other areas of City Hall (including the first floor vault) can be less impactfully modified, reconfigured, and better utilized to meet the near-term and foreseeable needs of the City. Such work would also be significantly less expensive.

While digital storage is becoming more prevalent, staff anticipates that the City will continue to maintain paper records in excess of currently available on-site storage.

Staff does not recommend renting off-site storage due to the business impacts that doing so would cause when access to off-site records is required.

### **Fiscal Impact**

The installation of a high density filing storage system is not included in the City’s budget. If approved, a supplemental appropriation of \$45,000 would be drawn from the unassigned General Fund balance, which has sufficient funds available.

Report Prepared With: April Baumgarten, Maintenance Programs Analyst

**RESOLUTION NO. 16-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, INCREASING THE ADOPTED FISCAL YEAR 2016-17 BUDGET FOR THE GENERAL FUND FOR PURPOSES RELATED TO THE INSTALLATION OF A HIGH DENSITY FILING STORAGE SYSTEM AT CITY HALL

**WHEREAS**, the Fiscal Year 2016-17 Budget was adopted by the City Council on June 29, 2016; and

**WHEREAS**, City Council action is required to increase fund-level budget appropriations adopted as a part of the Fiscal Year 2016-17 Budget; and

**WHEREAS**, the City Council also approves department-level budget appropriations within the General Fund; and

**WHEREAS**, independent structural engineering observation concluded that City Hall’s second floor attic is not constructed in a manner sufficient to bear the loading required by the California Building Code for light storage; and

**WHEREAS**, the installation of a high density filing storage system at City Hall will allow the records currently stored in the second floor attic and other unconventional spaces to be removed and relocated to the first floor vault, which is a substantially more secure environment; and

**WHEREAS**, an increase in the General Fund budget is necessary in order to accommodate additional expenses related to the installation of a high density filing storage system at City Hall.

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

**SECTION 1.** The Fiscal Year 2016-17 budget appropriation authorized, on a fund level, for the General Fund is hereby increased by \$45,000 from \$5,416,115 to \$5,461,115.

**SECTION 2.** The Fiscal Year 2016-17 budget appropriation authorized, on a department level, within the General Fund’s General Government Department is

hereby increased by \$45,000 from \$755,178 to \$800,178. The amount of the increase shall be considered non-operating and used to support the installation of a high density filing storage system at City Hall.

**SECTION 3.** The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2016.

\_\_\_\_\_  
NOEL HATCH, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     ) ss.  
CITY OF LAGUNA WOODS   )

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 16-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2016, by the following vote:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:

\_\_\_\_\_  
YOLIE TRIPPY, Deputy City Clerk

**8.3**  
**MOULTON PARKWAY WATER EFFICIENT  
MEDIAN PROJECT**

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** November 16, 2016 Regular Meeting

**SUBJECT:** Moulton Parkway Water Efficient Median Project

### **Recommendation**

Approve the planting and material palette for the Moulton Parkway Water Efficient Median Project.

### **Background**

The Moulton Parkway Water Efficient Median Project involves retrofitting three primarily turf grass and olive tree medians with drought-tolerant landscaping, water efficient irrigation systems, and “purple pipe” for future recycled water use. A hardscape maintenance band would also be installed around the perimeter of each median. This project could be phased by median location (see below) or completed concurrently, as funding permits.

*Table 1: Project Area*

<b>Moulton Parkway Water Efficient Median Project</b>	
<u>Median ID</u>	<u>Median Location</u>
Moulton Parkway, South Median #1	Via Campo Verde to Temple Judea
Moulton Parkway, South Median #2	Temple Judea to Calle Cortez
Moulton Parkway, South Median #3	Calle Cortez to Via Iglesia

This project is intended to reduce irrigation-related water consumption and runoff through the replacement of turf grass with drought-tolerant plantings and overhead

spray irrigation with a more water efficient alternative. Moving irrigation systems and plantings further from the curb face of the medians would also help to prevent inadvertent runoff and related pavement damage. When available, the use of recycled water for irrigation would help to conserve potable water, thereby reducing demand for imported water.

The Fiscal Year 2016-17 Budget & Work Plan includes funding to prepare construction drawings and technical specifications for this project, based generally on the Moulton Parkway median design north of El Toro Road to Santa Maria Avenue, but with reduced plantings, reduced water consumption, and redesigned wayfinding signage. The preparation of those documents is particularly important as, pursuant to the Governor's Drought Executive Order of April 2015, the City is no longer able to irrigate its turf grass medians with potable water.

At the regular meeting on September 16, 2015, the City Council directed staff to:

- Prepare construction drawings and technical specifications for the Moulton Parkway Water Efficient Median Project with 25% planted area and 75% non-irrigated area; and
- Prepare construction drawings and technical specifications for the Moulton Parkway Water Efficient Median Project using the plant palette, as presented, with the exception of olive trees.

### **Discussion**

Today's meeting is an opportunity for City Council discussion and direction, as well as public input, on the planting and material palette for the Moulton Parkway Water Efficient Median Project (Attachment A).

As compared to the plantings and materials presented on September 16, 2015, staff recommends the following modifications:

- Substitution of the *Liriodendron Tulipifera* ("Tulip Tree") for the *Platanus Racemosa* ("California Sycamore"). California Sycamore trees throughout Southern California are being attacked by the Polyphagous Shot Hole Borer, an invasive beetle that spreads a fungus fatal to a variety of trees, including California Sycamores. There is presently no cure. The Tulip Tree is visually similar to the California Sycamore, and comparable in terms of water use, but resistant to the Polyphagous Shot Hole Borer fungus.

- Specification of two colors of wood mulch – Gold Citrus and Natural Brown Citrus – for non-irrigated and irrigated areas, respectively. Variation in color is intentional to complement the freeform planting design (Attachment B).
- Removal of the colored, stamped concrete maintenance band. While the City Council may choose to construct a hardscape maintenance band in the future, staff believes that the same practical benefit could be achieved for less cost and with a shorter construction schedule by moving irrigation systems and plantings in from the curb face (as if the hardscape maintenance band was constructed), and using wood mulch as a ground cover material.

After today's meeting, it would be staff's intent to solicit competitive bids for the construction of this project and return to the City Council, at a future meeting, for funding consideration. The City Council is not being asked to appropriate funding or authorize construction at this time.

### **Fiscal Impact**

The City's budget includes \$52,250 to prepare construction drawings and technical specifications for the Moulton Parkway Water Efficient Median Project. With the proposed planting and material palette, staff estimates that construction would cost approximately \$244,434 (subject to public bidding), a reduction from the previous estimate of \$352,176, which did not include the cost of non-irrigated groundcover or wayfinding signage. Sufficient funds are likely to be available in the unassigned General Fund balance, should the City Council elect to proceed with construction.

Report Prepared With: April Baumgarten, Maintenance Programs Analyst

Attachments: A – Proposed Planting and Material Palette  
B – Conceptual Design

*This page is intentionally blank.*

# TREES



LIRIODENDRON TULIPIFERA  
TULIP TREE  
HEIGHT: 50'-70'  
MEDIUM WATER NEEDS  
(Seasonal Color Change)

# SHRUBS



ARCTOSTAPHYLOS EDMUNDSII  
'CARMEL SUR'  
CARMEL SUR MANZANITA  
HEIGHT: 1'  
WIDTH: 4'-6'  
LOW WATER NEEDS



AGAVE ATTENUATA  
FOX TAIL AGAVE  
HEIGHT: 4'-5'  
WIDTH: 6'-8'  
LOW WATER NEEDS



CONVOLVULUS CNEORUM  
BUSH MORNING GLORY  
HEIGHT: 2'-4'  
WIDTH: 2'-4'  
LOW WATER NEEDS



LIMONIUM PEREZII  
SEA LAVENDER  
HEIGHT: 2'-3'  
WIDTH: 2'-3'  
LOW WATER NEEDS



DIANELLA CAERULEA  
'DBB03' P.P.# 17998  
CASSA BLUE FLAX LILY  
HEIGHT: 1'-2'  
LOW WATER NEEDS



MUHLENBERGIA CAPILLARIS  
'REGAL MIST'  
REGAL MIST PINK MUHLY  
HEIGHT: 2'-4"  
WIDTH: 1'-3"  
MEDIUM WATER NEEDS, DROUGHT TOLERANT



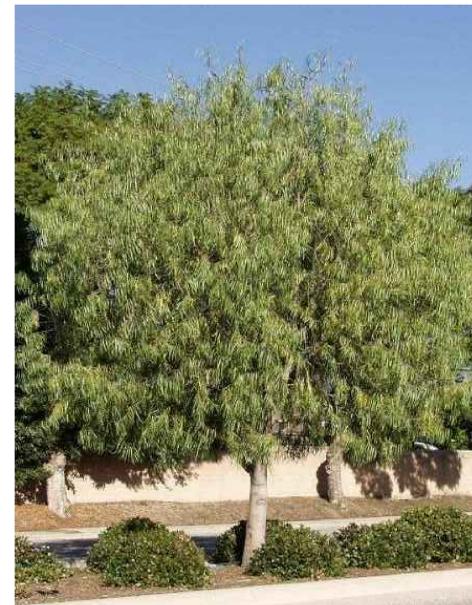
TEUCRIUM CHAMAEDRYS  
GERMANDER  
HEIGHT: 1'-2'  
WIDTH: 2'-3'  
LOW WATER NEEDS



SALVIA LEUCANTHA  
'SANTA BARBARA'  
SANTA BARBARA SAGE  
HEIGHT: 2'-3'  
WIDTH: 2'-4'  
LOW WATER NEEDS



CERCIS CANADENSIS 'FOREST PANSY'  
EASTERN REDBUD  
HEIGHT: 20'-30'  
MEDIUM WATER NEEDS



GEIJERA PARVIFLORA  
AUSTRALIAN WILLOW  
HEIGHT: 20'-30'  
LOW WATER NEEDS

# MATERIALS



WOOD MULCH  
GOLD CITRUS  
(Non-Irrigated Areas)



WOOD MULCH  
NATURAL BROWN CITRUS  
(Irrigated Areas)

# MOULTON PARKWAY MEDIANS - PLANTING AND MATERIALS PALETTE

City of Laguna Woods, CA



*This page is intentionally blank.*



DATE 9-29-2016  
 SCALE 1" = 20'  
 DRAWN BY AZ,LR  
 CHECKED BY PC

REVISIONS/PLAN LOG

NO.	DATE	DESCRIPTION

VIA CAMPO VERDE TO VIA IGLESIA  
 PROJECT AND CLIENT NAME  
**MOULTON PARKWAY WATER EFFICIENT MEDIAN PROJECT**

LAGUNA WOODS, CA  
 CITY OF LAGUNA WOODS

24264 EL TORO RD  
 LAGUNA WOODS, CA 92637  
 PHONE (949) 639-0500

SHEET DESCRIPTION  
**CONSTRUCTION PLAN**

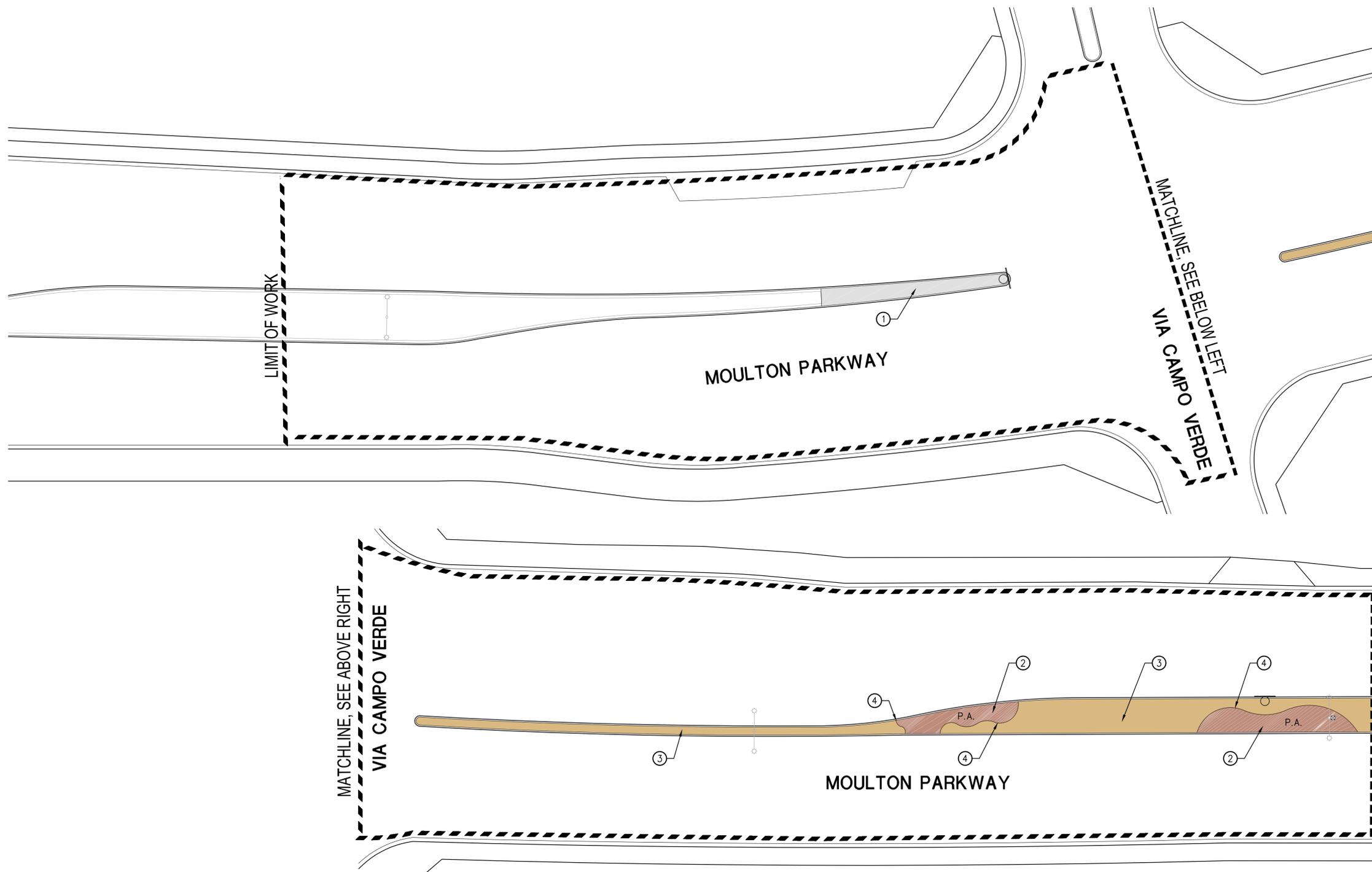


LANDSCAPE ARCHITECTURE

3151 AIRWAY AVENUE, SUITE J-3  
 COSTA MESA, CALIFORNIA  
 U.S.A. 92626-4640  
 FX: 714.754.7346  
 PH: 714.754.7311

SHEET NUMBER **L-10** of 32  
 PROJECT NUMBER 15-227.01

NUVIS IS NOT RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF REPRODUCTIONS OF THIS DOCUMENT GENERATED BY OTHERS FROM ELECTRONIC MEDIA.  
 © NOT PUBLISHED. ALL RIGHTS RESERVED.

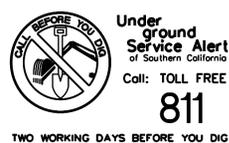
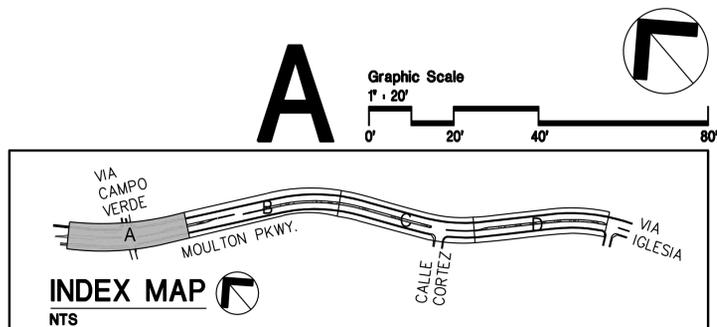


**CONSTRUCTION LEGEND**

- ① STAMPED CONCRETE PAVING  
 COLOR: RED TO MATCH EXISTING,  
 PATTERN: BRICK RUNNING BOND TO MATCH EXISTING  
 REFER TO DETAIL 'C', SHEET L-14
- ② LANDSCAPE MULCH  
 COLOR: GOLD CITRUS  
 AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
- ③ LANDSCAPE MULCH  
 COLOR: NATURAL BROWN CITRUS  
 AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
- ④ LANDSCAPE EDGING - REFER TO DETAIL 'B', SHEET L-14

**NOTES**

- REFER TO SHEET L-14 FOR CONSTRUCTION DETAILS.
- CONTRACTOR SHALL PROVIDE A 3'X3' CONCRETE PAVING SAMPLE TO ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.





DATE 9-29-2016  
 SCALE 1" = 20'  
 DRAWN BY AZ,LR  
 CHECKED BY PC

REVISIONS/PLAN LOG

VIA CAMPO VERDE  
 TO VIA IGLESIA  
 PROJECT AND CLIENT NAME  
**MOULTON PARKWAY  
 WATER EFFICIENT  
 MEDIAN PROJECT**  
 LAGUNA WOODS, CA  
 CITY OF LAGUNA WOODS

24264 EL TORO RD  
 LAGUNA WOODS, CA 92637  
 PHONE (949) 639-0500

SHEET DESCRIPTION  
**CONSTRUCTION  
 PLAN**

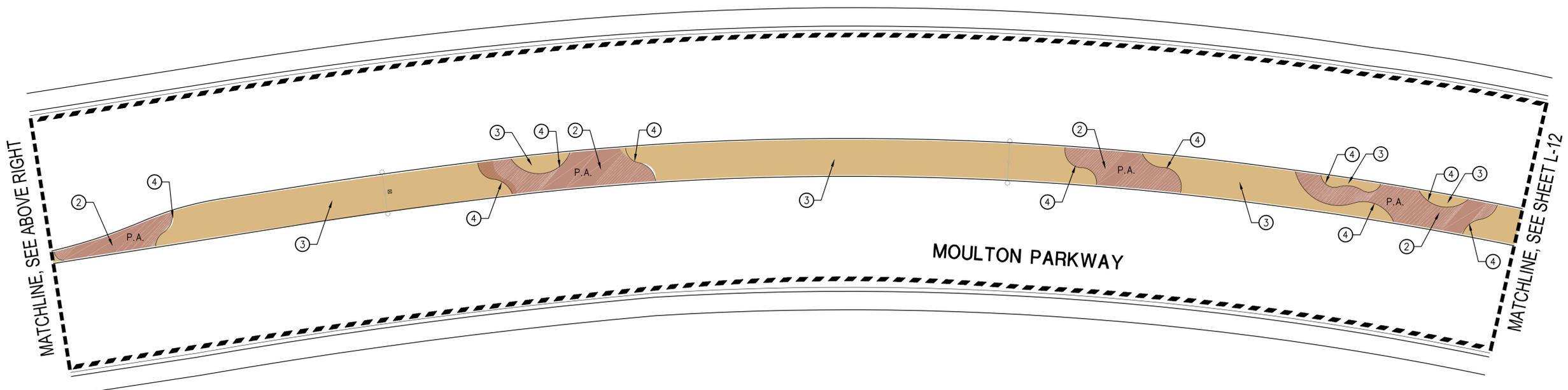
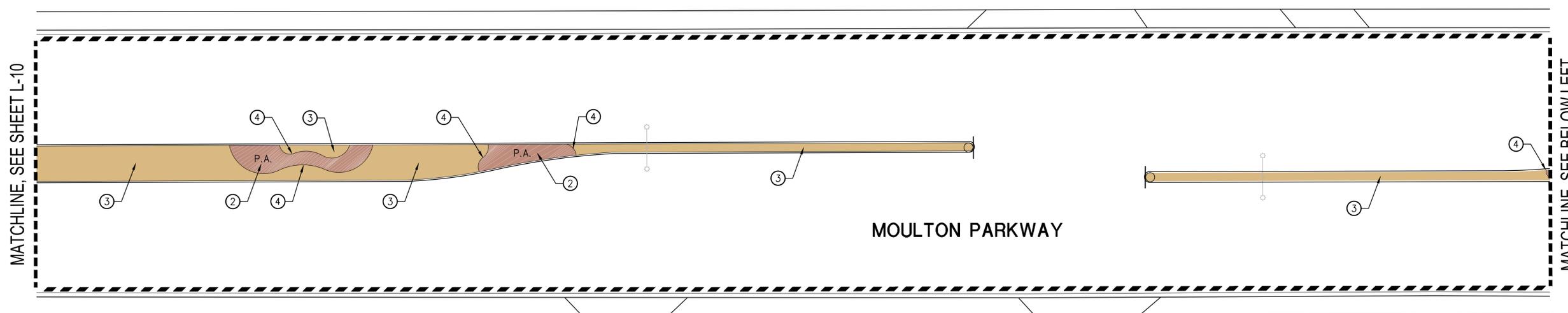


LANDSCAPE ARCHITECTURE

3151 AIRWAY AVENUE, SUITE J-3  
 COSTA MESA, CALIFORNIA  
 U.S.A. 92626-4640  
 FX: 714.754.7346  
 PH: 714.754.7311

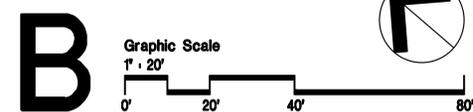
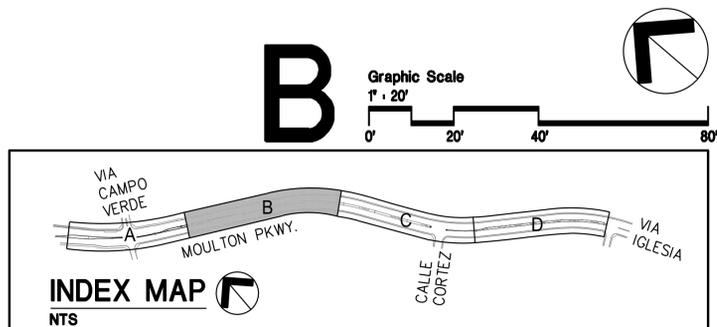
SHEET NUMBER **L-11** of 32  
 PROJECT NUMBER 15-227.01

NUVIS IS NOT RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF REPRODUCTIONS OF THIS DOCUMENT GENERATED BY OTHERS FROM ELECTRONIC MEDIA.  
 © NOT PUBLISHED. ALL RIGHTS RESERVED.



CONSTRUCTION LEGEND	
	① STAMPED CONCRETE PAVING COLOR: RED TO MATCH EXISTING, PATTERN: BRICK RUNNING BOND TO MATCH EXISTING REFER TO DETAIL 'C', SHEET L-14
	② LANDSCAPE MULCH COLOR: GOLD CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	③ LANDSCAPE MULCH COLOR: NATURAL BROWN CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	④ LANDSCAPE EDGING - REFER TO DETAIL 'B', SHEET L-14

**NOTES**  
 1. REFER TO SHEET L-14 FOR CONSTRUCTION DETAILS.  
 2. CONTRACTOR SHALL PROVIDE A 3'X3' CONCRETE PAVING SAMPLE TO ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.





DATE 9-29-2016  
 SCALE 1" = 20'  
 DRAWN BY AZ,LR  
 CHECKED BY PC

REVISIONS/PLAN LOG


VIA CAMPO VERDE  
 TO VIA IGLESIA  
 PROJECT AND CLIENT NAME  
**MOULTON PARKWAY  
 WATER EFFICIENT  
 MEDIAN PROJECT**  
 LAGUNA WOODS, CA  
 CITY OF LAGUNA WOODS

24264 EL TORO RD  
 LAGUNA WOODS, CA 92637  
 PHONE (949) 639-0500  
 SHEET DESCRIPTION  
**CONSTRUCTION  
 PLAN**

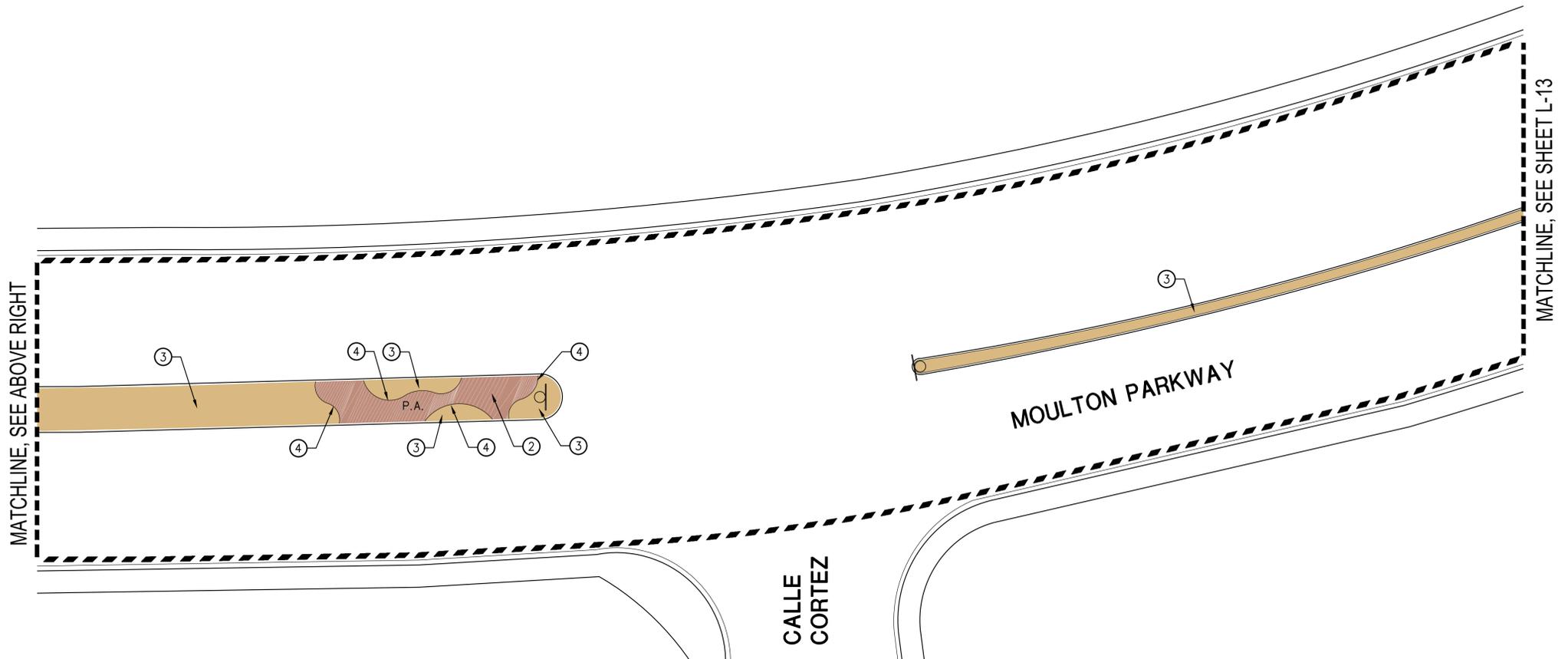
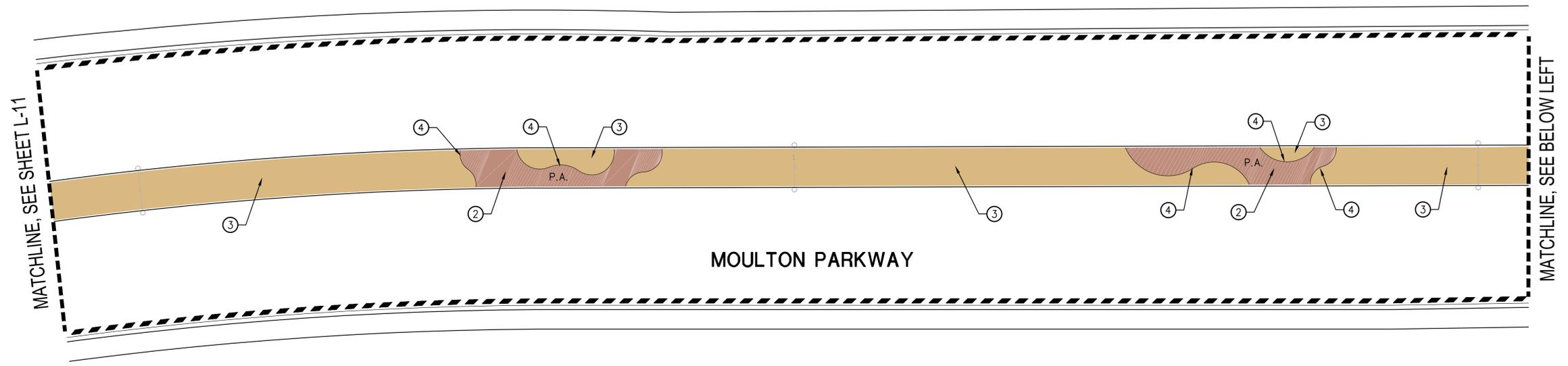


LANDSCAPE ARCHITECTURE

3151 AIRWAY AVENUE, SUITE J-3  
 COSTA MESA, CALIFORNIA  
 U.S.A. 92626-4640  
 FX: 714.754.7346  
 PH: 714.754.7311

SHEET NUMBER **L-12** of 32  
 PROJECT NUMBER 15-227.01

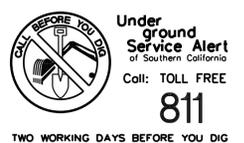
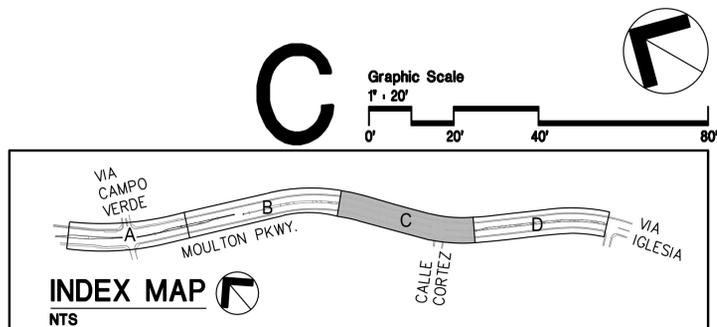
NUVIS IS NOT RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF REPRODUCTIONS OF THIS DOCUMENT GENERATED BY OTHERS FROM ELECTRONIC MEDIA.  
 © NOT PUBLISHED. ALL RIGHTS RESERVED.



**CONSTRUCTION LEGEND**

	① STAMPED CONCRETE PAVING COLOR: RED TO MATCH EXISTING, PATTERN: BRICK RUNNING BOND TO MATCH EXISTING REFER TO DETAIL 'C', SHEET L-14
	② LANDSCAPE MULCH COLOR: GOLD CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	③ LANDSCAPE MULCH COLOR: NATURAL BROWN CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	④ LANDSCAPE EDGING - REFER TO DETAIL 'B', SHEET L-14

**NOTES**  
 1. REFER TO SHEET L-14 FOR CONSTRUCTION DETAILS.  
 2. CONTRACTOR SHALL PROVIDE A 3'X3' CONCRETE PAVING SAMPLE TO ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.





DATE 9-29-2016  
 SCALE 1" = 20'  
 DRAWN BY AZ,LR  
 CHECKED BY PC

REVISIONS/PLAN LOG


VIA CAMPO VERDE TO VIA IGLESIA  
 PROJECT AND CLIENT NAME  
**MOULTON PARKWAY WATER EFFICIENT MEDIAN PROJECT**  
 LAGUNA WOODS, CA  
 CITY OF LAGUNA WOODS  
 24264 EL TORO RD  
 LAGUNA WOODS, CA 92637  
 PHONE (949) 639-0500

SHEET DESCRIPTION  
**CONSTRUCTION PLAN**

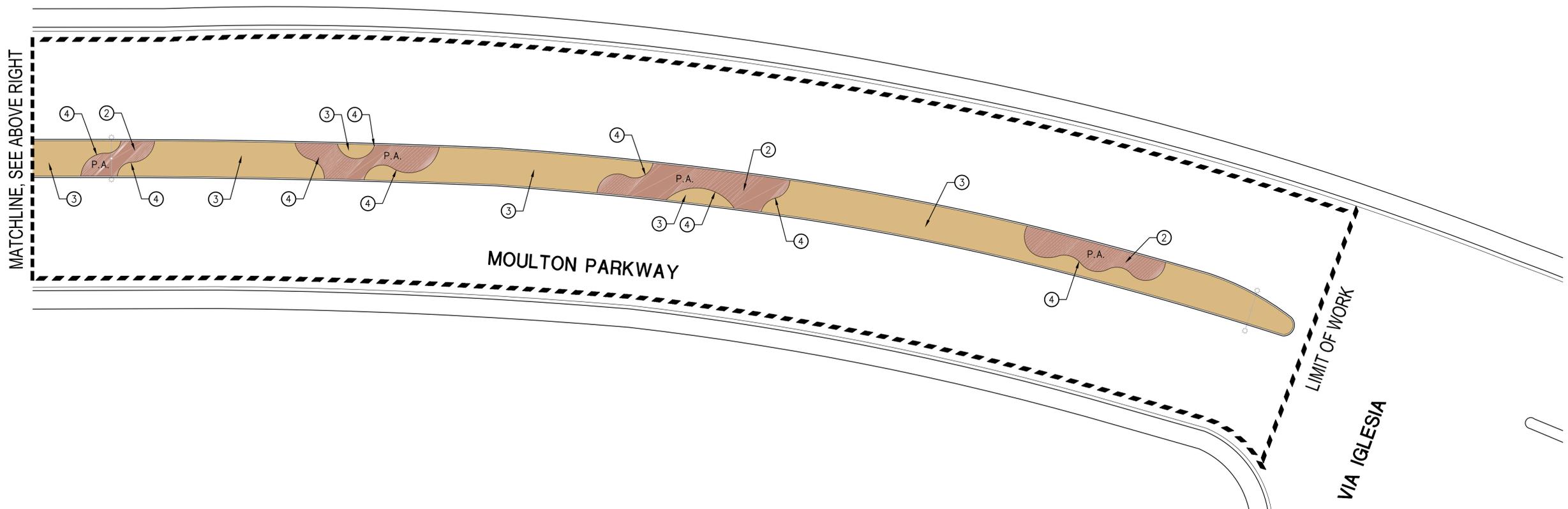
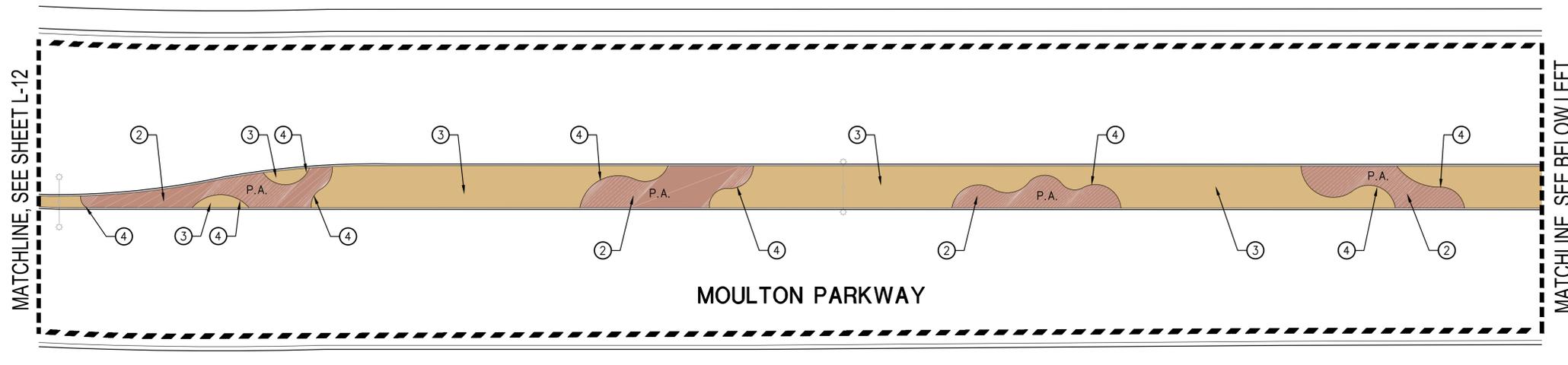


LANDSCAPE ARCHITECTURE

3151 AIRWAY AVENUE, SUITE J-3  
 COSTA MESA, CALIFORNIA  
 U.S.A. 92626-4640  
 FX: 714.754.7346  
 PH: 714.754.7311

SHEET NUMBER **L-13** of 32  
 PROJECT NUMBER 15-227.01

NUVIS IS NOT RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF REPRODUCTIONS OF THIS DOCUMENT GENERATED BY OTHERS FROM ELECTRONIC MEDIA.  
 © NOT PUBLISHED. ALL RIGHTS RESERVED.



**CONSTRUCTION LEGEND**

	① STAMPED CONCRETE PAVING COLOR: RED TO MATCH EXISTING, PATTERN: BRICK RUNNING BOND TO MATCH EXISTING REFER TO DETAIL 'C', SHEET L-14
	② LANDSCAPE MULCH COLOR: GOLD CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	③ LANDSCAPE MULCH COLOR: NATURAL BROWN CITRUS AVAILABLE AT: SOCAL MULCH, INC. (951) 325-5355
	④ LANDSCAPE EDGING - REFER TO DETAIL 'B', SHEET L-14

**NOTES**  
 1. REFER TO SHEET L-14 FOR CONSTRUCTION DETAILS.  
 2. CONTRACTOR SHALL PROVIDE A 3'X3' CONCRETE PAVING SAMPLE TO ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.

