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**CONDITIONAL USE PERMIT CUP-2023-0004, A
REQUEST BY PHILIP BELLFAIRE FOR
APPROVAL OF A CONDITIONAL USE PERMIT
AMENDING CONDITIONAL USE PERMIT CUP-
559 TO ALLOW FOR OUTDOOR STORAGE
AND ALTERNATIVE PROVISIONS TO OFF-
STREET PARKING REGULATIONS RESULTING IN
A REDUCTION IN OFF-STREET PARKING
STALLS AT THE PROPERTY LOCATED AT 23252
VIA CAMPO VERDE, LAGUNA WOODS, CA
92637**

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: November 19, 2025 Regular Meeting

SUBJECT: Conditional Use Permit CUP-2023-0004, a request by Philip Bellafaire for approval of a conditional use permit amending Conditional Use Permit CUP-559 to allow for outdoor storage and alternative provisions to off-street parking regulations resulting in a reduction in off-street parking stalls at the property located at 23252 Via Campo Verde, Laguna Woods, CA 92637

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2023-0004 TO AMEND CONDITIONAL USE PERMIT CUP-559 TO ALLOW FOR OUTDOOR STORAGE AND ALTERNATIVE PROVISIONS TO OFF-STREET PARKING REGULATIONS RESULTING IN A REDUCTION IN OFF-STREET PARKING STALLS AT THE PROPERTY LOCATED AT 23252 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15301 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

Background

Philip Bellafaire (“Applicant”) has submitted a land use application seeking approval of Conditional Use Permit CUP-2023-0004, which would amend Conditional Use Permit CUP-559 to allow for outdoor storage and alternative provisions to off-street parking regulations resulting in a reduction in off-street parking stalls at the property located at 23252 Via Campo Verde, Laguna Woods, CA 92637.

The project location is currently occupied by Saddleback Golf Cars, a golf car/cart retail sales and services business. It is located generally west of Moulton Parkway between Via Campo Verde and Calle Cortez (in the City of Aliso Viejo). The Orange County Assessor’s Parcel Number (“APN”) for the project location is 621-131-26 and the property owner is Semit Properties LLC, a California limited liability company.

A vicinity map is included as Attachment C.

Table 1: Surrounding Land Uses

General Location	General Plan Land Use Designation	Land Use
North	Commercial / Open Space	Willow Tree Center / Via Campo Verde (private road)
South	Open Space Open Space	Golden Rain Foundation of Laguna Woods property principally used for equestrian, mulch production, storage,

		and open space purposes
East	Commercial / Open Space	Willow Tree Center / Golden Rain Foundation of Laguna Woods property principally used for equestrian and open space purposes
West	Open Space	Via Campo Verde (private road) and Golden Rain Foundation of Laguna Woods property principally used for equestrian, mulch production, storage, and open space purposes

The project location is within the Community Commercial (CC) zoning district. Community Commercial designates areas 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” (Laguna Woods Municipal Code Section 13.10.010).

Conditional Use Permit CUP-559 was approved by the City Council on September 16, 2009 to allow for the operation of a golf car/cart retail sales and service use at the project location. Once a conditional use permit is approved, certain deviations from the approved site plan or other approved project documents require approval of a conditional use permit.

Discussion

The City Council is asked to conduct a public hearing on the application for Conditional Use Permit CUP-2023-0004 and, thereafter, consider approval of the same (Attachment A). Staff recommends approval, subject to proposed conditions of approval (Exhibit A to Attachment A). The proposed conditions of approval would regulate the proposed use in a manner consistent with the purpose and intent of Laguna Woods Municipal Code Chapter 13.10 (Commercial Districts).

The proposed conditional use permit would:

- Reduce the number of required off-street parking stalls from 45 to 12 based on a parking study provided by the Applicant and reviewed by the City¹. The

¹ The parking study provided by the Applicant recommended 10 parking stalls. Staff and the Applicant subsequently agreed that 12 parking stalls would be provided.

proposed parking plan includes adding one new van accessible parking stall closest to the building in place of two existing, standard parking stalls. The proposed parking plan complies with the 2022 California Building Standards Code and Laguna Woods Municipal Code. Staff agrees that a requirement to provide 12 off-street parking stalls is appropriate for the current use of the property, subject to the proposed conditions of approval.

- Allow golf carts and low-speed vehicles to be stored around the northern and eastern perimeter of the main building, in the former loading dock area (the Applicant does not use the loading dock for loading purposes), and in certain other designated areas outside of the building.
- Designate areas outside of the building for storage, trailer parking (including vehicles to tow trailers), and pick-up and delivery activities.
- Require a roof to be installed over the existing trash enclosure.

The proposed site plan includes a fire lane, red painted curbs, and related signage and striping developed in consultation with the Orange County Fire Authority.

The proposed conditional use permit would apply to the applicant's current use of the property (Saddleback Golf Cars, a golf car/cart retail sales and services business), as well as eligible successors, at the project location.

Environmental Review

The City Council is asked to find that the project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of the operation, repair, maintenance, permitting, or minor alteration of existing private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Section 15301(c) of Title 14 of the California Code of Regulations identifies "existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities" as examples of a categorically exempt project. Section 15301(f) of Title 14 of the California Code of Regulations identifies the "addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities, or mechanical equipment, or topographical features including navigational devices" as examples of a categorically exempt project. Section 15301 of Title 14

of the California Code of Regulations states explicitly that the “key consideration [in determining whether such an exemption applies to a project] is whether the project involves negligible or no expansion of use.”

The project relates to an existing commercial property and specifically involves the installation of signage and painting of pavement and curb striping, markings, and legends for an existing surface parking lot to implement a new exterior site plan that provides for outdoor storage and a reduction in off-street parking stalls. The existing building would not be expanded in size and there would be no modification of its currently approved use. The project designates areas for certain outdoor storage of merchandise, trailers, and equipment, which would occur as part of the golf car/cart retail sales and services business use already permitted at the project location by the Laguna Woods Municipal Code and Conditional Use Permit CUP-559. Proposed conditions of approval for the project would require the addition of a roof over an existing trash enclosure, maintenance of certain minimum clearances, and painting of various pavement and curb striping, markings, and legends to promote public health and safety, as well as navigation, and to comply with requirements of the Laguna Woods Municipal Code and Orange County Fire Authority.

Fiscal Impact

The City’s expenses associated with processing this project are recovered through planning services fees.

Documents Available for Review

Related documents – including the Applicant’s application and Conditional Use Permit CUP-559 – are available for public review at City Hall during normal working hours.

Report Prepared With: Nadia Cook, Planning & Environmental Services Director
Justin Faylona, Senior Planner

Attachments: A – Proposed Resolution
Exhibit A – Proposed Conditions of Approval
B – Proposed Project Plans
C – Vicinity Map

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2023-0004 TO AMEND CONDITIONAL USE PERMIT CUP-559 TO ALLOW FOR OUTDOOR STORAGE AND ALTERNATIVE PROVISIONS TO OFF-STREET PARKING REGULATIONS RESULTING IN A REDUCTION IN OFF-STREET PARKING STALLS AT THE PROPERTY LOCATED AT 23252 VIA CAMPO VERDE, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15301 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

WHEREAS, Philip Bellafaire (“Applicant”) submitted an application for Conditional Use Permit CUP-2023-0004 to amend Conditional Use Permit CUP-559 to allow for outdoor storage and alternative provisions to off-street parking regulations resulting in a reduction in off-street parking stalls at the property located at 23252 Via Campo Verde, Laguna Woods, California 92637 (“project” or “proposed project”); and

WHEREAS, on November 19, 2025, the City Council of the City of Laguna Woods, after giving notice thereof as required by law, held a public hearing regarding Conditional Use Permit CUP-2023-0004; and

WHEREAS, the City Council has carefully considered all pertinent testimony, as well as all information contained in the agenda report prepared for Conditional Use Permit CUP-2023-0004, as presented at the public hearing; and

WHEREAS, staff has reviewed the environmental form submitted by the Applicant in accordance with the City’s procedures. Based upon the information received and staff’s assessment of the information, Conditional Use Permit CUP-2023-0004 has been determined to be categorically exempt pursuant to Section 15301 (Existing Facilities) of the California Environmental Quality Act (“CEQA”); and

WHEREAS, all legal prerequisites have occurred prior to the adoption of this resolution; and

WHEREAS, the City Council makes the following findings subject to the conditions of approval:

Findings for All Discretionary Permits

1. The use or project proposed is consistent with the General Plan.

The proposed project is consistent with the Commercial land use designation of the General Plan, which is intended to allow for “*a broad range of non-residential and non-industrial uses.*” Retail and service businesses are explicitly identified in the General Plan as typical commercial uses. The proposed project does not increase the size of any existing buildings and, therefore, does not affect conformance with the General Plan’s maximum floor area ratio of 0.30 for the Commercial land use designation. Policy Objective L-3.1 of the General Plan Land Use Element is to “*allow for commercial development that meets local needs and interests, particularly as it relates to the ability for residents to obtain a diversity of high-quality goods and services close to home.*” The proposed project will amend Conditional Use Permit CUP-559 (September 16, 2009) to modify previous approvals related to outdoor storage and parking. The principal use of the project location will not change. The proposed outdoor storage of golf carts and low-speed vehicles will allow for the display and sale of a broader range of retail goods and/or more visible display of retail goods than was contemplated in Conditional Use Permit CUP-559. The proposed project will serve Laguna Woods residents and surrounding communities.

2. The use, activity or improvement(s) proposed is consistent with the provisions of the Zoning Code.

The proposed uses are consistent with the purpose and intent of the Community Commercial (CC) zoning district, which is “*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.*” A golf car/cart retail sales and services business was previously approved for the project location as part of Conditional Use Permit CUP-559. Since the approval of Conditional Use Permit CUP-559, the Laguna Woods Zoning Code was amended to explicitly permit a similar use – “Golf Cart Sales/Service” – in the Community Commercial (CC) zoning district as a principally permitted use. The proposed project’s location at a signalized intersection of an arterial highway (Moulton

Parkway) aids in extending the proposed project's service area to both the local community and regional area. There are no surrounding residential uses. There is no identified incompatibility with the nearest residential uses. Several of the conditions of approval for the proposed project address public health, safety, and general welfare (see Finding #5 for All Discretionary Permits below and incorporated herein by this reference), which further promote consistency with the provisions of the Laguna Woods Zoning Code.

Laguna Woods Zoning Code Section 13.18.080 expressly permits alternative provisions to any of the off-street parking regulations, subject to the approval of a conditional use permit.

3. The approval of the permit application is in compliance with the requirements of the California Environmental Quality Act.

Based on the information received from the Applicant and staff's assessment of the same, the proposed project has been determined to be categorically exempt from CEQA pursuant to Section 15301 (Existing Facilities) of Title 14 of the California Code of Regulations. Additional information is contained in Section 2 of this resolution and incorporated herein by this reference.

4. The location, size, design and operating characteristics of the proposed use will not create conditions or situations that may be incompatible with other permitted uses in the vicinity.

The project location is currently used for a golf car/cart retail sales and services business, pursuant to Conditional Use Permit CUP-559. Since the approval of Conditional Use Permit CUP-559, the Laguna Woods Zoning Code was amended to explicitly permit a similar use – “Golf Cart Sales/Service” – in the Community Commercial (CC) zoning district as a principally permitted use. The proposed project will amend Conditional Use Permit CUP-559 to modify previous approvals related to outdoor storage and parking. The principal use of the project location will not change. There is no history of incompatibility between the existing use and the permitted uses in the vicinity, apart from violations of prior approvals that have been addressed through the City's code enforcement process. The project location is fronted by one public street (Moulton Parkway) and one private street (Via Campo Verde). The project location is otherwise surrounded by various open space uses. There is another commercial property that was formerly

used for utility purposes and is now used for miscellaneous business uses located directly across the adjacent private street from the project location. Several properties used for maintenance purposes (including similar vehicle service purposes) and open space uses, are located generally west of the project location. The private street is owned by the same property owner as the nearby properties used for maintenance and open space purposes.

The physical modifications included as part of the proposed project are limited to the installation of signage and painting of pavement and curb striping, markings, and legends for an existing surface parking lot to implement a new exterior site plan that provides for outdoor storage and a reduction in off-street parking stalls. The project designates areas for certain outdoor storage of merchandise, trailers, and equipment. Proposed conditions of approval for the project will require the addition of a roof over an existing trash enclosure, maintenance of certain minimum clearances, and painting of various pavement and curb striping, markings, and legends to promote public health and safety, as well as navigation, and to comply with requirements of the Laguna Woods Municipal Code and Orange County Fire Authority. Several of the conditions of approval relate to the appearance and condition of the physical modifications and outdoor storage. For example, Condition of Approval #32 requires signage and painted pavement and curb striping, markings, and legends, as well as all paint on the roof and any posts supporting the roof of the trash enclosure, to be maintained in good working order, free from visible damage or defects, and free from fading, peeling, chipping, or other deterioration. Conditions of Approval #23 and #29, require golf carts, low-speed vehicles, trailers, and vehicles that are stored in locations more visible from adjacent public or private streets and surrounding properties to be “operable,” as defined. The definition of “operable” includes, but is not limited to, being “*in good working order, free from visible damage or defects, and regularly cleaned (e.g. washed, no beehives, no cobwebs, no excessive dust or accumulation of leaves, etc.)*.”

The proposed project includes a reduction in the number of required off-street parking stalls from 45 to 12 based on a parking study provided by the Applicant and reviewed by the City¹. The area presently occupied by the off-

¹ The parking study provided by the Applicant (dated December 10, 2024 and signed by a registered professional engineer on behalf of Infrastructure Group, Inc.) recommended 10 parking stalls (nine standard and one accessible) based on peak demand of seven parking

street parking stalls that would no longer be required would be repurposed for certain outdoor storage of merchandise, trailers, and equipment. No paved or hardscaped surfaces would be removed or added as a result. Staff has confirmed that the proposed project's site plan (attached to the proposed conditions of approval as Exhibit A) complies with the 2022 California Building Standards Code and Laguna Woods Municipal Code.

5. The approval of the permit application will not result in conditions or circumstances contrary to the public health and safety and the general welfare.

The conditions of approval for the proposed project will regulate its uses in a manner consistent with the purpose and intent of Laguna Woods Municipal Code Chapter 13.10. As conditioned, the proposed project will not result in conditions or circumstances contrary to the public health and safety and the general welfare. Several of the conditions of approval relate to public health, safety, and general welfare including, but not limited to, reservation of the City's rights to require additional security or safety measures, if warranted. Such conditions of approval will assist in protecting the public from potential risk or danger. The conditions of approval also explicitly require the proposed project to comply with all applicable, then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations. Several conditions of approval contain requirements specific to the outdoor storage of golf carts and low-speed vehicles including, but not limited to, Condition of Approval #18, which requires certain clearances from each exterior door to the nearest public right-of-way; and, Condition of Approval #22, which prohibits stacking of golf carts and low-speed vehicles, as well as requires golf carts and low-speed vehicles to be regularly cleaned and not leaking oil, gasoline, or any other fluid. The proposed project's site plan (attached to the proposed conditions of approval as Exhibit A) includes a fire lane, red painted curbs, and related signage and striping developed in consultation with the Orange County Fire Authority specifically to aid in fire prevention and response.

6. The approval of the permit application is in compliance with all City-required public facilities regulations.

stalls identified by a two-day parking generation survey. Staff and the Applicant subsequently agreed that 12 parking stalls (11 standard and one accessible) would be provided.

The proposed project has been evaluated against all City regulations through the conditional use permit process and is deemed to be in compliance, subject to the conditions of approval. The proposed project will not require the addition or modification of any public facilities, nor heightened levels of service for any public services operating from public facilities.

Findings for Alternatives to Off-Street Parking Regulations.

1. Applicable off-street parking requirements are excessive or inappropriate due to the nature of the specific use involved or because of special circumstances applicable to the property.

Conditional Use Permit CUP-559 requires that the project location provide 45 parking stalls. 45 parking stalls is excessive and inappropriate given the parking study provided by the Applicant, including a peak demand of seven parking stalls identified by a two-day parking generation survey. Additional information is contained in the analysis above for Finding #4 for All Discretionary Permits and incorporated herein by this reference.

2. The proposed off-street parking facilities comply with the intent of the Zoning Code related to parking requirements.

Laguna Woods Zoning Code Section 13.18.020 describes the intent of the City's off-street parking requirements as follows: *"The intent of the off-street parking regulations is to provide for the on-site, off-street parking of motor vehicles that are attracted by the use or uses on the premises. [...] It is intended that these regulations will result in the installation of properly designed parking facilities of sufficient capacity to minimize traffic congestion, enhance public safety, generally provide for the parking of motor vehicles at locations other than on the streets, and for safe passage of pedestrians to and from parked vehicles."*

The parking study provided by the Applicant confirms that the current off-street parking requirements are excessive and inappropriate, and that the proposed off-street parking requirements will better reflect the actual use of the project location. Several of the conditions of approval for the proposed project relate to public health, safety, and general welfare. Additional information is contained in the analysis above for Findings #4 and #5 for All Discretionary Permits and incorporated herein by this reference.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that the project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of the operation, repair, maintenance, permitting, or minor alteration of existing private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Section 15301(c) of Title 14 of the California Code of Regulations identifies “existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities” as examples of a categorically exempt project. Section 15301(f) of Title 14 of the California Code of Regulations identifies the “addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities, or mechanical equipment, or topographical features including navigational devices” as examples of a categorically exempt project. Section 15301 of Title 14 of the California Code of Regulations states explicitly that the “key consideration [in determining whether such an exemption applies to a project] is whether the project involves negligible or no expansion of use.”

The project relates to an existing commercial property and specifically involves the installation of signage and painting of pavement and curb striping, markings, and legends for an existing surface parking lot to implement a new exterior site plan that provides for outdoor storage and a reduction in off-street parking stalls. The existing building will not be expanded in size and there will be no modification of its currently approved use. The project designates areas for certain outdoor storage of merchandise, trailers, and equipment, which will occur as part of the golf car/cart retail sales and services business use already permitted at the project location by the Laguna Woods Municipal Code and Conditional Use Permit CUP-559. Proposed conditions of approval for the project will require the addition of a roof over an existing trash enclosure, maintenance of certain minimum clearances, and painting of various pavement and curb striping, markings, and legends to promote public health and safety, as well as navigation, and to comply with requirements of the Laguna Woods Municipal Code and Orange County Fire Authority.

SECTION 3. The City Council hereby approves Conditional Use Permit CUP-2023-0004 (on file with the City Clerk’s Office), subject to the conditions of approval attached to this resolution (Exhibit A), both of which are incorporated herein by this reference.

SECTION 4. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2025.

SHARI L. HORNE, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

ITEM 8.2 – Exhibit A to Attachment A

City of Laguna Woods

Conditions of Approval for Conditional Use Permit CUP-2023-0004

Conditional Use Applicant (Applicant): Philip Bellafaire

Conditional Use Address: 23252 Via Campo Verde, Laguna Woods, CA 92637

Conditional Use Assessor's Parcel Number: 621-131-26

Property Owner of Assessor's Parcel Number 621-131-26 (Owner): Semit Properties LLC, a California limited liability company

City Council Approval Date: [INSERT APPROVAL DATE HERE]

STANDARD CONDITIONS OF APPROVAL

1. The Owner and occupant(s) of the property to which this conditional use permit applies shall comply with all of the conditions of approval as part of CONDITIONAL USE PERMIT CUP-2023-0004 ("conditional use permit"). Failure to comply with any one or more of the conditions imposed herein constitute grounds for revocation of said conditional use permit by the City Council.

This conditional use permit amends Conditional Use Permit CUP-559, which was approved by the City Council on September 16, 2009. The conditions of approval for Conditional Use Permit CUP-559 continue to apply and are incorporated herein by this reference. The conditions of approval for Conditional Use Permit CUP-559 are supplemented by these additional conditions of approval for Conditional Use Permit CUP-2023-0004.

2. This conditional use permit shall be constructed, developed, used, operated, and permanently maintained in accordance with the terms of the application, plans, drawings, and conditions imposed herein.
3. The Owner and occupant(s) of the property to which this conditional use permit applies shall comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations, as they pertain to the improvements and uses sought in this application, and such requirements are made a condition of this approval. These include, but are not limited to, all requirements related to building permits, encroachment permits, grading permits, and sign permits; engineering review, landscaping review, water quality review, and plan review, generally, of proposed construction plans; accessibility, including accessibility required by the federal Americans with Disabilities Act; best management practices and other actions or improvements required by National Pollutant Discharge Elimination System permit(s); and, restrictions on parking, circulation, lighting, and noise.
4. This conditional use permit does not eliminate the need to obtain building permits,

ITEM 8.2 – Exhibit A to Attachment A

encroachment permits, grading permits, or sign permits, nor does it include any action or finding as to compliance or approval of any other applicable federal, state or local ordinance, regulation, rule, or requirement.

5. This conditional use permit does not include any approval for signage, nor does it represent or imply that any signage proposed in connection with this application, or at any time in the future, will or will not be approved by the City.
6. **Public Safety Services:** In the event of repeated or disproportionately high numbers of calls for law enforcement or other public safety service, or based upon input from the Orange County Sheriff's Department (or successor law enforcement agency) or surrounding residents or businesses, the City Manager may require, at his/her/their discretion, that the Owner and occupant(s) of the property to which this conditional use permit applies provide at their own cost additional on-site security and/or safety measures, as may be reasonably calculated to address situations or circumstances leading to or causing such increased calls for service, or complaints or comments from surrounding residents or businesses. For the purpose of this condition, "repeated or disproportionately high numbers of calls" shall be determined following the nuisance abatement procedure set forth in Laguna Woods Municipal Code Chapter 1.08, as may change from time to time, with the City Council's declaration of a public nuisance required. Use of this remedy shall be at the sole discretion of the City and nothing in this condition shall prevent the City from initiating civil, criminal, or other legal or equitable proceedings as an alternative to the procedure outlined herein.
7. **Inspection:** City staff, or their authorized representatives, shall have the right to access and enter the property to which this conditional use permit applies to make reasonable Owner- or occupant(s) of the property to which this conditional use permit applies-authorized scheduled inspections, or unscheduled inspections in areas otherwise open to the public, to observe and enforce compliance with the conditions imposed herein. Except for inspections meant to investigate matters that would constitute imminent threats to public health, safety, or welfare, or inspections authorized by a court order, the City shall make reasonable efforts to request inspections of areas that are not open to the public at least seventy-two (72) hours in advance.
8. **Responsibility for Costs Incurred:** In accordance with policies adopted by the City, the Owner and occupant(s) of the property to which this conditional use permit applies shall be responsible for costs incurred as a result of local law enforcement, public safety, or code enforcement investigation/inspection that results in a finding of violation of any applicable laws and/or conditions imposed herein.
9. **Modification of Conditions of Approval:** Any request to modify conditions imposed herein shall be made in accordance with policies adopted by the City at the time such

ITEM 8.2 – Exhibit A to Attachment A

request is made.

10. **Revocation:** This conditional use permit may be revoked in accordance with Laguna Woods Municipal Code Section 13.24.080, as may change from time to time, for any of the reasons set forth therein, which include, but are not necessarily limited to, failure to comply with any condition imposed herein.
11. **Transfer:** In the event of transfer of the property to which this conditional use permit pertains, the transferee shall, prior to exercising the rights granted hereunder, arrange and attend a conference with the City to review the conditions imposed herein, and document the manner in which activities will occur and the manner in which conditions imposed herein will be met. The transferee may, alternatively, file with the City a signed letter confirming receipt of these conditions, prior to exercising the rights granted hereunder. In either case, the Owner's obligations with respect to this condition are satisfied by consenting to the recordation of these conditions in the office of the Clerk-Recorder for the County of Orange.
12. **Termination:** Upon approval, this conditional use permit shall become null and void (A) upon failure to obtain all necessary building permits to construct this project within 365 calendar days of the date this conditional use permit is approved, (B) upon the expiration of any building permit, due to inactivity, obtained to construct this project, or (C) after this project has been constructed, 365 calendar days after such time the approved use at the property to which this conditional use permit applies ceases to be operated as noted by lapse of California Department of Tax & Fee Administration (or successor agency) permit or date documented by City staff following site verification of abandonment or discontinuance. The City Manager may grant an extension of up to 365 calendar days to obtain any necessary building permit upon a showing of financial hardship or other adequate justification by the applicant, and provided the associated building plans comply with the then-current Laguna Woods Municipal Code and California Building Standards Code at the time the building permit(s) is(are) issued. Nothing in this condition is intended to, nor will be interpreted by the City, as limiting the ability for City-issued permits to be extended as allowed by applicable law.
13. **Indemnification:** The Owner and occupant(s) of the property to which this conditional use permit applies, and successor(s) in interest, shall as a condition of issuance of this approval, at its sole expense, defend, indemnify, and hold harmless the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers ("INDEMNITEES") from any claim, action, or proceeding against the INDEMNITEES to attach, set aside, void or annul an approval of the City Council or other decision-making body, or staff action concerning this conditional use approval, or its implementation, except when occurring solely as a result of the negligent or willful acts or omissions of the INDEMNITEES. The Owner and occupant(s) of the property to which this conditional use permit applies shall pay all

ITEM 8.2 – Exhibit A to Attachment A

of the City's defense costs incurred by counsel of the City's choosing, and shall reimburse the City for any and all court costs and other parties' attorney fees that the City may be required by a court to pay as a result of such defense. The Owner and occupant(s) of the property to which this conditional use permit applies may at their sole discretion participate in the defense of any such action under this condition, with its own counsel.

14. **Requirement to Acknowledge Conditions of Approval:** The Owner shall sign and have notarized (acknowledgement) the "Owner Acknowledgement of Conditions of Approval for Conditional Use Permit CUP-2023-0004" and return one wet-signed original to the City Manager with a copy of a recordable legal description of all affected properties in form acceptable to the City Manager.

SPECIAL CONDITIONS OF APPROVAL

Note: The use of "storage" and "display" are synonymous in this conditional use permit.

Note: For this conditional use permit, the term "golf cart" is defined by California Vehicle Code Section 345 and the term "low-speed vehicle" is defined by California Vehicle Code Section 385.5(a).

15. Exhibit A (Site Plan) is attached hereto and incorporated by reference including, without exception, all of the requirements set forth therein as notes, standards, and details. Full compliance with Exhibit A is required.
16. This conditional use permit shall become null and void (A) upon failure to comply with all minimum clearances and fire lanes required by Exhibit A and these conditions of approval by 11:59 p.m. on November 21, 2025, irrespective of whether signage and painted pavement and curb striping, markings, and legends have been installed and the other deadlines included in this condition, (B) upon failure to install all signage and painted pavement and curb striping, markings, and legends shown on or required by Exhibit A, in full compliance with Exhibit A and these conditions of approval, by 11:59 p.m. on February 28, 2026, or (C) upon failure to install a roof on the existing trash enclosure generally located in the southwest corner of the property to which this conditional use permit applies, in full compliance with Exhibit A and these conditions of approval, by 11:59 p.m. on May 31, 2026.
17. This conditional use permit approves alternative provisions to off-street parking regulations resulting in a reduction in off-street parking stalls at the property to which this conditional use permit applies. Specifically, the off-street parking requirements that were approved as part of Conditional Use Permit CUP-559 are repealed and replaced with a requirement to provide 12 off-street parking stalls in the dimensions and configuration shown in Exhibit A. All 12 off-street parking stalls shall be kept free and available exclusively for active vehicle parking at all times. Use of any required

ITEM 8.2 – Exhibit A to Attachment A

parking space for storage, operations, long-term or inoperative vehicle storage, or any purpose other than active vehicle parking is prohibited. All 12 off-street parking stalls shall be completely free and available exclusively for active vehicle parking between the hours of 10 p.m. and 5 a.m., Monday through Sunday, unless occupied by vehicles driven by individuals present on-site at the property. All on-site employee, customer, visitor, and service technician parking must occur within the 12 off-street parking stalls. Parking is prohibited at all other locations on the property, except as specifically provided herein (e.g., in the “Trailer Parking” area, subject to these conditions of approval).

18. Irrespective of what is shown or indicated on the application, plans, or drawings for this conditional use permit, all exterior doors on the building on the property to which this conditional use permit applies including, without exception, exterior doors principally serving the areas marked as “**Cart Display Area**” and “**Cart Storage Area**” on the site plan attached hereto as Exhibit A must be unobstructed at all times with three feet¹ of paved surfaces remaining clear from each exterior door to the nearest public right-of-way (landscape surfaces, including, without exception, the areas marked as “**Landscape Area at Building Perimeter**” on the site plan attached hereto as Exhibit A, shall not be considered for purposes of ingress, egress, or pedestrian circulation clearance requirements). All exterior doors shall be able to open 180 degrees at all times. Temporary and/or permanent obstructions of any kind – whether whole, partial, and/or intermittent – of exterior doors and/or the minimum widths required to remain clear by this condition are prohibited. There is no amount of obstruction of any exterior door or three-foot¹ path from each exterior door to the nearest public right-of-way, whether temporary or permanent, that is allowed. For the purpose of this condition, “obstruction” shall include, without exception, the extension into any area required to be maintained clear and unobstructed of any golf cart, low-speed vehicle, merchandise, or equipment associated with the principally permitted use on the property to which this conditional use permit applies. This condition does not apply to the roll-up garage door located at the end of the “Cart Storage Area.”
19. The outdoor storage of golf carts and low-speed vehicles is permitted only in the areas marked as “**Cart Display Area**,” “**Cart Storage Area**,” or “**Cart and Equipment Storage**” on the site plan attached hereto as Exhibit A, up to a maximum height of seven feet from the concrete or asphalt-paved surface below, subject to compliance with all other conditions of approval. Nothing else may be stored in the “Cart Display Area,” “Cart Storage Area,” or “Cart and Equipment Storage” except as

¹ Clearance greater than three feet shall be provided if required by the California Building Standards Code or any federal, state, or local law, rule, or regulation including, but not limited to, the Americans with Disabilities Act. This conditional use permit does not waive or provide any exemption from complying with the California Building Standards Code or any applicable federal, state, or local law, rule, and regulation.

ITEM 8.2 – Exhibit A to Attachment A

explicitly allowed by Conditions of Approval #24 and #25, subject to compliance with all other conditions of approval.

20. Irrespective of what is shown or indicated on the application, plans, or drawings for this conditional use permit, the areas marked as **“Cart Display Area”** and **“Cart Storage Area”** on the site plan attached hereto as Exhibit A are limited to concrete-paved surfaces only. No asphalt-paved or landscape surfaces are a part of either the **“Cart Display Area”** or **“Cart Storage Area”** including, without exception, the areas marked as **“Landscape Area at Building Perimeter”** on the site plan attached hereto as Exhibit A. This condition does not apply to the areas marked as **“Cart and Equipment Storage”** on the site plan attached hereto as Exhibit A.
21. Golf carts and low-speed vehicles that are stored in the areas marked as **“Cart Display Area”** and **“Cart Storage Area”** on the site plan attached hereto as Exhibit A shall not be placed on top of any surface, or in any other place, other than a concrete surface authorized by this conditional use permit. For the purpose of this condition, a golf cart or low-speed vehicle shall only be considered to be placed on a concrete surface if all of its tires are in direct contact with such concrete surface. This condition does not apply to the areas marked as **“Cart and Equipment Storage”** on the site plan attached hereto as Exhibit A.



(Note that in the photograph above, the golf cart on the right is shown extending beyond the concrete-paved portion of the “Cart Storage Area” and onto an asphalt-paved surface. Under this conditional use permit, outdoor storage is not permitted to

ITEM 8.2 – Exhibit A to Attachment A

occur on, nor extend onto, the asphalt-paved surface adjoining the “Cart Storage Area.” As such, the placement of the golf cart on the right, as shown in the photograph above, would constitute a violation of these conditions of approval).

22. Golf carts and low-speed vehicles that are stored in the areas marked as “**Cart Display Area**,” “**Cart Storage Area**,” or “**Cart and Equipment Storage**” on the site plan attached hereto as Exhibit A shall not be stacked on top of one another and shall be (1) regularly cleaned (e.g. washed, no beehives, no cobwebs, no excessive dust or accumulation of leaves, etc.) and (2) not leaking oil, gasoline, or any other fluid.
23. Golf carts and low-speed vehicles that are stored in the area marked as “**Cart Display Area**” on the site plan attached hereto as Exhibit A shall be operable at all times during such storage. For the purpose of this condition, “operable” shall mean that each golf cart and low-speed vehicle (1) is in good working order, free from visible damage or defects, and regularly cleaned (e.g. washed, no beehives, no cobwebs, no excessive dust or accumulation of leaves, etc.), (2) has an engine or motor that turns on and off in the manner intended for regular customer use by the manufacturer of the golf cart or low-speed vehicle (e.g., by turning a key in an ignition) without the need for any maintenance, repairs, or mechanical or electrical assistance, prior to or in the course of doing so, (3) is not missing any light bulbs and no light bulbs are broken, (4) is not missing any tires and all tires are properly inflated, (5) is not missing any parts, and (6) is not leaking oil, gasoline, or any other fluid.
24. The outdoor storage of operable equipment used to maintain or repair golf carts or low-speed vehicles is permitted only in the areas marked as “**Cart and Equipment Storage**” on the site plan attached hereto as Exhibit A, up to a maximum height of seven feet from the asphalt-paved surface below, subject to compliance with all other conditions of approval. The outdoor storage of equipment that is not used to maintain or repair golf carts or low-speed vehicles is prohibited. For the purpose of this condition, “operable” shall mean that each piece of equipment (1) is in good working order, free from visible damage or defects, and regularly cleaned (e.g. washed, no beehives, no cobwebs, no excessive dust or accumulation of leaves, etc.), (2) can be readily used in the manner intended for regular customer use by the manufacturer of the equipment (e.g., by turning a key in an ignition or pressing a button to start) without the need for any maintenance, repairs, or mechanical or electrical assistance (except for connecting the equipment to a power source in the manner intended for regular customer use by the manufacturer of the equipment, if applicable), prior to or in the course of doing so, (3) (if the equipment has light bulbs) is not missing any light bulbs and no light bulbs are broken, (4) (if the equipment has tires) is not missing any tires and all tires are properly inflated, (5) is not missing any parts, and (6) is not leaking oil, gasoline, or any other fluid.
25. The outdoor storage of items used in the course of the business operations of the principally permitted use on the property to which this conditional use permit applies

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is permitted only in the areas marked as “**Cart and Equipment Storage**” on the site plan attached hereto as Exhibit A, up to a maximum height of seven feet from the asphalt-paved surface below, subject to compliance with all other conditions of approval. For the purpose of this condition, “items used in the course of business operations” does not include golf carts, low-speed vehicles, trailers, or vehicles of any kind (whether operable or not) nor parts thereof. “Items used in the course of business operations” also does not include any equipment used to maintain or repair golf carts or low-speed vehicles or parts thereof, merchandise, packing materials, pallets, sediment stockpiles, or waste (including, without exception, trash and used oil/engine filters for collection). Items used in the course of business operations may only be stored in “Cart and Equipment Storage” areas for periods of 30 calendar days or less and shall not be available or offered for sale or lease to customers or others. To illustrate the intent of this condition, examples of the storage contemplated by this condition include (1) a remodeling of the office or workshop areas on the property might require temporarily moving furniture out of those spaces until the work is completed and (2) a new gate for the trash enclosure on the property might need to be temporarily stored while the old gates are dismantled. It is not the intent of this condition to allow, for example, (1) the storage of merchandise that does not fit inside the building or designated outdoor storage areas, (2) the storage of bicycles, electric bicycles, buses, or trolleys (whether operable or not), or (3) the activities allowed in the areas marked as “Pick Up & Delivery Zone.” This condition does not preclude storage explicitly allowed by any other condition of approval.

26. Except as provided by Conditions of Approval #24 and #25, this conditional use permit does not authorize the outdoor storage of any items other than golf carts and low-speed vehicles. The outdoor storage of parts, supplies, equipment, and other loose items related to, but not physically attached to golf carts or low-speed vehicles in a manner intended by the manufacturer of the golf cart or low-speed vehicle, is specifically prohibited. No outdoor storage is permitted except as specifically authorized by these conditions of approval. This condition supersedes any prior approval allowing the outdoor storage of any items other than golf carts and low-speed vehicles including, without exception, Conditional Use Permit CUP-559.
27. This conditional use permit does not authorize the construction of any permanent fixtures or high-piled storage on the property to which this conditional use permit applies.
28. The areas marked as “**Pick Up & Delivery Zone**” on the site plan attached hereto as Exhibit A shall be painted with yellow striping and used only for temporary loading and unloading of merchandise and other equipment associated with the principally permitted use on the property to which this conditional use permit applies. Each “Pick Up & Delivery Zone” shall be completely clear and unobstructed between the hours of 10 p.m. and 5 a.m., Monday through Sunday.

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29. The area marked as **“Trailer Parking”** on the site plan attached hereto as Exhibit A shall be used only to park trailers and vehicles used to move golf carts, low-speed vehicles, merchandise, or equipment associated with the principally permitted use on the property to which this conditional use permit applies. All such trailers and vehicles shall be operable at all times when parked. For the purpose of this condition, “operable” shall mean that each trailer and vehicle (1) is in good working order, free from visible damage or defects, and regularly cleaned (e.g. washed, no beehives, no cobwebs, no excessive dust or accumulation of leaves, etc.), (2) is not missing any light bulbs and no light bulbs are broken, (3) is not missing any tires and all tires are properly inflated, (4) is not missing any parts, and (5) is not leaking oil, gasoline, or any other fluid. Each vehicle shall additionally have an engine or motor that turns on and off in the manner intended for regular customer use by the manufacturer of the vehicle (e.g., by turning a key in an ignition) without the need for any maintenance, repairs, or mechanical or electrical assistance, prior to or in the course of doing so.
30. No later than 11:59 p.m. on May 31, 2026, a roof shall be installed over the entire existing trash enclosure generally located in the southwest corner of the property to which this conditional use permit applies. The roof shall provide at least seven and one-half feet, but no more than eight feet, unobstructed vertical clearance and be constructed only after first obtaining all necessary building permits from the City. The roof shall be made of solid corrugated metal. The roof and all posts supporting the roof shall be painted with the same single-color, rust-inhibitive paint color matched to the main building on the property (gradients of colors shall be considered multiple colors and are prohibited). The roof and all posts supporting the roof shall be routinely repainted at least as frequently as every time the main building on the property is repainted to ensure color matching at all times.
31. For avoidance of doubt, all exterior waste receptacles shall be stored in the trash enclosure identified on the plans for this conditional use permit, except when set out for collection in accordance with Laguna Woods Municipal Code Section 4.10.050, as may change from time to time. Storage of exterior waste receptacles anywhere else on the property to which this conditional use permit applies is prohibited.
32. All signage and painted pavement and curb striping, markings, and legends shown on or required by Exhibit A, as well as all paint on the roof and any posts supporting the roof of the trash enclosure, shall be maintained in good working order, free from visible damage or defects, and free from fading, peeling, chipping, or other deterioration.

Signage, striping, markings, and legends shall be replaced or repainted by the Owner or his/her/their designee within 10 weekdays (Monday through Friday) of notification by City staff to the Owner as to City staff’s determination that any of the same are not in good working order or show signs of damage, defect, fading or other deterioration.

ITEM 8.2 – Exhibit A to Attachment A

To ensure timely compliance with this condition, the City strongly advises the Owner to maintain, or caused to be maintained, a stockpile of replacement signs and paint of the required type and color (and/or “standby” contract agreements with third party contractors to provide the same within the timeframes required) so as to effectuate rapid replacement or repainting.

[EXHIBIT A FOLLOWS]

EXHIBIT A – PAGE 2 OF 3

Note: A larger version of this exhibit is available at or from City's City Clerk's Office.

SECTION 3: FIRE LANE IDENTIFICATION

3. Fire Lane Identification: Fire Lane identification is required to comply with applicable laws and regulations. Fire Lane identification shall be provided in accordance with the California Vehicle Code (CVC) and the requirements of the California Department of Transportation (Caltrans) and the California Department of Public Safety (DPS).

3.1. Fire Lane Identification: Fire Lane identification shall be provided in accordance with the California Vehicle Code (CVC) and the requirements of the California Department of Transportation (Caltrans) and the California Department of Public Safety (DPS).

3.1.1. Specific areas designated by the CVC as fire lanes shall be marked with red and white striped paint and red and white striped signs. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane.

3.2. Fire Lane Entrance Signs: Fire Lane entrance signs shall read: "FIRE LANE" and "NO PARKING IN FIRE LANE". The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane.

3.3. Fire Lane Exit Signs: Fire Lane exit signs shall read: "FIRE LANE" and "NO PARKING IN FIRE LANE". The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane.

3.4. Fire Lane Identification: Fire Lane identification shall be provided in accordance with the California Vehicle Code (CVC) and the requirements of the California Department of Transportation (Caltrans) and the California Department of Public Safety (DPS).

3.4.1. Specific areas designated by the CVC as fire lanes shall be marked with red and white striped paint and red and white striped signs. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane.

3.4.2. Fire Lane Identification: Fire Lane identification shall be provided in accordance with the California Vehicle Code (CVC) and the requirements of the California Department of Transportation (Caltrans) and the California Department of Public Safety (DPS).

3.4.3. Specific areas designated by the CVC as fire lanes shall be marked with red and white striped paint and red and white striped signs. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane. The signs shall be placed at the entrance to the fire lane and at the exit of the fire lane.

FIGURE 1: FIRE LANE IDENTIFICATION

FIGURE 2: FIRE LANE IDENTIFICATION

FIGURE 3: FIRE LANE IDENTIFICATION

FIGURE 4: FIRE LANE IDENTIFICATION

FIGURE 5: FIRE LANE IDENTIFICATION

FIGURE 6: FIRE LANE IDENTIFICATION

FIGURE 7: FIRE LANE IDENTIFICATION

FIGURE 8: FIRE LANE IDENTIFICATION

FIGURE 9: FIRE LANE IDENTIFICATION

FIGURE 10: FIRE LANE IDENTIFICATION

NOTE TO CONTRACTOR:
ALL STRIPING, LEGENDS, AND SIGNAGE SHALL COMPLY WITH APPLICABLE REQUIREMENTS OF THE LAGUNA WOODS MUNICIPAL CODE AND 2022 CALIFORNIA BUILDING STANDARDS CODE.

FIGURE 11: FIRE LANE IDENTIFICATION

FIGURE 12: FIRE LANE IDENTIFICATION

FIGURE 13: FIRE LANE IDENTIFICATION

FIGURE 14: FIRE LANE IDENTIFICATION

FIGURE 15: FIRE LANE IDENTIFICATION

FIGURE 16: FIRE LANE IDENTIFICATION

FIGURE 17: FIRE LANE IDENTIFICATION

FIGURE 18: FIRE LANE IDENTIFICATION

FIGURE 19: FIRE LANE IDENTIFICATION

FIGURE 20: FIRE LANE IDENTIFICATION

FIGURE 21: FIRE LANE IDENTIFICATION

FIGURE 22: FIRE LANE IDENTIFICATION

FIGURE 23: FIRE LANE IDENTIFICATION

FIGURE 24: FIRE LANE IDENTIFICATION

FIGURE 25: FIRE LANE IDENTIFICATION

FIGURE 26: FIRE LANE IDENTIFICATION

FIGURE 27: FIRE LANE IDENTIFICATION

FIGURE 28: FIRE LANE IDENTIFICATION

FIGURE 29: FIRE LANE IDENTIFICATION

FIGURE 30: FIRE LANE IDENTIFICATION

FIGURE 31: FIRE LANE IDENTIFICATION

FIGURE 32: FIRE LANE IDENTIFICATION

FIGURE 33: FIRE LANE IDENTIFICATION

FIGURE 34: FIRE LANE IDENTIFICATION

FIGURE 35: FIRE LANE IDENTIFICATION

FIGURE 36: FIRE LANE IDENTIFICATION

FIGURE 37: FIRE LANE IDENTIFICATION

FIGURE 38: FIRE LANE IDENTIFICATION

FIGURE 39: FIRE LANE IDENTIFICATION

FIGURE 40: FIRE LANE IDENTIFICATION

ITEM 8.2 – Exhibit A to Attachment A

**OWNER ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL FOR
CONDITIONAL USE PERMIT CUP-2023-0004 (“ACKNOWLEDGEMENT”)**

1. **ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner has reviewed all Conditions of Approval for Conditional Use Permit CUP-2023-0004 and has had the opportunity to consult with legal counsel regarding them as the Owner has deemed appropriate.
2. **PURPOSE.** The purpose of this ACKNOWLEDGEMENT is to ensure the Owner is aware of the Conditions of Approval for Conditional Use Permit CUP-2023-0004, which “run with the land.” References to “Owner” in the Conditions of Approval for Conditional Use Permit CUP-2023-0004 are not intended to, and will not be interpreted by the City as, conferring any additional legal responsibility or liability upon the Owner beyond that which otherwise exists in applicable law, or otherwise changing the Owner’s existing legal obligations.
3. **RECORDATION.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner consents to the recordation of the Conditions of Approval for Conditional Use Permit CUP-2023-0004, including this ACKNOWLEDGEMENT, in the office of the Clerk-Recorder for the County of Orange.
4. **AUTHORITY TO EXECUTE.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner represents and warrants that he/she/they has/have the authority to so execute this ACKNOWLEDGEMENT and to bind the Owner to its obligations hereunder.
5. **SEVERABILITY.** If any term, condition or covenant of this ACKNOWLEDGEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this ACKNOWLEDGEMENT shall not be affected thereby and the ACKNOWLEDGEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

Property Owner – Semit Properties LLC, a California limited liability company

Signature: _____ Date: _____

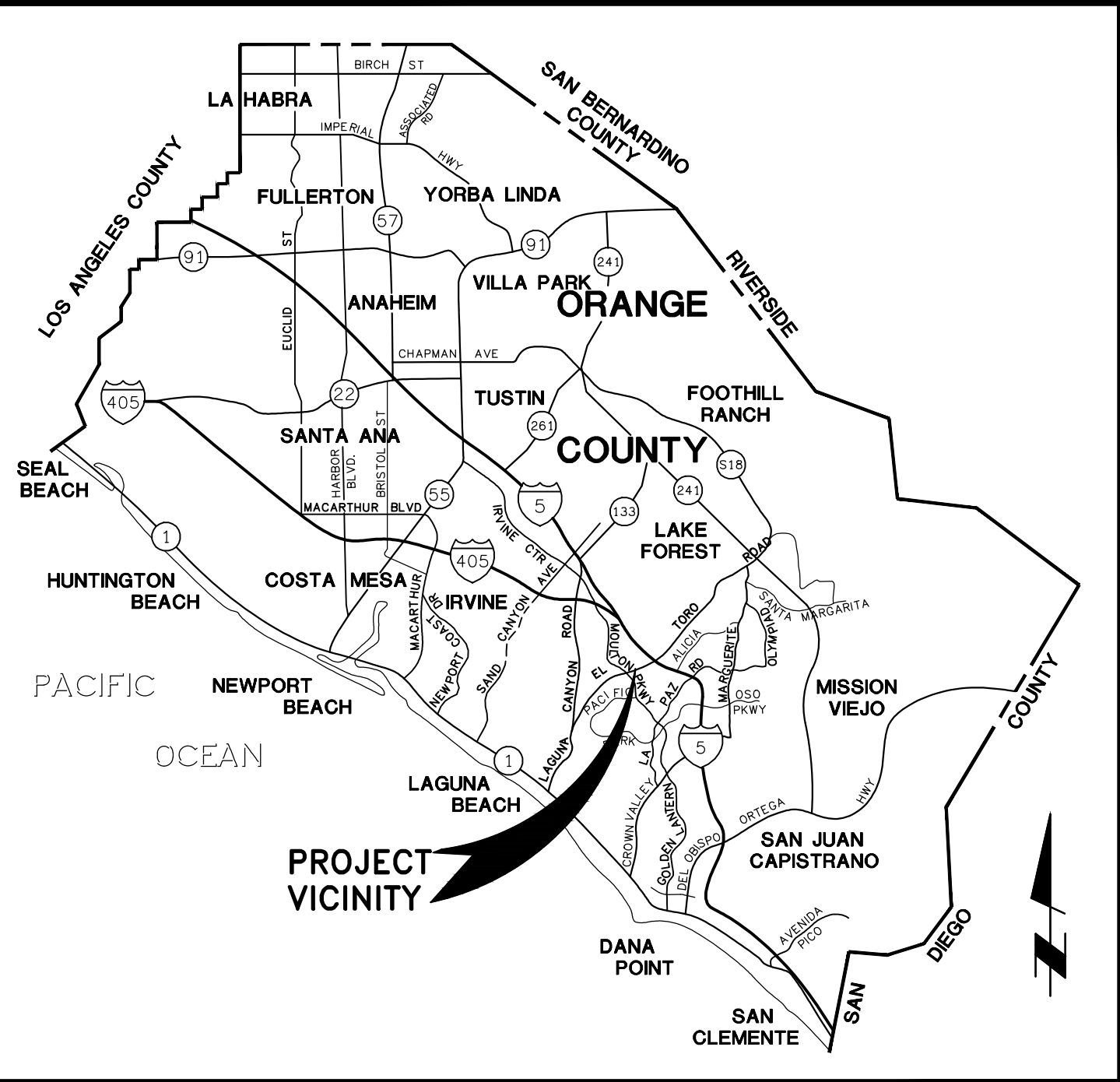
Full Name: _____ Title: _____

SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.

ITEM 8.2
Attachment B

Proposed Project Plans

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VICINITY MAP
NOT TO SCALE

FIRE AUTHORITY NOTES

- INSPECTION REQUIREMENTS**
- OCFA SITE INSPECTIONS ARE REQUIRED FOR THIS PROJECT. PLEASE SCHEDULE ALL FIELD INSPECTIONS AT LEAST 48 HOUR IN ADVANCE. INSPECTIONS CANCELED AFTER 1 P.M. ON THE DAY BEFORE THE SCHEDULED DATE WILL BE SUBJECT TO / RE-INSPECTION FEE. CALL OCFA INSPECTION SCHEDULING AT (714) 573-6150
 - A LUMBER DROP INSPECTION SHALL BE PERFORMED PRIOR TO BRINGING COMBUSTIBLE MATERIALS (OR COMBUSTIBLE FIXTURES AND FINISHES FOR STRUCTURES OF NON-COMBUSTIBLE CONSTRUCTION). ALL-WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 34,000 LBS., TOPPED WITH ASPHALT, CONCRETE, OR EQUIVALENT SHALL BE IN PLACE AND HYDRANTS OPERATIONAL AT TIME OF LUMBER DROP INSPECTION
 - FOR PROJECTS WITH FUEL MODIFICATION, A VEGETATION CLEARANCE INSPECTION IS REQUIRED PRIOR TO A LUMBER DROP INSPECTION. USE THE FUEL MODIFICATION PLAN SERVICE REQUEST NUMBER TO SCHEDULE THE VEGETATION CLEARANCE INSPECTION
 - PHASED INSTALLATION OF FIRE ACCESS ROADS REQUIRES ADDITIONAL INSPECTIONS NOT COVERED BY THE FEES PAID AT PLAN SUBMITTAL. CONTACT INSPECTION SCHEDULING TO ARRANGE FOR ADDITIONAL INSPECTIONS THAT MAY BE NEEDED AND ANY FEES THAT MAY BE DUE.
 - AN ORIGINAL APPROVED, SIGNED, WET-STAMPED OCFA FIRE MASTER PLAN SHALL BE AVAILABLE ON-SITE AT TIME OF INSPECTION.
 - ACCESS ROADS AND HYDRANTS SHALL BE MAINTAINED AND REMAIN CLEAR OF OBSTRUCTIONS AT ALL TIMES DURING AND AFTER CONSTRUCTION. AREAS WHERE PARKING IS NOT PERMITTED SHALL BE CLEARLY IDENTIFIED AT ALL TIMES. OBSTRUCTION OF FIRE LANES AND HYDRANTS MAY RESULT IN CANCELLATION OR SUSPENSION OF INSPECTIONS
 - TEMPORARY FUEL TANKS OF 60 OR MORE GALLONS SHALL BE REVIEWED, INSPECTED, AND PERMITTED BY THE OCFA PRIOR TO USE.
 - THE PROJECT ADDRESS SHALL BE CLEARLY POSTED AND VISIBLE FROM THE PUBLIC ROAD DURING CONSTRUCTION
 - ALL GATES IN CONSTRUCTION FENCING SHALL BE EQUIPPED WITH EITHER A KNOX OR BREAKAWAY PADLOCK.
 - BUILDINGS OF FOUR OR MORE STORIES SHALL BE PROVIDED WITH STAIRS AND A STANDPIPE BEFORE REACHING 40 FEET IN HEIGHT.

- GENERAL REQUIREMENTS**
- FIRE LANE WIDTHS SHALL BE MEASURED FROM TOP FACE OF THE CURB TO TOP FACE OF THE CURB FOR FIRE LANES WITH STANDARD CURBS AND GUTTERS AND FROM FLOW-LINE TO FLOW-LINE FOR FIRE LANES WITH MODIFIED CURB DESIGNS (E.G., ROLLED, RAMPED, ETC.). THE DEVELOPER IS RESPONSIBLE TO VERIFY THAT ALL APPROVED PUBLIC WORKS OR GRADING DEPARTMENT STREET IMPROVEMENT PLANS OR PRECISE GRADING PLANS CONFORM TO THE MINIMUM STREET WIDTH MEASUREMENTS PER THE APPROVED OCFA FIRE MASTER PLAN AND STANDARDS IDENTIFIED IN OCFA GUIDELINE B-09 FOR ALL PORTIONS OF THE FIRE ACCESS ROADS
 - PERMANENT, TEMPORARY, AND PHASED EMERGENCY ACCESS ROADS SHALL BE DESIGNED AND MAINTAINED TO SUPPORT AN IMPOSED LOAD OF 94,000 LBS. AND SURFACED TO PROVIDE ALL-WEATHER DRIVING CAPABILITIES.
 - FIRE LANE SIGNS AND RED CURBS SHALL MEET THE SPECIFICATIONS SHOWN IN OCFA GUIDELINE B-09 AND SHALL BE INSTALLED AS DESCRIBED THEREIN. ADDITIONAL FIRE LANE MARKINGS MAY BE REQUIRED AT THE TIME OF INSPECTION DEPENDING ON FIELD CONDITIONS.
 - ALL FIRE HYDRANTS SHALL HAVE A BLUE REFLECTIVE PAVEMENT MARKER" INDICATING THEIR LOCATION PER THE OCFA STANDARD, ON PRIVATE PROPERTY MARKERS ARE TO BE MAINTAINED IN GOOD CONDITION BY THE PROPERTY-OWNER.
 - ADDRESS NUMBERS SHALL BE LOCATED AND BE OF A COLOR AND SIZE SO AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE ROADWAY FROM WHICH THE BUILDING IS ADDRESSED IN ACCORDANCE WITH OCFA GUIDELINE B-09. WAYFINDING SIGNS, WHEN REQUIRED BY THE LOCAL AHJ, SHALL COMPLY WITH THE STANDARDS OF THAT AGENCY. WHEN WAYFINDING SIGNS ARE ALSO REQUIRED BY THE OCFA, THEY MAY BE DESIGNED TO LOCAL AHJ REQUIREMENTS PROVIDED THAT SUCH STANDARDS FACILITATE LOCATION OF STRUCTURES, SUITES, AND DWELLING UNITS BY EMERGENCY PERSONNEL
 - ACCESS GATES SHALL BE APPROVED PRIOR TO INSTALLATION AND SHALL BE IN COMPLIANCE WITH CHAPTER 5 OF THE CFC AND OCFA GUIDELINES
 - APPROVED ACCESS WALKWAYS SHALL BE PROVIDED TO ALL REQUIRED OPENINGS AND ALL RESCUE WINDOWS.
 - VEGETATION SHALL BE SELECTED AND MAINTAINED IN SUCH A MANNER AS TO ALLOW IMMEDIATE ACCESS TO ALL HYDRANTS VALVING, FIRE DEPARTMENT CONNECTIONS, PULL STATIONS, EXTINGUISHERS, SPRINKLER RISERS, ALARM CONTROL PANELS, RESCUE WINDOWS, AND OTHER DEVICES OR AREAS USED FOR FIREFIGHTING PURPOSES. VEGETATION OR BUILDING FEATURES SHALL NOT OBSTRUCT ADDRESS NUMBERS OR INHIBIT THE FUNCTIONING OF ALARM BELLS, HORNS, OR STROBES.
 - DUMPSTERS AND TRASH CONTAINERS LARGER THAN 1.5 CUBIC YARDS SHALL NOT BE STORED IN BUILDINGS OR PLACED WITHIN 5 FEET OF COMBUSTIBLE WALLS, OPENINGS OR COMBUSTIBLE ROOF EAVE LINES UNLESS PROTECTED BY AN APPROVED SPRINKLER SYSTEM.
 - ANY FUTURE MODIFICATION TO THE APPROVED FIRE MASTER PLAN OR APPROVED SITE PLAN, INCLUDING BUT NOT LIMITED TO ROAD WIDTH, GRADE, SPEED HUMPS, TURNING RADII, GATES OR OTHER OBSTRUCTIONS, SHALL REQUIRE REVIEW, INSPECTION, AND APPROVAL BY THE OCFA
 - APPROVAL OF THIS PLAN SHALL NOT BE CONSTRUED AS APPROVAL OF ANY INFORMATION OR PROJECT CONDITIONS OTHER THAN THOSE ITEMS AND REQUIREMENTS IDENTIFIED IN OCFA GUIDELINE B-09 AND RELATED PORTIONS OF THE 2016 CFC AND CBC. THIS PROJECT MAY BE SUBJECT TO ADDITIONAL REQUIREMENTS NOT STATED HEREIN UPON EXAMINATION OF ACTUAL SITE AND PROJECT CONDITIONS OR DISCLOSURE OF ADDITIONAL INFORMATION.

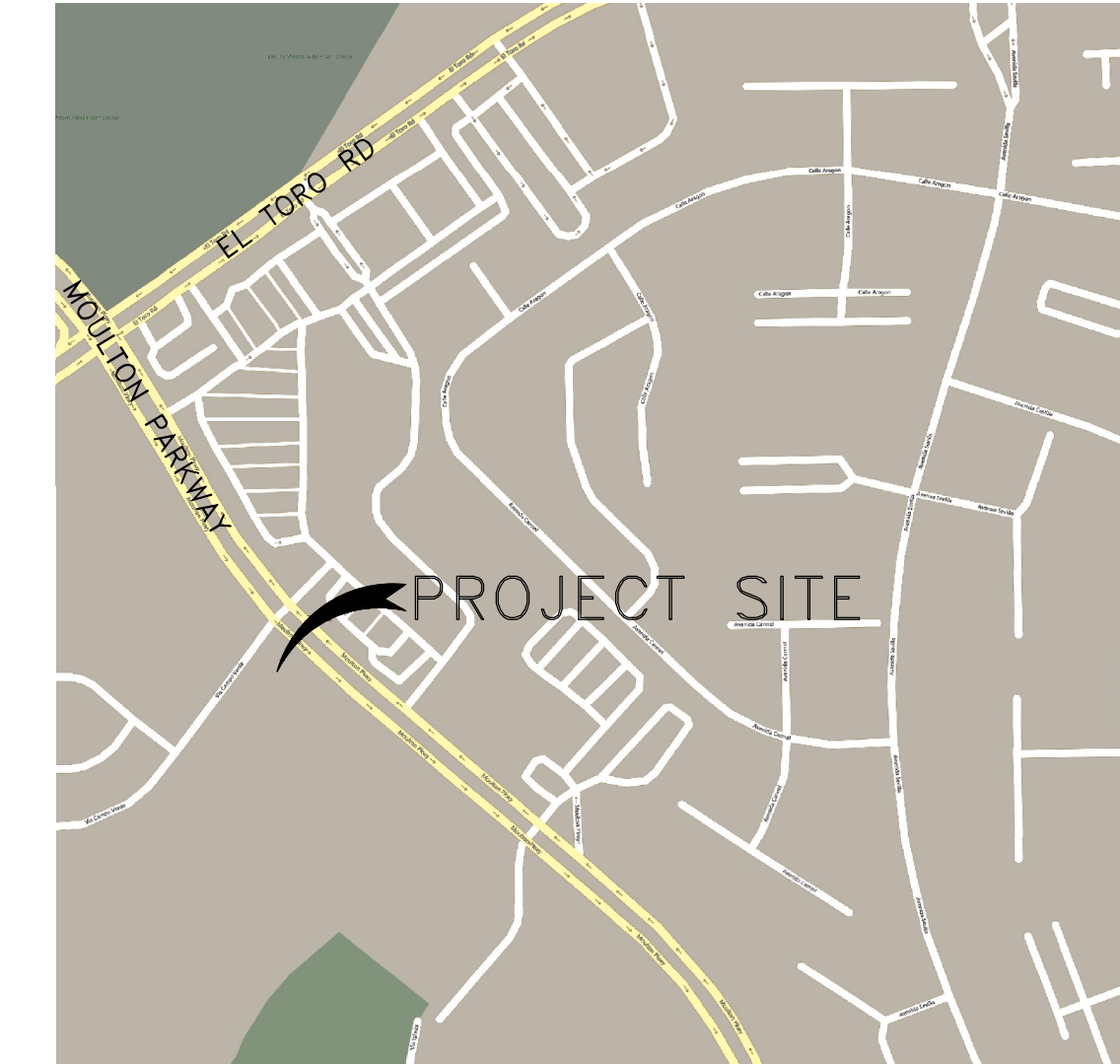
Underground Service Alert
CALL: TOLL FREE
811
AT LEAST TWO DAYS
BEFORE YOU DIG

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6					
5					
4					
3					
2					
1	-	-	-	-	-
NO.	DATE	REVISIONS	ENGR.	APPROV.	DATE



PLANS PREPARED UNDER THE SUPERVISION OF NV5		
GERALD TOM	51209	11/11/2025
CIVIL ENGINEER:	LICENSE NO	DATE:

PLANS PREPARED BY:	
NV5	163 TECHNOLOGY DRIVE IRVINE, CA 92618 TEL. (949) 585-0477 FAX. (949) 585-0433
WWW.NV5.COM	



LOCATION MAP
NOT TO SCALE

SADDLEBACK GOLF CARS

23252 Via Campo Verde, Laguna Woods, CA 92637

TITLE SHEET, SHEET INDEX & GENERAL NOTES

DES BY: RG	APPROVED BY:	PROJECT NO. _____
CKD BY: GT	CITY ENGINEER R.C.E. # 51209	SHEET: <u>1</u>
SCALE: AS NOTED	DATE: NOVEMBER 11, 2025	OF: <u>3</u> SHEETS

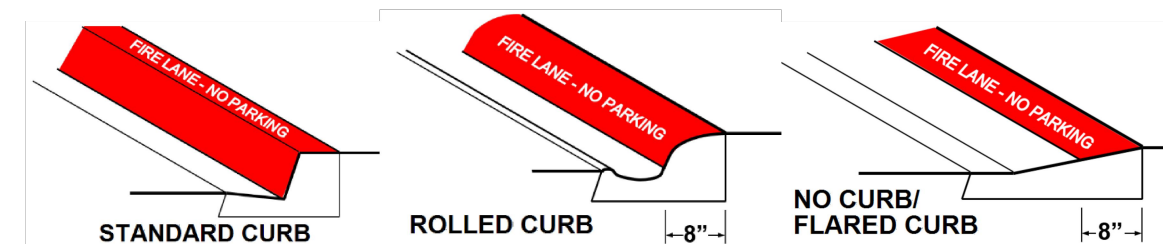
SECTION 3: FIRE LANE IDENTIFICATION

3. **Fire Lane Identification** - Fire Lane identification is required to maintain the required width of fire lanes for emergency vehicle use. Unlawful use of fire lanes will be enforced by the local law enforcement agency in accordance with the California Vehicle Code (CVC) on public roadways. Enforcement of fire lane no-parking restrictions on private roadways is the responsibility of the property owner, HOA, or their designated agent (Attachment 2).

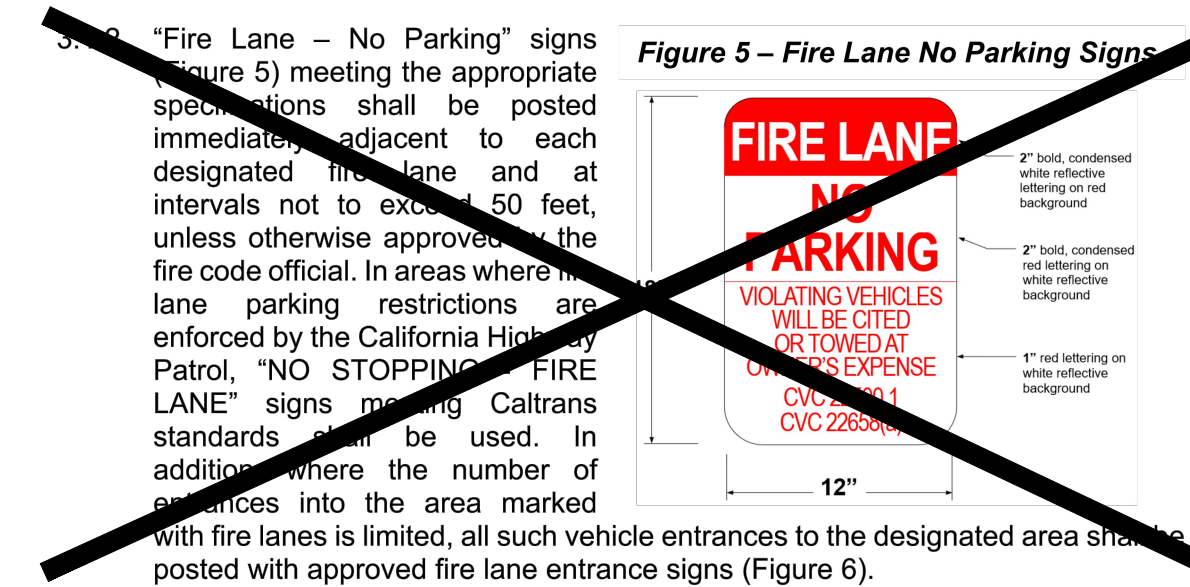
3.1. **Sign and Curb Marking options** – Areas designated as a fire lane require an acceptable method of marking that shall be approved prior to installation. Select either option 3.1.1. OR option 3.1.2. below.

3.1.1. Specific areas designated by the OCFA as fire lanes must be marked with red curbs meeting the specifications below (Figure 4). In addition, where the number of entrances into the area marked with fire lanes is limited, all such vehicle entrances to the designated area shall be posted with approved fire lane entrance signs.

Figure 4 – Fire Lane Identification, Red Curbs



- Curbs shall be painted OSHA safety red.
- "FIRE LANE – NO PARKING" shall be painted on top of curb in 3" white lettering at a spacing of 30' on center or portion thereof.



3.2. **Fire Lane Entrance Signs** - Fire lane entrance signs must meet the following specifications:

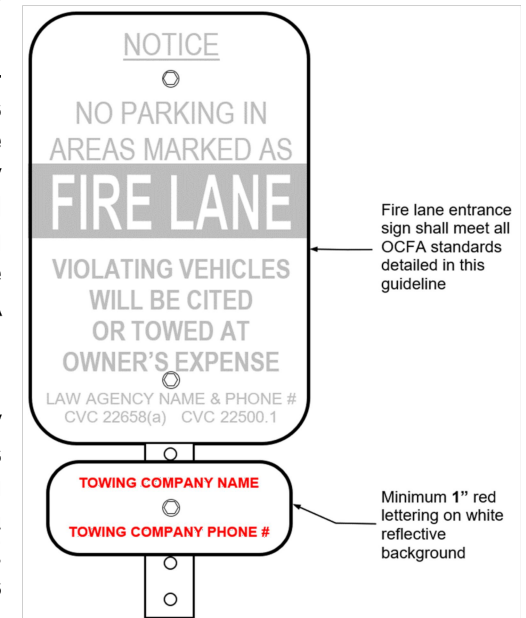
- Fire lane entrance signs are to be used only at vehicle entry points to areas that contain "Fire Lane – No Parking" signs or red curbs.
- The sign shall be posted at all vehicle entrances to areas marked with either red curbs or fire lane "No Parking" signs. Signs shall be securely mounted facing the direction of travel and clearly visible to oncoming traffic entering the designated area.
- Signs shall be installed per OCFA mounting specifications for fire lane signs.

Figure 6 – Fire Lane Entrance Signs



3.3. **Towing Company Information** - Towing company contact information is required for all properties with a standing written agreement for services with a towing company per the California Vehicle Code. To facilitate periodic changes in towing company contracts, the towing company contact information may be posted on a separate sign mounted directly below the fire lane entrance sign instead of on the entrance sign itself (Figure 7). The method of attachment to the post shall not obscure the wording on either sign.

Figure 7 – Alternate Location of Towing Company Information

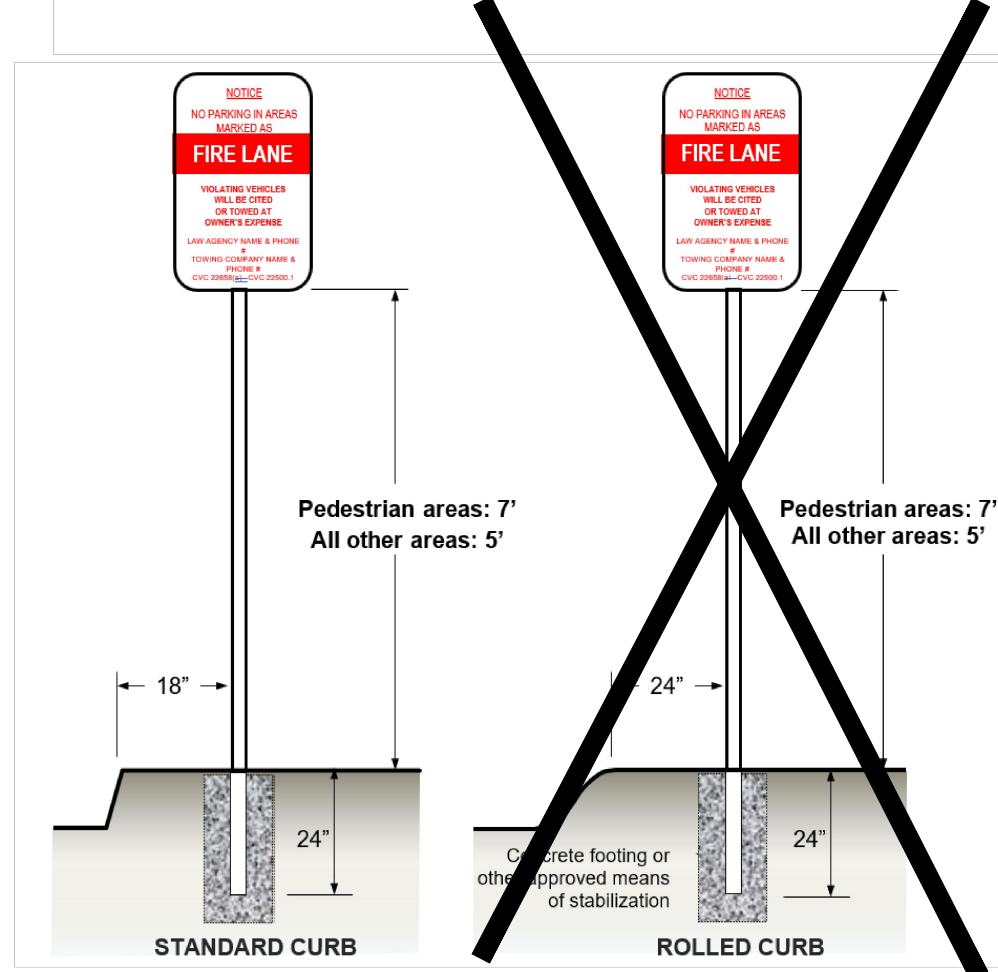


3.4. **Alternative "Fire Lane – No Parking"** - Alternative "Fire Lane – No Parking" signs may be allowed with approval from the fire code official. Signs shall be securely mounted facing the direction of travel and clearly visible to oncoming traffic entering the designated area. Signs shall be made of durable material and installed per OCFA mounting specifications for fire lane signs.

Note: All alternative signs must be approved through the OCFA and by the city/County engineer and/or policy agency, as applicable. In areas where fire lane parking restrictions are enforced by the California Highway Patrol, "NO STOPPING – FIRE LANE" signs meeting Caltrans standards shall be used.

3.6. **Mounting Specifications for Fire Lane Entrance and No Parking Signs** - Signs shall be mounted facing the direction of vehicular travel. They may be mounted on existing posts or buildings where the centerline of the sign is no more than 24" from the edge of the roadway. The sign post depth of bury shall be a minimum of 24" and rebar, a concrete footing, or another method to prevent removal is recommended (Figure 13). Footings for signs located in the public right-of-way shall be per the local jurisdiction's requirements.

Figure 13 – Mounting Specifications for Fire Lane Entrance and No Parking Signs



NOTE TO CONTRACTOR:

ALL STRIPING, LEGENDS, AND SIGNAGE SHALL COMPLY WITH APPLICABLE REQUIREMENTS OF THE LAGUNA WOODS MUNICIPAL CODE AND 2022 CALIFORNIA BUILDING STANDARDS CODE.



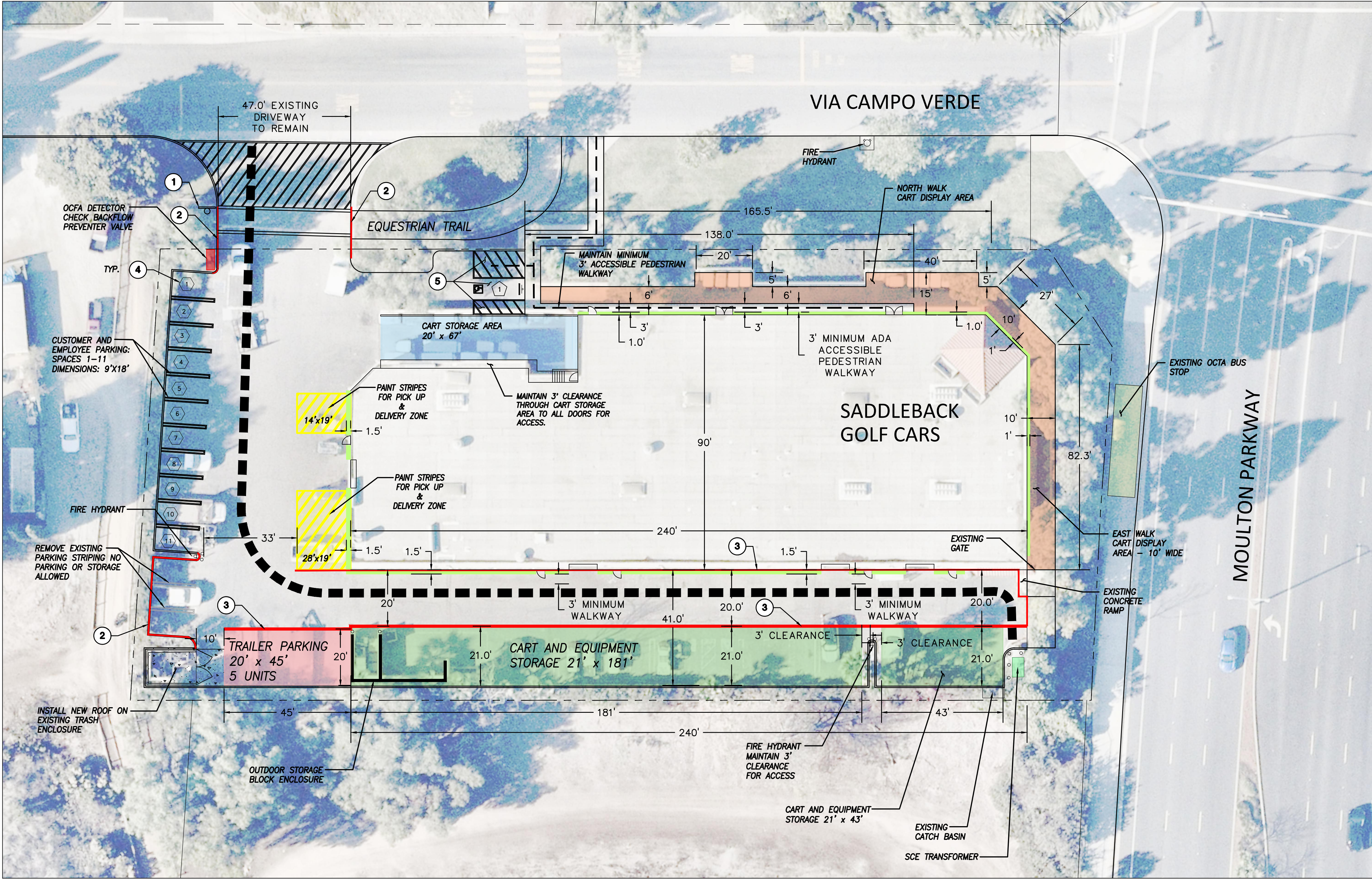
7					
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1	—	—	—	—	—
NO.	DATE	REVISIONS	ENGR.	APPROV.	DATE



PLANS PREPARED UNDER THE SUPERVISION OF NV5		
GERALD TOM	51209	11/11/2025
CIVIL ENGINEER:	LICENSE NO	DATE:

PLANS PREPARED BY:	
NV5	163 TECHNOLOGY DRIVE IRVINE, CA 92618 TEL. (949) 585-0477 FAX. (949) 585-0433
WWW.NV5.COM	

SADDLEBACK GOLF CARS		
23252 Via Campo Verde, Laguna Woods, CA 92637		
OCFA STANDARDS		
DES BY: RG	APPROVED BY:	PROJECT NO. _____
CKD BY: GT	CITY ENGINEER R.C.E. # 51209	SHEET: 2
SCALE: AS NOTED	DATE: NOVEMBER 11, 2025	OF: 3 SHEETS



CONSTRUCTION NOTES

- 1—INSTALL FIRE LANE ENTRANCE SIGN AS SHOWN ON FIGURE 6 AND FIGURE 13 ON SHEET 2
- 2—PAINT FIRE LANE RED CURB PER FIGURE 4 ON SHEET 2
- 3—"FIRE LANE - NO PARKING" SHALL BE PAINTED ON TOP 6" OSHA RED STRIPING IN 3" WHITE LETTERING AT A SPACING OF 30' ON CENTER OR PORTION THEREOF.
- 4—REGULAR PARKING SLOT PER SEC. 13.18.060. - PARKING DESIGN REQUIREMENTS OF THE LAGUNA WOODS CA CODE OF ORDINANCE. SEE SHEET 2.
- 5—VAN ACCESSIBLE HANDICAP PARKING SLOT PER TITLE 24, PART 2, SECTION 11B-502 OF THE 2022 CALIFORNIA BUILDING STANDARD CODE.

EXISTING BUILDING
CONSTRUCTION TYPE: III-B
OCFA BUILDING HEIGHT: 18'
OCCUPANCY: GROUP A-2,B,S-2
ALLOWABLE AREA: _____
BUILDING AREA: 21,712
SPRINKLERED NFPA 13

PARKING STALLS

HANDICAP PARKING - 1
REGULAR PARKING - 11

— SCE TRANSFORMER ACCESS PATH
— ADA ACCESS PATH

— FIRE LANE - PAINTED OSHA SAFETY RED
"FIRE LANE - NO PARKING" PAINTED ON TOP IN 3" WHITE LETTERING

LEGEND

- CART DISPLAY AREA
- CART STORAGE AREA
- PICK UP & DELIVERY ZONE
- CART AND EQUIPMENT STORAGE
- TRAILER PARKING
- LANDSCAPE AREA AT BUILDING PERIMETER

Underground Service Alert
CALL: TOLL FREE
811
AT LEAST TWO DAYS
BEFORE YOU DIG

7					
6					
5					
4					
3					
2					
1					
NO.	DATE	REVISIONS	ENGR.	APPROV.	DATE

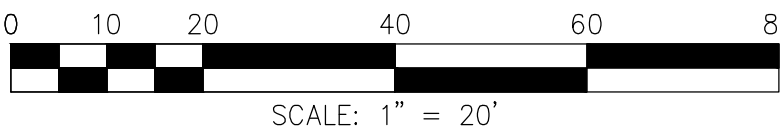


PLANS PREPARED UNDER THE
SUPERVISION OF NV5

GERALD TOM 51209 11/11/2025
CIVIL ENGINEER: LICENSE NO DATE:

PLANS PREPARED BY:

NV5
163 TECHNOLOGY DRIVE
IRVINE, CA 92618
TEL. (949) 585-0477
FAX. (949) 585-0433
WWW.NV5.COM



SADDLEBACK GOLF CARS

23252 Via Campo Verde, Laguna Woods, CA 92637

SITE PLAN

DES BY: RG
CKD BY: GT
SCALE: AS NOTED

APPROVED BY:
CITY ENGINEER R.C.E. # 51209
DATE: NOVEMBER 11, 2025

PROJECT NO. _____
SHEET: **3**
OF: **3** SHEETS

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Legend

Laguna Woods Boundary

23252 Via Campo Verde, APN 621-131-26

Parcels

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8.3

**CONDITIONAL USE PERMIT CUP-2025-0002, A
REQUEST BY TEMPLE JUDEA OF LAGUNA HILLS
FOR APPROVAL OF A CONDITIONAL USE
PERMIT AMENDING CONDITIONAL PERMIT
CP-1531 AND ANY APPLICABLE PRIOR
APPROVALS TO ALLOW FOR THE
ESTABLISHMENT OF A SMALL GROUP
LEARNING AND TUTORING SERVICES USE AT
THE PROPERTY LOCATED AT 24512 MOULTON
PARKWAY, LAGUNA WOODS, CA 92637**

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: November 19, 2025 Regular Meeting

SUBJECT: Conditional Use Permit CUP-2025-0002, a request by Temple Judea of Laguna Hills for approval of a conditional use permit amending Conditional Permit CP-1531 and any applicable prior approvals to allow for the establishment of a small group learning and tutoring services use at the property located at 24512 Moulton Parkway, Laguna Woods, CA 92637

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2025-0002 TO AMEND CONDITIONAL PERMIT CP-1531 AND ANY APPLICABLE PRIOR APPROVALS TO ALLOW FOR THE ESTABLISHMENT OF A SMALL GROUP LEARNING AND TUTORING SERVICES USE AT THE PROPERTY LOCATED AT 24512 MOULTON PARKWAY, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

Background

Temple Judea of Laguna Hills (“Applicant”) has submitted a land use application seeking approval of Conditional Use Permit CUP-2025-0002, which would amend Conditional Permit CP-1531 and any applicable prior approvals to allow for the establishment of a small group learning and tutoring services use¹ at the property located at 24512 Moulton Parkway, Laguna Woods, CA 92637.

The project location is currently occupied by a temple. It is located generally east of Moulton Parkway between Via Campo Verde and Calle Cortez (in the City of Aliso Viejo) within the Temple Judea of Laguna Hills property. The Orange County Assessor’s Parcel Number (“APN”) for the project location is 621-121-18 and the property owner is Temple Judea of Laguna Hills, a California corporation.

A vicinity map is included as Attachment C.

Table 1: Surrounding Land Uses

General Location	General Plan Land Use Designation	Land Use
North	Community Facilities /	Laguna Country United Methodist Church /

¹ For the purpose of the proposed conditional use permit, “small group learning and tutoring services use” means an educational use that provides instruction, tutoring, and enrichment services to persons 18 years of age and younger as a supplement to homeschooling or any public or private schooling that such persons receive in locations other than the location to which the proposed conditional use permit applies. The proposed small group learning and tutoring use is a separate legal entity leasing space from the Applicant.

	Residential Community	Laguna Woods Village
South	Residential Community / City of Aliso Viejo	Laguna Woods Village / Religious institutions
East	Residential Community	Laguna Woods Village
West	Community Facilities / City of Aliso Viejo	Laguna Country United Methodist Church / Religious institutions

The project location is within the Community Facilities-Private (CF-P) zoning district. Community Facilities-Private designates areas to “allow for the development of public and private community uses that serve residents, visitors, property owners, and workers in the City. Examples of permitted land uses include schools, hospitals, cultural venues, churches, temples and places of worship” (Laguna Woods Municipal Code Section 13.13.010).

Laguna Woods Municipal Code Section 13.13.020 requires the approval of a conditional use permit prior to the establishment of certain uses in the Community Commercial zoning district. Once a conditional use permit is approved, certain deviations from the approved site plan or other approved project documents require approval of a conditional use permit.

Discussion

The City Council is asked to conduct a public hearing on the application for Conditional Use Permit CUP-2025-0002 and, thereafter, consider approval of the same (Attachment A). Staff recommends approval, subject to proposed conditions of approval (Exhibit A to Attachment A). The proposed conditions of approval would regulate the proposed use in a manner consistent with the purpose and intent of Laguna Woods Municipal Code Chapter 13.13 (Community Facilities Districts).

The proposed conditional use permit would allow a small group learning and tutoring services use to operate within existing buildings. The proposed use would operate entirely indoors no more than four days a week between the hours of 9 a.m. and 2 p.m. No more than 50 clients, all of whom must be 18 years of age or younger, would be permitted to be present at any given time.

No physical modifications are proposed as part of this conditional use permit and adherence with all applicable federal, state, and local laws including, but not limited to, maximum building and room occupancies, would be required.

The proposed conditional use permit would apply to the Applicant's proposed use of the property (Creative Steam, a provider of small group learning and tutoring services), as well as eligible successors, at the project location.

Environmental Review

The City Council is asked to find that the project is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et. seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively "CEQA") pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.

The City Council is also asked to find that, even if the project were subject to CEQA, it would be categorically exempt pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of the operation or permitting of existing private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Section 15301 of Title 14 of the California Code of Regulations states explicitly that the "key consideration [in determining whether such an exemption applies to a project] is whether the project involves negligible or no expansion of use."

The project does not include any construction and only allows the establishment of a small group learning and tutoring services use at the project location. The principal use of the project location is as a temple which, in the course of such operation, provides instruction and other small group activities substantially similar to those that would be provided in connection with the proposed small group learning and tutoring services use. All activities associated with the project would occur within existing structures and facilities with the use of existing mechanical equipment and no change to topographical features. No new structures, facilities, mechanical equipment, or topographical features would be constructed or expanded as part of the project.

Fiscal Impact

The City's expenses associated with processing this project are recovered through planning services fees.

Documents Available for Review

Related documents – including the Applicant’s application and Conditional Permit CP-1531 – are available for public review at City Hall during normal working hours.

Report Prepared With: Nadia Cook, Planning & Environmental Services Director
Justin Faylona, Senior Planner

Attachments: A – Proposed Resolution
Exhibit A – Proposed Conditions of Approval
B – Vicinity Map

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RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2025-0002 TO AMEND CONDITIONAL PERMIT CP-1531 AND ANY APPLICABLE PRIOR APPROVALS TO ALLOW FOR THE ESTABLISHMENT OF A SMALL GROUP LEARNING AND TUTORING SERVICES USE AT THE PROPERTY LOCATED AT 24512 MOULTON PARKWAY, LAGUNA WOODS, CA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

WHEREAS, Temple Judea of Laguna Hills (“Applicant”) submitted an application for Conditional Use Permit CUP-2025-0002 to amend Conditional Permit CP-1531 and any applicable prior approvals to allow for the establishment of a small group learning and tutoring services use at the property located at 24512 Moulton Parkway, Laguna Woods, CA 92637 (“project” or “proposed project”); and

WHEREAS, on November 19, 2025, the City Council of the City of Laguna Woods, after giving notice thereof as required by law, held a public hearing regarding Conditional Use Permit CUP-2025-0002; and

WHEREAS, the City Council has carefully considered all pertinent testimony, as well as all information contained in the agenda report prepared for Conditional Use Permit CUP-2025-0002, as presented at the public hearing; and

WHEREAS, staff has reviewed the environmental form submitted by the Applicant in accordance with the City’s procedures. Based upon the information received and staff’s assessment of the information, Conditional Use Permit CUP-2025-0002 has been determined to not be subject to the California Environmental Quality Act (“CEQA”); however, even if the project were subject to CEQA, it would be categorically exempt pursuant to Section 15301 of CEQA; and

WHEREAS, all legal prerequisites have occurred prior to the adoption of this resolution; and

WHEREAS, the City Council makes the following findings subject to the

conditions of approval:

Findings for All Discretionary Permits

1. The use or project proposed is consistent with the General Plan.

The proposed project is consistent with the Community Facilities land use designation of the General Plan, which is intended to allow for “*public, institutional, and private uses that provide a variety of government and social services to the community.*” The proposed project does not increase the size of any existing buildings and, therefore, does not affect conformance with the General Plan’s maximum floor area ratio of 0.30 for the Community Facilities land use designation. Policy Objective L-3.1 of the General Plan Land Use Element is to “*allow for commercial development that meets local needs and interests, particularly as it relates to the ability for residents to obtain a diversity of high-quality goods and services close to home.*” The proposed project allows for the establishment of a small group learning and tutoring services use which, while not necessarily commercial in nature (depending on how the small group learning and tutoring services use is organized and operated), will nevertheless help to meet local needs and interests by making available a small group learning and tutoring services use to serve local and surrounding communities.

2. The use, activity or improvement(s) proposed is consistent with the provisions of the Zoning Code.

The proposed use is consistent with the purpose and intent of the Community Facilities–Private (CF-P) zoning district, which is “*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.*” The Laguna Woods Zoning Code does not explicitly address small group learning and tutoring services uses. In accordance with Laguna Woods Municipal Code sections 13.02.050 and 13.02.060, the Director¹ has made the following findings: “(1) The proposed use is consistent with the goals and policies of the General Plan. (2) The proposed use is consistent with the purpose and intent of the district in which it is to be located. (3) The proposed use is similar to other uses that are

¹ Pursuant to Laguna Woods Municipal Code Section 13.06.010 (c)(15), “Director,” as used in this resolution, means the City Manager.

permitted in the district in which it is to be located. (4) The proposed use will not adversely affect the health, safety or welfare of residents or other persons in the vicinity of the use.” The Director has determined that the establishment of a small group learning and tutoring services use in the Community Facilities–Private (CF-P) zoning district requires approval of a conditional use permit as it is similar to an “educational institution” or “day care nursery,” which also require approval of a conditional use permit. The project location has previously housed a religious school and the adjacent church currently houses a day care nursery. The project location is principally used as a temple which, in the course of such operation, provides instruction and other small group activities substantially similar to those that will be provided by the proposed project. There is no history of incompatibility between the previous religious school or the current day care nursery or temple and the nearest residential uses. No incompatibilities with the nearest residential uses were identified as a result of the review of the Applicant’s application for this conditional use permit. Several of the conditions of approval for the proposed project address public health, safety, and general welfare (see Finding #5 below), which further promote consistency with the provisions of the Laguna Woods Zoning Code.

3. The approval of the permit application is in compliance with the requirements of the California Environmental Quality Act.

Based on the information received from the Applicant and staff’s assessment of the same, the proposed project has been determined to not be subject to the California Environmental Quality Act (“CEQA”); however, even if the proposed project were subject to CEQA, it would be categorically exempt pursuant to Section 15301 of CEQA. Additional information is contained in Section 2 of this resolution and incorporated herein by this reference.

4. The location, size, design and operating characteristics of the proposed use will not create conditions or situations that may be incompatible with other permitted uses in the vicinity.

The proposed project does not include any physical modification of the project location. This conditional use permit does not authorize any physical modification of the project location. The small group learning and tutoring services use will operate entirely indoors within existing buildings. The Director has determined that small group learning and tutoring services uses are similar to “educational institutions” and “day care nurseries.” The project

location has previously housed a religious school and the adjacent church currently houses a day care nursery. The project location is principally used as a temple which, in the course of such operation, provides instruction and other small group activities substantially similar to those that will be provided by the proposed project. There is no history of incompatibility between the previous religious school or the current day care nursery or temple and the nearest residential uses. No incompatibilities with other permitted uses in the vicinity were identified as a result of the review of the Applicant's application for this conditional use permit. Existing access and internal circulation improvements appear to be sufficient to handle traffic generation by the proposed project, which is limited to 50 clients being present at the project location at any given time (Condition of Approval #18) and is required to adhere to maximum occupancies (Condition of Approval #19). The conditions of approval for the proposed project will ensure that appropriate measures are taken to avoid conditions or situations that may be incompatible with other permitted uses in the vicinity.

5. The approval of the permit application will not result in conditions or circumstances contrary to the public health and safety and the general welfare.

The conditions of approval for the proposed project will regulate its uses in a manner consistent with the purpose and intent of Laguna Woods Municipal Code Chapter 13.13. As conditioned, the proposed project will not result in conditions or circumstances contrary to the public health and safety and the general welfare. Several of the conditions of approval relate to public health, safety, and general welfare including, but not limited to, reservation of the City's rights to require additional security or safety measures, if warranted. Such conditions of approval will assist in protecting the public from potential risk or danger. The conditions of approval also explicitly require the proposed project to comply with all applicable, then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations. Condition of Approval #19 states explicitly that maximum occupancies apply to the proposed project (*"The small group learning and tutoring services use shall not result in any exceedance of any maximum building or room occupancy established by applicable law or regulation, either on its own or when considered in conjunction with all other uses occurring at the property to which this conditional use permit applies."*)

6. The approval of the permit application is in compliance with all City-required public facilities regulations.

The proposed project has been evaluated against all City regulations through the conditional use permit process and is deemed to be in compliance, subject to the conditions of approval. The proposed project will not require the addition or modification of any public facilities, nor heightened levels of service for any public services operating from public facilities.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that the project is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et. seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively “CEQA”) pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.

After reviewing the entire project record, the City Council also hereby determines and certifies that, even if the project were subject to CEQA, it would be categorically exempt pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of the operation or permitting of existing private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Section 15301 of Title 14 of the California Code of Regulations states explicitly that the “key consideration [in determining whether such an exemption applies to a project] is whether the project involves negligible or no expansion of use.”

The project does not include any construction and only allows the establishment of a small group learning and tutoring services use at the project location. The principal use of the project location is as a temple which, in the course of such operation, provides instruction and other small group activities substantially similar to those that will be provided in connection with the small group learning

and tutoring services use. All activities associated with the project will occur within existing structures and facilities with the use of existing mechanical equipment and no change to topographical features. No new structures, facilities, mechanical equipment, or topographical features will be constructed or expanded as part of the project.

SECTION 3. The City Council hereby approves Conditional Use Permit CUP-2025-0002 (on file with the City Clerk’s Office), subject to the conditions of approval attached to this resolution (Exhibit A), both of which are incorporated herein by this reference.

SECTION 4. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2025.

SHARI L. HORNE, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

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ITEM 8.3 – Exhibit A to Attachment A

City of Laguna Woods

Conditions of Approval for Conditional Use Permit CUP-2025-0002

Conditional Use Applicant (Applicant): Temple Judea of Laguna Hills

Conditional Use Address: 24512 Moulton Parkway, Laguna Woods, CA 92637

Conditional Use Assessor's Parcel Number: 621-121-18

Property Owner of Assessor's Parcel Number 621-121-18 (Owner): Temple Judea of Laguna Hills, a California corporation

City Council Approval Date: [INSERT APPROVAL DATE HERE]

STANDARD CONDITIONS OF APPROVAL

1. The Owner and occupant(s) of the property to which this conditional use permit applies shall comply with all of the conditions of approval as part of CONDITIONAL USE PERMIT CUP-2025-0002 ("conditional use permit"). Failure to comply with any one or more of the conditions imposed herein constitute grounds for revocation of said conditional use permit by the City Council.

This conditional use permit allows all of the following:

- Establishment of a small group learning and tutoring services use

This conditional use permit amends Conditional Permit CP-1531, which was approved by the County of Orange prior to the City's incorporation. The conditions of approval for Conditional Permit CP-1531 continue to apply and are incorporated herein by this reference. The conditions of approval for Conditional Permit CP-1531 are supplemented by these additional conditions of approval for Conditional Use Permit CUP-2025-0002.

2. This conditional use permit shall be constructed, developed, used, operated, and permanently maintained in accordance with the terms of the application, plans, drawings, and conditions imposed herein.
3. The Owner and occupant(s) of the property to which this conditional use permit applies shall comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations, as they pertain to the improvements and uses sought in this application, and such requirements are made a condition of this approval. These include, but are not limited to, all requirements related to building permits, encroachment permits, grading permits, and sign permits; engineering review, landscaping review, water quality review, and plan review, generally, of proposed construction plans; accessibility, including accessibility required by the federal Americans with Disabilities Act; best management practices and other

ITEM 8.3 – Exhibit A to Attachment A

actions or improvements required by National Pollutant Discharge Elimination System permit(s); and, restrictions on parking, circulation, lighting, and noise.

4. This conditional use permit does not eliminate the need to obtain building permits, encroachment permits, grading permits, or sign permits, nor does it include any action or finding as to compliance or approval of any other applicable federal, state or local ordinance, regulation, rule, or requirement.
5. This conditional use permit does not include any approval for signage, nor does it represent or imply that any signage proposed in connection with this application, or at any time in the future, will or will not be approved by the City.
6. **Public Safety Services:** In the event of repeated or disproportionately high numbers of calls for law enforcement or other public safety service, or based upon input from the Orange County Sheriff's Department (or successor law enforcement agency) or surrounding residents or businesses, the City Manager may require, at his/her/their discretion, that the Owner and occupant(s) of the property to which this conditional use permit applies provide at their own cost additional on-site security and/or safety measures, as may be reasonably calculated to address situations or circumstances leading to or causing such increased calls for service, or complaints or comments from surrounding residents or businesses. For the purpose of this condition, "repeated or disproportionately high numbers of calls" shall be determined following the nuisance abatement procedure set forth in Laguna Woods Municipal Code Chapter 1.08, as may change from time to time, with the City Council's declaration of a public nuisance required. Use of this remedy shall be at the sole discretion of the City and nothing in this condition shall prevent the City from initiating civil, criminal, or other legal or equitable proceedings as an alternative to the procedure outlined herein.
7. **Inspection:** City staff, or their authorized representatives, shall have the right to access and enter the property to which this conditional use permit applies to make reasonable Owner- or occupant(s) of the property to which this conditional use permit applies-authorized scheduled inspections, or unscheduled inspections in areas otherwise open to the public, to observe and enforce compliance with the conditions imposed herein. Except for inspections meant to investigate matters that would constitute imminent threats to public health, safety, or welfare, or inspections authorized by a court order, the City shall make reasonable efforts to request inspections of areas that are not open to the public at least seventy-two (72) hours in advance.
8. **Responsibility for Costs Incurred:** In accordance with policies adopted by the City, the Owner and occupant(s) of the property to which this conditional use permit applies shall be responsible for costs incurred as a result of local law enforcement, public safety, or code enforcement investigation/inspection that results in a finding

ITEM 8.3 – Exhibit A to Attachment A

of violation of any applicable laws and/or conditions imposed herein.

9. **Modification of Conditions of Approval:** Any request to modify conditions imposed herein shall be made in accordance with policies adopted by the City at the time such request is made.
10. **Revocation:** This conditional use permit may be revoked in accordance with Laguna Woods Municipal Code Section 13.24.080, as may change from time to time, for any of the reasons set forth therein, which include, but are not necessarily limited to, failure to comply with any condition imposed herein.
11. **Transfer:** In the event of transfer of the property to which this conditional use permit pertains, the transferee shall, prior to exercising the rights granted hereunder, arrange and attend a conference with the City to review the conditions imposed herein, and document the manner in which activities will occur and the manner in which conditions imposed herein will be met. The transferee may, alternatively, file with the City a signed letter confirming receipt of these conditions, prior to exercising the rights granted hereunder. In either case, the Owner's obligations with respect to this condition are satisfied by consenting to the recordation of these conditions in the office of the Clerk-Recorder for the County of Orange.
12. **Termination:** Upon approval, this conditional use permit shall become null and void (A) upon failure to obtain all necessary building permits to construct this project within 365 calendar days of the date this conditional use permit is approved, (B) upon the expiration of any building permit, due to inactivity, obtained to construct this project, or (C) after this project has been constructed, 365 calendar days after such time the approved use at the property to which this conditional use permit applies ceases to be operated as noted by lapse of California Department of Tax & Fee Administration (or successor agency) permit or date documented by City staff following site verification of abandonment or discontinuance. The City Manager may grant an extension of up to 365 calendar days to obtain any necessary building permit upon a showing of financial hardship or other adequate justification by the applicant, and provided the associated building plans comply with the then-current Laguna Woods Municipal Code and California Building Standards Code at the time the building permit(s) is(are) issued. Nothing in this condition is intended to, nor will be interpreted by the City, as limiting the ability for City-issued permits to be extended as allowed by applicable law.
13. **Indemnification:** The Owner and occupant(s) of the property to which this conditional use permit applies, and successor(s) in interest, shall as a condition of issuance of this approval, at its sole expense, defend, indemnify, and hold harmless the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers ("INDEMNITEES") from any claim, action, or proceeding against the INDEMNITEES to attach, set aside, void or annul an approval of the City

ITEM 8.3 – Exhibit A to Attachment A

Council or other decision-making body, or staff action concerning this conditional use approval, or its implementation, except when occurring solely as a result of the negligent or willful acts or omissions of the INDEMNITEES. The Owner and occupant(s) of the property to which this conditional use permit applies shall pay all of the City's defense costs incurred by counsel of the City's choosing, and shall reimburse the City for any and all court costs and other parties' attorney fees that the City may be required by a court to pay as a result of such defense. The Owner and occupant(s) of the property to which this conditional use permit applies may at their sole discretion participate in the defense of any such action under this condition, with its own counsel.

14. **Requirement to Acknowledge Conditions of Approval:** The Owner shall sign and have notarized (acknowledgement) the "Owner Acknowledgement of Conditions of Approval for Conditional Use Permit CUP-2025-0002" and return one wet-signed original to the City Manager with a copy of a recordable legal description of all affected properties in form acceptable to the City Manager.

SPECIAL CONDITIONS OF APPROVAL

15. This conditional use permit is for a small group learning and tutoring services use only. It does not authorize any private or public elementary school, secondary school, college, university, business school, trade school, or technical school. It also does not authorize any "day care center" or other use required to be licensed by the State of California Department of Social Services. For the purpose of this conditional use permit, "small group learning and tutoring services use" means an educational use that provides instruction, tutoring, and enrichment services to persons 18 years of age and younger as a supplement to homeschooling or any public or private schooling that such persons receive in locations other than the location to which this conditional use permit applies.
16. This conditional use permit does not authorize any physical modification of the property to which this conditional use permit applies. The small group learning and tutoring services use shall operate entirely indoors.
17. The small group learning and tutoring services use may operate on Mondays, Tuesdays, Thursday, and Fridays during hours not to exceed 9:00 a.m. to 2:00 p.m. No operation is permitted on Wednesdays, Saturdays, or Sundays.
18. No more than 50 clients of the small group learning and tutoring services use may be present at the location to which this conditional use permit applies at any given time. All clients shall be 18 years of age or younger. For the purpose of this condition, "client" includes any person receiving educational instruction, tutoring, and/or enrichment services from the small group learning and tutoring services use. If parents, guardians, and/or chaperones are permitted to be present at the location to

ITEM 8.3 – Exhibit A to Attachment A

which this conditional use permit applies, all parents, guardians, and chaperones present at the location shall be counted toward the maximum of 50 clients for purposes of this condition.

19. The small group learning and tutoring services use shall not result in any exceedance of any maximum building or room occupancy established by applicable law or regulation, either on its own or when considered in conjunction with all other uses occurring at the property to which this conditional use permit applies.
20. The small group learning and tutoring services use is located on a parcel with other uses and utilizes a parking lot that is shared by other uses located on the same parcel, as well as uses located on an adjacent parcel. The small group learning and tutoring services use shall not be operated in a manner that results in a reduction of the number of available off-street parking spaces existing as of the date of this approval (264 spaces) – either permanently or temporarily – except as may be necessary for employee and customer parking, or as may be authorized pursuant to permits approved by the City. Any such permits shall require the written consent of all other property owners sharing the parking lot.
21. Irrespective of the Applicant's submittals to obtain this conditional use permit, no parking spaces shall be marked, striped, or signed as "reserved" or for exclusive use of the small group learning and tutoring services use.

[SIGNATURE ON NEXT PAGE]

ITEM 8.3 – Exhibit A to Attachment A

**OWNER ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL FOR
CONDITIONAL USE PERMIT CUP-2025-0002 (“ACKNOWLEDGEMENT”)**

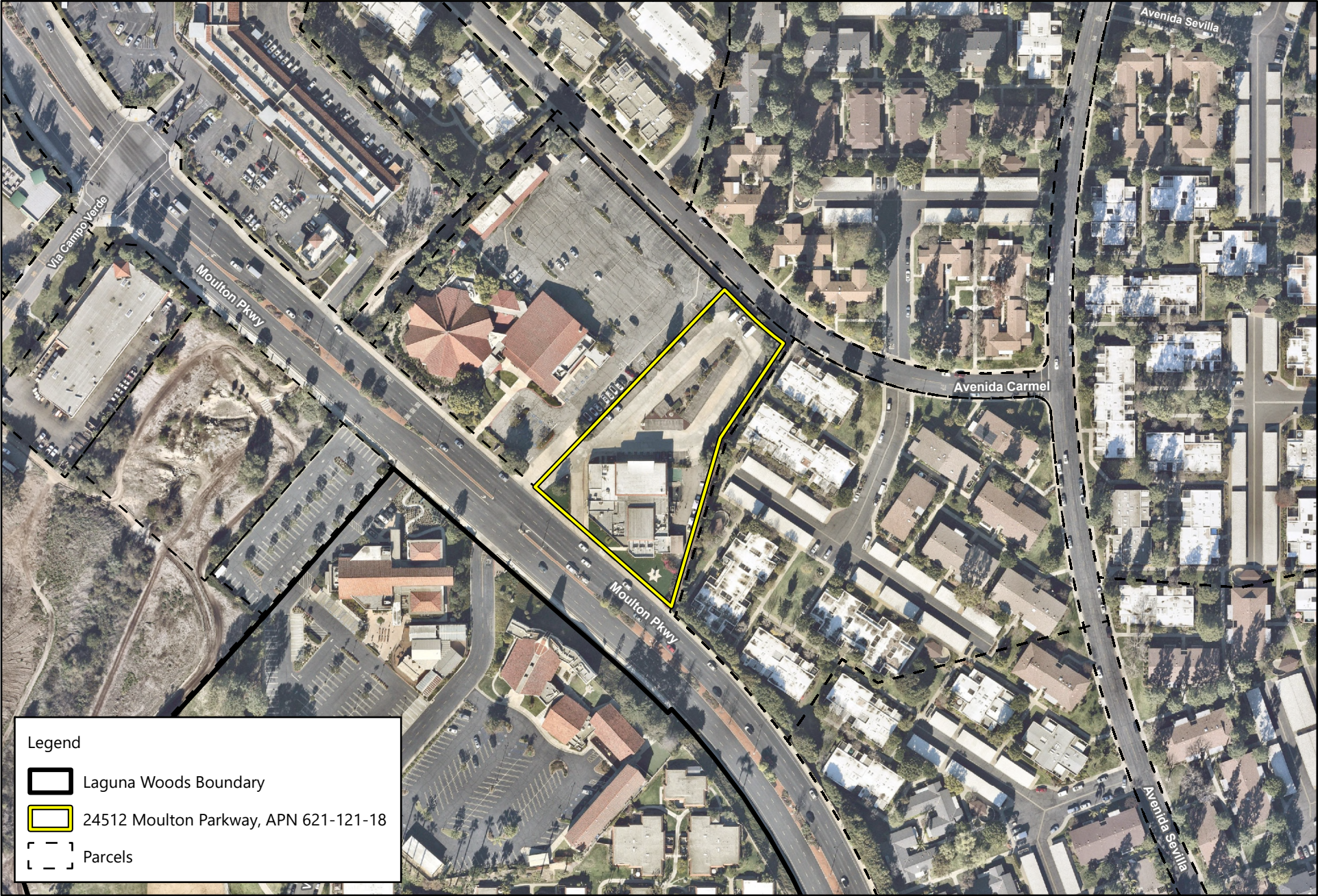
1. **ACKNOWLEDGEMENT OF CONDITIONS OF APPROVAL.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner has reviewed all Conditions of Approval for Conditional Use Permit CUP-2025-0002 and has had the opportunity to consult with legal counsel regarding them as the Owner has deemed appropriate.
2. **PURPOSE.** The purpose of this ACKNOWLEDGEMENT is to ensure the Owner is aware of the Conditions of Approval for Conditional Use Permit CUP-2025-0002, which “run with the land.” References to “Owner” in the Conditions of Approval for Conditional Use Permit CUP-2025-0002 are not intended to, and will not be interpreted by the City as, conferring any additional legal responsibility or liability upon the Owner beyond that which otherwise exists in applicable law, or otherwise changing the Owner’s existing legal obligations.
3. **RECORDATION.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner consents to the recordation of the Conditions of Approval for Conditional Use Permit CUP-2025-0002, including this ACKNOWLEDGEMENT, in the office of the Clerk-Recorder for the County of Orange.
4. **AUTHORITY TO EXECUTE.** The person or persons executing this ACKNOWLEDGEMENT on behalf of the Owner represents and warrants that he/she/they has/have the authority to so execute this ACKNOWLEDGEMENT and to bind the Owner to its obligations hereunder.
5. **SEVERABILITY.** If any term, condition or covenant of this ACKNOWLEDGEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this ACKNOWLEDGEMENT shall not be affected thereby and the ACKNOWLEDGEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

Property Owner – Temple Judea of Laguna Hills, a California corporation

Signature: _____ Date: _____

Full Name: _____ Title: _____

SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.



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9.1

**POTENTIAL LEASE OF A PORTION OF THE REAL
PROPERTY COMMONLY KNOWN AS CITY
CENTRE PARK LOCATED AT 24121 MOULTON
PARKWAY, LAGUNA WOODS, CA 92637**

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: November 19, 2025 Regular Meeting

SUBJECT: Potential lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637

Recommendation

1. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DECLARING THE PORTION OF THE REAL PROPERTY COMMONLY KNOWN AS CITY CENTRE PARK LOCATED AT 24121 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 (ORANGE COUNTY ASSESSOR'S PARCEL NUMBER 616-012-18) THAT WOULD BE LEASED TO THE ORANGE COUNTY FIRE AUTHORITY FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A NEW FIRE STATION AND FOR PUBLIC SAFETY PURPOSES TO BE "EXEMPT PUBLIC LAND" AS THAT PHRASE IS DEFINED IN THE CALIFORNIA SURPLUS LAND ACT

AND

2. Discuss and provide feedback to staff on the proposed ground lease agreement with the Orange County Fire Authority for the lease of a portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (Orange County Assessor's Parcel Number 616-012-18) to the Orange County Fire Authority for the construction, operation, and maintenance of a new fire station and for public

safety purposes.

Note Regarding Potential Action: Due to the California Surplus Land Act, the City Council is unable to act on a motion to approve the proposed ground lease agreement at today's meeting.

Background

Potential New Fire Station Project

On September 21, 2022, the City Council conceptually approved, in non-binding concept, a series of actions that, if implemented, would result in the long-term lease of approximately 0.32 acres of the 0.56 acre City Centre Park property (24121 Moulton Parkway, Laguna Woods, CA 92637; Orange County Assessor's Parcel Number: 616-012-18) for use as a new Orange County Fire Authority ("OCFA") fire station. In doing so, the City Manager and City Attorney were authorized to take actions and incur costs necessary to:

- (a) Comply with applicable state laws regarding the lease of park property for non-park purposes, and other state laws as may be determined to apply;
- (b) Unencumber the property of deed restrictions that would otherwise preclude the construction and operation of a fire station;
- (c) Negotiate – for future consideration by the City Council – agreements with the OCFA for the construction and operation of a fire station including, but not limited to, a long-term land-lease agreement;
- (d) Partner with the OCFA to contact surrounding property owners to discuss a potential new fire station and solicit input on factors to be considered during any future design, construction, and operation;
- (e) Coordinate with the OCFA on matters affecting the design of a fire station including, but not limited to, modifications and easements related to traffic control devices, medians, sidewalks, and other City property, and public access to the remaining portion of City Centre Park; and
- (f) Negotiate and enter into cost recovery agreements with the OCFA to reimburse the City for those costs associated with this project which are

mutually agreed upon as the OCFA's responsibility.

On September 30, 2023, California Senate Bill 475 (Min, Chapter 287, Statutes of 2023) ("SB 475") was signed into law by Governor Newsom. SB 475 authorizes the City to use a portion of the City Centre Park property as a fire station and for public safety purposes. Obtaining the State's authorization was necessary due to the property having been previously improved using grant monies from Proposition 40 (2002), the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002. Staff notes that then-Senator Min's authorship of SB 475 and Assemblymember Dixon's support as a co-author were crucial in moving SB 475 forward. City Manager Macon and the OCFA's then-Legislative Affairs Manager provided testimony in support of SB 475 at the California Senate Committee on Governance and Finance meeting in Sacramento on April 26, 2023.

As a condition of removing a portion of the City Centre Park property from park use, SB 475 requires that \$212,000 in capital improvements be made to the portion of the property that would remain a park. The capital improvements are required to enhance the recreational utility of the park. As required by SB 475, the City held two community meetings (August 12 and August 15, 2024) to solicit input on the capital improvements. The City Council approved a conceptual plan for the capital improvements on September 18, 2024, which was submitted to the California Department of Parks and Recreation on October 17, 2024. That same day, the California Department of Parks and Recreation confirmed receipt of the conceptual plan. While the California Department of Parks and Recreation has yet to provide feedback on the conceptual plan, in the interest of time, staff has proceeded with formal design of the "City Centre Park Enhancement Project" and anticipates soliciting competitive bids for construction in January 2026.

On August 21, 2024, the City Council voted to accept a quitclaim deed from the Golden Rain Foundation of Laguna Woods conveying to the City the interest in a portion of a sewer easement at the City Centre Park property. Accepting the quitclaim deed unencumbered the City Centre Park property of a deed restriction that might otherwise complicate or preclude the potential future construction and operation of a fire station on the property. Staff notes, with appreciation, the Golden Rain Foundation of Laguna Woods and Village Management Services' support in successfully addressing this sewer easement matter.

On December 18, 2024, the City Council voted to accept a grant of non-exclusive conditional easement from the El Toro Water District providing for use of the El

Toro Water District's existing utility roadway and driveway leading to its P-1 Pump Station in connection with the potential construction of a fire station at the City Centre Park property. The easement contemplates that future improvements to the El Toro Water District's property may be necessary and establishes a deadline for the City and El Toro Water District to enter into a separate agreement for such improvements prior to any construction and no later than December 31, 2026. Staff notes, with appreciation, the El Toro Water District's support in ensuring that sufficient area is available to facilitate the potential construction of a fire station.

City Manager Macon and OCFA Division Chief Summers made a presentation on the potential construction of a fire station at the City Centre Park property to the Golden Rain Foundation of Laguna Woods Board of Directors on August 5, 2025. City Manager Macon made a similar presentation to the Third Laguna Hills Mutual Board of Directors on August 19, 2025. Both boards of directors were supportive of the potential construction of a fire station at the City Centre Park property.

Staff made several attempts to meet with Ayres Hotel management regarding the potential construction of a fire station at the City Centre Park property (due to the adjacency of their hotel) but were unsuccessful in confirming a meeting date. Staff remain willing to meet with Ayres Hotel management.

California Surplus Land Act

The California Surplus Land Act (California Government Code sections 54220-54234) sets forth regulations pertaining to land owned in fee simple by any city or other local agency for which the local agency's governing body determines is not necessary for the local agency's use. The California Surplus Land Act requires that cities and other local agencies declare land to be either "surplus land" or "exempt surplus land," as supported by written findings, before taking any action to lease or otherwise dispose of such land consistent with a local agency's policies or procedures. Land declared to be "surplus land" is generally required to be offered to other public agencies and housing sponsors first, while land declared to be "exempt public land" may be more readily disposed of.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on a proposed resolution declaring the portion of the City Centre Park property that would be leased to the OCFA for the construction, operation, and maintenance of a

new fire station and for public safety purposes to be “exempt public land” as that phrase is defined in the California Surplus Land Act (Attachment A). The City Council and members of the public are also invited to provide feedback on the proposed ground lease agreement with the OCFA (Attachment B).

“Exempt Public Land” Declaration

California Surplus Land Act Section 54221(f)(1)(B) allows cities and other local agencies to declare land to be “exempt surplus land” if the land is “less than one-half acre in area and is not contiguous to land owned by a state or local agency that is used for open-space or low- and moderate-income housing purposes.” Staff advises that such an exemption applies to the proposed ground lease agreement due to the land being approximately 0.32 acres in area. While there is contiguous land that is owned by a local agency (the El Toro Water District), it is used for water infrastructure purposes rather than open space or housing.

California Surplus Land Act Section 54221(f)(1)(D) allows cities and other local agencies to declare land to be “exempt surplus land” if the “local agency is transferring [such surplus land] to another local, state, or federal agency, or to a third-party intermediary for future dedication for the receiving agency’s use, or to a federally recognized California Indian tribe.” Staff advises that such an exemption applies to the proposed ground lease agreement due to the land being transferred to another local agency (the OCFA, a California joint powers authority) for the OCFA’s use (for the construction, operation, and maintenance of a new fire station) with some use for public safety purposes by the City (office space for the Orange County Sheriff’s Department (or successor law enforcement provider) and City of Laguna Beach Police Department (or successor animal services provider)).

If the City Council adopts the proposed resolution at today’s meeting, staff would submit the resolution to the California Department of Housing and Community Development (“HCD”), as required by the California Surplus Land Act. HCD would then have 30 days to consider and make findings as to whether the proposed ground lease agreement would violate the California Surplus Land Act. The City Council is unable to act on a motion to approve the proposed ground lease agreement until HCD’s 30-day review period has lapsed but may discuss the proposed ground lease agreement and provide feedback to staff.

If HCD provides the City with a findings letter that the proposed ground lease would not violate the California Surplus Land Act prior to the December 17, 2025

City Council meeting, the City Council could consider approval of the proposed ground lease agreement on December 17, 2025. If HCD takes its full 30-day review period to make such a finding, staff will ask the City Council to schedule an adjourned regular meeting for some time after its meeting on December 17, 2025.

Key Terms of the Proposed Ground Lease Agreement

- Lease Premises: OCFA to lease approximately 0.32 acres oriented toward the Moulton Parkway side of the property (approximately 0.24 acres would remain a park). City to remain the underlying property owner.
- Term: 99 years (December 23, 2025 through December 22, 2124).
- Rent: None.
- Consideration (payments from OCFA to City): One-time payment for pre-development costs: \$200,000, reimbursement for up to \$750,000 in costs associated with the City Centre Park Enhancement Project.
- Noise Control: Prohibitions of (1) testing and all other non-emergency use of sirens on the Lease Premises and (2) non-emergency, outdoor use of stereos, public address systems, and other amplified sound.
- Public Sidewalk: OCFA to construct a minimum five-foot-wide sidewalk connecting Moulton Parkway to City Centre Park. City to own and maintain the sidewalk following construction. There is insufficient space to construct a wider multimodal trail to accommodate golf cart traffic.
- City Use: OCFA to construct facilities inside the fire station for use by City's law enforcement and animal services providers (the Orange County Sheriff's Department and City of Laguna Beach Police Department). The facilities include lockers for at least eight people, a kitchenette, a single-occupancy accessible restroom, a janitorial closet with a floor service sink, office space, and storage, as well as the provision of all necessary utilities and services and two dedicated parking stalls. OCFA to allow City to install and maintain pole-mounted surveillance cameras on the Lease Premises to surveil the sidewalk, park, and public right-of-way.

- Landscaping: Beginning 180 days after completion of the City Centre Park Enhancement Project, OCFA to perform certain ongoing park maintenance activities related to mulch and decomposed granite surfaces.
- El Toro Water District: OCFA required to comply with the easement entered into between the City and El Toro Water District. The easement is attached as Exhibit B to the proposed lease agreement.
- Insurance/Indemnification: OCFA to provide insurance and indemnification subject to terms that have been reviewed by the City Attorney's Office and the California Joint Powers Insurance Authority ("CJPIA").
- Termination: City may terminate the ground lease agreement with 30 days' written notice if the OCFA (1) has not obtained City's approval of the site development permit contemplated in the ground lease agreement by June 30, 2027 or (2) has not commenced operation of a fire station on the Lease Premises by December 31, 2029.
- Ownership of Improvements: The fire station and other OCFA-constructed improvements remaining on the Lease Premises shall become City property upon expiration or earlier termination of the ground lease agreement.

Other Required Approvals and Permits

The proposed lease agreement would require the OCFA to obtain various other approvals and permits, including:

- Building permits, encroachment permits, grading permits, and sign permits from the City, as well as any other required approvals and permits from the City, El Toro Water District, and other agencies (Sections 7.a, 10.a, 10.c, and 10.d) *[Note: Depending on the proposed signage, the OCFA may be required to obtain the City Council's approval of a sign program (Section 10.c).]*
- City Manager's approval to relocate, replace, or otherwise modify the existing irrigation controller (Section 1)
- City Engineer's approval of the public sidewalk design and an encroachment permit for construction of the same (Section 4.d)

- City Manager's approval of the location of, design of, and finish selections for the City's facilities inside the fire station (Section 6.c)
- City Manager and City Engineer's approval of the construction and alteration of traffic control devices, driveways, public right-of-way, and other circulation infrastructure (including the timing and programming thereof) (Section 10.a) *[Note: This would include the modification of medians and traffic signals necessary to allow fire engines to make left turns onto El Toro Road.]*
- City's approval of a site development permit including, but not limited to, the design of all buildings, structures, and facilities (Section 10.a) *[Note: Due to significant public interest in this project, the City Manager would defer approval of the site development permit to the City Council.]*
- City Manager's approval of a landscape documentation package concurrent with approval of the required site development permit (Section 10.b)

Temporary Construction Fence

A temporary construction fence would be installed around the Lease Premises shortly after the effective date of the ground lease agreement until construction of the new fire station is complete. This is consistent with SB 475's requirement for the Lease Premises to be removed from public recreation use by January 1, 2026.

Fiscal Impact

The proposed ground lease agreement would have a generally positive impact on the City's finances. Payments from the OCFA for pre-development costs and the costs of designing and constructing the City Centre Park Enhancement Project would total as much as \$950,000. The City's maintenance responsibilities for City Centre Park would decrease due to the reduced size of the park and the OCFA's assumption of certain maintenance responsibilities. The City would incur new costs associated with furnishing its facilities inside the fire station and providing janitorial services for the same, but those costs would be significantly less than the costs the City would have incurred to construct those facilities.

Attachments: A – Proposed Resolution
B – Proposed Ground Lease Agreement

RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DECLARING THE PORTION OF THE REAL PROPERTY COMMONLY KNOWN AS CITY CENTRE PARK LOCATED AT 24121 MOULTON PARKWAY, LAGUNA WOODS, CA 92637 (ORANGE COUNTY ASSESSOR'S PARCEL NUMBER 616-012-18) THAT WOULD BE LEASED TO THE ORANGE COUNTY FIRE AUTHORITY FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A NEW FIRE STATION AND FOR PUBLIC SAFETY PURPOSES TO BE "EXEMPT PUBLIC LAND" AS THAT PHRASE IS DEFINED IN THE CALIFORNIA SURPLUS LAND ACT

WHEREAS, the California Surplus Land Act (California Government Code sections 54220-54234) sets forth regulations pertaining to land owned in fee simple by any city or other local agency for which the local agency's governing body determines is not necessary for the local agency's use; and

WHEREAS, the California Surplus Land Act requires that cities and other local agencies declare land to be either "surplus land" or "exempt surplus land," as supported by written findings, before taking any action to lease or otherwise dispose of such land consistent with a local agency's policies or procedures; and

WHEREAS, California Surplus Land Act Section 54221(f)(1)(B) allows cities and other local agencies to declare land to be "exempt surplus land" if the land is "less than one-half acre in area and is not contiguous to land owned by a state or local agency that is used for open-space or low- and moderate-income housing purposes"; and

WHEREAS, California Surplus Land Act Section 54221(f)(1)(D) allows cities and other local agencies to declare land to be "exempt surplus land" if the "local agency is transferring [such surplus land] to another local, state, or federal agency, or to a third-party intermediary for future dedication for the receiving agency's use, or to a federally recognized California Indian tribe"; and

WHEREAS, the City Council intends to take action on whether to lease an approximately 0.32 acre portion of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (Orange County Assessor's Parcel Number 616-012-18) ("Premises") to the Orange County Fire Authority for the construction, operation, and maintenance of

a new fire station and for public safety purposes. The legal description of the Premises and a plat map exhibit are included in Exhibit A attached hereto and incorporated herein by this reference; and

WHEREAS, as part of any potential lease of the Premises to the Orange County Fire Authority, the City Council plans to require that the City to allowed to use portions of the Premises within the fire station as office space for the Orange County Sheriff’s Department (or successor law enforcement provider) and City of Laguna Beach Police Department (or successor animal services provider).

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

SECTION 1. The above recitals are true and correct.

SECTION 2. The City Council hereby declares the Premises to be exempt surplus land pursuant to California Surplus Land Act Section 54221(f)(1)(B). In doing so, the City Council finds that the exemption is true and correct due to the land being less than one-half acre in area (approximately 0.32 acres). While there is contiguous land that is owned by a local agency (the El Toro Water District), it is used for water infrastructure purposes rather than open space or housing. None of the land contiguous to the Premises is owned by a state or local agency and used for open-space or low- and moderate-income housing purposes.

SECTION 3. The City Council hereby declares the Premises to be exempt surplus land pursuant to California Surplus Land Act Section 54221(f)(1)(D). In doing so, the City Council finds that the exemption is true and correct due to the land being transferred to another local agency (the Orange County Fire Authority, a California joint powers authority) for the Orange County Fire Authority’s use (for the construction, operation, and maintenance of a new fire station) with some use for public safety purposes by the City (office space for the Orange County Sheriff’s Department (or successor law enforcement provider) and City of Laguna Beach Police Department (or successor animal services provider)).

SECTION 4. The Mayor Pro Tem shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

[SIGNATURES ON NEXT PAGE]

PASSED, APPROVED AND ADOPTED on this XX day of XX 2025.

ANNIE MCCARY, Mayor Pro Tem

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 25-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 2025, by the following vote:

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

YOLIE TRIPPY, CMC, City Clerk

EXHIBIT A – Page 1 of 2

**EXHIBIT "A"
LEGAL DESCRIPTION**

BEING A PORTION OF PARCEL 5 OF PARCEL MAP IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 103, PAGES 38 THROUGH 41, INCLUSIVE OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL 2, LOT LINE ADJUSTMENT LL94-028, RECORDED SEPTEMBER 3, 1996 AS INSTRUMENT NO. 19960448212, OFFICIAL RECORDS OF THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 60°31'26" EAST, ALONG THE NORTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 62.00 FEET TO THE EASTERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 29°28'37" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 154.56 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE EASTERLY AND HAVING A RADIUS OF 170.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AND THE EASTERLY LINE OF SAID PARCEL 2 A DISTANCE OF 50.24 FEET AND THROUGH A CENTRAL ANGLE OF 16°55'55";

THENCE SOUTH 90°00'00" WEST 79.68 FEET TO THE NORTHWESTERLY LINE OF SAID PARCEL 2;

THENCE NORTH 29°28'34" EAST, ALONG THE NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 243.28 FEET TO THE **TRUE POINT OF BEGINNING**.

SAID DESCRIPTION CONTAIN 14,132 SQUARE FEET, MORE OR LESS.

ON POINT LAND SURVEYING, INC.

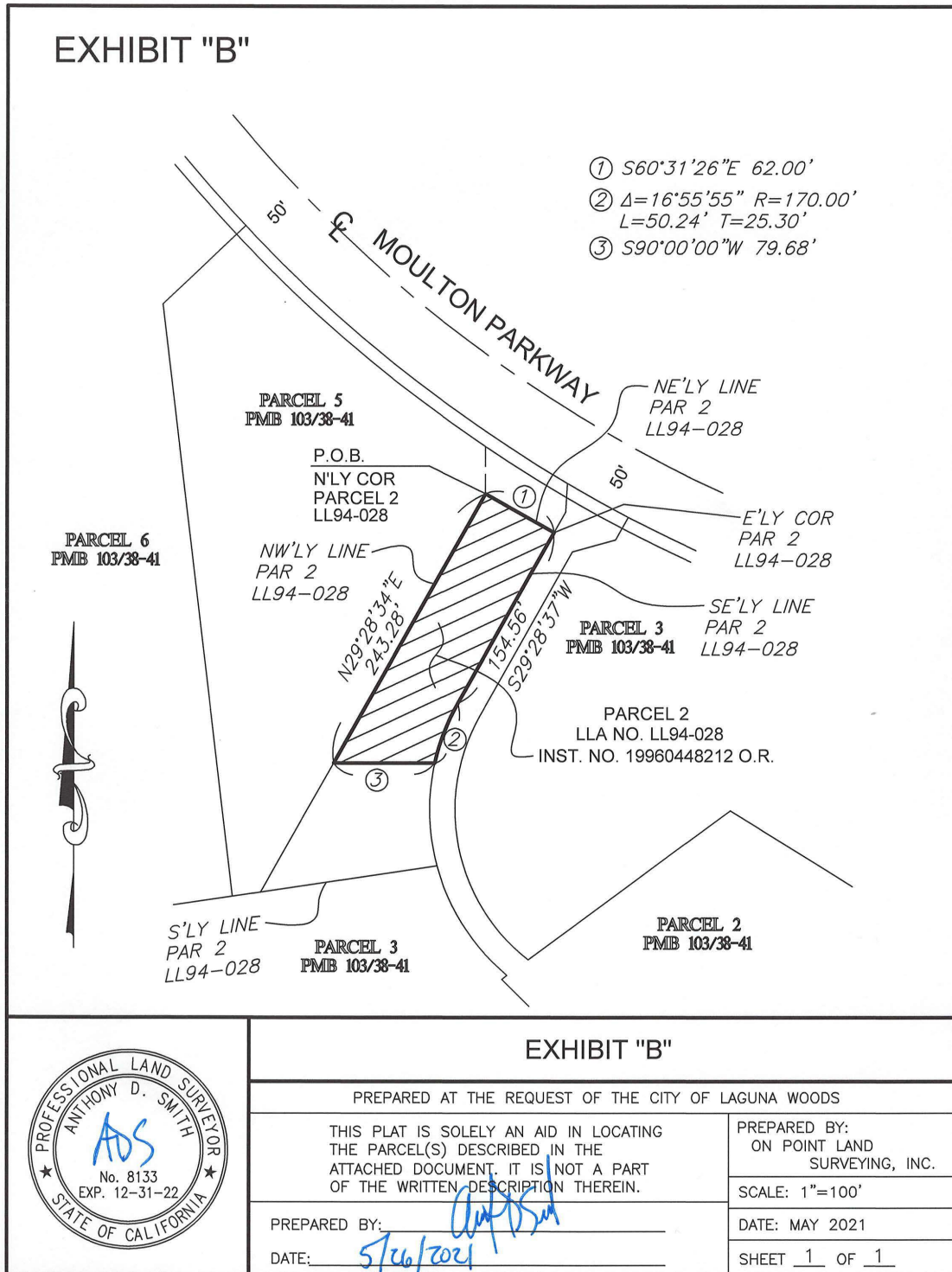
PREPARED BY:

ANTHONY D. SMITH, PLS 8133

DATE: 5/26/2021



PAGE 1 OF 1

EXHIBIT A – Page 2 of 2

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GROUND LEASE – FIRE STATION NO. 12

This Ground Lease (this “Lease”) is made and entered into this _____ day of _____, 2025 (“Execution Date”) by and between the City of Laguna Woods, a California municipal corporation (“City”) and the Orange County Fire Authority, a California joint powers authority (“Authority”).

RECITALS

A. City is fee owner of the real property commonly known as City Centre Park located at 24121 Moulton Parkway, Laguna Woods, CA 92637 (“Park Property”); and

B. City desires to lease to Authority and Authority desires to lease from City a portion of the Park Property for the construction, operation, and maintenance of a new fire station.

NOW THEREFORE, for good and valuable consideration, City hereby leases to Authority and Authority hereby leases from City a portion of the Park Property hereinafter described upon all of the following terms and conditions:

1. **PREMISES.** The legal description of the “Premises” and a plat map exhibit are included in Exhibit A attached hereto and incorporated herein by this reference. Any improvements existing on the Premises at the Effective Date of this Lease shall become Authority’s property; provided, however, that the irrigation controller located within the Premises shall remain City’s property, and City shall retain access and control over the use of the irrigation controller and associated wires, pipes, conduits, and tubes (“Irrigation Controller”), for use in connection with City-maintained landscaping on the Premises. If Authority needs to relocate, replace, or otherwise modify Irrigation Controller, Authority shall obtain the prior written approval of City’s City Manager. Authority may use, sell, demolish, remove, or otherwise dispose of the existing improvements, except for Irrigation Controller, following the Effective Date of this Lease. City shall receive no compensation for the improvements other than the performance of Authority’s covenants expressed in this Lease.

2. **TERM.** The term of this Lease shall be ninety-nine (99) years, commencing on December 23, 2025 (“Effective Date”) and ending at 11:59 p.m. on December 22, 2124.

3. **CONSIDERATION.**

a. ***One-Time Payment – Pre-Development Costs.*** Authority shall pay to City as consideration for the execution of this Lease and the actions taken by City, at City’s expense, to secure the legislative and easement approvals necessary to allow for the construction, operation, and maintenance of a fire station on the Premises and complete the conceptual design for City’s City Centre Park Enhancement Project, a one-time payment of Two Hundred Thousand Dollars and Zero Cents (\$200,000.00) payable

within thirty (30) calendar days following City's approval of the site development permit contemplated in Section 10.a of this Lease.

b. *One-Time Payment – City Centre Park Enhancement Project.* Authority shall reimburse City for all actions taken by City, at City's expense, beginning January 1, 2025 and ending December 31, 2026, to design and construct the capital improvements contemplated in California Senate Bill 475 (Min, Chapter 287, Statutes of 2023) and as City deems necessary to complete its City Centre Park Enhancement Project, up to a maximum of Seven Hundred and Fifty Thousand Dollars and Zero Cents (\$750,000.00) payable within thirty (30) calendar days of each invoice submitted by City to Authority, which shall be submitted no more frequently than every thirty (30) days. Authority's obligation to pay City's invoices contemplated in this section shall begin on the date City approves the site development permit contemplated in Section 10.a of this Lease.

4. CERTAIN FIRE STATION AND VEHICLE REQUIREMENTS.

a. *Site Security During Pre-Construction and Construction.* No later than thirty (30) calendar days from the Effective Date of this Lease, Authority shall install a temporary construction fence around the Premises to prevent entry by any unauthorized persons. Such temporary construction fence shall be made of steel chain link, outfitted with a green fabric privacy windscreen in good condition, securely fastened at all corners of each fence panel, and remain locked at all times when not attended. The temporary construction fence shall be removed upon the completion of construction of the new fire station contemplated by this Lease.

b. *Fire Station 12.* For the duration of this Lease, Authority shall do all of the following at the fire station to be constructed on the Premises ("Fire Station 12"):

i. Exterior signage shall identify no city other than "City of Laguna Woods."

ii. Due to the limited confines of the Premises, no public events, giveaways, or other functions that could be reasonably seen to encourage members of the public to visit the Premises shall occur including, but not limited to, open houses, toy drives, and sandbag giveaways.

iii. Prohibit testing and all other non-emergency use of sirens on engines, ladder trucks, and other vehicles on the Premises.

iv. Prohibit the use of stereos, public address systems, and other amplified sound outside of any fully enclosed buildings on the Premises, except as may be required for emergency use (including, but not limited to, in connection with any outdoor exercise areas).

v. Allow City to install and maintain poles and surveillance cameras mounted on such poles on the Premises for the purpose of surveilling the public sidewalk contemplated in Section 4.d and the public right-of-way and public park property adjacent to the Premises, free of consideration and subject only to the approval of Authority's Fire Chief or his/her/their designee, whose approval shall not be unreasonably withheld.

c. *Vehicles Regularly Assigned to Fire Station 12.* Before placing any vehicles regularly assigned to Fire Station 12 into service, Authority shall do all of the following:

i. For vehicle signage (text and graphics) on all engines, ladder trucks, and other vehicles regularly assigned to Fire Station 12, such signage shall identify "City of Laguna Woods" before any other city. Vehicle signage shall be maintained in this manner for the duration of this Lease.

d. *Access from Moulton Parkway to City Centre Park.* No later than the date City issues a certificate of occupancy to Authority for Fire Station 12, Authority shall construct a public sidewalk of at least five (5) feet in width connecting the sidewalk along the east side of Moulton Parkway to City Centre Park in accordance with County of Orange OC Public Works Department Standard Plan(s) #1204 and/or #1205 (as applicable). Authority shall obtain the written approval of City's City Engineer prior to beginning work and shall reimburse City for its plan review and construction inspection costs of the same. Authority shall obtain an encroachment permit from City prior to the commencement of work, staging, or traffic control for the work on City property and shall pay to City all applicable fees therefore. Ownership of the sidewalk shall be as set forth by Section 13.b of this Lease.

5. TAXES AND ASSESSMENTS. All taxes and assessments which become due and payable upon the Premises shall be the full responsibility of City, and City shall cause said taxes and assessments to be paid promptly.

6. USE.

a. *Authority's Use.* Subject to the provisions of this Lease and in full compliance with all applicable standards, regulations, and requirements set forth in the Laguna Woods Municipal Code, including amendments thereto, Authority shall use the Premises primarily for the construction, operation and maintenance of a fire station and may also use the Premises for fire suppression, fire prevention, and the provision of emergency medical services.

b. *Noise.* For the purpose of this Lease, City agrees that noise generated by Authority's use of the Premises (including, but not limited, during the construction, operation, and maintenance of the fire station) shall not be considered a nuisance unless such noise fails to comply with applicable noise standards in the Laguna Woods Municipal Code, including amendments thereto. Notwithstanding the foregoing,

Authority agrees to reasonably cooperate with City to monitor and evaluate noise associated with Authority's use of the Premises including, but not limited to, allowing City to place and access noise monitors on the Premises for the purpose of evaluating compliance with the noise standards in the Laguna Woods Municipal Code.

c. *City Use of Premises.* Authority shall allow City to use portions of the Premises within the fire station as office space for the Orange County Sheriff's Department (or successor law enforcement provider) and City of Laguna Beach Police Department (or successor animal services provider). The gross floor area allocated to City's use of portions of the Premises shall be no less than 515 square feet (exclusive of hallways and similar circulation space) and shall be located on the ground floor of fire station, unless otherwise approved by City's City Manager. The location of, design of, and finish selections for the area allocated to City's use of portions of the Premises shall be subject to the approval of City's City Manager and shall generally include lockers for at least eight (8) persons, a kitchenette, a single-occupancy accessible restroom, a janitorial closet with a floor service sink, office space, and storage, as well as the provision of all necessary utilities and services and two (2) dedicated parking stalls.

7. UTILITIES AND SERVICES.

a. *Utilities.* Authority shall arrange for, and pay before delinquency the expenses of, the provision of utilities to the Premises, including water, electricity and/or other power, waste management, gas, telephone, and internet access. Authority's obligations under this section shall apply both to its use of the Premises and City's use of portions of the Premises, unless Authority constructs separately metered utilities for City's use of portions of the Premises, and except that the costs of installing and maintaining secure and/or dedicated internet lines required City or its law enforcement or animal services providers shall be paid for by City. Authority shall install and maintain a wireless internet network and allow City, its law enforcement and animal services providers, and its janitorial services provider, to use such network at no cost. At its sole cost and expense, Authority shall obtain all necessary permits, licenses, and other authorizations required for the lawful and proper installation and maintenance upon the Premises of wires, pipes, conduits, tubes, and other equipment and appliances for use in supplying any service to and upon the Premises.

b. *Janitorial.* Authority shall arrange for, and pay before delinquency, the expenses of janitorial services for the Premises. Authority's obligations under this section shall apply only to its use of the Premises (which, for the purpose of this section only, shall be deemed to include hallways and other circulation space with shared access by Authority and City). City shall provide janitorial services for its portions of the Premises contemplated in Section 8.d, except as noted in this section.

c. *Landscaping.* Authority shall arrange for, and pay before delinquency the expenses of, all landscaping services to the Premises as it may require, regardless of whether such services are expressly contemplated herein. Authority's obligations under this section shall include, but not be limited to, the landscaping services identified in

Exhibit C attached hereto and incorporated herein by this reference

d. *Other.* Authority shall arrange for, and pay before delinquency the expenses of, all other services to the Premises as it may require, regardless of whether such services are expressly contemplated herein.

8. AS-IS, WHERE-IS CONDITION. Authority acknowledges that it has had sufficient opportunity to inspect and investigate the Premises and all aspects thereof and documents pertaining thereto and it is familiar with the Premises and the condition thereof. Authority covenants and agrees that it is relying upon its own inspections, examinations, studies, and inquiries with respect to the Premises and has not relied upon any representation, warranty, or statement of City, or its agents or employees. For purposes of this Lease, the term “Hazardous Materials” shall mean any hazardous or toxic substance, material, product, byproduct, or waste which is or shall become regulated by any governmental entity, including, without limitation, the County of Orange, the State of California, or the United States government. Authority shall, upon the execution of this Lease, be deemed to have disclaimed and waived any and all objections to the physical and environmental characteristics and conditions of the Premises, including, without limitation, any underground pipelines, underground utilities, and/or any Hazardous Materials located therein or thereon and the condition of title thereto, whether or not such conditions would be disclosed by a reasonable and diligent inspection. Authority acknowledges that neither City nor any of its officers, directors, employees, agents, or representatives has made any representations, warranties, or agreements to Authority as to any matters concerning the Premises, the present use thereof, or the existence of any Hazardous Materials thereon. Authority agrees that City shall have no responsibility for any patent or latent defect or physical or environmental condition of the Premises, whether or not known or discovered. The Premises is being leased to Authority “AS-IS,” “WHERE-IS,” “WITH ALL FAULTS” without representation or warranty expressed or implied by City, by operation of law, or otherwise. This Lease is made subject to and without liability to City because of or resulting from any of the foregoing conditions or any or any other condition of the Premises or adjacent property. City expressly disclaims, which Authority acknowledges and accepts, any implied warranty or condition, and Authority, for itself, and its officers, employees, agents, representatives, affiliates, successors, and assigns, hereby releases and forever discharges on, habitability, merchantability, or fitness for a particular purpose or use.

9. QUIET ENJOYMENT. City warrants that, subject to the terms, covenants, and conditions of this Lease (including City’s use of portions of the Premises), Authority may, upon observing and complying with all the terms, covenants, and conditions of this Lease, peaceably and quietly occupy the Premises. Authority’s use of the Premises shall not interfere with City’s right to peaceably and quietly occupy portions of the Premises as contemplated in Section 6.c.

10. IMPROVEMENTS.

a. Authority agrees to obtain a site development permit from City for the

establishment of the fire station before initiating any demolition or construction activity on the Premises. Such site development permit shall include, but not be limited to, the design of all buildings, structures, and facilities associated with the establishment of the fire station and uses contemplated under this Lease. Authority acknowledges and agrees that the construction and alteration of property owned by the El Toro Water District is subject to separate approval of the El Toro Water District, and the construction and alteration of traffic control devices, driveways, public right-of-way, and other circulation infrastructure (including the timing and programming thereof) is subject to separate approval of City's City Manager and City Traffic Engineer. Authority shall obtain the aforementioned separate approvals, in writing, prior to obtaining a site development permit from City and shall include all such separately approved improvements and evidence of approvals in its application to City to obtain a site development permit. Authority shall pay City's fees for applying for and obtaining a site development permit.

b. All landscaping on the Premises shall comply with the newly installed landscape standards set forth in Laguna Woods Municipal Code Chapter 10.03 (Water Efficient Landscapes), irrespective of the applicability provisions set forth therein. Additionally, no ornamental turf grass or decorative water features shall be included in the landscape design. Authority agrees to obtain the approval of City's City Manager of a landscape documentation package concurrent with obtaining the site development permit contemplated in Section 10.a of this Lease. City shall waive its fees for Authority's obligations under this Section 10.b.

c. All signage on the Premises shall comply with the sign regulations set forth in Laguna Woods Municipal Code Chapter 13.20. If Authority chooses to pursue approval of a sign program as described therein, Authority shall pay City's fees for applying for and obtaining a sign program.

d. At its sole cost and expense, Authority agrees to obtain all approvals and permits required by law or regulation before construction or alternation of or on the Premises.

e. City shall reasonably cooperate with Authority in obtaining any approvals and permits required by law or regulation for construction or alteration of or on the Premises. Nothing herein shall constitute an approval of any permit or other entitlement.

f. For the purpose of serving only the Premises, City shall reasonably consider and process requests from public entities or public service corporations for rights-of-way or easements on or over the Premises for poles or conduits, or both, for telephone, electricity, water, sanitary or storm sewers, or both, and for other utilities and municipal or special district services, and agrees to reasonably consider and process requests to dedicate any portions of the Premises that may be required in connection with the construction or alteration of improvements and the operation and maintenance of the fire station on the Premises.

g. Authority shall pay or cause to be paid the total cost and expense of all works of improvement constructed by Authority pursuant to this Lease. Authority agrees that it will pay, or cause to be paid, all cost of labor, services or material supplied in the prosecution of any work done, or caused to be done, pursuant to this Lease. Authority shall keep the Premises and all other property on which improvements are constructed free and clear of all mechanics liens and other liens on account of work done for Authority or person claiming under Authority.

h. Authority shall provide to City all “as-built” and “record” drawings for all works of improvement constructed by Authority pursuant to this Lease.

11. COMPLIANCE WITH NON-EXCLUSIVE CONDITIONAL EASEMENT. Authority acknowledges and agrees to comply with the terms of the Grant of Non-Exclusive Conditional Easement recorded January 3, 2025, as Instrument No. 2025000001928 in the Official Records of Orange County, California, attached hereto as Exhibit B (the “Easement”) and incorporated herein by this reference. In addition to the indemnification provisions in Section 17, Authority shall indemnify and save harmless City and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which City and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of Authority, its officers, officials, agents, or employees, invitees, or licensees in connection with Authority’s use of the Easement Area, as that term is defined in the Easement.

12. APPLICABLE LAWS. Authority hereby covenants and warrants that Authority shall comply with all applicable laws, rules, regulations, building codes, statutes, and orders as they are applicable on the Effective Date, and as they may be subsequently amended, including, without limitation, City’s rules and regulations, in connection with its construction and operations on the Premises. Included in this provision, without limitation, is compliance with the Americans with Disabilities Act (the “ADA”) and all other federal, state, and local codes, statutes, and orders relating to disabled access as they are applicable on the Effective Date, and as they may be subsequently amended, and all regulations issued by the U.S. Attorney General or other agencies under the authorization of the ADA. City shall not be responsible for any ADA violations resulting from construction, alterations, improvements, or fixtures made or installed by Authority or the placement of Authority’s furniture, equipment, supplies, and materials.

13. OWNERSHIP OF IMPROVEMENTS.

a. *On Premises.* All improvements constructed on the Premises by Authority as permitted by this Lease shall be owned by Authority until expiration of the term or sooner termination of this Lease. Authority is permitted to modify improvements on the Premises in its sole discretion, provided that such modifications comply with the terms of this Lease and applicable laws. Upon termination or expiration of this Lease, the ownership of on premises improvements shall be governed by Section 27 of this Lease.

b. *Off Premises.* All improvements constructed on the Park Property or within City's public right-of-way, except for improvements constructed entirely within the Premises, by Authority subject to Section 10.a shall become property of City upon the effective date of Authority's notice of completion filed with the County of Orange Clerk-Recorder for such work. Authority shall execute grant deeds and/or such other documentation as City may reasonably request to formally transfer ownership of such improvements from Authority to City.

c. *Easement.* The ownership of all improvements constructed within the Easement Area, as that term is defined in the Easement, shall be governed by the terms of the Easement.

14. ASSIGNMENT OR SUBLEASE. Authority shall not assign, sublease, or otherwise transfer Authority's interest in this Lease to any person or entity without City's prior written consent, which consent shall not be unreasonably withheld.

15. TITLE. No part of this Lease shall be interpreted as conveying any portion of the title to the Premises or the Park Property to Authority. Authority acknowledges and agrees to the sufficiency of a ground lease for purposes of construction and operation of a fire station. Authority acknowledges and agrees that Authority has no governmental need to hold title to any portion of the Premises or the Park Property.

16. INSURANCE.

a. *Fire and Extended Coverage.* Authority shall, at no cost or expense to City, insure or self-insure the fire station and all other improvements constructed upon the Premises against loss or damages by fire and risks customarily covered by an extended coverage endorsement, and vandalism and malicious mischief, in amounts not less than 90% of the actual replacement cost of said improvements, exclusive of the cost of excavations, foundations, and footings.

b. *Public Liability Insurance.* City and Authority shall each maintain in force throughout the term of this Lease a policy of general liability insurance or self-insurance providing combined single limit bodily injury and property damage insurance against any liability arising out of the use, occupancy or maintenance of the Premises in an amount not less than \$2,000,000 per occurrence.

c. *Policies and Certificates of Insurance.* All insurance provided for in this section shall be evidenced by certificates of self-insurance, or valid and enforceable policies issued by insurers of recognized responsibility, qualified to do business in California. Upon the execution of this Lease by Authority and thereafter not less than 30 calendar days prior to the expiration dates of the expiring policies furnished pursuant to this section, City and Authority shall deliver to each other certificates evidencing the insurance each party is required to carry as provided by Sections 16.a and 16.b above. Said certificates shall provide the following:

- i. Authority's policies shall include City, its officers, officials, agents, employees, council members, and servants as additional insureds; and
- ii. City's policies shall include Authority, its officers, officials, agents, employees, board and committee members, and servants as additional insureds; and
- iii. Such policies shall not be cancelled or materially changed without at least thirty (30) calendar days prior written notice to the additional insureds; and
- iv. Each policy shall contain a cross-liability endorsement; and
- v. All insurance policies pursuant to this section shall be written as primary policies and shall not contribute to or be in excess of any coverage which City or Authority may carry; and
- vi. Any loss shall be payable to the additional insureds not withstanding any act or negligence of the policyholder which might otherwise result in forfeiture of said insurance.

Notwithstanding anything above to the contrary, City's insurance obligations hereunder may be met through its participation in a risk sharing pool, or other form of self-insurance.

17. INDEMNIFICATION.

a. Notwithstanding the limits of any insurance, Authority shall indemnify and save harmless City and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which City and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of Authority, its officers, officials, agents, employees, invitees, or licensees in connection with Authority's use of the Premises.

b. Notwithstanding the limits of any insurance, City shall indemnify and save harmless Authority and its officers, officials, agents, and employees from and against any and all claims, demands, losses or liabilities of any kind or nature which Authority and/or its officers, officials, agents and/or employees may sustain or incur or which may be imposed upon them or any of them for injury to or death of persons or damage to property as a result of or arising out of the negligence or willful misconduct of City, its officers, officials, agents, employees, invitees, or licensees in connection with City's ownership of the Premises and/or City's use of the Premises as described in Section 6.c of this Lease.

18. DEFAULTS AND REMEDIES.

a. *Events of Default.* City shall be deemed to be in default under the terms of this Lease if City fails to perform or observe any material covenant, condition, or agreement to be performed by City under this Lease and City has not commenced remedial action to cure such condition of default within thirty (30) calendar days after written notice from Authority to City specifying the type and nature of each material breach.

Likewise, Authority shall be deemed to be in default under the terms of this Lease if Authority fails to perform or observe any material covenant, condition, or agreement to be performed by Authority under this Lease and Authority has not commenced remedial action to cure such condition of default within thirty (30) calendar days after written notice from City to Authority specifying the type and nature of each material breach.

b. *Remedies.* In the event of material default by City, Authority shall notify City of such default in writing. If City has not commenced remedial action to cure such default within thirty (30) calendar days after receipt of said written notice, and thereafter has not diligently pursued to complete such cure, Authority may commence legal action against City seeking strict performance of all covenants and conditions contained herein.

Likewise, in the event of a material default by Authority, City shall notify Authority of such default in writing. If Authority has not commenced remedial action to cure such default within thirty (30) calendar days after receipt of said written notice, and thereafter has not diligently pursued to complete such cure, City may commence legal action against Authority seeking strict performance of all covenants and conditions contained herein.

The remedies of City and Authority as herein provided are cumulative and in addition to and not exclusive of any remedy of either party herein given or which may be permitted by law. However, neither party shall terminate this Lease as a remedy for default by the other party.

19. CONDEMNATION. If the Premises or any portion thereof are taken under the power of eminent domain or sold under the threat of the exercise of said power (collectively, "Condemnation"), this Lease shall terminate as to the part intended to be taken as of the date that is thirty (30) calendar days after a public agency submits to City a written notice of intent to have any portion of the Premises appraised or adopts a resolution of necessity regarding any portion of the Premises, whichever occurs first. Condemnation awards and/or payments shall be the property of City, whether such award shall be made as compensation for diminution in value of the leasehold, the value of the part taken or for severance damages. Authority hereby waives any and all rights it might otherwise have pursuant to Section 1265.130 of the California Code of Civil Procedure, or any similar or successor laws.

20. FORCE MAJEURE. Any prevention, delay, nonperformance, or stoppage due to any of the following causes shall excuse nonperformance for a period equal to any such prevention, delay, nonperformance, or stoppage, except the obligations imposed by this Lease for the payment of rent, taxes, insurance, or obligations to pay money that are treated as rent. The causes referred to above are: Strikes, lockouts, labor disputes, failure of power, irresistible superhuman cause, acts of public enemies of this state or of the United States, riots, insurrections, civil commotion, inability to obtain labor or materials or reasonable substitutes for either, governmental restrictions or regulations or controls (except those reasonably foreseeable in connection with the uses contemplated by this Lease), and casualties not contemplated by insurance provisions of this Lease.

21. AMENDMENT. This Lease sets forth the entire agreement between the parties hereto. Any modification to this Lease must be in the form of a written amendment duly executed by all parties.

22. NOTICE. As used in this Lease, notice includes but is not limited to the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver, and appointment. Unless the provisions of this Lease on consideration direct otherwise, consideration shall be sent in a manner provided for giving notice.

All notices must be given in writing provided no writing other than the check or other instrument representing the consideration payment itself need accompany the payment of rent.

Notice is considered given either (a) when delivered in person to the recipient named as below, or (b) on the date shown on the return receipt after deposit in the United States mail in a sealed envelope or container, either registered or certified mail, return receipt requested, postage and postal charges prepaid, addressed by name and address to the party or person intended as follows:

Notice to City: CITY OF LAGUNA WOODS
ATTN: City Manager
City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637

Notice to Authority: ORANGE COUNTY FIRE AUTHORITY
ATTN: Fire Chief
Orange County Fire Authority
1 Fire Authority Road
Irvine, CA 92602

With a Copy to:

OCFA General Counsel

c/o Woodruff & Smart
555 Anton Boulevard, Suite 1200
Costa Mesa, CA 92626

Either party may, by notice given at any time or from time-to-time, require subsequent notices to be given to another individual person, whether a party or an officer or representative, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change. Each recipient named must be an individual person. If more than one recipient is named, delivery of notice to any one such recipient is sufficient. If none of the recipients named in the latest designation of recipient is available for delivery in person, and if the notice addressed by mail to each recipient named in the latest designation of recipient is returned to the sender undelivered, notice shall be sufficient if sent by mail as above to the party as named in this Lease, unless the name or identity of the party has changed as permitted in this Lease and proper notice of the change has been given, in which event the notice shall be sufficient if sent by mail as above to the party named in the latest notice designating the party, and the notice is considered given when the first attempt to give notice was properly made.

23. WAIVER OF RIGHTS. The failure of City or Authority to insist upon strict performance of any of the terms, conditions, and covenants in this Lease shall not be deemed a waiver of any right or remedy that City or Authority may have, and shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions, and covenants set forth in this Lease.

24. SEVERABILITY. If any term, covenant, condition, or provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

25. HOLDING OVER. In the event Authority shall continue in possession of the Premises after the term of this Lease, such possession shall not be considered a renewal of this Lease but a tenancy from month to month and shall be governed by the terms, conditions, and covenants contained in this Lease.

26. SUCCESSORS. Subject to the provisions of this Lease on assignment and subletting, each and all of the covenants and conditions of this Lease shall be binding on and shall inure to the benefit of the heirs, successors, executors, administrators, assigns, and personal representatives of the respective parties.

27. EXPIRATION AND TERMINATION. Authority may terminate this Lease at any time, with thirty (30) days' written notice. City may terminate this Lease, with thirty (30) days' written notice, if Authority (i) has not obtained City's approval of the site development permit contemplated in Section 10.a of this Lease by 11:59 p.m. on June 30, 2027 or (ii) has not commenced operation of a fire station on the Premises by 11:59 p.m. on December 31, 2029; City shall reasonably cooperate with Authority in doing so

as set forth in Section 10.e. At the expiration or earlier termination of the term, Authority shall surrender to City the possession of the Premises. All improvements constructed by Authority on the Premises shall become the property of City. Authority shall have the right to remove any or all fixtures and personal property items belonging to Authority from the Premises, including but not limited to equipment, shelving, partitions, furniture, and office equipment. If, after thirty (30) calendar days after expiration or termination of this Lease, Authority has not removed its fixtures and personal property items, any such remaining items shall become property of City, and City may thereafter use or dispose of such items. Authority shall leave the surrendered Premises and any other property in good and broom-clean condition except as provided to the contrary in provisions of this Lease on maintenance and repair of improvements. All property that Authority is required to surrender shall become City's property at termination of the Lease. All property that Authority is not required to surrender but that Authority does abandon by leaving on the Premises for a period of more than thirty (30) calendar days following the expiration or earlier termination of this Lease shall, at City's election, become City's property at termination. Authority shall execute grant deeds and/or such other documentation as City may reasonably request to formally transfer ownership of surrendered and/or abandoned improvements from Authority to City.

28. HEADINGS. The various headings in this Lease, the numbers thereof, and the organization of the Lease into separate sections and paragraphs are for purposes of convenience only and shall not be considered otherwise.

29. AUTHORIZATION. The persons executing the Lease below on behalf of Authority or City warrant that they have the power and authority to bind Authority or City to this Lease.

30. RELATIONSHIP BETWEEN THE PARTIES. It is hereby acknowledged that this Lease does not create a relationship between City and Authority of a partnership or a joint venture and that this Lease does not confer authority on either City or Authority to be the agent of the other.

31. NO THIRD-PARTY BENEFICIARIES. There are no intended third-party beneficiaries under this Lease, and no such third parties shall have any rights or obligations hereunder.

32. GOVERNING LAW AND VENUE. This Lease has been negotiated and executed in the State of California and shall be governed by and construed under the laws of the State of California. In the event of any legal action to enforce or interpret this agreement, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the Parties hereto agree to and do hereby submit to the jurisdiction of such court, notwithstanding Code of Civil Procedure section 394.

33. COUNTERPARTS. This Lease may be executed in several counterparts, each of which shall be an original but all of which shall constitute one and the same instrument. The counterparts of this Lease may be electronically executed and/or

ITEM 9.1 – Attachment B

delivered by electronic means and the receiving party may rely on the receipt of such document so executed and/or delivered as if the original had been received.

[SIGNATURE PAGE FOLLOWS IMMEDIATELY]

IN WITNESS WHEREOF, the parties hereto have executed this Lease on the date first written above.

ORANGE COUNTY FIRE AUTHORITY,
a California Joint Powers Authority

By: _____
Brian Fennessy
Fire Chief

Approved as to Form

By: _____
David Kendig
General Counsel

CITY OF LAGUNA WOODS,
a California Municipal Corporation

By: _____
Christopher Macon
City Manager

Approved as to Form

By: _____
Alisha Patterson
City Attorney

Exhibit “A”

Legal Description of the Premises

(2 pages follow)

EXHIBIT "A"
LEGAL DESCRIPTION

BEING A PORTION OF PARCEL 5 OF PARCEL MAP IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 103, PAGES 38 THROUGH 41, INCLUSIVE OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL 2, LOT LINE ADJUSTMENT LL94-028, RECORDED SEPTEMBER 3, 1996 AS INSTRUMENT NO. 19960448212, OFFICIAL RECORDS OF THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 60°31'26" EAST, ALONG THE NORTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 62.00 FEET TO THE EASTERLY CORNER OF SAID PARCEL 2;

THENCE SOUTH 29°28'37" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 154.56 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE EASTERLY AND HAVING A RADIUS OF 170.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AND THE EASTERLY LINE OF SAID PARCEL 2 A DISTANCE OF 50.24 FEET AND THROUGH A CENTRAL ANGLE OF 16°55'55";

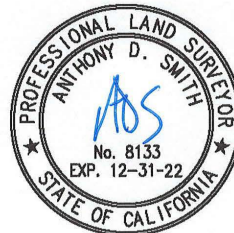
THENCE SOUTH 90°00'00" WEST 79.68 FEET TO THE NORTHWESTERLY LINE OF SAID PARCEL 2;

THENCE NORTH 29°28'34" EAST, ALONG THE NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 243.28 FEET TO THE **TRUE POINT OF BEGINNING**.

SAID DESCRIPTION CONTAIN 14,132 SQUARE FEET, MORE OR LESS.

ON POINT LAND SURVEYING, INC.
PREPARED BY:

ANTHONY D. SMITH, PLS 8133
DATE: 5/26/2021



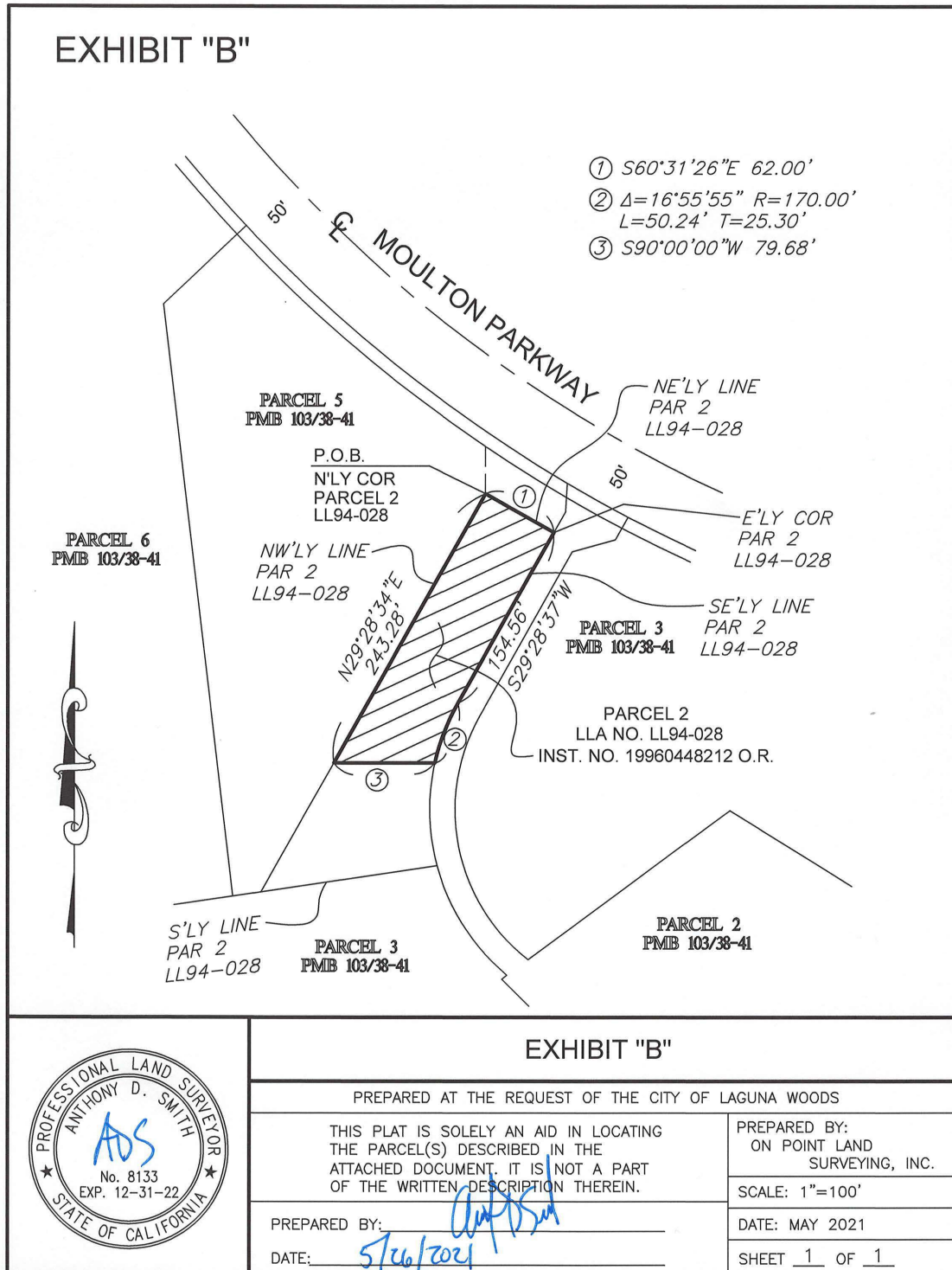


Exhibit “B”

Grant of Non-Exclusive Conditional Easement recorded January 3, 2025, as Instrument
No. 2025000001928 in the Official Records of Orange County, California

(11 pages follow)

90

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637
Attention: City Clerk
(949) 639-0500

Recorded in Official Records, Orange County
Hugh Nguyen, Clerk-Recorder



NO FEE

2025000001928 1:47 pm 01/03/25

90 CR-SC06 E01 11

0.00 0.00 0.00 0.00 30.00 0.00 0.000.000.00 0.00

Exempt from Recording Fee
Pursuant to Government Code Section 6103

APN: 27363

APN: [616-012-02]

FULL [] PORTION [X]

Exempt from Documentary Transfer Tax
Pursuant to R&T Code § 11922

(Space above this line for Recorder's use)

GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT

For valuable consideration, receipt of which is hereby acknowledged, EL TORO WATER DISTRICT, a public agency of the State of California ("Grantor"), hereby grants to the CITY OF LAGUNA WOODS, a municipal corporation ("Grantee") a Non-Exclusive Conditional Easement ("Easement") in, on, over, along, through, upon, under, and across Grantors' existing utility roadway and driveway leading to Grantor's P-1 Pump Station site described on Exhibit "A" and depicted on Exhibit "B" ("Easement Area") attached hereto and incorporated herein by this reference, and subject to the following purposes, terms and conditions:

SECTION 1 - PURPOSE

The sole purpose of this Easement is to provide for road and driveway passage to the site of the proposed construction, operation and maintenance of a fire station and public safety/municipal services building ("Fire Station & Ancillary Building") to be located on the lower portion of Grantee's "City Centre Park" property; and for construction, maintenance, relocation, and removal of improvements within the Easement Area subject to approval of the Grantor's Board of Directors or duly authorized representative thereof. For purposes of this Easement, "road and driveway passage" does not include parking, but does allow for reasonable vehicle and pedestrian passage, drainage, and utility purposes, including all uses of the Easement Area for purposes incident to the stated purposes herein, including but not limited to underground and above ground utilities and appurtenances, cable communication and telecommunication facilities, curbs, gutters, drainage, water and sewage facilities, and access control; provided, however, Grantee shall not obstruct Grantor's vehicular and Grantor's invitees' access from Moulton Parkway through the Easement Area to the balance of APN 616-012-02 (Grantor's property). Any and all stated and anticipated modifications to the Easement Area are subject to Grantor's written consent as set forth in Section 5 of this Easement and shall be at Grantee's sole cost and expense.

IT
11P
nf

SECTION 2 - LICENSING, PERMITTING AND ALLOWABLE PEDESTRIAN PASSAGE

Conditional and subject to Grantor and Grantee entering into the Agreement contemplated as set forth in Section 5 of this Easement, Grantee may thereafter allow access to Easement Area as follows:

- (a) Licensing – Grantee may grant a license for road and driveway passage over the Easement Area to the City of Laguna Beach, the County of Orange, and/or the Orange County Fire Authority inclusive of their employees, agents, vendors, and contractors. Other licenses contemplated by Grantee shall require the Grantor's written consent.
- (b) Permitted Passage – Grantee may permit reasonable road and driveway passage over the Easement Area to Grantee's employees, agents, vendors and contractors without Grantor's consent.
- (c) Pedestrian Passage – Grantee may allow reasonable pedestrian passage over the Easement Area without Grantor's consent.

Grantee agrees that any such Licensing, Permitting or Allowable Pedestrian Usage shall subject and bind Grantee to the indemnification provisions in Section 4 of this Easement.

SECTION 3 - NONASSIGNABILITY

This Easement shall not be assigned. Any purported assignment of this Easement shall be void and of no effect.

SECTION 4 - INDEMNIFICATION

Grantee agrees to the fullest extent permitted by law, to indemnify and hold Grantor, Grantor's directors, officers, employees and agents harmless from and against damages, liability, and costs (including reasonable attorneys' fees and costs of defense) to the extent caused by Grantee's licensees', permittees', and/or pedestrians' usage of the Easement Area.

Grantee's obligation to hold harmless and indemnify Grantor as set forth above shall not be restricted by any insurance proceeds.

SECTION 5 - CONDITIONS SUBSEQUENT

Prior to the initiation of construction of the proposed Fire Station & Ancillary Building, Grantor and Grantee agree to negotiate in good faith and fair dealing, all of the specific terms and conditions of an agreement ("Agreement") which shall include for the benefit of Grantor at Grantee's sole cost and expense, provisions for insurance, indemnification, and construction and maintenance of the Easement Area and Fire Station & Ancillary Building. In the event Grantor and Grantee do not mutually agree on the terms and conditions of such an Agreement on or before December 31, 2026, this Easement shall terminate and be null and void.

ITEM 9.1 – Attachment B

IN WITNESS WHEREOF, the Grantor and Grantee hereto have caused this GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT to be effective as of the date of the last signature below.

GRANTOR:

EL TORO WATER DISTRICT, a public
agency of the State of California

By: Mark J. Martin
President

Date: 12-30-2024

GRANTEE:

CITY OF LAGUNA WOODS, a municipal
corporation

By: Steve Adams
Mayor

Date: 12-18-24

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

On December 30, 2024 before me, Marisol Melendez, Notary Public
(Insert name and title of the officer)

personally appeared Mark L. Monin
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature MMelendez (Seal)



"EL TORO WATER DISTRICT" NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF ORANGE)

On December 18, 2024 before me, Y. Trippy, Notary Public
(Here insert name and title of the officer)

personally appeared Shari L. Horne

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.


Signature of Notary



CERTIFICATE OF ACCEPTANCE

GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT

This is to certify that the interest in real property conveyed by the GRANT OF NON-EXCLUSIVE CONDITIONAL EASEMENT dated December 30, 2024 from El Toro Water District, to the City of Laguna Woods, a municipal corporation, is hereby accepted by order of the City of Laguna Woods City Council on December 18, 2024, and the grantee consents to recordation thereof by its duly authorized officer.

GRANTEE:

CITY OF LAGUNA WOODS,
a municipal corporation

Dated 12-18-24



Mayor

Approved as to Form:



Alisha Patterson
City Attorney

"CITY OF LAGUNA WOODS" NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF ORANGE)

On December 18, 2024, before me, Y. Trippy, Notary Public
(here insert name and title of the officer)

personally appeared Shari L. Horne

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Y. Trippy
Signature of Notary



EXHIBIT "A"

**EXHIBIT "A"
LEGAL DESCRIPTION**

BEING A PORTION OF PARCEL 2, PARCEL MAP IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 103, PAGE 38 THROUGH 41, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT BEING THE MOST NORTHERLY CORNER OF SAID PARCEL 2, SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE NORTHERLY AND HAVING A RADIUS OF 1160.00 FEET, A RADIAL LINE TO SAID POINT BEARS NORTH 30°13'03" EAST, SAID CURVE BEING THE NORTHEASTERLY LINE OF SAID PARCEL 2 AND BEING PARALLEL WITH AND DISTANT 60.00 FEET SOUTHWESTERLY OF THE CENTERLINE OF MOULTON PARKWAY AS SHOWN ON SAID PARCEL MAP;

THENCE SOUTHEASTERLY ALONG SAID CURVE 50.01 FEET AND THROUGH A CENTRAL ANGLE OF 02°28'13";

THENCE SOUTH 29°28'34" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 10.49 FEET;

THENCE SOUTH 74°28'34" WEST, CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 35.37 FEET;

THENCE SOUTH 29°28'34" WEST, CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 148.37 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 150.00 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AND CONTINUING ALONG THE SOUTHEASTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 118.97 FEET AND THROUGH A CENTRAL ANGLE OF 45°26'41" TO A NON-TANGENT LINE;

THENCE SOUTH 81°35'16" WEST, ALONG SAID NON-TANGENT LINE, 20.15 FEET TO A POINT IN THE NORTHWESTERLY LINE OF SAID PARCEL 2, SAID POINT BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 170.00 FEET, A RADIAL LINE TO SAID POINT BEARS NORTH 74°55'29" EAST;

THENCE NORTHERLY ALONG SAID CURVE AND ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 132.19 FEET AND THROUGH A CENTRAL ANGLE OF 44°33'05";

PAGE 1 OF 2

EXHIBIT "A"

-1-

THENCE NORTH 29°28'34" EAST, ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 173.37 FEET;

THENCE NORTH 03°03'50" EAST, ALONG SAID NORTHWESTERLY LINE OF SAID PARCEL 2, A DISTANCE OF 11.23 FEET TO THE **POINT OF BEGINNING**.

SAID DESCRIPTION CONTAINS 6,771 SQUARE FEET, MORE OR LESS.

SEE ATTACHED PLAT AS EXHIBIT "B" AND BY THIS REFERENCE MADE A PART HEREOF.

ON POINT LAND SURVEYING, INC.

PREPARED BY:

ANTHONY D. SMITH, PLS 8133
DATE: 5/29/2024



PAGE 2 OF 2

EXHIBIT "A"

-2-

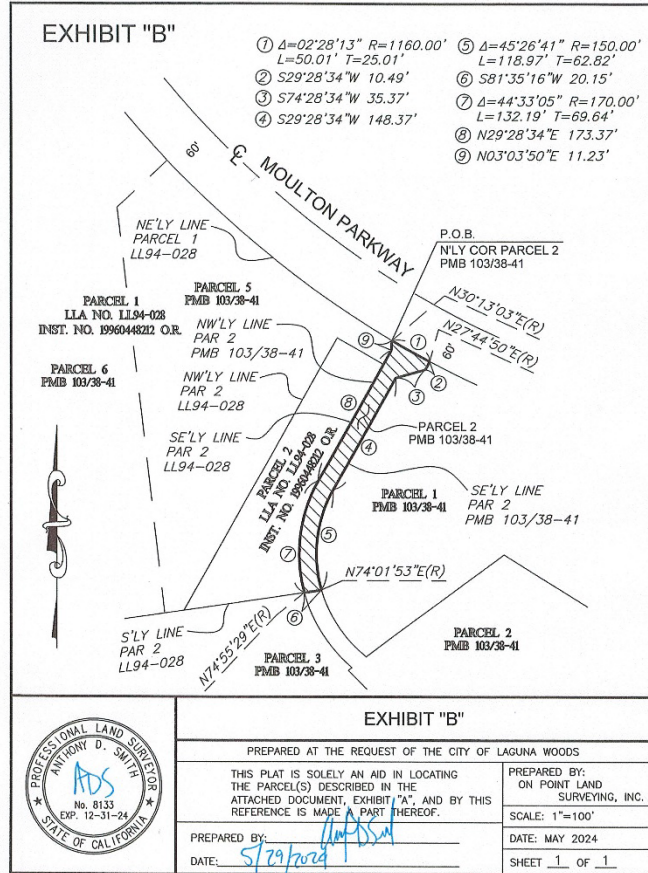
EXHIBIT "B"

EXHIBIT "B"

-1-

SMARTPRINT.TXT

On Point Land Surveying, Inc.
 Closure Report
 Date: 05/29/2024 at 6:57 AM
 Project:
 Description:
 Created by: tonyd

Traverse of: Lot 3 - SUBJECT PARCEL

Bearing	Distance	Starting at	Northing	Easting
N 30 13 03 E (R)	1160.00'	to	2169398.0864	6112820.2661
			2170400.4669	6113404.0754
Delta =	02 28 13	Radius =	1160.00'	Length = 50.01'
Chord =	S 61 01 04 E		50.01'	Tangent = 25.01'
S 27 44 50 W (R)	1160.00'	to	2169373.8546	6112864.0133
S 29 28 34 W	10.49'	to	2169364.7312	6112858.8565
S 74 28 34 W	35.37'	to	2169355.2647	6112824.7769
S 29 28 34 W	148.37'	to	2169226.0996	6112751.7698
S 60 31 26 E (R)	150.00'	to	2169152.2905	6112882.3540
Delta =	45 26 41	Radius =	150.00'	Length = 118.97'
Chord =	S 06 45 14 W		115.88'	Tangent = 62.82'
S 74 01 53 W (R)	150.00'	to	2169111.0238	6112738.1418
S 81 35 16 W	20.15'	to	2169108.0759	6112718.2086
N 74 55 29 E (R)	170.00'	to	2169152.2909	6112882.3580
Delta =	44 33 05	Radius =	170.00'	Length = 132.19'
Chord =	N 07 12 02 E		128.88'	Tangent = 69.64'
N 60 31 26 W (R)	170.00'	to	2169235.9395	6112734.3628
N 29 28 34 E	173.37'	to	2169386.8687	6112819.6713
N 03 03 50 E	11.23'	to	2169398.0826	6112820.2715

Error of closure North = 0.00378283 East = 0.00547853
 Bearing N 55 22 32 W Distance = 0.0067
 Area = 6,771.30 SF 0.155 Acres
 Perimeter = 700.14' Precision = 1 : 105163

Page 1

EXHIBIT "B"

-2-

Exhibit “C”

Certain Landscape Maintenance Activities

(2 pages follow)

The following applies to the Park Property exclusive of the Premises (i.e., the portion of the Park Property used by City as City Centre Park) (“Park”), beginning one hundred and eighty (180) calendar days after City’s City Council accepts the City Centre Park Enhancement Project as complete. City shall notify Authority, in writing, of such date, within ten (10) calendar days thereafter.

City and Authority shall coordinate to schedule the landscape maintenance activities set forth herein for mutually agreeable dates and times.

MULCH

1. For the purpose of this section, “mulch” means shredded bark, wood chips, and/or rock mulch to match treatments identified by City on the record construction drawings and/or specifications for the City Centre Park Enhancement Project. City reserves the right to require Authority to modify the specific treatments, at City’s discretion, if a product is discontinued or unavailable. City shall provide notice of such modifications to Authority in writing. Authority acknowledges and agrees that such modifications may result in increased or modified costs.
2. Authority shall apply mulch twice per year (once between each February and April, and once between each September and November) to maintain a depth of three (3) inches within shrub areas and two (2) inches within groundcover areas. City shall provide Authority with a diagram delineating shrub versus groundcover areas. Additionally, Authority shall apply mulch in such a manner that all PVC pipes within any mulched area shall be fully covered by each mulch application, which may require applying mulch in excess of the specified depths where necessary.
3. Authority shall inspect mulch that it plans to apply prior to application to ensure it is free of disease, weed seeds, and other pests and pathogens.
4. Authority shall only apply mulch that complies with the recovered organic waste product procurement requirements set forth in California Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) (“SB 1383”). Prior to application, Authority shall provide City with documentation from the mulch supplier, in form sufficient to City, verifying that the mulch to be applied complies with SB 1383. Authority shall not commence mulch application until after City has reviewed and accepted the aforementioned compliance documentation in writing.

DECOMPOSED GRANITE SURFACES

1. For the purpose of this section, “decomposed granite” (“DG”) means decomposed granite to match treatments identified by City on the record construction drawings and/or specifications for the City Centre Park Enhancement Project. City reserves the right to require Authority to modify the specific treatments, at City’s discretion, if a product is discontinued or unavailable. City shall provide notice of such modifications to Authority in writing. Authority acknowledges and agrees that such

modifications may result in increased or modified costs.

2. Authority shall maintain all DG surfaces in a manner that supports pedestrian safety, accessibility, and long-term durability. All DG maintenance activities shall comply with applicable Americans with Disabilities Act (“ADA”) standards and be performed using generally accepted best practices for DG surface preservation, with an emphasis on maintaining a firm, stable, and slip-resistant pedestrian surface in compliance with ADA standards.
3. *Regrading and Recomaction.* Authority shall regrade and recompact all DG surfaces twice per year (once between each March and May, and once between each September and November) to restore cross-slope (maximum two percent (2%)) and running-slope (less than five percent (5%)) conformity. Regraded DG shall be compacted to a minimum of ninety percent (90%) relative compaction using a weighted roller to ensure a smooth, stable surface and eliminate any ruts, depressions, or uneven transitions.
4. *Topdressing.* Authority shall apply DG topdressing twice per year (once between each April and May, and once between each September and November) to maintain a four (4) inch surface depth. DG topdressing shall be compacted to a minimum of ninety percent (90%) relative compaction using a weighted roller to ensure a smooth, stable surface and eliminate any ruts, depressions, or uneven transitions. DG topdressing shall be blended with existing material to produce a uniform surface appearance.

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9.2

**OBJECTIVE DESIGN AND DEVELOPMENT
REGULATIONS
(AGENDIZED BY COUNCILMEMBER MOORE)**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: November 19, 2025 Regular Meeting


SUBJECT: Objective Design and Development Regulations
(agendized by Councilmember Moore)

Recommendation

Provide direction to staff on the preparation and adoption of objective design and development regulations for new development and redevelopment projects.

Overview

At Councilmember Moore's request, staff will provide an update on the "Objective Design and Development Regulations" significant work plan item included in the Fiscal Years 2025-27 Budget & Work Plan.

ID	Description	Priority Alignment
13	Objective Design and Development Regulations – Refine the City's objective design and development regulations for new and redevelopment projects (e.g., architectural and landscape standards). Regulations applicable to housing projects will not conflict with California Senate Bill 9 (Atkins, Chapter 162, Statutes of 2021).	 <p><i>High in quality of life Economically prosperous</i></p>
Lead Department:		Planning & Environmental Services
Scheduling Consideration:		-

Staff plans to retain JZMK Partners, an architecture, planning and urban design firm based in Costa Mesa, to assist with the preparation of objective design and development regulations. JZMK Partners has relevant experience providing similar services to other cities, including Laguna Hills and Mission Viejo, both of which adopted objective design standards for residential projects with JZMK Partners' technical assistance. For additional information on JZMK Partners, please refer to Attachment A or visit their website at www.jzmkpartners.com.

Today's meeting is one of several opportunities for input on this project. Staff plans to host a community workshop in January 2026, followed by a City Council study session in February 2026. Both would include JZMK Partners.

At today's meeting, staff is specifically interested in receiving preliminary input on buildings that are representative of a "look" (or "looks") favorably identified with Laguna Woods. As the current focus is on the preparation of objective design and development regulations for commercial projects (e.g., newly constructed or redeveloped businesses and offices), staff would like to begin to identify specific buildings that speak to the aesthetic desired for commercial zoning districts.

The shopping centers that comprise most commercially zoned property are:

- Home Depot Center (Home Depot, Stater Bros., etc.)
- Plaza Laguna Woods (Public Storage, etc.)
- Town Centre (Ayres Hotel, Village Community Center, etc.)
- Valencia Center (CVS, Mother's Market, etc.)
- Willow Tree Center (ALDI, Dollar Tree, Olive Garden, etc.)

Additional commercially zoned properties are located:

- At the Moulton Parkway/Ridge Route Drive intersection (Starbucks)
- At the El Toro Road/Moulton Parkway intersection (ARCO Station/ampm, Mobil Station, Shell Station (under construction), Starbucks)
- West of the Moulton Parkway/Via Campo Verde intersection (Rossmoor Electric building, Saddleback Golf Cars)
- East of the Moulton Parkway/Calle Aragon intersection (The Artist Tree building, Ivy Park of Wellington (formerly Las Palmas)¹, McCormick & Son

¹ Ivy Park of Wellington is the only residential use currently located in a commercial zoning district. All other residential uses are located in non-commercial zoning districts.

Mortuary, Palm Terrace Healthcare and Rehabilitation)

- Northwest of the El Toro Road/Paseo De Valencia intersection (Chase Bank)
- West of the Paseo De Valencia/Calle De La Plata intersection (Bank of America, former Century 21 and Wells Fargo buildings)
- Northwest of the Paseo De Valencia /Laguna Hills Drive intersection (the Laguna Hills Dental Plaza building)

Attachment: A – JZMK Partners Information

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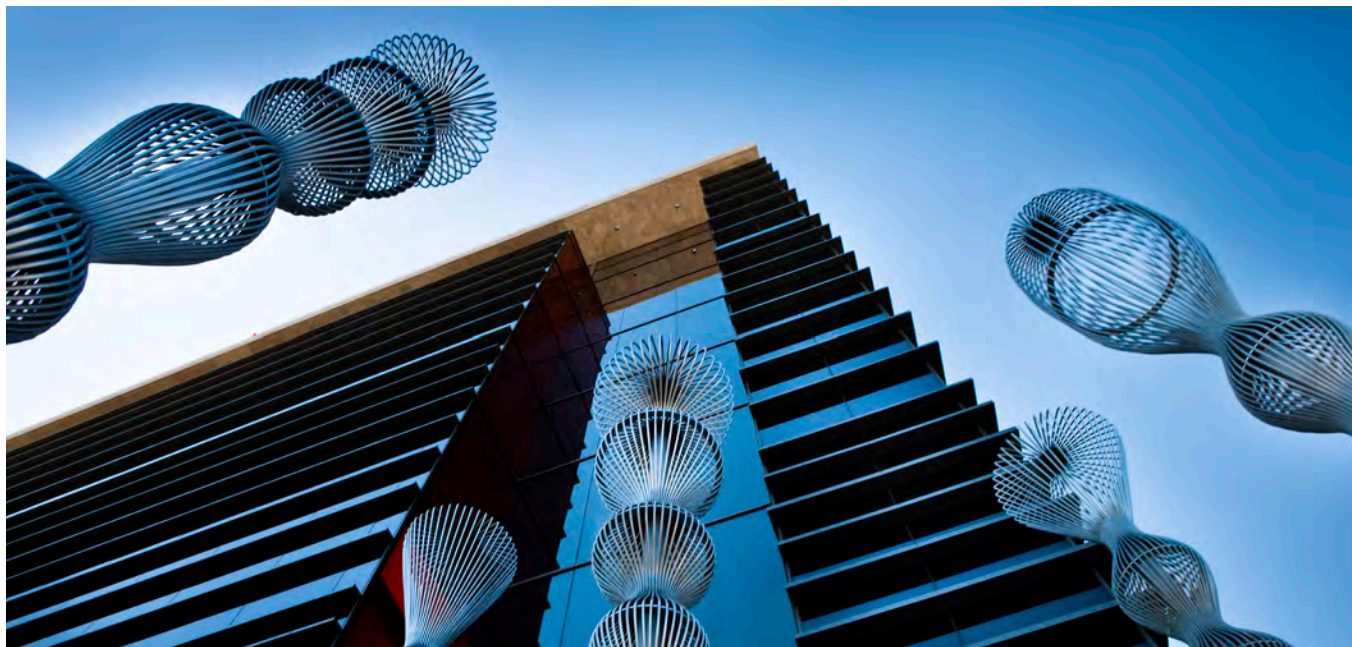
FIRM IDENTITY

WE LISTEN. WE COLLABORATE. WE SOLVE. WE CREATE.

JZMK PARTNERS IS A FUSION OF INSPIRED PEOPLE AND

DYNAMIC PROCESSES. We address clients and community needs with planning and design solutions that bring together proven methods and innovative technologies. We engage the team. We consider every outcome.

COLLABORATIVE APPROACH TO PROBLEM SOLVING.



THE BEST CLIENTS ARE PARTNERS. Working together as a team, we challenge each other to think outside of the box. Our clients share our **VISION** and **VALUES**, and they believe in the power of the collaborative process of design. This process ultimately yields designs that provide **LONG-TERM VALUE** and effect **POSITIVE CHANGE** to the built environment. We seek clients who are willing to participate in the planning and design process, and we are grateful for those **OPPORTUNITIES**.

OUR CORE VALUES



YOUR VISION.

TEAM DESIGN.

A LASTING LEGACY.

Our diverse talent enhances **COLLABORATION**. Embracing this collaborative spirit, our multi-disciplinary teams emphasize balance of environmental ethos with development objectives. With their fingers on the pulse of emerging industry trends, our highly skilled professionals are sought-out speakers across the country. Committed to giving back, we take pride in maintaining a visible and active role in a variety of civic, charitable and professional organizations.



PLANNING & URBAN DESIGN



SERVICES

- Community Planning and Design
- Master Planning
- Programming
- Visioning / Consensus Building
- Site Design
- Feasibility Studies

PLACEMAKING IS AN ART.

Starting with a **VISION**, we develop plans for how our built environments relate to natural systems and how they enhance the human habitat. It’s the synthesis of “visioning,” design, planning and environments that creates **SUSTAINABLE COMMUNITIES** and finds the pragmatic balance between practicality and the pursuit of art. It takes **CREATIVE PROBLEM SOLVING**. Success is achieved when land is transformed into livable cities, communities and neighborhoods.

ARCHITECTURE



SERVICES

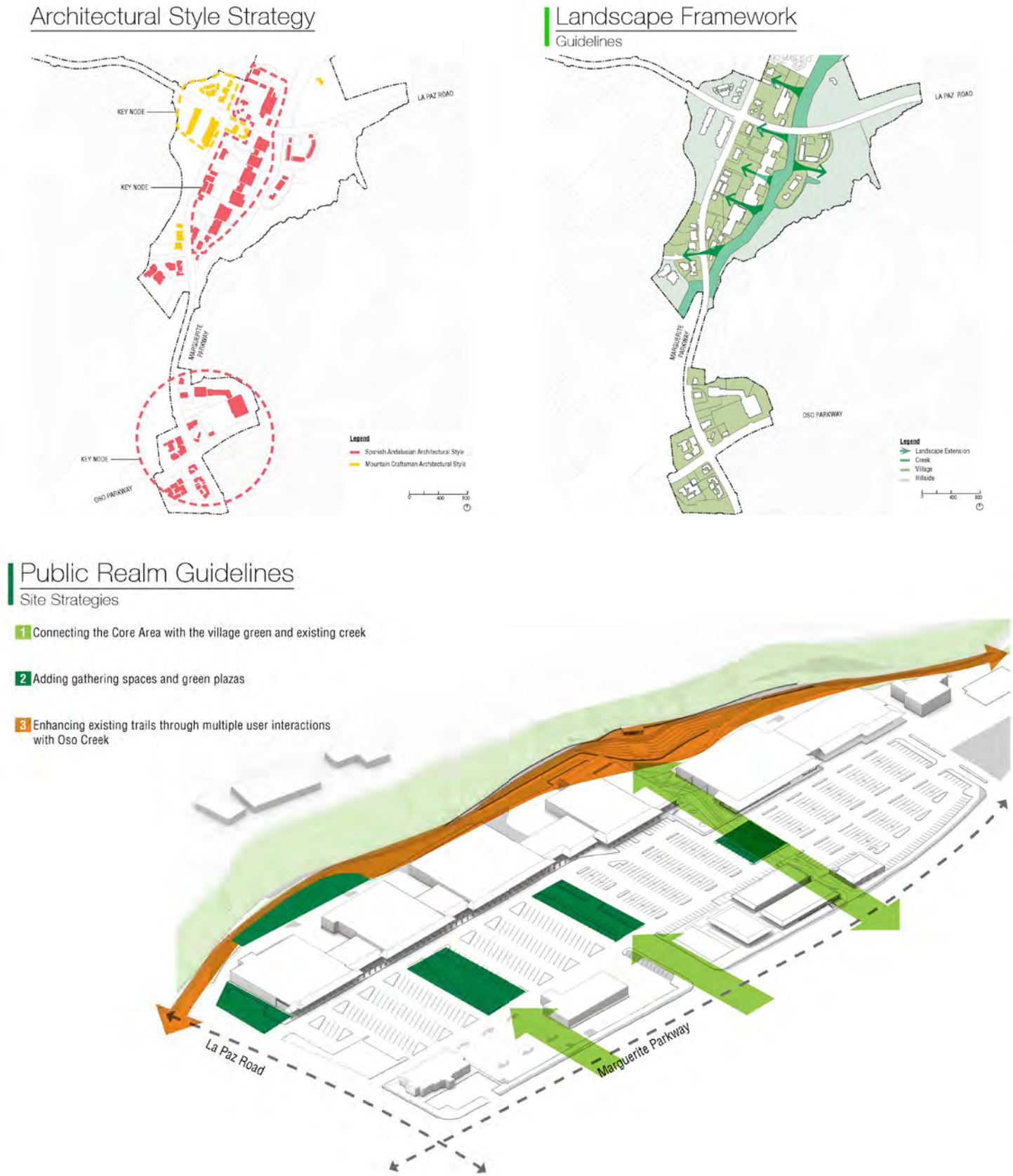
- Architectural Design
- Programming
- Construction Documents
- Graphic Design

BUILDINGS ARE SUCCESSFUL

when they contribute to the qualitative nature of both the private and the public realm. We understand the **RELATIONSHIP** between built form and building a **STRONG COMMUNITY IDENTITY**. Whether we are designing a custom home, a new educational facility, a mixed-use urban center or a world-class resort, we employ our **TECHNICAL EXPERTISE** to provide design solutions that are **INNOVATIVE AND INSPIRATIONAL**, striving to create places that dignify human existence.

LOCATION MISSION VIEJO, CA
CLIENT CITY OF MISSION VIEJO

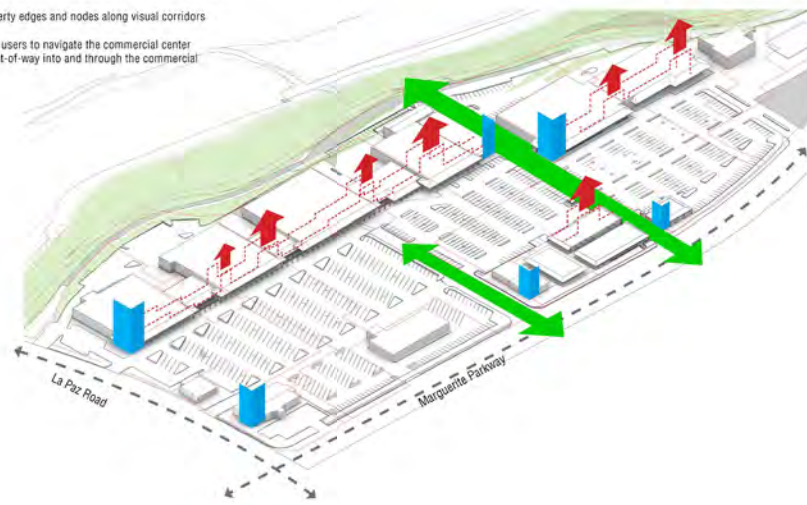
MISSION VIEJO CORE AREA DESIGN GUIDELINES



Architectural Massing

Site Strategies

- 1 Creating more articulation and visual interest for storefront facades
- 2 Anchoring the property edges and nodes along visual corridors
- 3 Visual corridors for users to navigate the commercial center from the public right-of-way into and through the commercial center



Towers

Guidelines

Architectural towers will act to anchor important corners within the commercial center, serving as wayfinding and signage in addition to helping articulate and vary the elevation of the architecture.

Design Elements

Height Range

1:1.25 - 1:2 Max relationship to existing buildings

Accessibility

Provide pedestrian access through colonnades at the base of each tower

Key Remarks

Shall match prevalent architectural style within Core Area Architectural Strategy

Potential to increase spacing of colonnades to break up monotonous pattern of existing colonnades

Legend

- Point Point
- Primary Site Location



A.1 Towers (short)

Anchoring building edges

Better Signage Visibility

Adapt Lighting

Colonnade numbers varied

Provide additional colonnades



A.2 Towers (tall)

Point Tower element

Anchoring building edges

Better Signage Visibility

Colonnade numbers varied

Provide additional colonnades

Architectural Massing

Site Strategies*

- Towers
 - Lighting
 - Signage
 - Colonnade enhancement
- Facade Treatments
 - Parapets
 - Additional Building Massing
 - Signage
- Additional Floors
 - Second Floor Addition



*Diagrams are conceptual in nature, actual developments should meet the spirit and intent of these concepts.

Facades

Parapets + Louvers Guidelines

Parapets add elevation to the height of the facade along the building elevation. Louvers add shading and provide scale within the colonnade.

Design Elements

Height Range

Parapets to be 1:1.1 - 1:1.25 Max relationship to existing buildings

Louvers to be 1:1 - 1:1.5 Max relationship to existing buildings

Accessibility

Provide pedestrian access through colonnades

Key Remarks

Shall match prevalent architectural style within Core Area Architectural Style Strategy

Parapets are visual walls only

Louvers are added between columns horizontally to add shading

Legend

- Primary Facade Treatment
- Secondary Facade Treatment



B.1 Parapets

Increase height of facade

Provide used for signage



C.1 Louvers

Provide shading

Reduce scale of colonnade

*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE	DOWNTOWN DESIGN GUIDELINES DEVELOPMENT STANDARDS
SIZE	261 ACRES
REFERENCE	ELAINE LISTER DIRECTOR OF COMMUNITY DEVLEOPMENT 949-470-3053 ELISTER@CITYOFMISSIONVIEJO.ORG
FEE/DATE	\$48,000 / JANUARY 2020

The Design Guidelines have been prepared as a tool to implement the Vision Plan, to guide property owners and prospective architects and developers as they upgrade and improve properties in the Core Area. The Design Guidelines are particularly important because of the multiple property owners in the Core Area, and thus the reduced likelihood of one developer renovating the entire area at one time. The Design Guidelins provide a harmonious and cohesive design concept for both the individual buildings and outdoor realm.

CONTEMPORARY STYLE



MOUNTAIN STYLE



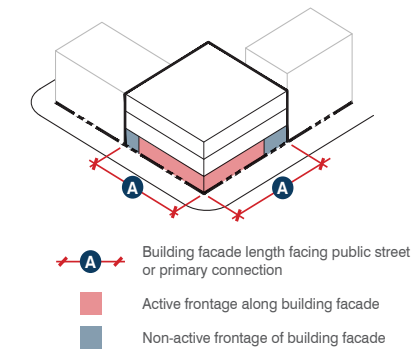
LOCATION MISSION VIEJO
CLIENT CITY OF MISSION VIEJO

MISSION VIEJO OBJECTIVE DESIGN STANDARDS



ACTIVE FRONTAGES

	MIN. %	MAX. %
ACTIVE FRONTAGE OF BUILDING FACADE	80	--
NON-ACTIVE FRONTAGE OF BUILDING FACADE	--	20



ACTIVE FRONTAGES MIN DEPTH

	MIN. DEPTH (FT)
STOREFRONT COMMERCIAL ^{1/3}	20
GROUND FLOOR OFFICE ³	30
LIVE/WORK ^{2/3}	15
GROUND FLOOR RESIDENTIAL ³	16
GROUND FLOOR RESIDENTIAL ACCESSORY SPACES ³	20

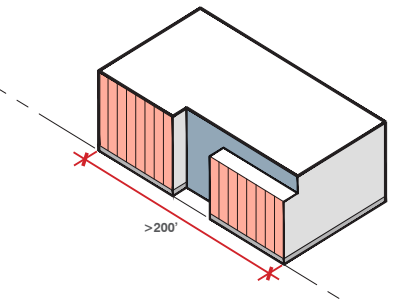
¹A minimum of 50% of frontage shall have a minimum depth greater than 40'; Corner spaces shall have a minimum depth of 40'.

²"Work" space shall equal 15' depth min. or 50% of unit frontage, whichever is greater

³Corner Space shall have a minimum depth of 40' on all sides

4.4.1 FAÇADE COMPOSITION

- Each building façade greater than 100' in length shall include a minimum of two (2) distinct façade compositions. For every additional 100' of building façade, an additional 1 distinct façade composition is required.

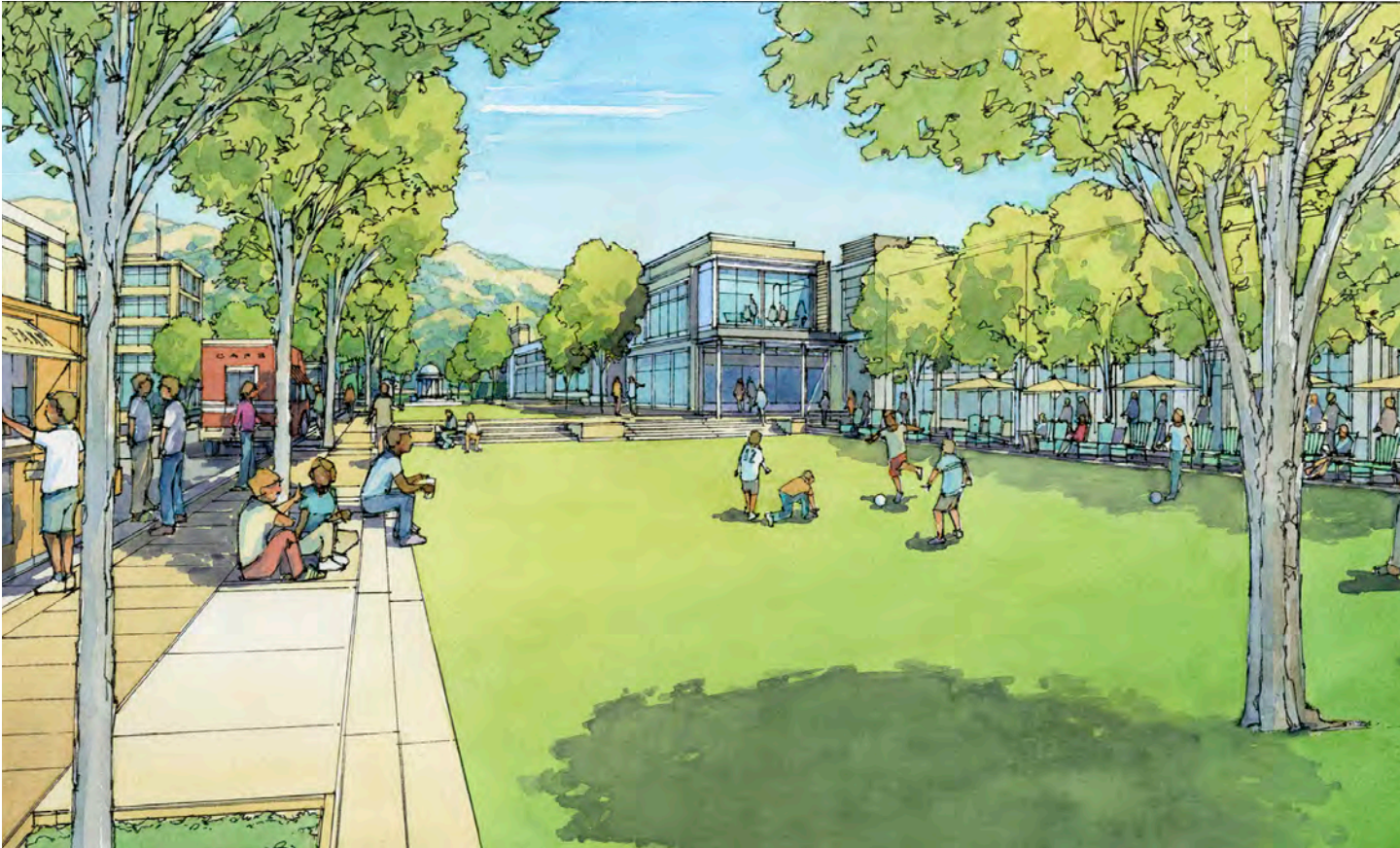


PROJECT TYPE OBJECTIVE DESIGN STANDARDS
DATE JUNE 2023

The Mission Viejo Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Mission Viejo. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

LOCATION MISSION VIEJO, CA
CLIENT CITY OF MISSION VIEJO

MISSION VIEJO DOWNTOWN VISION PLAN



*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE	DOWNTOWN MASTER PLAN PUBLIC ENGAGEMENT
SIZE	261 ACRES
REFERENCE	ELAINE LISTER DIRECTOR OF COMMUNITY DEVLEOPMENT 949-470-3053 ELISTER@CITYOFMISSIONVIEJO.ORG
FEE/DATE	\$230,000 / MARCH 2017

Mission Viejo’s Downtown contains a mix of civic, commercial, and recreational uses. The master plan includes a series of flexible development options that each creates an exceptional public realm framework responding to diverse market conditions, community visions and development opportunity. The goal is to connect the community to its civic and commercial core, while also creatively engaging the project area’s topography and exposing its hidden gem – the Oso Creek.

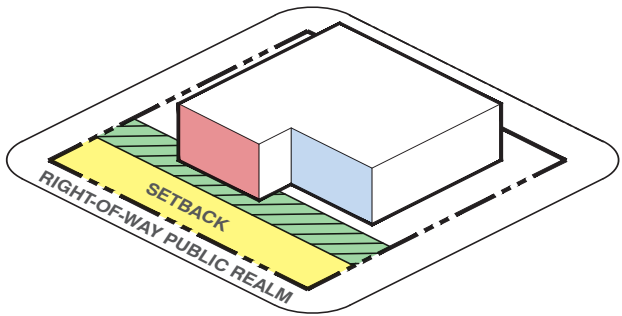
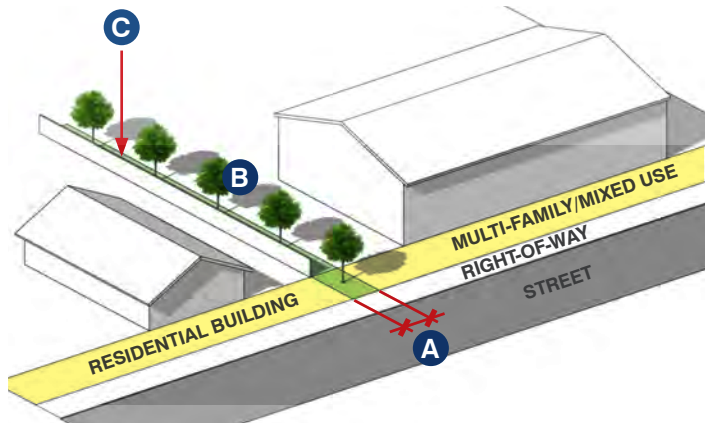
MEDITERRANEAN STYLE



RANCH STYLE



LAGUNA HILLS OBJECTIVE DESIGN STANDARDS



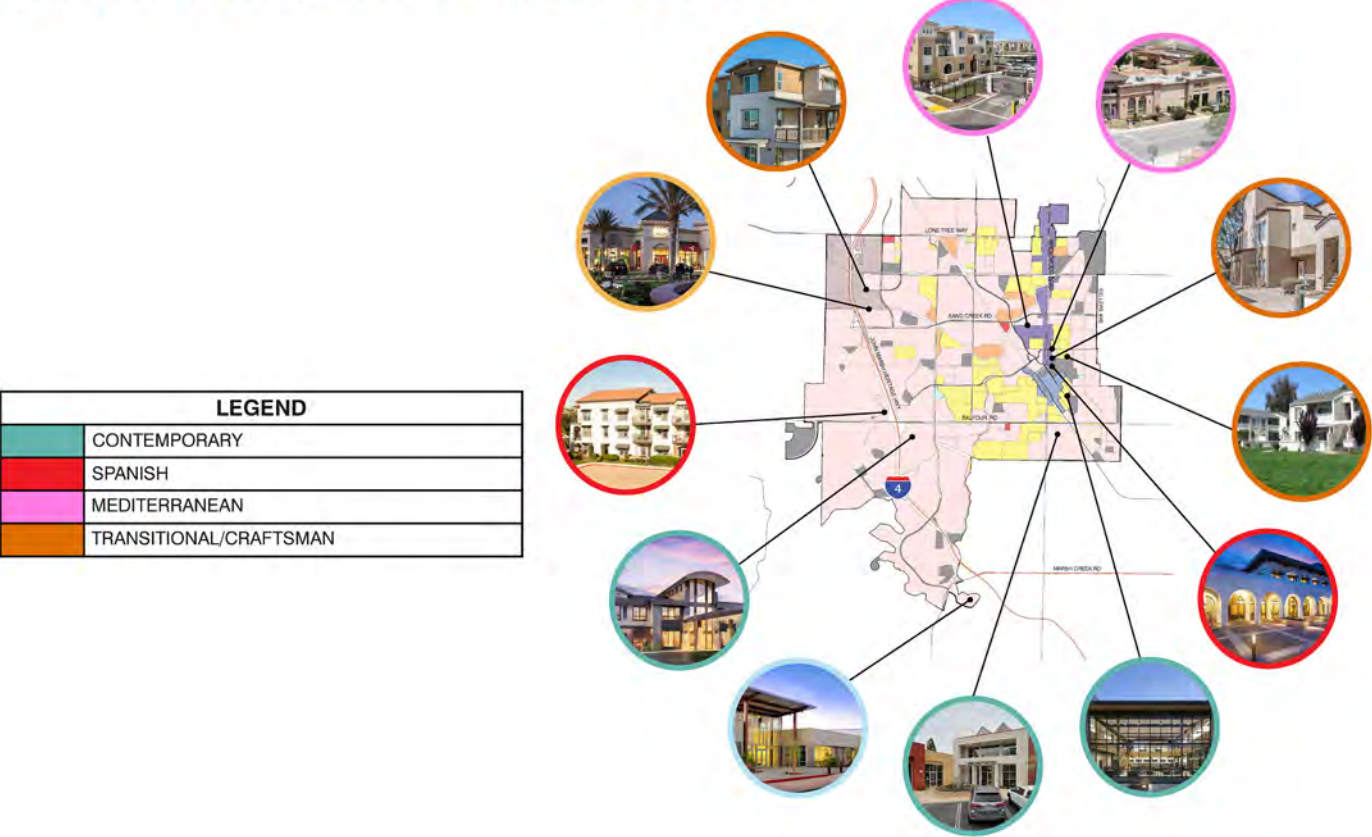
- A Min. 10' wide landscape buffer
- B Tree planting along the shared property line
- C Solid masonry 6' privacy wall except in front setback, where 42" walls are permitted.

- Build-to zone
- Front setback
- Minimum % of building frontage within the build-to zone
- Building frontage outside of the build-to zone

PROJECT TYPE OBJECTIVE DESIGN STANDARDS
DATE IN PROGRESS

The Mission Viejo Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Mission Viejo. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

EXISTING ARCHITECTURAL STYLES



SPANISH STYLE

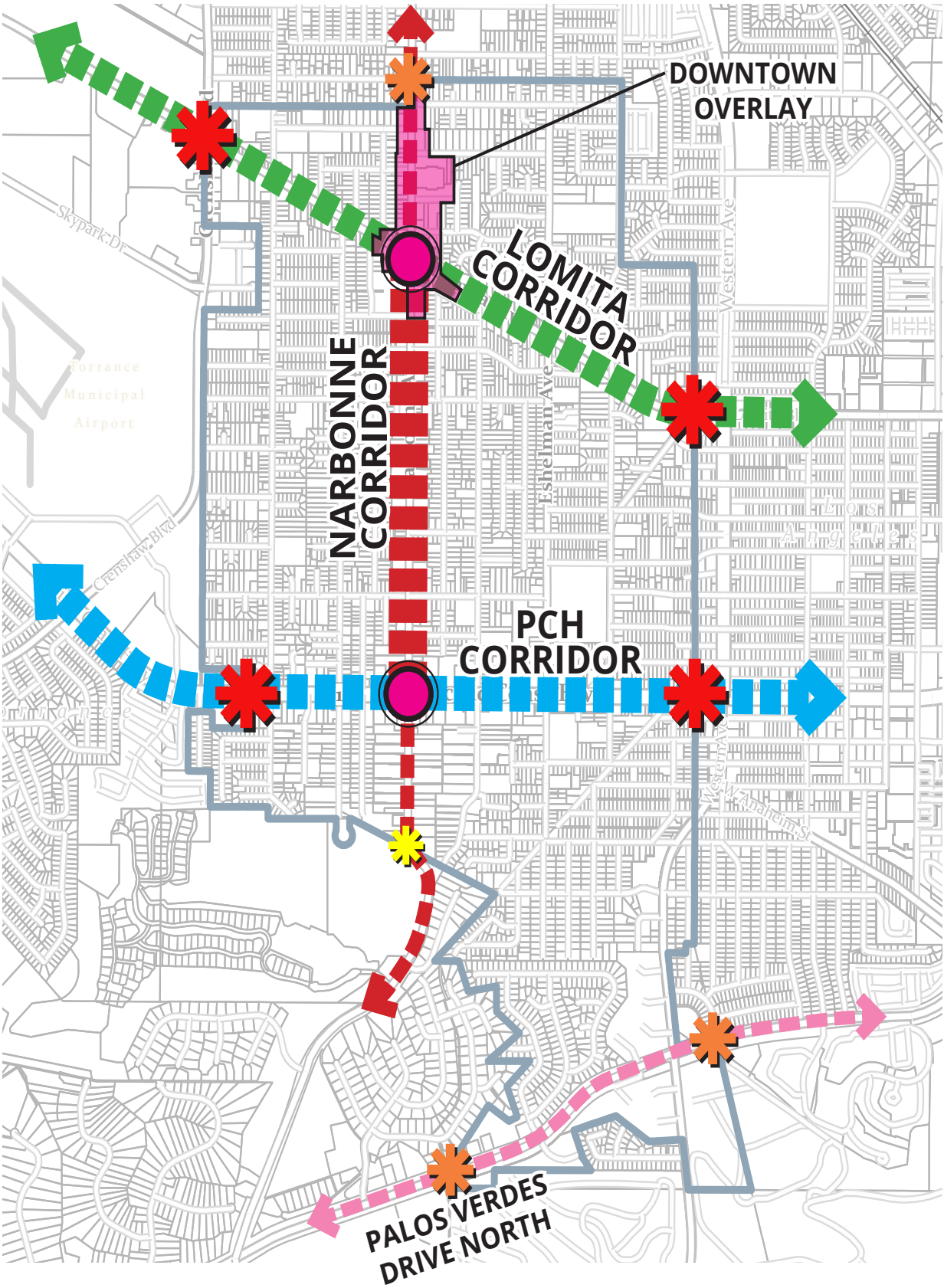


BRENTWOOD OBJECTIVE DESIGN STANDARDS



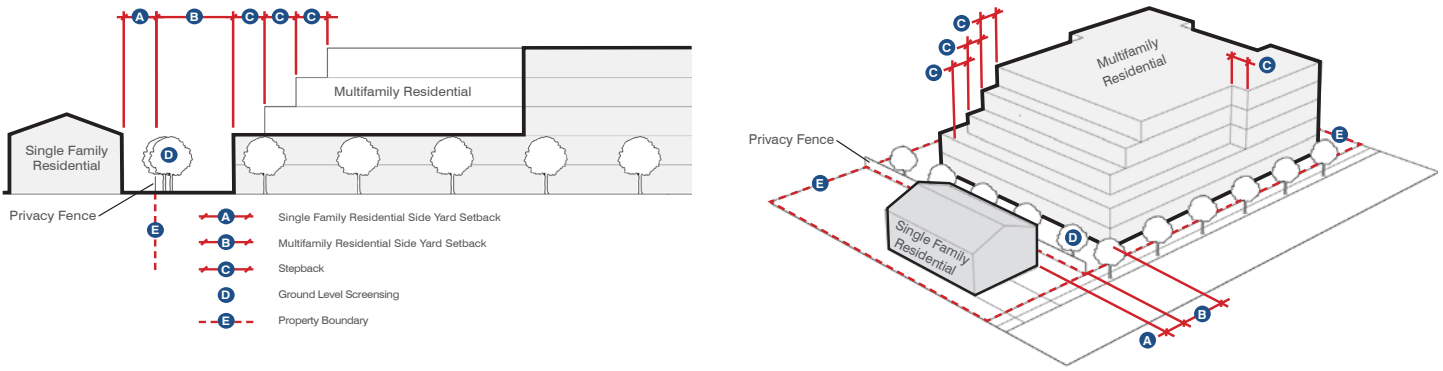
PROJECT TYPE OBJECTIVE DESIGN STANDARDS
DATE IN PROGRESS

The Brentwood Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Brentwood. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.



LOCATION LOMITA, CALIFORNIA
CLIENT CITY OF LOMITA

LOMITA GENERAL PLAN AND OBJECTIVE DESIGN STANDARDS

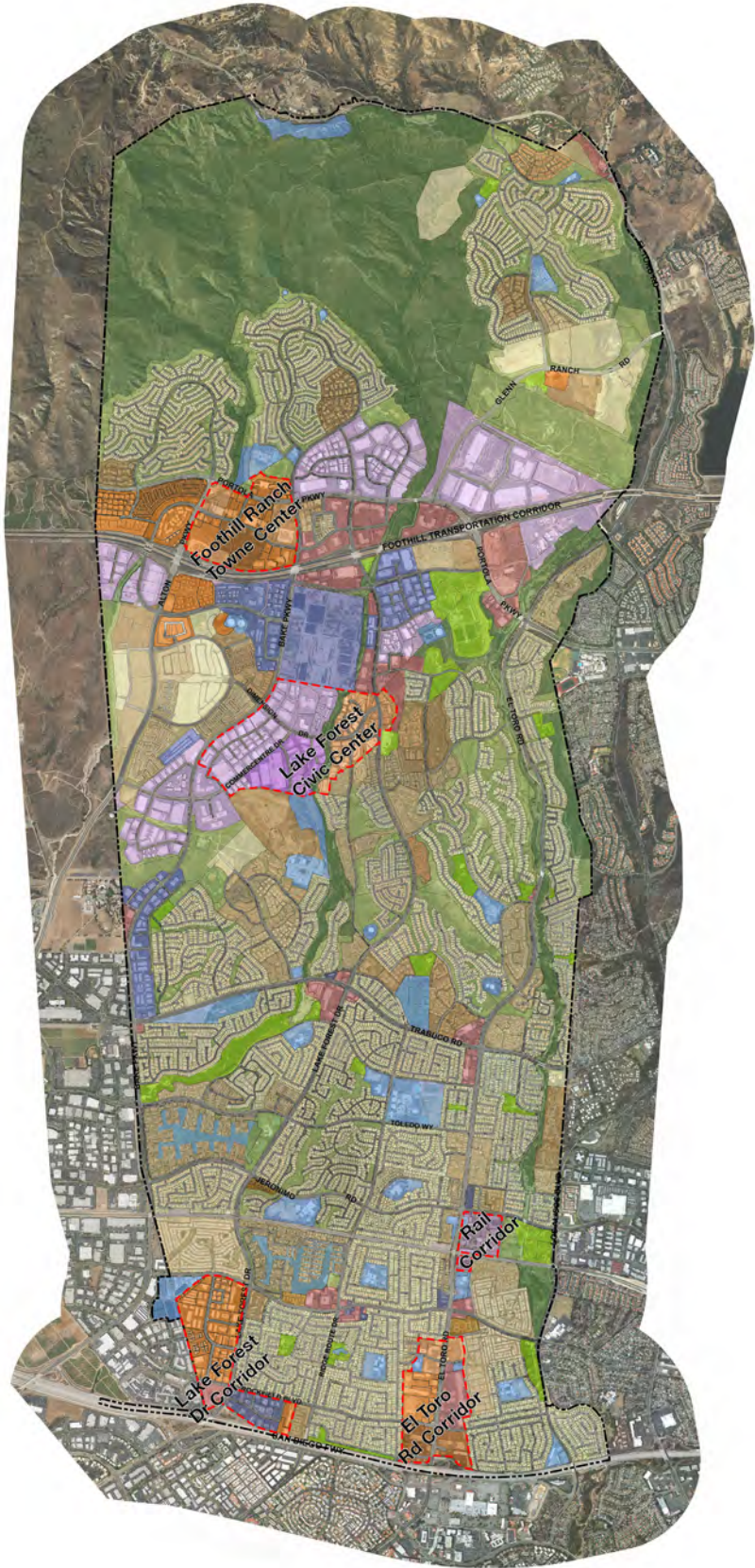


PROJECT TYPE GENERAL PLAN AND OBJECTIVE
DESIGN STANDARDS
DATE IN PROGRESS

JZMK provided urban design and planning services in support of the Lomita General Plan. This included planning analysis, land use studies, zoning code modifications and the development of Objective Design Standards (ODS). The ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site design, building design, architectural styles and landscape.

LOCATION LAKE FOREST, CA
CLIENT CITY OF LAKE FOREST

LAKE FOREST GENERAL PLAN



Legend

- FOCUS AREAS
- CITY BOUNDARY
- LAND USE DESIGNATION
 - LOW DENSITY RESIDENTIAL
 - LOW-MEDIUM DENSITY RESIDENTIAL
 - MEDIUM DENSITY RESIDENTIAL
 - HIGH DENSITY RESIDENTIAL
 - COMMERCIAL
 - MIXED-USE 25
 - MIXED-USE 43
 - MIXED-USE 60
 - BUSINESS PARK
 - MIXED-USE - OFFICE
 - PROFESSIONAL OFFICE
 - LIGHT INDUSTRIAL
 - URBAN INDUSTRIAL 25
 - URBAN INDUSTRIAL 43
 - PUBLIC FACILITY
 - COMMUNITY PARK/OPEN SPACE
 - REGIONAL PARK/OPEN SPACE
 - OPEN SPACE
 - LAKE
 - TRANSPORTATION CORRIDOR



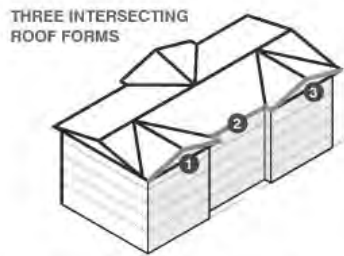
*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE	GENERAL PLAN
PROJECT LEAD	DE NOVO PLANNING GROUP
AWARDS	2021 APA ORANGE COUNTY COMPREHENSIVE PLAN OF THE YEAR
REFERENCE	GAYLE ACKERMAN DIRECTOR OF DEVELOPMENT SERVICES 949-461-3460 GACKERMAN@LAKEFORESTCA.GOV
FEE/DATE	\$133,000 / JUNE 2020

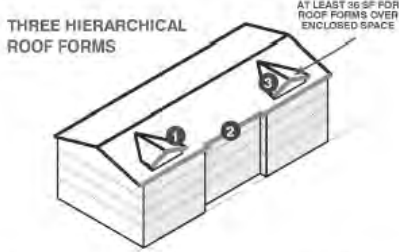
Urban design and planning services were provided for the City of Lake Forest General Plan Update. Lake Forest was pursuing a modern General Plan that would reflect contemporary values and priorities — and provide the framework to balance quality of life with improved economic and fiscal conditions. As part of the larger General Plan Land Use Map, five focus areas were identified as potential locations for future growth, to support economic development, maintain fiscal sustainability, and help create activity nodes.

LOCATION BELL, CA
CLIENT CITY OF BELL

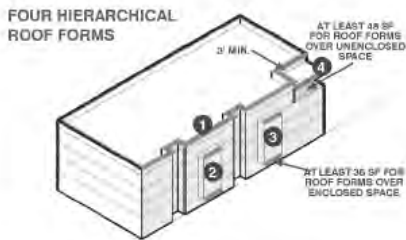
BELL COMPREHENSIVE ZONING CODE



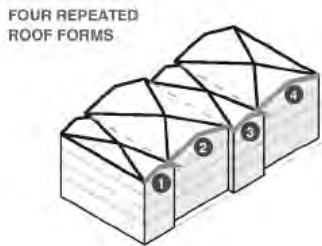
Roof Forms Combinations & Quantities Diagram 1



Roof Forms Combinations & Quantities Diagram 2

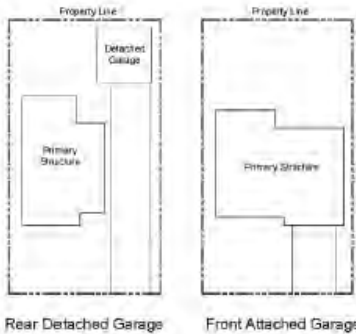


Roof Forms Combinations & Quantities Diagram 3

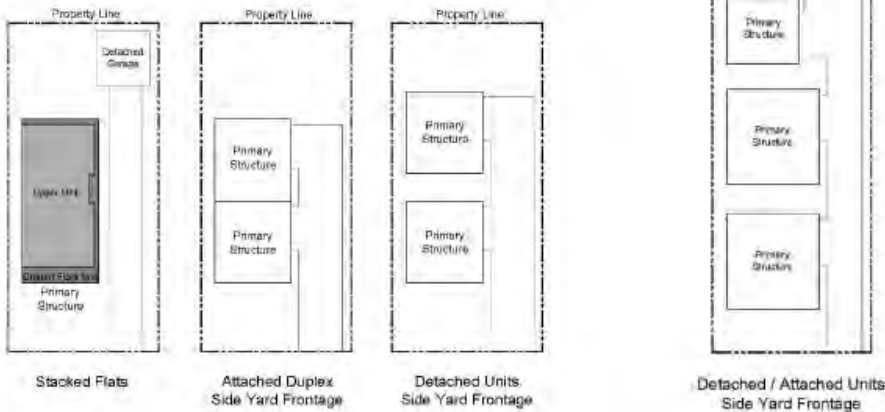


Roof Forms Combinations & Quantities Diagram 4

1. Typical Lot Configurations

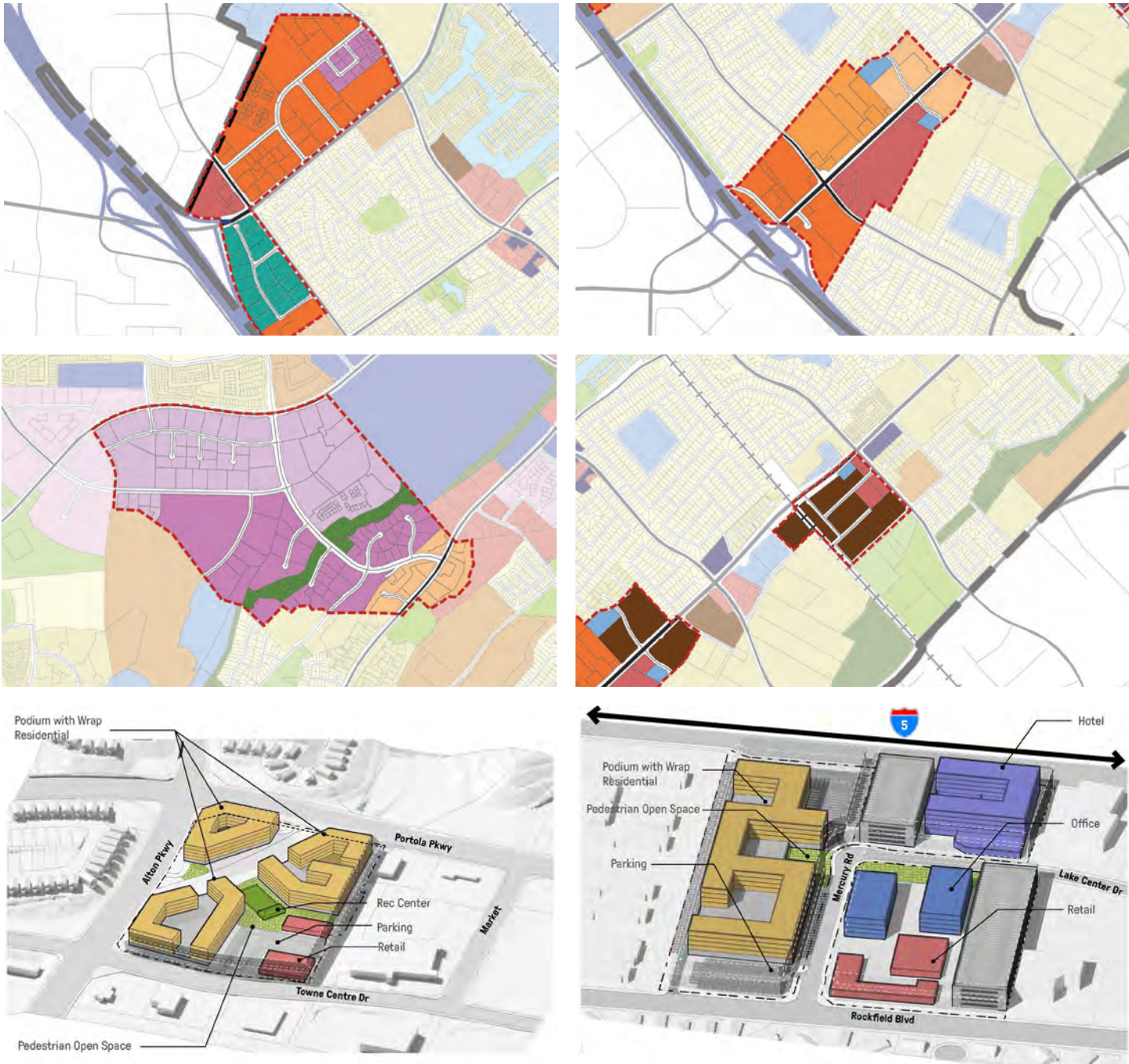


Typical R-1 Lot Configuration



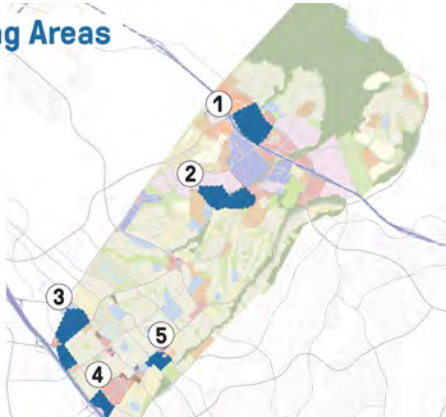
PROJECT TYPE ZONING CODE
DATE IN PROGRESS

JZMK provided urban design and planning services for a comprehensive update to the City of Bell’s Zoning Code. This included planning analysis, a complete overhaul of the City’s zoning code to improve structure and readability and coordination with two specific plans to align them with the new zoning code.



Mixed Use Zoning Areas

- 1 Foothill Ranch Towne Centre
- 2 Civic Center Area
- 3 Lake Forest Drive Corridor
- 4 El Toro Road Corridor
- 5 Light Industrial/Rail Corridor



	DU/Ac	FAR
Mixed-Use 32	32	1.0
Mixed-Use 43	43	1.2
Mixed-Use Office	-	1.5
Urban Industrial 25	25	1.0
Urban Industrial 43	43	1.2

LOCATION LAKE FOREST, CA
CLIENT CITY OF LAKE FOREST



LAKE FOREST MIXED USE ZONING CODE

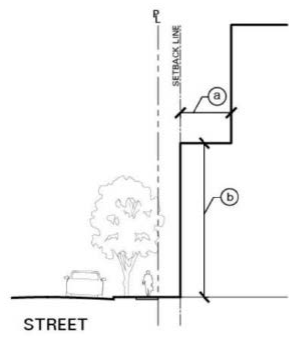
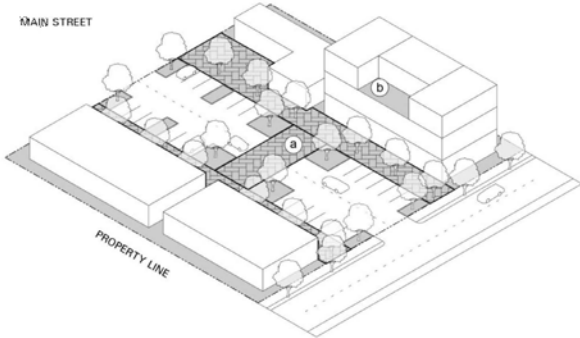
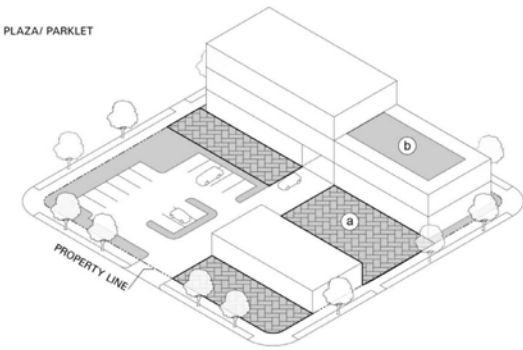
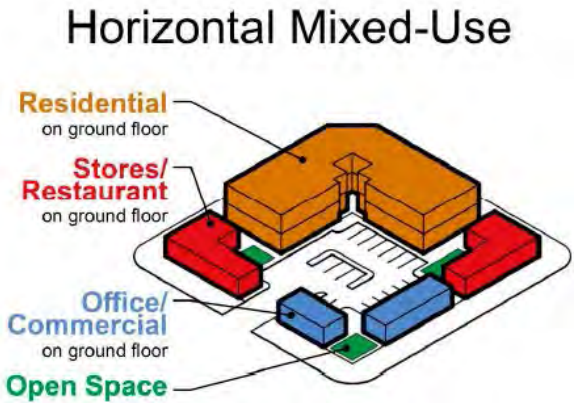
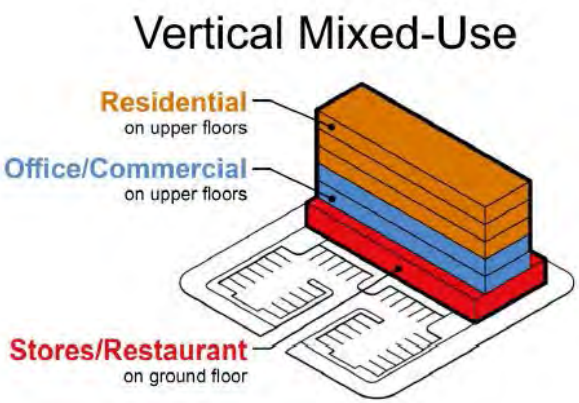


Figure 9.80.031 Required Stepback from Arterial, Collector and Local Street:
a. Minimum Stepback Distance - refer to Table 9.80.030 Mixed Use Development Standards.
b. Maximum Height at Setback Line - Table 9.80.030 Mixed Use Development Standards.

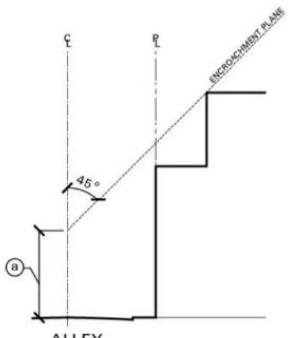


Figure 9.80.032 Required Stepback from Alley at MU32, MU43 and MUO:
a. Maximum Encroachment Plane Height - refer to Table 9.80.030 Mixed Use Development Standards.

*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE	ZONING CODE DEVELOPMENT STANDARDS FEASIBILITY STUDIES
REFERENCE	GAYLE ACKERMAN DIRECTOR OF DEVELOPMENT SERVICES 949-461-3460 GACKERMAN@LAKEFORESTCA.GOV
FEE/DATE	\$125,000 / JULY 2022

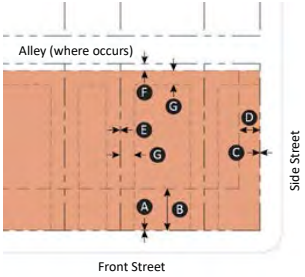
The Lake Forest Mixed Use Zoning Code builds on the City's recently adopted General Plan Update 2040 by developing new codes for five mixed-use activity centers/ focus areas. The code include five distinct types of mixed-use designations that focus on high quality public realms and allow for a blend of residential and non-residential uses at varying densities and intensities. The new mixed-use development areas will provide diverse housing options as well as the flexibility to attract new and desirable development typologies.

LOCATION FONTANA, CA
CLIENT CITY OF FONTANA

DOWNTOWN HOUSING PLAN & ZONING CODE

Mixed-Use Core

The Mixed-Use Core is adjacent to more intense commercial uses providing a transition to more sensitive uses, such as residential. This district includes a mixture of commercial office, retail, personal services, and residential.

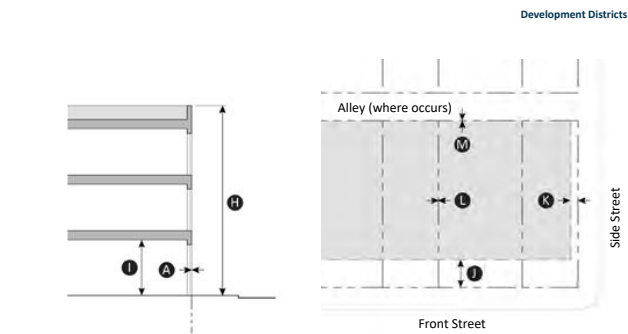


Capacity	Min.	Max.
Multi-Family or Mixed-Use Density	12 DU/Ac	39 DU/Ac 50 DU/Ac* with the inclusion of ground floor commercial along the front street
Commercial FAR	Refer to Exhibit 30-3XX.X for frontages that require ground floor commercial	2.0

* If a development application includes the State Density Bonus under Section 65915 et seq. AND ground floor commercial, an additional 50% of the State Density Bonus that is achieved may be added in excess of the 50 DU/Ac.

Setbacks	Min. (ft.)	Max. (ft.)
Front Street	0 A	30 B
Side Street	0 C	15 D
Side (Interior)	0 E	-
Rear Yard	5 F	-
Stepback**	10 G	-

** Applies to Rear and Side (Interior) at 35' high, when adjacent to a different district designation.



Building Form	50% Min.
Frontage Coverage	50% Min.
Height	55 ft. Max. H
Ground Floor Commercial Height	12 ft. Min. I

Allowed Frontage Types
Building frontages shall conform to the following:
• Forecourt
• Shopfront
• Arcade
• Gallery
• Stoop
• Porch
• Dooryard
Refer to Section XX for more information

Parking	Required Spaces
Studio or 1 bedroom	1 per unit
2+ bedrooms	1.5 per unit
Non-Residential Uses	35% of cumulative parking requirements per FMC

On-site above-ground parking and access shall be located in compliance with the following setback requirements:

	Min. (ft.)
Front Street	20 J
Side Street	5 K
Side (Interior)	- L
Rear Yard	- M

Podium Apartments

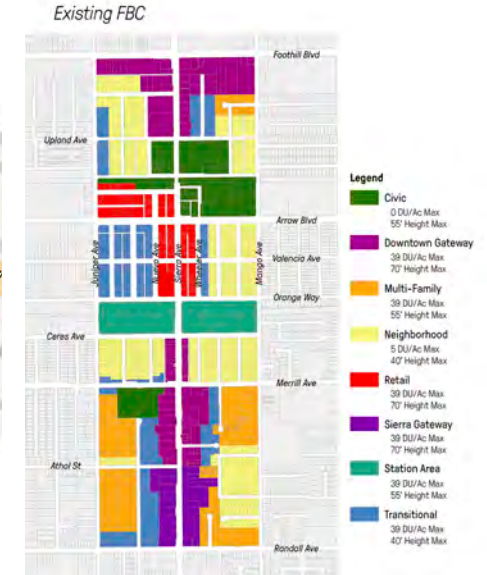
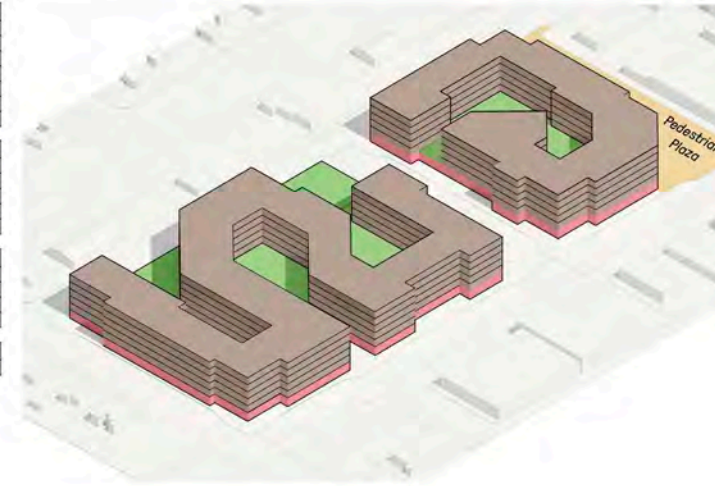
Development Potential

Units	Apartment
Type	Apartment
Count	400
Lot Size	-
Avg. Unit Size	1,500 FT ²
Height	5 Stories
Density	64.1 DU/Ac
Gross Bldg. Area	857,000 FT ²

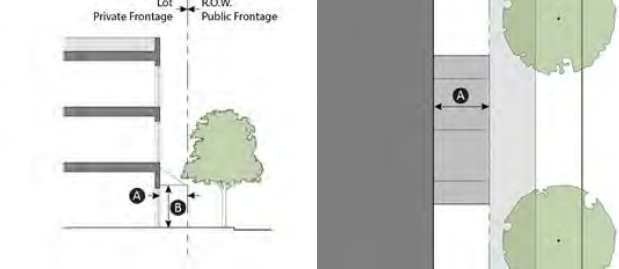
Parking	Podium
Type	Podium
Min. Ratio	1.5 per DU
Height	2 Stories
Stalls Required	600
Stalls Provided	624

Amenities	Pool & Courtyards
Features	Pool & Courtyards
Area	115,000 FT ²
Ground Level	34,000 FT ²
Podium Level	81,000 FT ²

Retail	20,000 FT ²
Area	20,000 FT ²



Shopfront



In the Shopfront Frontage Type, the main facade of the building is at or near the frontage line with an at-grade entrance along the public way. This Type is intended for retail and other commercial uses. It has substantial glazing at the sidewalk level and may include an awning that may overlap the sidewalk. It may be used in conjunction with other frontage types.

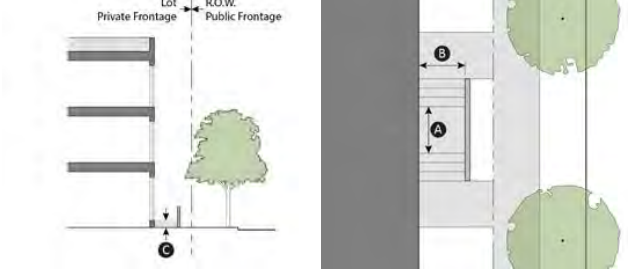
Size

Ground Floor Transparency	80% Min.
Shopfront recessed from PL	10 ft. Min.

Awning

Depth	4 ft. Min. A
Setback from curb	2 ft. Min.
Height, clear	8 ft. Max. B

Stoop



In the Stoop Frontage Type, the main facade of the building is near the frontage line and the elevated stoop engages the sidewalk. The stoop shall be elevated above the sidewalk to ensure privacy within the building. Stairs or ramps from the stoop may lead directly to the sidewalk or may be side-loaded. This Type is appropriate for residential uses with small setbacks.

Size

Width	5 ft. Min./ 8 ft. Max. A
Depth	5 ft. Min./ 8 ft. Max. B
Finish level above sidewalk	18 in. Min. C

Design Standard

Stairs may be perpendicular or parallel to the building facade. Ramps shall be parallel to facade or along the side of the building. The entry doors are encouraged to be covered or recessed to provide shelter from the elements.



*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT LEAD	DE NOVO PLANNING GROUP
PROJECT TYPE	FEASIBILITY STUDIES ZONING CODE UPDATE PUBLIC ENGAGEMENT
SIZE	320 ACRES
REFERENCE	PATTY NEVINS, PLANNING DIRECTOR 909-350-7625 PNEVINS@FONTANA.ORG
FEE/DATE	\$128,000 / NOVEMBER 2022

Located in the heart of the rapidly developing Inland Empire, and along the Metrolink San Bernadino rail line, Fontana is seeking to jump-start redevelopment in its historic downtown core. Governed by a Form Based Code, the Downtown District has seen limited growth due to the code's complexities and restrictions. This project works to streamline the Form Based Code, incentivize development — especially new housing — that is in scale with the historic character, and better define the structure and public realm of downtown.

LOCATION SACRAMENTO, CA
CLIENT GRANDPARK, LLC

GRANDPARK SPECIFIC PLAN



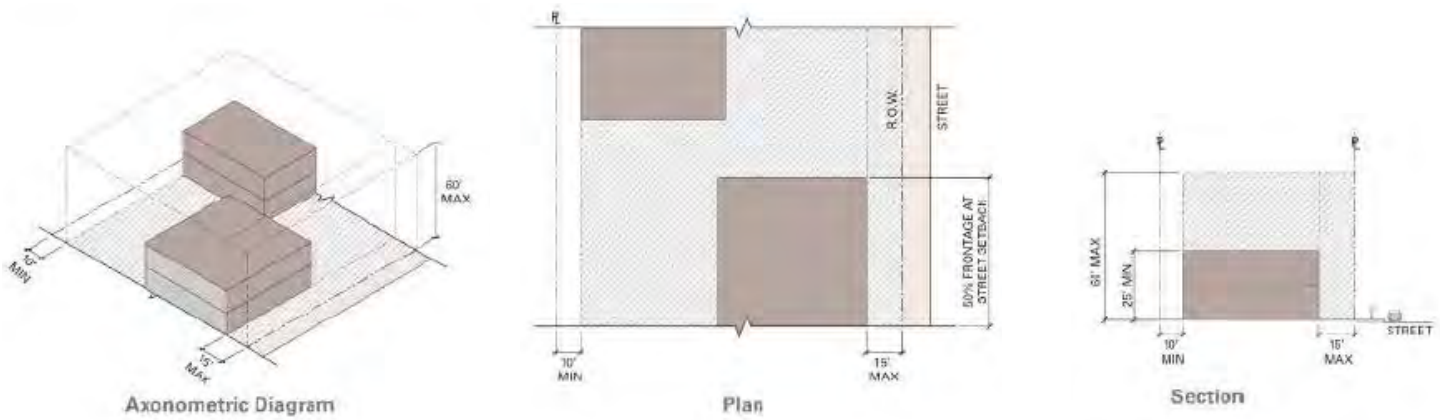
*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE SPECIFIC PLAN
SIZE 5,690 AC

Located between downtown Sacramento and the Sacramento International Airport, the Grandpark property is comprised primarily of agricultural land within the Natomas Basin. The Grandpark Specific Plan lays the foundation to transform existing rice fields into an ecologically rich, bike-focused, forested, multi-density community connected by greenbelts and in close proximity to parks, schools and civic uses. A large open space corridor and floodplain acts as the central organizing framework, preserves the area's agricultural character, and creates a scenic, user-friendly community setting.

LOCATION SACRAMENTO, CA
CLIENT GRANDPARK, LLC

GRANDPARK MIXED USE ZONING

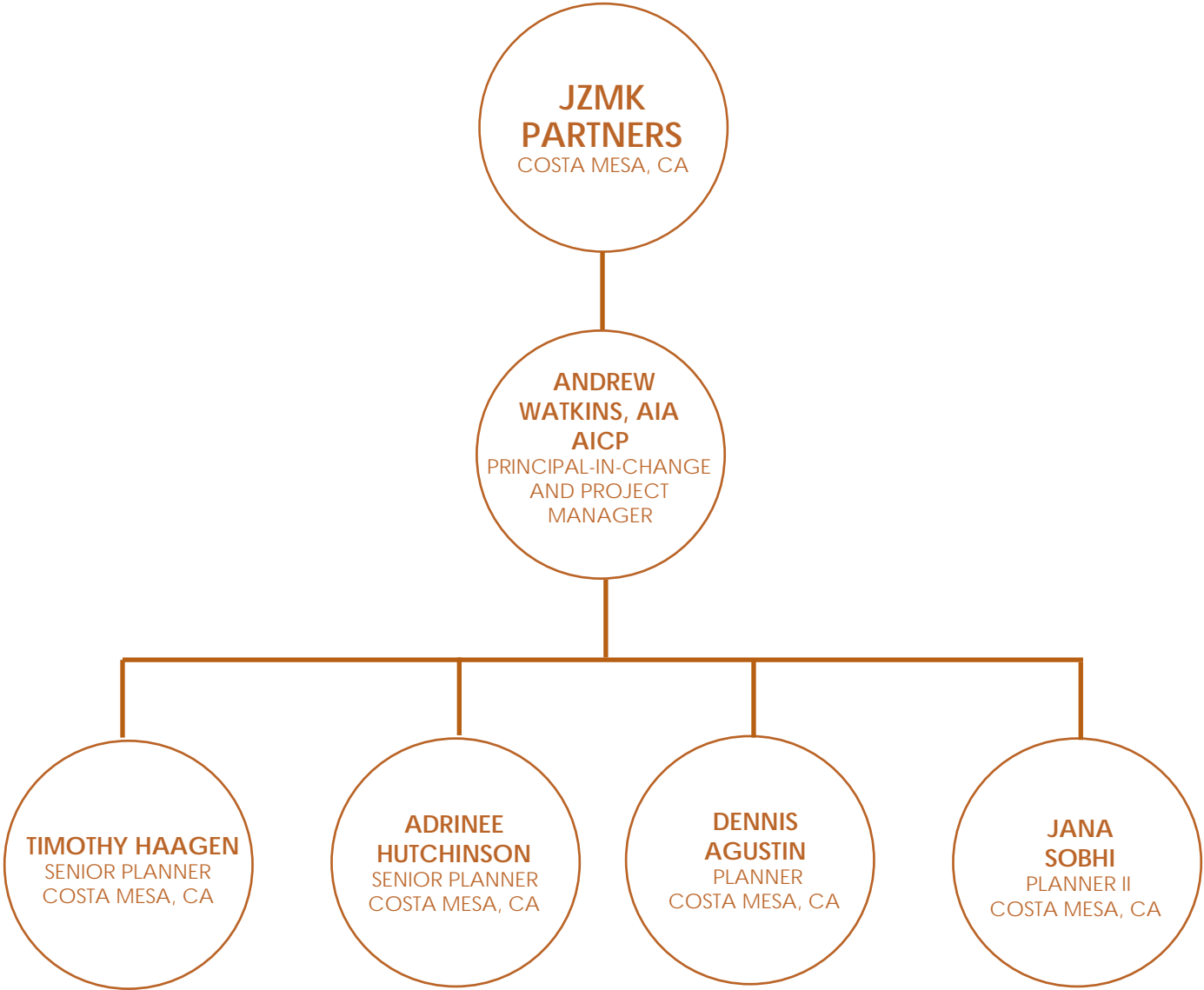


*COMPLETED BY ANDREW WATKINS WHILE A PRINCIPAL AT SWA GROUP

PROJECT TYPE ZONING & DEVELOPMENT STANDARDS

The Grandpark Specific Plan includes establishment of four new mixed-use designations: community, neighborhood, office, and health and hospitality uses. These zoning districts help reinforce a series of community nodes that are accessible by an extensive bicycle and pedestrian network. While each district envisions a different series of uses and adjusts development standards accordingly, they all seek to encourage a pedestrian friendly public realm.

ORGANIZATION CHART



Andrew Watkins is an architect, urban designer, and planner with over 20 years of professional experience. Andrew is licensed in California and Massachusetts.

As a principal at JZMK, his work focuses on large-scale urban design projects that explore the confluence of ecology and urbanism. Andrew has led the design of community plans, urban design and new city planning projects in diverse locales, the United States, China, Indonesia, India, South Africa, Botswana, Ethiopia, Germany, Italy, Armenia and Mexico.

Andrew’s work focuses on place making and creating high-quality public realms. His project experience includes urban and suburban revitalization as well as green-field development, with new community work totaling over 20,000 acres of development featuring more than 50,000 homes, retail, commercial and light industrial districts.

Andrew has particular interests in projects that engage wellness and the ecological systems of food, mobility, waste, shelter and water.

A Full Member of ULI, he is part of the national Residential Neighborhood Development Council, Health Leaders Network and serves locally as part of the Building Healthy Places Council and For Sale Housing Council. Andrew holds a Bachelors of Architecture from Syracuse University and a Masters of Architecture in Urban Design from the Graduate School of Design at Harvard University.

ANDREW WATKINS, AIA AICP

PRINCIPAL / DIRECTOR OF URBAN DESIGN & PLANNING

YEARS EXPERIENCE	21
EDUCATION	MASTERS IN ARCHITECTURE IN URBAN DESIGN, HARVARD UNIVERSITY BACHELOR OF ARCHITECTURE, SYRACUSE UNIVERSITY SCHOOL OF ARCHITECTURE
AFFILIATIONS	AIA, AICP, LEED AP, WELL AP, ULI, BIA
CONTACT	awatkins@jzmkpartners.com

PROFESSIONAL EXPERIENCE

MISSION VIEJO OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF MISSION VIEJO

LOCATION: MISSION VIEJO, CALIFORNIA

The Mission Viejo Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Mission Viejo. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

LOMITA GENERAL PLAN AND OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF LOMITA

LOCATION: LOMITA, CA

JZMK Partners provided urban design and planning services in support of the Lomita General Plan. This included planning analysis, land use studies, zoning code modifications and the development of Objective Design Standards (ODS).The ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site design, building design, architectural styles and landscape.

BRENTWOOD OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF BRENTWOOD

LOCATION: BRENTWOOD, CA

The Brentwood Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Brentwood. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape provide a harmonious and cohesive design concept for both the individual buildings and outdoor realm.



TIM HAAGEN

ASSOCIATE / SENIOR PLANNER

ROLE ON PROJECT	DAILY PROJECT MANAGER & CODE ORGANIZER AND LEAD WRITER
YEARS EXPERIENCE	20
EDUCATION	BACHELOR OF LANDSCAPE ARCHITECTURE UNIVERSITY OF IDAHO
CONTACT	thaagen@jzmkpartners.com

Tim Haagen brings 20 years of experience in urban design, planning and landscape architecture to JZMK.

Following completion of his Bachelors of Landscape Architecture from the University of Idaho in 2002, Tim spent several years working for a landscape architecture office specializing in built residential landscapes and community design. There he practiced the art of landscape architecture taking a project from a blank canvas through design development to final build-out through construction documents and construction administration.

Tim furthered his career as Project Planner and Landscape Designer at globally recognized hospitality-based design firm WATG in the planning studio for nearly a decade where he constantly collaborated with architects, landscape architects and interior designers to craft the stories and visions for hospitality-based master planning projects (luxury resorts, hotels, high-end residential), urban design,thematic parks and design, site planning for hotels and commercial spaces and golf course-centric projects. Tim's wide-reaching body of work includes projects in China, Korea, the Middle East, South, Central and North America and in exotic locales like the Caribbean, Mediterranean, Azerbaijan, Panama, Hawaii and the Phillipines.

At JZMK Tim has expanded his portfolio to include domestic urban design and local residential-based infill development. With his training and experience in landscape architecture working at a smaller scale, Tim is able to contribute a detail oriented perspective while thinking critically at a master planning scale.

PROFESSIONAL EXPERIENCE

BRENTWOOD OBJECTIVE DESIGN STANDARDS
CLIENT: CITY OF BRENTWOOD
LOCATION: BRENTWOOD, CA

The Brentwood Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Brentwood. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

MISSION VIEJO OBJECTIVE DESIGN STANDARDS
CLIENT: CITY OF MISSION VIEJO
LOCATION: MISSION VIEJO, CALIFORNIA

The Mission Viejo Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Mission Viejo. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

BELL COMPREHENSIVE ZONING
CLIENT: CITY OF BELL
LOCATION: BELL, CALIFORNIA

JZMK Partners provided urban design and planning services for a comprehensive update to the City of Bell's Zoning Code. This included planning analysis, a complete overhaul of the City's zoning code to improve structure and readability and coordination with two specific plans to align them with the new zoning code.



Adrinee Hutchinson brings over eight years of experience in urban design, master planning, and mixed-use redevelopment to JZMK. Her work spans large-scale international initiatives and local infill developments, with a focus on equitable land use, housing, and sustainable growth.

Following the completion of her Master of Science in Architecture and Urban Design from Columbia University in 2016, Adrinee began her career at Johnson Fain, contributing to transformative projects such as Promenade 2035, reimagining a regional mall into a vibrant, transit-oriented district. There she developed expertise in multifamily housing, site design and biotech campus planning, producing feasibility studies, phasing strategies, and long-range master plans. During her time at Johnson Fain, Adrinee was part of the urban design team supporting the NEOM Regional Master Plan, a high-profile development in Saudi Arabia. Her work contributed to the integration of international conservation frameworks into zoning, infrastructure, and tourism planning strategies.

Adrinee furthered her career as Associate Designer at PlaceWorks, leading zoning research, site feasibility studies, and land strategy for infill and redevelopment projects across Southern California. Her ability to pair data-driven research with visual storytelling elevates proposal wins and advances equitable, innovative urban solutions. She brings an interdisciplinary perspective to each project—bridging policy, design, and strategy to help shape cities that are livable, inclusive, and adaptive. Passionate about visual communication and systems thinking, she is driven by the belief that meaningful design begins with understanding both people and place.

ADRINEE HUTCHINSON

SENIOR PLANNER

YEARS EXPERIENCE	8
EDUCATION	COLUMBIA UNIVERSITY MASTERS IN ARCHITECTURE & URBAN DESIGN WOODBURY UNIVERSITY BACHELORS IN ARCHITECTURE
CONTACT	ahutchinson@jzmkpartners.com

PROFESSIONAL EXPERIENCE

BRENTWOOD OBJECTIVE DESIGN STANDARDS
CLIENT: CITY OF BRENTWOOD
LOCATION: BRENTWOOD, CALIFORNIA

The Brentwood Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Brentwood. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

RANCHO MISSION VIEJO PA3 PLANNING
CLIENT: RANCHO MISSION VIEJO
LOCATION: ORANGE COUNTY, CA

JZMK is currently working on a feasibility study for Planning Area 8 within Rancho Mission Viejo. This site, adjacent to Camp Pendleton, presents numerous challenges including noise mitigation, grading and habitat preservation.



DENNIS AGUSTIN

PLANNER

ROLE ON PROJECT	PROJECT PLANNER
YEARS EXPERIENCE	25
EDUCATION	BACHELOR OF ARCHITECTURE UNIVERSITY OF SANTO TOMAS, PHILLIPINES
CONTACT	dagustin@jzmkpartners.com

Dennis Agustin brings almost 30 years of experience to urban design, planning and landscape architectural projects. He graduated from the University of Santo Tomas in the Philippines with a Bachelor's Degree in Architecture and is a licensed landscape architect in the State of Nevada.

Dennis initially became a licensed architect in the Philippines before working almost a decade in Singapore for Peridian Asia. There, he worked on landscape architecture and master planning projects including residential communities and luxury resorts. Over 20 years ago Dennis moved to Southern California to assist on international projects for Peridian's U.S. office before joining JZMK in 2010.

At JZMK he works on a wide range of projects, from urban infill developments to master planned communities, both domestically and internationally. He has experience working across the United States in addition to China, Russia, Egypt, Abu Dhabi, Oman, and Dubai. Dennis has a strong multi-disciplinary background, bringing a comprehensive and effective approach to urban design and planning projects.

PROFESSIONAL EXPERIENCE

BELL COMPREHENSIVE ZONING

CLIENT: CITY OF BELL

LOCATION: BELL, CALIFORNIA

JZMK Partners provided urban design and planning services for a comprehensive update to the City of Bell's Zoning Code. This included planning analysis, a complete overhaul of the City's zoning code to improve structure and readability and coordination with two specific plans to align them with the new zoning code.

BRENTWOOD OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF BRENTWOOD

LOCATION: BRENTWOOD, CA

The Brentwood Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Brentwood. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.

MISSION VIEJO OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF MISSION VIEJO

LOCATION: MISSION VIEJO, CALIFORNIA

The Mission Viejo Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Mission Viejo. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site planning, site design, building design, architectural styles and landscape.



JANA SOBHI

PLANNER

ROLE ON PROJECT	PROJECT PLANNER
YEARS EXPERIENCE	3
EDUCATION	BACHELOR OF SCIENCE GERMAN UNIVERSITY OF TECHNOLOGY
CONTACT	jsobhi@jzmkpartners.com

Jana Sobhi graduated from German University of Technology in Oman with a Bachelor's degree in Design in Urban Planning and Architecture. Before moving to the United States she worked for several years in Oman as a junior architect and planner with a strong background in master planning. There she gained expertise in Middle East projects including multi-family homes, residential properties, converting residential units into commercial and mixed-use projects.

At JZMK Jana works on urban design and planning projects. She has experience working in the United States, Egypt and Abu Dhabi with projects ranging in size from a few acres to thousands. She has worked on project types that include city expansions, master planned communities and urban infill

Jana enjoys problem solving, graphic representation and creating great urban environments. She is skilled at project visioning, 3D representation and GIS. Outside of urban design and planning Jana is an amateur photographer.

PROFESSIONAL EXPERIENCE

LAGUNA HILLS OBJECTIVE DESIGN STANADARDS

CLIENT: CITY OF LAGUNA HILLS

LOCATION: LAGUNA HILL, CA

The Laguna Hills Objective Design Standards (ODS) provides additional objective design and development standards for residential development within the City of Laguna Hills. Responding to recent state legislation the ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site design, building design, architectural styles and landscape.

LOMITA GENERAL PLAN AND OBJECTIVE DESIGN STANDARDS

CLIENT: CITY OF LOMITA

LOCATION: LOMITA, CA

JZMK Partners provided urban design and planning services in support of the Lomita General Plan. This included planning analysis, land use studies, zoning code modifications and the development of Objective Design Standards (ODS).The ODS establishes an agreed upon level of quality from the City that gives developers clear direction for their development projects. The code include chapters covering site design, building design, architectural styles and landscape.

BELL COMPREHENSIVE ZONING

CLIENT: CITY OF BELL

LOCATION: BELL, CALIFORNIA

JZMK Partners provided urban design and planning services for a comprehensive update to the City of Bell's Zoning Code. This included planning analysis, a complete overhaul of the City's zoning code to improve structure and readability and coordination with two specific plans to align them with the new zoning code.