City of Santa Paula

City Council

MAYOR PEDRO A. CHAVEZ
VICE MAYOR CARLOS JUAREZ
COUNCILMEMBER JENNY CROSSWHITE
COUNCILMEMBER LESLIE CORNEJO
COUNCILMEMBER GABRIELA ORNELAS

CITY COUNCIL REGULAR MEETING OF THE
SANTA PAULA CITY COUNCIL

WEDNESDAY, JULY 2, 2025

6:30 PM - City Council Regular Meeting

SANTA PAULA CITY HALL
970 VENTURA STREET
SANTA PAULA, CA 93060

JULIE LATSHAW, CITY CLERK
DAN SINGER, CITY MANAGER
MONICA CASTILLO, CITY ATTORNEY

CITY COUNCIL REGULAR MEETING

You are invited to participate in all Regular City Council meetings. Agendas are posted in the front of Santa Paula City Hall, 970 Ventura Street, Santa Paula, 72 hours in advance of the scheduled meetings. The City Council's regular meetings start at 6:30 p.m. the first and third Wednesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula. Special and Closed Sessions vary by date and time.

HOW TO PARTICIPATE IN PERSON DURING THE MEETING: If you wish to speak at a City Council meeting, please fill out a ***Public Comment Form*** noting your name and address and submit the form to the City Clerk. Include the Agenda item number, when appropriate. ***Public comments are limited to 3 minutes.***

1. ***Items Not on the Agenda*:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the City Council during *Public Comment*. Please realize that due to the limitations placed on the City Council by provisions of the *California Government Code*, the City Council ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment may be referred to staff or considered on a future agenda.
2. ***Agenda Items:*** Items being considered by the City Council may appear on the Consent Calendar, as an Action Item, or as a Public Hearing. Public comments on each type of item are handled differently, as explained below:
    a. For items appearing on the Consent Calendar, please submit a Public Comment Form before the Council takes action on the Consent Calendar. Items that receive a Public Comment Form may be pulled from the Consent Calendar by the Mayor and discussed separately by the City Council.
    b. For items appearing as an Action Item, the Mayor will announce the Agenda item and request the staff report, the staff member responsible will give a brief summary of the report; the City Council will have an opportunity to ask questions of staff; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); and the City Council will discuss the item and then take appropriate action.
    c. For items on which a Public Hearing is scheduled, the Mayor will open the public hearing and receive the staff report; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); the City Council will discuss the item; and the Mayor will close the public hearing after City Council action.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit email correspondence on any agenda item by sending an email to cityclerk@spcity.org. All public correspondence received by 3:00 p.m. (PT) on the meeting date will be provided to the legislative body before the meeting. Public Comments received after 3:00 p.m. will be provided to the legislative body the next day.

Your Participation in this meeting is in the public domain; meetings are cablecast; minutes of this meeting will reflect your participation in this meeting and are posted on the city's website.

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the City Council at or before the meeting. Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.*

*In compliance with the **Americans with Disabilities Act**, if you need special assistance to participate in this meeting, please contact the City Clerk at (805) 933-4208. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35, 102-35.104 ADA Title II). Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's office.*

HOW TO VIEW ON YOUR TELEVISION, COMPUTER, OR MOBILE DEVICE: Watch from home live on the local Channel 10, or view the live feed on the city website at the following link: https://www.spcity.org/523/Public-Meeting-Agendas
NOTE: Special and Closed Sessions are not recorded and not available on Channel 10 or live feed on the city website.

REGULAR MATTERS - COUNCIL CHAMBERS

1. **CALL TO ORDER**
   REMINDER: in order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

2. **INVOCATION**

3. **FLAG SALUTE**

4. **ROLL CALL**

5. **CLOSED SESSION REPORT FROM SPECIAL MEETING 6/30/2025 AND SPECIAL MEETING 7/2/2025**

6. **PUBLIC COMMENT**
   At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the City Council. A Public Comment Form must be submitted to the City Clerk prior to the beginning of the Public Comment period in order to be recognized to speak. Individuals submitting Public Comment Forms after the beginning of the Public Comment period will not be allowed to speak at this time, but may be recognized to speak by the Mayor at the conclusion of the meeting. Individual Councilmembers may briefly respond to Public Comments or ask questions for clarification. The City Council may direct the City Manager to report to the City Council on the item at a later meeting. For items appearing on the Agenda, the public will be invited to make comments at the time the item comes up for City Council consideration. If a member of the public wishes to address a Consent Calendar item, please submit a Public Comment Form for that item. It may then be discussed separately by the Council, and the public will be invited to make comments at that time. At all times, please use the microphone and write your name and address on the Public Comment Form provided.

7. **PRESENTATIONS**

   7.A REY FRUTOS PROCLAMATION

   7.B VENTURA COUNTY FAIR POSTER PRESENTATION

7.C FARM BUREAU OF VENTURA COUNTY PRESENTATION

7.D PARKS AND RECREATION MONTH PROCLAMATION

7.E **POLICE DEPARTMENT REPORT**

RECOMMENDATION:

Receive and file Police Department Report

Presented by: POLICE CHIEF DON AGUILAR

8. CITY COUNCIL REPORTS

9. CITY MANAGER REPORTS

10. CONSENT CALENDAR

Background information has been provided to the City Council on all matters listed under the Consent Calendar and these items are considered to be routine by the City Council and are normally approved by one motion. If discussion is requested by a Councilmember on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

10.A **CANYON BOOSTER PUMP UPGRADE PROJECT**

RECOMMENDATION:

1. Award a Construction Contract to Toro Enterprises, Inc. for the construction of the Canyon Booster Pump Upgrade Project in the amount of $594,225.00 and authorize the City Manager to execute the contract in a form approved by the City Attorney;
2. Authorize the City Manager or his designee to approve the Construction Contract contingency in an amount of $59,423.00 and an allowance of $59,423.00 for construction management, inspection, materials testing, and engineering support services for the Canyon Booster Pump Upgrade Project.
3. Authorize necessary budget adjustments, as shown in the Fiscal Impact section.

10.B **CITY SUBLEASE AGREEMENT WITH THE SANTA PAULA CHAMBER OF COMMERCE AT 866 E. MAIN STREET**

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve the sublease agreement with the Santa Paula Chamber of Commerce for 209 square feet of office space at 866 East Main Street for customer service and general office use; and
2. Authorize the City Manager to execute the sublease agreement in a form approved by the City Attorney.

10.C **AUTHORIZATION TO SUBMIT A LAND AND WATER CONSERVATION FUND GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF**

PARKS AND RECREATION OFFICE OF GRANTS AND LOCAL SERVICES
RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Resolution No. 7574 authorizing the submission of a grant application to the California Department of Parks and Recreation's Office of Grants and Local Services (OGALS) for the Santa Paula Regional Sports Park – Phase II.

Prepared by: Jonathan Royas, Deputy City Manager

10.D **ADOPTION OF ORDINANCE NO. 1346 AMENDING CHAPTERS 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 AND 16.40 OF THE SANTA PAULA MUNICIPAL CODE IN ORDER TO CORRECT INCONSISTENCIES, OUTDATED LANGUAGE AND FORMATTING AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 15061(b)(3) AND 15168(c)(2) OF THE PUBLIC RESOURCES CODE.**
RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Ordinance No. 1346, entitled "An Ordinance amending Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35, and 16.40 of the Santa Paula Municipal Code in order to correct inconsistencies, outdated language and formatting and finding the action to be statutorily exempt from CEQA under Section 15061(b)(3) and 15168(c)(2) of the Public Resources Code".

11. ACTION ITEMS

11.A **SANTA PAULA MASTER PLAN FOR AGING**
RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Resolution No. 7576 Santa Paula Master Plan for Aging.

Presented By:
Gregory Barnes - Parks and Recreation Director
Michael Schouten - Administrative Analyst I
Mirka Vargas- AmeriCorps Fellow
Dr. Ronald Berkowsky - California State University Channel Islands, Professor

11.B **RESOLUTION NO. 7572 OF THE CITY OF SANTA PAULA AUTHORIZING A LOAN FROM THE CITY AFFORDABLE HOUSING TRUST FUND TO PEOPLE'S SELF HELP HOUSING**

RECOMMENDATION:

Staff recommends the City Council
1. Adopt Resolution No. 7572 authorizing a City Affordable Housing Fund loan to People Self Help Housing (PSSH) ("Nonprofit Organization") for the People's Place project at 714–716 West Harvard Boulevard in the amount of $700,000 in the form of a loan at 4% interest for a 30-year term, contingent upon the following:

- County amends its documents to reflect changes in Residual Receipts.
- HCD includes the City Loan in the list of approved loan in the documents it has drafted.
- The Investor prepares an amendment to the Partnership Agreement to reflect the additional funding source
- Chase Bank prepares a Subordination Agreement with the City
- The City prepares a Promissory Note, Deed of Trust, and Regulatory Agreement

2. Adopt a budget allocation of $700,000 in GL account 219-5-9093-502. Staff will do year end entries to book as Loans Payable.

Presented by: James Mason, Community & Economic Development Director

11.C **RESOLUTION NO. 7573 AUTHORIZING CONDITIONAL, SEQUENTIAL ACCEPTANCE OF EAST AREA ONE THREE-MILLION GALLON TANK IMPROVEMENTS (HARVEST AT LIMONEIRA)**
RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7573 Authorizing Conditional Sequential Acceptance of East Area One Three-Million Gallon Tank Improvements.
2. Authorize the City Manager to enter into a license agreement with LLCB and Lennar to access the tank site after it is owned by the City, in a form approved by the City Attorney.
3. Authorize the City Manager to sign and record storm drain easements on the tank site from the City to Lennar and LLCB after the site is owned by the City, in a form approved by the City Attorney.

11.D **CITY OF SANTA PAULA 2025-2027 POLICY & LEGISLATIVE AGENDA**
RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7575, approving the 2025–2027 Policy & Legislative Agenda and updating the 2023 Legislative Platform.

Prepared by: Jonathan Royas, Deputy City Manager

11.E **APPROVAL OF THE SANTA PAULA CITY COUNCIL 2-YEAR STRATEGIC PLAN FOR 2025-2027**
RECOMMENDATION:

Staff recommends City Council:

1. Adopt Resolution No. 7571, establishing the City of Santa Paula Council 2-Year Strategic Plan for 2025-2027.

Presented By: Jonathan Royas, Deputy City Manager

11.F **CONSIDERATION OF A TENDER OFFER OF LIMCO STOCK**

RECOMMENDATION:

Staff recommends that the City Council:
A) Consider options related to a tender offer of City held stock and,
B) Provide staff with direction on the offer.

Presented by: Dan Singer, City Manager

12. ITEMS FOR FUTURE AGENDAS

12.A **FUTURE AGENDA ITEMS**

RECOMMENDATION:

No action is needed at this time.

13. ADJOURNMENT

State of California)-

County of Ventura)- ss

City of Santa Paula)-

I declare under penalty of perjury that I posted this City Council Agenda on the bulletin board near the front door of City Hall, 970 Ventura Street, Santa Paula, California.

On_____at_____Signed:_____

Julie Latshaw

City Clerk

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Donald Aguilar, Police Chief

Subject: POLICE DEPARTMENT REPORT

Date: July 2, 2025

Agenda Item: 7.E

RECOMMENDATION:

Receive and file Police Department Report

Presented by: POLICE CHIEF DON AGUILAR

BACKGROUND:

For providing progress in several aspects of the Police Department, it is important to provide Department updates to the City Council.

ANALYSIS:

In the past, the Chief of Police has provided reports to the City Council, highlighting key areas such as crime statistics, trends, grants status', dispatch response, achievements, and noteworthy events.

- Year to date 2025 Part 1 Crimes / Traffic Citations/Arrests will be reviewed
- An update on sworn and civilian training over the reporting period will be given
- Provide Department project upgrades Status - Police Station Construction and City Hall and new Records (RMS) and Dispatch (CAD) implementation, Parking Lot Fence/Gate Construction
- Review the progress and staffing of the Department - Senior Officer
- Recruitment in progress - Lateral Police Officer, Entry Level Officer
- Announce the recent Department employee milestone accomplishments - Dispatcher of the Year/Officer of the Year
- Report on Youth Community Engagement will be provided
- Review the progress of our emergency preparedness - AED Equipment and training implementation
- Training
- Announce upcoming Police Department related events

STRATEGIC PLAN:

The quarterly report provides a metric for Strategic Plan Goal E,. Public Safety

Goal:
Create an environment within the City in which our residents feel safe and which promotes the City as a location of choice for living, working, visiting and recreating.

FISCAL IMPACTS:

None

OPTIONS:

ATTACHMENTS:

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Dale Goodman, Public Works Director

Subject: CANYON BOOSTER PUMP UPGRADE PROJECT

Date: July 2, 2025

Agenda Item: 10.A

RECOMMENDATION:

1. Award a Construction Contract to Toro Enterprises, Inc. for the construction of the Canyon Booster Pump Upgrade Project in the amount of $594,225.00 and authorize the City Manager to execute the contract in a form approved by the City Attorney;
2. Authorize the City Manager or his designee to approve the Construction Contract contingency in an amount of $59,423.00 and an allowance of $59,423.00 for construction management, inspection, materials testing, and engineering support services for the Canyon Booster Pump Upgrade Project.
3. Authorize necessary budget adjustments, as shown in the Fiscal Impact section.

BACKGROUND:

The City's Canyon Booster Pump Station, located adjacent to State Route 150 north of Bridge Road, serves the highest elevation pressure zone of the City's water distribution system. The current pump station consists of a single booster pump that transfers domestic water from the City's 600 pressure zone to the 900 pressure zone served by the 0.5 MG Case Tank. The booster pump system is over 20 years old and does not possess any redundancy or backup power capability.

The scope of the Canyon Booster Pump Station Project includes the installation of two new vertical multi-stage pumps, suction/discharge piping and appurtenances, electrical improvements, SCADA equipment, site upgrades and an equipment enclosure. These improvements have been detailed in a comprehensive set of plans and specifications prepared by the design consultant Huitt-Zollars.

ANALYSIS:

The project was advertised for bid on Thursday, April 3, 2025 and bids were opened on Monday, May 5, 2025. Five (5) contractors submitted bids and ranged in price from $594,225 to $1,030,385 which are summarized using the Base Bids (Actual).

No.	Contractor	Base Bid Schedule (Listed)	Base Bid Schedule (Actual)	Base Bid And Alternate Inclusive (Listed)	Base Bid and Alternate Inclusive (Actual)
1	Toro Enterprises, Inc.	$594,225.00	$594,225.00	$589,380.00	$589,380.00
2	Travis Agriculture1	$665,790.00	$665,790.00	$$672,027.00	$672,127.00
3	Blois Construction Inc. 1	$936967.00	$959,692,00	$995,137.00	$972,412.00
4	Vicon Enterprise 1	$1,124,385.00	$1,030,385.00	$1,051,193.00	$1,145,193.00
5	J&H Engineering General Contractors, Inc.	$673,905.00	$673,905.00	$1,290,435.00	$1,290,435.00

Phoenix Civil Engineering, Inc. reviewed the received bids relative to bid specifications and required qualifications. According to the specification, the basis of award is the lowest Base Bid only. Based on this review, staff finds that Toro Enterprises, Inc. submitted the lowest responsive and responsible Base Bid of $594,225.00 and recommends City Council award the contract to Toro Enterprises, Inc. with an allowance for a 10% construction contingency of $59,423.00 and an allowance for a 10% budget for construction management, inspection, materials testing, and engineering support services of $59,423.00 for a total project budget of $713,071.00 pursuant to Santa Paula Municipal Code §§ 56.04(1)(3) and 56.08(D).

STRATEGIC PLAN:

The Project supports the currently adopted Strategic Plan in achieving the following goals: Infrastructure, Transportation & Mobility

FISCAL IMPACTS:

Funding for the project's construction is provided in the FY 2023-2025 capital improvement budget, utilizing the proposed FY 2024-2025 Canyon Booster Upgrade budget.

Table 1: Available Funding Sources - Canyon Booster Upgrade

Fund Source	Account Number	Budget Available
CIP 9234 - Canyon Booster Upgrade	620-5-9234-290	$31,972.25
CIP 9234 - Canyon Booster Upgrade	620-5-9234-660	$762,983.00
	Total	**$794,955.25**

Table 2: Budget Adjustments Needed

Fund Source	Account No.	Decrease	Increase
CIP 9234 - Canyon Booster Upgrade	620-5-9234-290		$27,450.75
CIP 9234 - Canyon Booster Upgrade	620-5-9234-660	$27,450.75	

Table 3: Updated Budget Allocations

Fund Source	Account No.	Description	Total
CIP 9234 - Canyon Booster Upgrade	620-5-9234-290	Professional Services	$59,423.00
CIP 9234 - Canyon Booster Upgrade	620-5-9234-660	Construction	$735,532.25
		Total	**$794,955,.25**

Table 4: Project Costs - Canyon Booster Upgrade

Fund Source	Account No.	Description	Cost
Engineering / Construction Management	620-5-9234-290	Professional Services	$59,423.00
Construction	620-5-9234-660	Construction	$594,225.00
Construction	620-5-9234-660	Construction	$59,423.00
		Total	**$713.071.00**

OPTIONS:

The Council has the following available alternative options to staff's recommendations:

Do not award the Construction Contract to Toro Enterprises, Inc. for the Canyon Booster Upgrade Project, and direct staff to re-bid the project. This action would significantly delay critical infrastructure upgrades and rehabilitation.

ATTACHMENTS:

Bid Analysis Canyon Booster.pdf

Phoenix Civil Engineering, Inc.
535 East Main Street Santa Paula, California 93060 805.658.6800
info@phoenixcivil.com www.phoenixcivil.com

Bob Woodward, PE
Interim City Engineer
City of Santa Paula
866 E. Main Street
Santa Paula, CA 93060

May 12, 2025

City of Santa Paula Canyon Booster Pump Station Improvements Project #9234 – Analysis of Contractor Bid Submittals

Dear Bob -

On May 5, 2025, the City received 5 construction bids for the above project. I have reviewed the bid packages and this letter summarizes my findings and recommendations.

The contractors that submitted bids on the project Toro Enterprises, Inc., Travis Agriculture, Blois Construction, Inc., Vicon Enterprise, and J&H Engineering, Inc. The review process involved the following:

- Review the submitted bid package forms for completeness.
- Verify that Addendum No. 1-4 paperwork was included in the bid.
- Review and verify the bid quantities and proposed costs.
- Review the status of the contractor's license and insurance on the State of California Contractor's State Licensing Board (CSLB) (www.cslb.ca.gov).
- Review the status of the Contractor's Department of Industrial Relations (DIR) registration.

I reviewed the bid package for the lowest bidder, Toro, to determine that the package included the appropriate forms and was filled out correctly. The lowest bidder was determined by the total base bid amount on their Bid Schedule as stated on Page 3 of the Bid Forms. This project included a bid alternate (additive or deductive depending on the Contractor's preference), but the award is based on the total base bid only. Of the 5 bids received, Toro's and J&H's bids were mathematically correct, while the Bid Schedules from Travis, Blois, and Vicon contained errors. It should be noted that the J&H bid alternate amount as reported was not correct and did not equate to the total base bid and alternate amount. The following errors were identified:

1) Travis made an error in Bid Item #2 of the Bid Schedule. The Quantity (60 LF) by Travis' listed Unit Price ($1,609.00) equates to a Bid Item Price of $96,540.00, however, Travis' listed Bid Item Price is $95,640.00. The bid preparer looks to have switched the numbers "5" and "6" when writing the Bid Item Price.

2) Blois made an error in Bid Item #19 of the Bid Schedule. The Quantity (101 LF) by Blois' listed Unit Price ($25.00) equates to a Bid Item Price of $2,525.00, however, Blois' listed Bid Item Price is $25,250.00. The bid preparer looks to have added an additional zero when writing the Bid Item Price.

3) Vicon made an error in Bid Item #1 of the Bid Schedule. The Quantity (1 LS) by Vicon's has a listed Unit Price of $85,500.00 but lists a Bid Item Price of $85,000.00. The bid preparer looks to have dropped the $500 when writing the Bid Item Price.

4) Vicon made a calculation error in Bid Item #15 of the Bid Schedule. The Quantity (110 LF) by Vicon's listed Unit Price ($1,600.00) equates to a Bid Item Price of $176,000, however, Vicon's listed Bid Item Price is $120,000.

None of the errors above changed the lowest bid price which was provided by Toro Enterprises.Page 5 of the Information Required of Bidders requires that the Bidder provide their business information, license, and key persons' information. The Bidder is also required to answer a questionnaire about bankruptcy, aliases, and any private disqualifications. I have attached the information that was listed on the California State Licensing Board website for all bidders. The information shows that Toro is licensed Class A, C-31 Contractor. Toro's license is current through 8/31/2025. Their license will expire before the project is completed so the City will have to ensure that proof of the license renewal is provided by Toro.

Page 6 of the Information Required of Bidders requires that the Bidder provide five project references similar in magnitude and character to the above project. Toro provided the required references. Toro recently completed the Harvard Blvd Sewer Water and Paving project for the City and has worked for the City on other projects in the past so it was not necessary to contact their references as the City staff are familiar with Toro.

Toro acknowledged receipt and inclusion of Addenda No. 1 through 4 by filling out the Bid Proposal and by including a copy of the addenda in their bid package.

Page 7 of the Information Required of Bidders requires the Bidder to designate any suppliers and subcontractors who will perform work or provide materials of value in excess of one-half of one percent of the total bid price or $10,000, whichever is greater. Toro listed Benner and Carpenter, Inc as their surveying subcontractor; Oil Field Electric & Motor as their electrical subcontractor; and Vista Steel as their reinforcement steel subcontractor.

Page 10 of the Bid Forms requires that the Bidder sign a statement regarding insurance coverage. Toro included this form in their original bid package.

Page 11 of the Bid Forms requires that the Bidder execute a notarized Non-Collusion Affidavit. Toro submitted this form signed and notarized.

Page 12 of the Bid Forms require that a bid security (Bid Bond) be submitted for 10% of the bidder's bid. The form was submitted by Toro and notarized with an all-purpose agreement for the required 10% of the bid. Sean Castillo, the President of Toro, signed as the principal and Trent Royle, Toro's Vice President, was the second signatory. It should be noted that there were two locations where it appears that Trent Royle signed the form, but did not cross out the name Jerry Hannigan who is the Secretary. Those forms were the Bidder's Statement of Past Contract Disqualifications and the Bid Schedule. The City will need to decide if this constitutes a bid anomaly.

Page 14 of the Bid Forms requires that the Bidder declare whether they have or have not been convicted within the preceding three years of any offenses referred to in section 10285.1 of the Public Contract Code. Toro

submitted this form and J&H did not.

I have verified the line-item calculations and the totals for Toro and the individual bid numerical values equate to the total bid numerical amount and the total written bid amount equates to the numerical bid amount.

Company Name	**BASE BID SCHEDULE (Listed)**	**BASE BID SCHEDULE (Actual)**	**BASE BID AND ALTERNATE INCLUSIVE (Listed)**	**BASE BID AND ALTERNATE INCLUSIVE (Actual)**
Toro Enterprises, Inc.	$594,225.00	$594,225.00	$589,380.00	$589,380.00
Travis Agriculture[1]	$665,790.00	$665,890.00	$672,027.00	$672,127.00
Blois Construction, Inc.[1]	$936,967.00	$959,692.00	$995,137.00	$972,412.00
Vicon Enterprise[1]	$1,124,385.00	$1,030,385.00	$1,051,193.00	$1,145,193.00
J&H Engineering General Contractors, Inc.	$673,905.00	$673,905.00	$1,290,435.00	$1,290,435.00
Notes: As mentioned previously, there are errors on the Bid Schedules for Travis, Blois, and Vicon. The bid amounts shown in the table above are the amounts listed in their respective bids.				

Based on the information provided, it appears that Toro Enterprises, Inc. is the lowest responsive bidder, and that Toro Enterprises, Inc., and staff should recommend to the City Council that Toro be awarded the construction contract for this project.

Please let me know if you have any questions or would like to discuss my analysis.

Sincerely,

Jon Turner, PE
Principal Engineer

Enclosures

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: CITY SUBLEASE AGREEMENT WITH THE SANTA PAULA CHAMBER OF COMMERCE AT 866 E. MAIN STREET

Date: July 2, 2025

Agenda Item: 10.B

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve the sublease agreement with the Santa Paula Chamber of Commerce for 209 square feet of office space at 866 East Main Street for customer service and general office use; and
2. Authorize the City Manager to execute the sublease agreement in a form approved by the City Attorney.

BACKGROUND:

City staff is currently working to update the Master Lease for the Odd Fellows Property located at 866 East Main Street. To maximize the efficient use of the building and recover operational costs, the City has sought to sublease portions of the building to community-serving partners.

The City currently leases approximately 3,400 square feet, which is composed of the main floor of the Odd Fellows building, which has been leased since 2015. The purpose of the attached sublease agreement is to assign the terms of a new lease agreement between the City and the Santa Paula Chamber of Commerce.

The City has a current lease agreement with the Fraternal Order of Odd Fellows and a sublease agreement with Athens Services in the property owned by the Odd Fellows at 866 East Main Street. Both of these agreements will be revised and introduced to City Council at a later date once negotiations have been completed.

ANALYSIS:

Chamber of Commerce Relocation and Sublease

The Santa Paula Chamber of Commerce is in the process of relocating from the Historic Railroad Depot to the Odd Fellows Property. Northern Sierra/Sunburst, operators of the train service and popular rail bikes, is interested in leasing the entire space at the Railroad Depot, hence the effort to relocate the Chamber offices. The Northern Sierra lease agreement will

come before Council at a future meeting.

Under the proposed sublease, the Chamber will occupy approximately 209 square feet for general office and customer service purposes in addition to the square footage utilized by Athens. The proposed rental assignment is $250 per month for a five year term, renewable for an additional five years upon mutual consent. In addition, the monthly rent will increase every two years by the lesser of three percent (3%) above the previous two years' rent or the percentage increase in the U.S. Consumer Price Index for All Urban Consumers (CPI-U), West Region, as published by Bureau of Labor Statistics, not to exceed four percent (4%) per adjustment. The first increase occurs on July 1, 2027. In no event shall the annual rent decrease. The relocation will provide the Chamber with modernized office space and strengthen collaboration with other City and business stakeholders in the downtown area.

Shared Use of Common Areas
Both the City and the Chamber of Commerce—will have access to shared common areas, including the conference room, restrooms, and break room. This shared use arrangement maximizes space efficiency and creates opportunities for inter-agency cooperation.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

The sublease agreements will help offset the City's lease expenses for the Odd Fellows Property rental. This cost recovery helps reduce the City's net facility expenses. The sublease agreement with the Santa Paula Chamber of Commerce will generate $3,000 annually. In addition, the monthly rent will increase every two years by the lesser of three percent (3%) above the previous two years' rent or the percentage increase in the U.S. Consumer Price Index for All Urban Consumers (CPI-U), West Region, as published by Bureau of Labor Statistics, not to exceed four percent (4%) per adjustment. The first increase occurs on July 1, 2027. In no event shall the annual rent decrease.

OPTIONS:

1. Do not approve the sublease agreement with the Santa Paula Chamber of Commerce.
2. Provide alternative direction to staff regarding tenant use and lease terms.

ATTACHMENTS:

ATTACHMENT A - Chamber Sublease

ATTACHMENT A

SUBLEASE AGREEMENT BETWEEN THE CITY OF SANTA PAULA AND THE SANTA PAULA CHAMBER OF COMMERCE

SUBLEASE AGREEMENT BETWEEN THE

CITY OF SANTA PAULA AND

SANTA PAULA CHAMBER OF COMMERCE

THIS SUBLEASE is made and executed this 1st day of August, 2025 ("Effective Date"), between the CITY OF SANTA PAULA, a municipal corporation and general law city ("CITY"), and the SANTA PAULA CHAMBER OF COMMERCE, a California non-profit Corporation ("LESSEE").

1. **RECITALS**. This Sublease is made with reference to the following facts and objectives:

   A. The CITY leases real property located at 866 East Main Street, Santa Paula, CA 93060 ("Premises"), pursuant to the lease agreement with Santa Paula Lodge 314, Independent Order of Odd Fellows, Inc. ("Landlord"), dated July 1, 2025 ("Primary Lease"). The Premises are part of the Property shown in **Exhibit A**, described as Assessor Parcel Number 103-0-102-17, which includes 866 and 868 East Main Street.

   B. The Property, including the Oddfellows Building, is located within the Santa Paula Central Business District (CBD) zone.

   C. The CITY intends to sublease a portion of the Premises' ground floor comprising of a conference room, an office space, and a customer service counter, approximately 209 square feet, as depicted in **Exhibit B**, attached hereto and incorporated by reference ("Subleased Area").

   D. LESSEE must obtain prior written approval from the City's Director of Public Works for use of the Premises' shared lobby and/or conference room for events, with approval granted within five (5) business days if the spaces are unscheduled, provided LESSEE cleans the spaces and reimburses CITY for supplies post-event within ten (10) business days.

   E. LESSEE intends to use the Subleased Area for office, visitor center, and incidental community service activities, consistent with the Primary Lease and CBD zoning.

2. **LEASE; DESCRIPTION OF PROPERTY**. CITY subleases to LESSEE the Subleased Area for use under the terms of this Sublease, subject to the Primary Lease, a copy of which has been provided to LESSEE and governs the Premises.

3. **RENT**. LESSEE shall pay CITY as rent for the Subleased Area Two Hundred Fifty Dollars ($250.00) monthly, payable in advance on the first day of each month, commencing July 1, 2025. Rent shall be paid to CITY at City of Santa Paula, P.O. Box 569, Santa Paula, CA 93060, Attn: City Manager's Office, or another place designated by CITY via written notice delivered per Section 24.

A. Utilities (electricity, gas, telephone, cable television) and trash services for the Subleased Area are included in the rent, provided LESSEE'S usage does not exceed a pro-rata share based on square footage or usage, as determined by CITY. Excess usage shall be reimbursed by LESSEE within fifteen (15) days of CITY's invoice.

B. If shared utility meters exist, CITY shall allocate costs per the Primary Lease, and LESSEE shall not be responsible for utilities attributable to 868 East Main Street or other sublessees (e.g., Athens Services).

4. **BIANNUAL ADJUSTMENT TO RENT** The monthly rent will increase every two years by the lesser of three percent (3%) above the previous two years' rent or the percentage increase in the U.S. Consumer Price Index for All Urban Consumers (CPI-U), West Region, as published by Bureau of Labor Statistics, not to exceed four percent (4%) per adjustment. The first increase occurs on July 1, 2027. In no event shall the annual rent decrease. LANDLORD shall provide LESSEE with written notice of the adjusted rent, including CPI calcluations, at least ninety (90) days prior to the effective date of the adjusted rent.

5. **TERM**.

A. Term. The term of this Sublease is five (5) years, commencing July 1, 2025, and ending June 30, 2030, unless extended or terminated earlier per this Sublease.

B. Extension Option. LESSEE, if in compliance with this Sublease, may extend the term for an additional five (5) years, to June 30, 2035, by delivering written notice via email or certified mail to CITY by January 15, 2030, subject to CITY'S approval, which shall not be unreasonably withheld and Landlord's consent per the Primary Lease.

C. Holdover. Holding over with CITY'S written consent shall be a month-to-month tenancy at the same monthly rent, subject to all sublease terms, terminable by either party with thirty (30) days' written notice.

D. Late Charges. If rent is more than ten (10) days late, or a check is returned for Non-Sufficient Funds (NSF), LESSEE shall pay a late charge of $50.00 and a $25.00 NSF fee (only if CITY incurs a bank fee), plus interest at the lesser of five percent (5%) per annum or the maximum legal rate. Acceptance of late payments or fees does not waive CITY'S rights and remedies.

6. **USE OF PROPERTY**. LESSEE shall use the Subleased Area exclusively for office, visitor center, and incidental community service activities, subject to compliance with all federal, state, local and Primary Lease requirements, including CBD zoning and historic preservation regulations. The Subleased Area may not be used for any other purpose.

7. **MAINTENANCE QUALITY**. CITY or its designees may inspect the Subleased Area during business hours (8AM to 5PM, Monday through Friday) with forty-eight (48) hours' written notice via email or certified mail to verify maintenance standards. If maintenance is inadequate, CITY shall provide written notice specifying deficiencies. If LESSEE fails to correct within thirty (30) days, CITY may enter upon the Property and perform such

maintenance and LESSEE shall reimburse CITY for reasonable costs, plus ten percent (10%) for CITY's administrative overhead. LESSEE'S maintenance obligations are limited to the Subleased Area's interior while City shall maintain HVAC, electrical, plumbing, and shared systems per the Primary Lease.

8. **HAZARDOUS WASTE**. CITY has not, nor, to CITY's knowledge, has any third party used, generated, stored, or disposed of, or permitted the use, generation, storage, or disposal of, any hazardous material (as defined below) on, under, or within the Property in violation of any law or regulation. LESSEE agrees that it will not use, generate, store, or dispose of any hazardous material (as defined below) on, under, or within the Property in violation of any law or regulation. LESSEE agrees to defend and indemnify CITY, as provided in this Sublease, against any and all losses, liabilities, claims, and/or costs arising from any breach by LESSEE of any warranty or agreement contained in this section. As used in this section, "hazardous material" means any substance, chemical or waste that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation (including petroleum and asbestos). LESSEE shall promptly notify CITY of any suspected hazardous materials, and CITY shall coordinate with Landlord to address per the Primary Lease.

9. **POSSESSORY INTEREST TAXES**. LESSEE is informed by CITY pursuant to Revenue & Taxation Code § 107.6 that its property interest in the Subleased Area may be subject to property taxation if created and that LESSEE may be subject to the payment of property taxes levied on its interest. LESSEE may not deduct such amount from payments to CITY.

10. **QUIET ENJOYMENT**. CITY agrees that LESSEE, upon compliance with this Sublease shall quietly hold, occupy, and enjoy the Subleased Area during the term of this Sublease.

11. **CITY'S LIMITED WARRANTY**. CITY warrants that it is under no disability, restriction or prohibition, whether contractual or otherwise, with respect to its right to execute this Sublease, subject to Landlord's written consent per the Primary Lease.

12. **TERMINATION**. This Sublease may be terminated as follows:

    A. At the expiration of the term;

    B. Upon mutual written agreement between the parties;

    C. Upon LESSEE'S material breach, uncured within forty-five (45) days of CITY'S written notice, with the parties meeting within ten (10) days to resolve informally;

    D. Upon termination of the Primary Lease, with CITY providing LESSEE ninety (90) days' written notice;

    E. Upon condemnation of the Subleased Area, per Section 15.

13. **CONDITION OF PROPERTY UPON TERMINATION**. Upon termination of this Sublease for any reason, LESSEE will vacate the Property and deliver it to CITY in good order and condition, damage by the elements, earthquake, and ordinary wear and tear excepted.

14. **SALE OR TRANSFER BY CITY**. Should the Primary Lease be assigned or the Property sold, any transfer shall be subject to this Sublease, with assignee or buyer assuming all CITY obligations in writing.

15. **CONDEMNATION**. If all or part of the Subleased Area is acquired by eminent domain or purchase in lieu thereof, LESSEE acknowledges that it will have no claim to any compensation awarded for the taking of the Subleased Area or any portion thereof or for loss of or damage to LESSEE's improvements.

16. **NO PUBLIC PROJECT**. All rights given to LESSEE pursuant to this Sublease are for LESSEE's use of the public property identified herein. Any trespass, use, or other utilization of private property by LESSEE is done at its own risk; LESSEE is not an agent of CITY and this Sublease is not intended, nor should it be construed, to constitute a public project.

17. **FORCE MAJEURE**. Should performance of this Sublease be prevented due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then it will immediately terminate without obligation of either party to the other.

18. **NO FIXTURES**. Improvements and facilities that currently exist, or may be constructed during the term of this Sublease, will not constitute fixtures attached to the Property. Any such facilities may be removed by LESSEE upon termination of the Sublease.

19. **ALTERATIONS, MECHANICS' LIENS**. Except as provided by this Sublease, LESSEE will not make, or cause to be made, any alterations to the property, or any part thereof, without CITY's prior written consent. LESSEE will keep the property free from any liens arising out of any work performed, material furnished, or obligations incurred by LESSEE.

20. **ASSIGNMENT AND SUBLETTING**. This Sublease may not be assigned, transferred, or sublet by LESSEE, court order, or through any other means. Any such purported transfer will be null and void.

21. **INDEMNIFICATION**

A. To the fullest extent permitted by law, LESSEE shall (1) immediately defend; (2) indemnify; and (3) hold harmless City of Santa Paula, its City Council, each member thereof, and its directors, officers, and employees, agents, volunteers, and representatives (the "Indemnified Party") from and against all liabilities regardless of nature, type, or cause, arising out of or resulting from or in connection with: (i) this Sublease; (ii) LESSEE's use of the Subleased Area; (iii) presence of LESSEE's personal property, including but not limited to any acts or omissions of LESSEE's members, invitees, guests, or visitors. Liabilities subject to the duties to defend and indemnify include, without limitation, all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution except such loss or damage caused by the sole negligence or willful misconduct of the City.

LESSEE's obligation to indemnify applies unless it is adjudicated that any of the liabilities covered by this Section are the result of the sole active negligence or sole willful misconduct of the Indemnified Party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of the Indemnified Party, then LESSEE's indemnification obligation shall be reduced in proportion to the established comparative liability.

B. The duty to defend is a separate and distinct obligation from LESSEE's duty to indemnify. LESSEE shall be obligated to defend, in all legal, equitable, administrative, or special proceedings immediately upon tender to of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination of negligence or willful misconduct by the Indemnified Party shall not relieve LESSEE from its separate and distinct obligation to defend the Indemnified Party. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes the obligation to provide independent defense counsel if LESSEE asserts that liability is caused in whole or in part by the negligence or willful misconduct of the Indemnified Party. If it is finally adjudicated that liability was caused by the comparative active negligence or willful misconduct of the Indemnified Party, LESSEE shall submit a claim to the City of Santa Paula for reimbursement of reasonable attorneys' fees and defense costs in proportion to the established comparative liability of the Indemnified Party.

C. This Section shall survive the termination or expiration of this Sublease. The provisions of this Section shall not be restricted by and do not affect the provisions of this Sublease relating to insurance.

21. INSURANCE

LESSEE shall obtain and maintain during the term of the License insurance coverages as specified by the City, by a company satisfactory to the Risk Manager, unless the Risk Manager waives, in writing, the requirement that LESSEE obtain and maintain such insurance coverages. At a minimum, LESSEE shall procure and maintain: (i) Commercial General Liability insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate, naming the City as an additional insured; (ii) Property insurance covering LESSEE's personal property at the Subleased Area; and (iii) Workers' Compensation insurance as required by California law, if applicable. LESSEE shall provide certificates of insurance and endorsements to the City prior to the Effective Date of this Sublease and annually thereafter by July 1st of each year, or upon request by the City. Failure to maintain required insurance shall constitute a material breach of this Sublease, authorizing immediate termination by the City. LESSEE shall, within a reasonable time, provide City with evidence of its compliance with these insurance requirements upon City's request.

22. COMPLIANCE WITH LAW. LESSEE will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to the Property and will faithfully observe in the use of the

Property all applicable laws. The judgment of any court of competent jurisdiction that LESSEE has violated any such ordinance or statute in the use of the Property will be conclusive of that fact as between CITY and LESSEE.

23. WAIVER OF BREACH. Any express or implied waiver of a breach of any term of this Sublease will not constitute a waiver of any further breach of the same or other term of this Sublease.

24. INSOLVENCY; RECEIVER. Either the appointment of a receiver to take possession of all or substantially all of the assets of LESSEE, or a general assignment by LESSEE for the benefit of creditors, or any action taken or offered by LESSEE under any insolvency or bankruptcy action, will constitute a breach of this Sublease by LESSEE, and in such event this Sublease will automatically cease and terminate.

25. NOTICES. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this Sublease or by law to be served on or given to either party to this Sublease by the other party will be in writing and will be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid, addressed to:

LESSEE at: Santa Paula Chamber of Commerce
Attention: Executive Director
P.O. Box 1
Santa Paula, CA 93060

Telephone: _____

CITY at: City of Santa Paula
Attn: City Manager's Office
P.O. Box 569
Santa Paula, CA 9306

Telephone: _____

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

26. GOVERNING LAW. This Sublease has been made in and will be in accordance with the laws of the State of California and exclusive venue for any action involving this Sublease will be in Ventura County.

27. PARTIAL INVALIDITY. Should any provision of this Sublease be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this Sublease will remain in effect, unimpaired by the holding.

28. INTEGRATION. This instrument and its attachments constitute the sole agreement between CITY and LESSEE respecting the Property, the use of the Property by LESSEE, and the specified term, and correctly sets forth the obligations of CITY and LESSEE. Any sublease or representations respecting the Property or its licensing by CITY to LESSEE not expressly set forth in this instrument are void. There are two (2) attachments to this Sublease.

29. CONSTRUCTION. The language of each part of this Sublease will be construed simply and according to its fair meaning, and this Sublease will never be construed either for or against either party.

30. AUTHORITY/MODIFICATION. Each of the persons executing this Sublease on behalf of a Party hereto warrants that: (i) such party is duly organized and existing; (ii) the signer is duly authorized to execute and deliver the Sublease on behalf of said party; (iii) by so executing this Sublease, such party is formally bound; and (iv) there is no litigation or legal proceeding that would prevent said party from entering into this Sublease. This Sublease may be modified by written amendment. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

31. COUNTERPARTS. This Sublease may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

[Signatures on next page]

SIGNATURE PAGE TO SUBLEASE AGREEMENT BETWEEN THE CITY OF SANTA PAULA AND SANTA PAULA CHAMBER OF COMMERCE

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA

SANTA PAULA
CHAMBER OF COMMERCE

_____

Dan Singer
City Manager

_____

John Marquez
Executive Director

ATTEST

_____

Julie Latshaw
City Clerk

APPROVED AS TO FORM

Taxpayer ID No. _____

_____

Monica Castillo
City Attorney

EXHIBIT A
PROPERTY



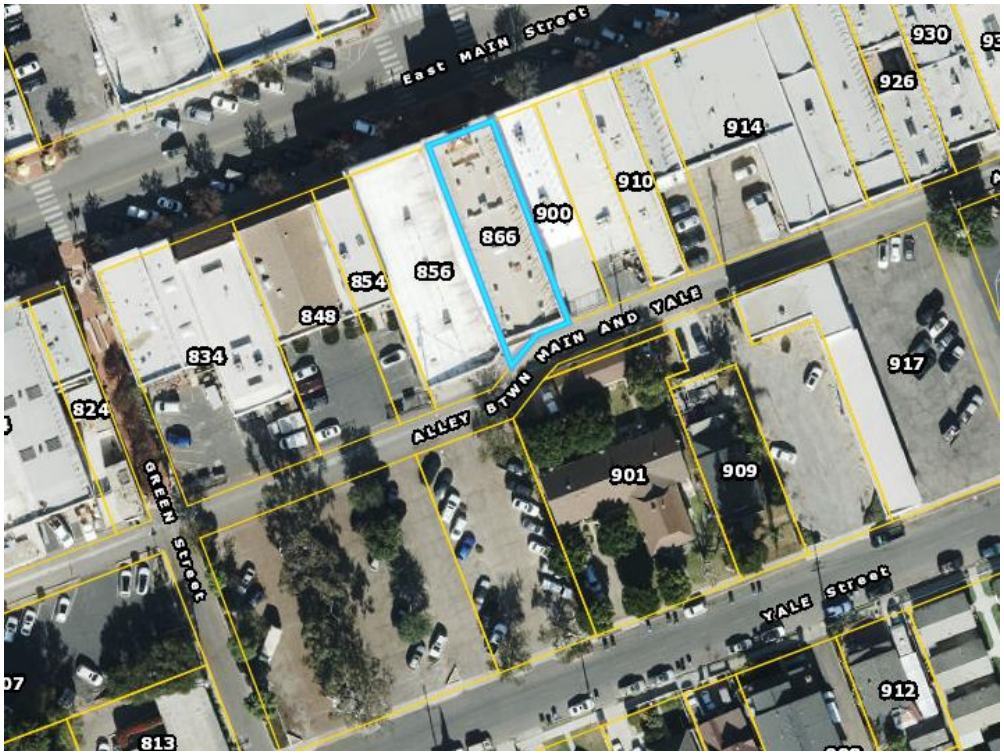
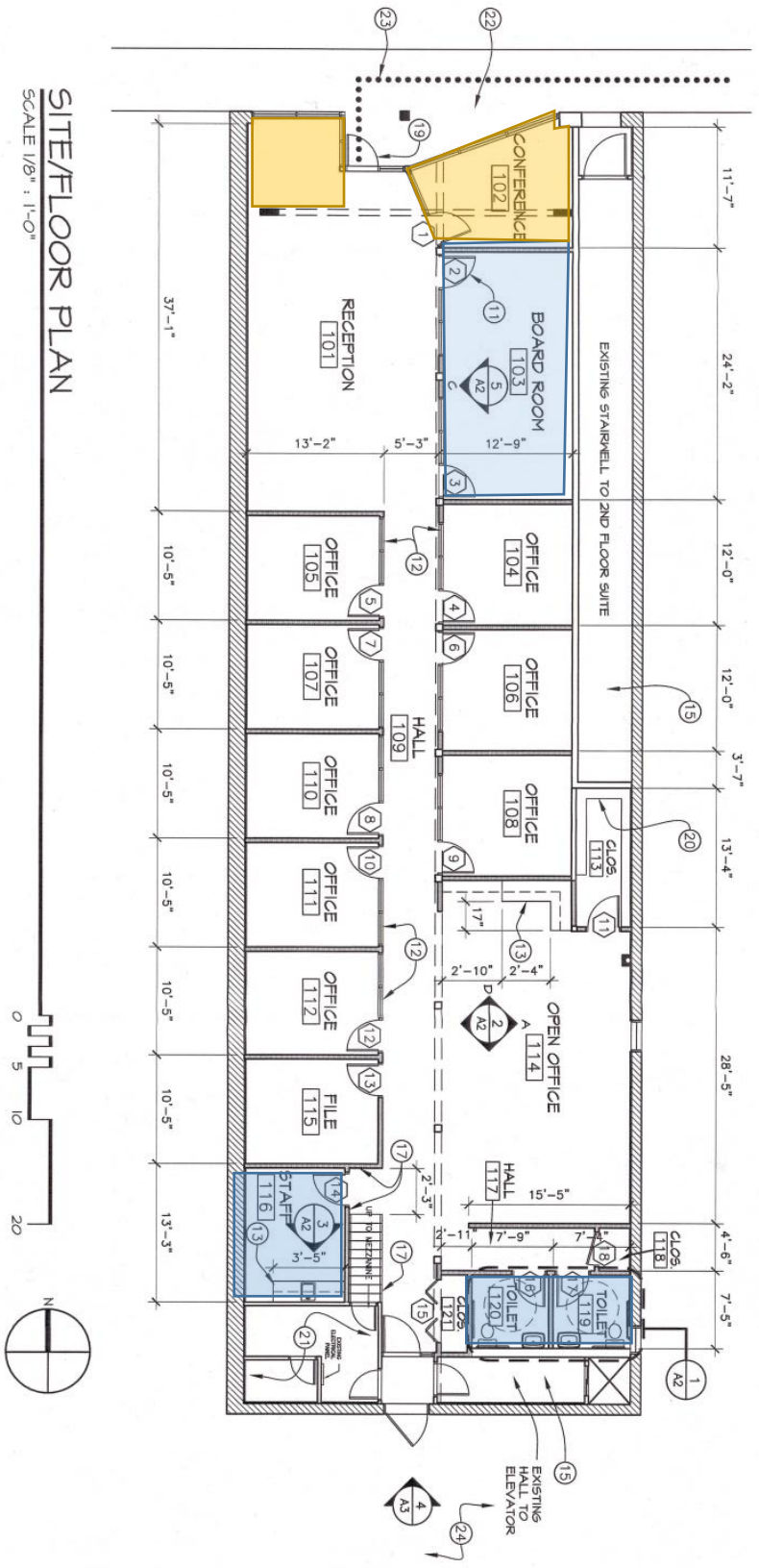


EXHIBIT B
FLOORPLAN 866 EAST MAIN STREET
(SP CHAMBER SUBLEASE)



LEASED AREA
(209 SQUARE FEET)

SHARED AREA
(634 SQUARE FEET)

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Deputy City Manager

Subject: AUTHORIZATION TO SUBMIT A LAND AND WATER CONSERVATION FUND GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF PARKS AND RECREATION OFFICE OF GRANTS AND LOCAL SERVICES

Date: July 2, 2025

Agenda Item: 10.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7574 authorizing the submission of a grant application to the California Department of Parks and Recreation's Office of Grants and Local Services (OGALS) for the Santa Paula Regional Sports Park – Phase II.

Prepared by: Jonathan Royas, Deputy City Manager

BACKGROUND:

The Land and Water Conservation Fund (LWCF) is a federal program administered by OGALS in California, which provides matching funds to local agencies for the development of public outdoor recreation facilities. The City intends to submit a competitive grant application for Phase II of the Santa Paula Regional Sports Park project by the August 5, 2025 deadline.

Resolution No. 7574 is a required component of the application process.

ANALYSIS:

Phase II of the Santa Paula Regional Sports Park builds upon the success of the City's current investment in recreational infrastructure. If awarded, the LWCF grant would reimburse up to 50% of the total project cost. It is anticipated the City's $4 million local match will be covered by developer funds, ensuring no additional burden on the General Fund.

The attached Resolution No. 7574, affirms the City's commitment to maintain the site for public outdoor recreational use in perpetuity, as required under federal law. Additionally, it certifies the City's intent to apply, verifies the availability of matching funds, and designates the City Manager to act as the City's authorized representative in all matters related to the grant.

STRATEGIC PLAN:

The LWCF grant supports the City's FY 2023–2025 Strategic Plan by advancing goals in Section C: Infrastructure, Transportation & Mobility, specifically Objective 5, explore revenue options for parks, green ways and public spaces including funding for park and recreation facilities and programs. The project aligns with the City's focus on sustainable infrastructure and improving public spaces through external funding and developer contributions.

FISCAL IMPACTS:

Should staff be successful in obtaining LCWF grant funding, a 50% local match ($4,000,000) is anticipated to be covered through developer funds of $4,000,000.

OPTIONS:

City Council has the following options available:

1. Do not adopt Resolution No. 7574. As a result, staff will not be able to submit an award worthy LWCF grant application request.

ATTACHMENTS:

RESOLUTION NO. 7574 LWCF Authorizing Resolution.docx

RESOLUTION NO. 7574

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA APPROVING THE APPLICATION FOR THE LAND AND WATER CONSERVATION FUND FOR THE SANTA PAULA REGIONAL SPORTS PARK PROJECT.

The City Council of the City of Santa Paula does resolve as follows:

SECTION 1. The City Council finds and declares as follows:

> **WHEREAS,** Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and
>
> **WHEREAS,** the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and
>
> **WHEREAS,** adoption of this Resolution is a necessary step to apply for Land and Water Conservation Fund assistance for the proposed Santa Paula Regional Sports Park.

SECTION 2. The City Council approves the filing of an application for Land and Water Conservation Fund assistance for the proposed Santa Paula Regional Sports Park.

SECTION 3. The City Council authorizes staff to certify on behalf of the City of Santa Paula ("City") that the applicant City has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide.

SECTION 4. The City Council authorizes staff on City's behalf to agree to abide by 54 U.S.C. §200305(f)(3) which requires, "No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation use. The Secretary shall approve a conversion only if the Secretary finds it to be in accordance with the then-existing comprehensive statewide outdoor recreation plan and only on such conditions as the Secretary considers necessary to ensure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."

SECTION 5. The City Council authorizes staff to certify on City's behalf that the City has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed.

SECTION 6. The City Council authorizes staff on City's behalf to agree to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

SECTION 7. The City Council appoints the City Manager as agent of the applicant City to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.

APPROVED AND ADOPTED by the Santa Paula City Council on this 2nd day of July, 2025.

_____
Pedro Chavez, Mayor

ATTEST:

_____
Julie Latshaw
City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo
City Attorney

APPROVED AS TO CONTENT:

_____
Dan Singer
City Manager

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Monica Castillo, City Attorney

Subject: ADOPTION OF ORDINANCE NO. 1346 AMENDING CHAPTERS 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 AND 16.40 OF THE SANTA PAULA MUNICIPAL CODE IN ORDER TO CORRECT INCONSISTENCIES, OUTDATED LANGUAGE AND FORMATTING AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 15061(b)(3) AND 15168(c)(2) OF THE PUBLIC RESOURCES CODE.

Date: July 2, 2025

Agenda Item: 10.D

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Ordinance No. 1346, entitled “An Ordinance amending Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35, and 16.40 of the Santa Paula Municipal Code in order to correct inconsistencies, outdated language and formatting and finding the action to be statutorily exempt from CEQA under Section 15061(b)(3) and 15168(c)(2) of the Public Resources Code”.

BACKGROUND:

The Municipal Code has not undergone a comprehensive update since November 17, 1997. Since then, amendments have been adopted as needed to respond to changes in state law, sometimes resulting in internal inconsistencies within the Code and operational challenges.

Recognizing the need for a Code overhaul, one of the objectives City Council placed in the City's 2023-2025 Two-Year Strategic Plan (Goal G, Objective 2) is to review the City's Municipal Code to reduce irrelevant code sections and update the Development Code. This goal was also identified as a mid-level priority (2 out of 1-3) in the Citygate Associates report dated June 19, 2024 recommending that the City review development codes and state laws to update policies and procedures for discretionary planning approvals, licenses and permits.

On May 9, 2024, the City Council and Planning Commission held a joint study session for a presentation on the comprehensive Municipal Code update, where they were asked to select one of three ways to approach the Municipal Code update. Option 3 was selected, directing staff and the City Attorney's office to begin with the Development Code (Title XVI) and simultaneously go through the other titles. Since then, this Council has reviewed and approved two sizable batches of code updates.

On April 22, 2025, at a duly noticed public hearing, the Planning Commission considered Resolution No. 3866 recommending City Council adoption of an ordinance amending SPMC Chapters 16.13 (Residential Zones), 16.15 (Commercial Zones), 16.23 (Industrial Zones), 16.25 (Specific Plan Zone), 16.29 (Railroad Overlay Zone), 16.31 (Planned Development Overlay Zone), 16.33 (Historic Landmark Overlay Zone), 16.34 (Historical Property Agreements), 16.35 (Housing Opportunities Overlay Zone) and 16.40 (General Property Development Standards)

The Planning Commission adopted the resolution with these exceptions to the proposed amendments:

- With respect to updating SPMC section 16.13.030 of Division 2 (Development Standards for Primary Dwellings) of Chapter 16.13 (Residential Zones), the Planning Commission directed staff to hold a study session first.
- With respect to updating the City's Inclusionary Housing Ordinance (SPMC § 16.13.400 *et. seq.*), the Planning Commission directed staff to have the Affordable Housing Task Force first review and comment on the ordinance.
- With respect to Chapter 16.17 (Historical Property Agreements), revise the definition of a Qualified Historical Property so that a property need not be a "commercial use" to enter into a Mills Act agreement.

On June 18, 2025, the City Council introduced and waived first reading of Ordinance No. 1346 adopting the ordinance recommended by the Planning Commission.

ANALYSIS:

Renumbering & References

The revisions to Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 are a result of the City initiated Municipal Code amendment. These Chapters were identified to have contain inconsistencies, outdated language and/or formatting errors.

The sequencing of the Chapters is being amended for consistency with other changes made earlier. Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 will be renumbered to Chapters 16.08, 16.09, 16.11, 16.12, 16.14, 16.15, 16.16 , 16.17, 16.18 and 16.20, respectively. References to "Planning Director" were also replaced with "Director", which definition includes the current title of Community and Economic Development Director.

Density Bonus

California Density Bonus Law (“DBL”) has significantly changed since the City’s density bonus ordinance (SPMC §16.13.310 *et seq*. to be renumbered as SPMC §16.08.310 *et seq*) was last updated in 2007. The law encourages affordable housing development by entitling developers to increase density beyond the maximum allowed by local zoning (i.e. a density bonus) and to receive concessions or incentives in exchange for providing a certain percentage of affordable units and levels of affordability (i.e. for very low income, lower-income, moderate-income, senior housing, etc.). A concession or incentive means a modification of zoning code standard for the site, such as reduced setbacks, a reduced parking requirement, or allowance of mixed-use zoning

In the last year, DBL amendments have targeted more affordable housing for students and

senior citizens. AB 3116 creates new density bonus levels, incentives and concessions for student housing developments that restrict units for lower income students attending institutions of higher education. AB 2694 extends incentives and concessions for residential care facilities for the elderly, which had previously been excluded from qualifying senior citizen housing development.

Over the years, the trend in DBL has been to increase the number of concessions or incentives for projects with a greater percentage of low-income and very-low-income units.

Given the constant update to the Density Bonus law and the general lack of discretion afforded to cities, the Municipal Code update refers back to State law to avoid the repeated updates to the City's density bonus ordinance.

Inclusionary Housing

The City's Inclusionary Housing Ordinance (SPMC 16.13.400 *et seq*. to be renumbered as SPMC 16.08.400 *et seq.*) was last updated in 2005. Inclusionary Housing Ordinances require new residential developments to include a certain percentage of units affordable to low- and moderate-income households. Significant amendments are required in order to update the City's ordinance. The ordinance still has references to Redevelopment Law which has since been repealed. The Planning Commission directed staff work with the Affordable Housing Task Force to finalize the City's Inclusionary Housing Ordinance. At this time City staff has received several comments from the AHTF and will bring back an updated ordinance at a future Council meeting.

Mobile Home Park Zone

The following amendments are recommended to the City's Mobile Home Park Zone Division (SPMC 16.13.250 *et seq.* to be renumbered to SPMC 16.08.250 *et seq.*):

- Adding development standards for all roadways to require a minimum of two-inch thick asphalt, concrete, plant mix, or other approved materials;
- Providing allowable accessory building uses;
- Requiring sanitary sewer and water, underground utilities, providing number of mobile home spaces per gross acre, and setback requirements;
- Requiring a minimum of two parking spaces for each lot/space.

STRATEGIC PLAN:

Reviewing the City's municipal code for updates and to reduce irrelevancy directly relates to Strategic Plan Goal G.2 Municipal Code.

FISCAL IMPACTS:

There are no direct fiscal impacts from this code update.

OPTIONS:

In addition to the recommended action, the City Council has available to it the following alternative options:

1. Do not adopt Ordinance No. 1346.

ATTACHMENTS:

Attachment A - Santa Paula - Ordinance No. 1346 - Developement Code Update No. 4.pdf

ATTACHMENT A

ORDINANCE NO. 1346

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AMENDING CHAPTERS 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 AND 16.40 OF THE SANTA PAULA MUNICIPAL CODE IN ORDER TO CORRECT INCONSISTENCIES, OUTDATED LANGUAGE AND FORMATTING AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 15061(b)(3) and 15168(c)(2) AND 15168(c)(2) OF THE PUBLIC RESOURCES CODE

The City Council of the City of Santa Paula does ordain as follows:

WHEREAS, the City of Santa Paula wishes to protect and preserve the quality of life throughout the City, through effective land use and planning;

WHEREAS, the City initiated a Municipal Code update in order to bring the entire code up to date, clarify appropriate uses within the City, and adhere to current state law;

WHEREAS, in recent years, the California Legislature has approved, and the Governor has signed into law, a number of bills that, among other things, amend various sections of the Government Code to impose new limits on local authority to regulate standards that guide how land can be used and developed within cities; and

WHEREAS, Santa Paula Municipal Code ("SPMC") Chapters 16.13 (Residential Zones), 16.15 (Commercial Zones), 16.23 (Industrial Zones), 16.25 (Specific Plan Zone), 16.29 (Railroad Overlay Zone), 16.31 (Planned Development Overlay Zone), 16.33 (Historic Landmark Overlay Zone), 16.34 (Historical Property Agreements), 16.35 (Housing Opportunities Overlay Zone) and 16.40 (General Property Development Standards) were reviewed by staff and identified to contain inconsistencies, outdated language, and/or conflicts with current state law;

WHEREAS, State Density Bonus law has significantly changed since the City's last update to its Density Bonus ordinance, codified at SPMC §16.13.310 *et seq*., in 2007;

WHEREAS, City staff identified additional regulations to be added to the City's Mobile Home Park Zone in order to preserve the quality of life;

WHEREAS, on May 27, 2025, the Planning Commission held a duly-noticed public hearing and considered the staff report, recommendations by staff, and public testimony concerning this proposed Ordinance. Following the public hearing, the Planning Commission voted to forward the Ordinance to the City Council with a recommendation that the City conduct a study session on Division 2 Development Standards for Primary Dwellings (SPMC § 16.08.030), remove commercial use from Qualified Historical

Property from Historic Property Agreements (SMPC § 16.17 *et seq.*), work with the Affordable Housing Task Force to finalize the Inclusionary Housing Ordinance (SPMC § 16.08.400 *et. seq*.), and adopt the remaining Chapters and Divisions;

WHEREAS, on June 18, 2025, the City Council held a duly-noticed public hearing to consider the proposed Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the proposed Ordinance, (2) the policy considerations discussed therein, and (3) the consideration and recommendation by the City's Planning Commission; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

SECTION 1. Incorporation. The recitals above are true and correct and are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. The City Council determines this Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA"), because it has no potential of resulting in physical change in the environment, directly or indirectly. The City Council further finds, under Title 14 of the California Code of Regulations, Section 15061(b)(3), that this Resolution is nonetheless exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Further, per Section 15168(c)(2) this Ordinance is exempt because it is within the scope of the Program Environmental Impact Report approved for the 2040 General Plan update.

SECTION 3. General Plan and Development Objectives. Pursuant to SPMC § 16.208.030(C), the City Council has reviewed the Planning Commission's recommendation, and finds that the proposed amendments are consistent with the objectives of Title 16 of the SPMC, the General Plan, and development policies of the City as follows:

A. The proposed code amendment is consistent with the objectives, policies, general land uses, and programs of the Santa Paula General Plan (2040), as described in Section 4.A. below.

B. The purpose of Chapter 16.208 Development Code Amendments is to allow for amendment to the Development Code in recognition of the fact that physical, economic, and other conditions in the City may change over time. The proposed

amendments to Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 recognize these changing conditions by removing inconsistencies and outdated terms, updating definitions, and aligning with the adopted General Plan and applicable state law.

SECTION 4. Development Code Amendment Findings. Pursuant to SPMC §16.208.050, the City Council makes the following required findings of fact:

A. *The proposed code amendment is consistent with the goals, policies, and objectives of the General Plan.* The proposed amendment is part of a larger effort to update the Santa Paula Municipal Code. The proposed amendment is largely administrative in nature intended to remove inconsistencies, typographical errors, and outdated terms in the Development Code. Among other things, the amendments to Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 will also bring the City's Development Code definitions current and compliant with recent state law. Nothing in the proposed amendment would create an inconsistency with the goals, policies and objectives of the 2040 General Plan.

B. *The proposed code amendment will not adversely affect surrounding properties.* The proposed amendment will not adversely affect surrounding properties because the amendments are largely administrative in nature intended to remove inconsistencies and outdated terms in the Development Code and align with the objectives outlined in the adopted General Plan. Among other things, the amendments to Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 will also bring the City's Development Code definitions current and compliant with recent state law.

C. *The proposed code amendment promote public health, safety, and general welfare and serves the goals and purposes of Title 16.* The public health, safety, and general welfare will be promoted by removal of inconsistencies, typographical errors, and outdated terms in the Development Code and alignment with the objectives outlined in the adopted General Plan. This in turn will help clarify for the public local land use rules applicable to their properties. Among other things, amendment to Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 will also bring the City's Development Code definitions current and compliant with recent state law. The goals and purposes of Title 16 are served because the amendments further the orderly development of land.

SECTION 5. Code Amendment. Chapters 16.13, 16.15, 16.23, 16.25, 16.29, 16.31, 16.33, 16.34, 16.35 and 16.40 of the Santa Paula Municipal Code are hereby amended and restated to read in their entirety as provided in Exhibit "A," attached hereto

and incorporated herein by reference. Stricken text indicates deletions and underlined text additions.

SECTION 6. Publication. The City Clerk is directed to certify to the adoption of this Ordinance and post or publish this Ordinance as required by law.

SECTION 7. Custodian of Records. The custodian of records for this Ordinance is the City Clerk and the records comprising the administrative record are located at 970 E. Ventura Street, Santa Paula, California 93060.

SECTION 8. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Santa Paula, at a regular meeting of the City Council held on the ____ day of _____, 2025 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CITY OF SANTA PAULA:

_____
Pedro Chavez, Mayor

ATTEST:

_____
Julie Latshaw, City Clerk

APPROVED AS TO FORM:

BEST BEST & KRIEGER LLP

_____
Monica Castillo, City Attorney

EXHIBIT A

CHAPTER 16.0813: RESIDENTIAL ZONES

Section

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16.0813.020 Land use and permit requirements

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16.0813.260 State regulation of mobile home parks

16.0813.270 Development standards for mobile home parks

16.0813.280 Development standards for mobile home sites or lots

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16.0813.313 Determination of bonus

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16.0813.5193̲0̲ One stop permitting

DIVISION 1: USE REGULATIONS

§ 16.0813.010 PURPOSE AND INTENT.

Nine residential zones are established to provide a range of housing types and densities in sufficient supply to serve the needs of the city's residents. The residential zones are as follows:

(A) Hillside Residential - Planned Development (HR-PD) Zones.

(1) The HR-PD zones are established to permit residential development in environmentally sensitive hillside areas. The zones are intended to limit density, preserve hillsides in a natural state to the extent possible, encourage grading respecting the natural contour of the hills, require the retention and planting of trees and other vegetation, and protect natural landmarks and prominent natural features which enhance the character of a specific area. Development standards for the HR-PD zones are shown in Table 0813-2 and further set forth in Division 3 of this chapter.

(2) Because of the varied terrain, vegetation, and scenic qualities unique to each hillside property, a Planned Development (PD) overlay will apply to each property zoned HR1 or HR2 to provide for flexibility in the design and development of each property. Each Hillside Residential-Planned Development project will be assigned a number that will be shown on the zoning map. The following HR-PD zones have been established:

Zone	Allowable Density
HR1-PD	0 - 1 dwelling units/acre
HR2-PD	0 - 3 dwelling units/acre

(B) Rural Residential (R-A) Zone. The R-A zone provides areas for very low density, rural residential units. Low-intensity, noncommercial agricultural use that is secondary to the primary residential use is also permitted. The maximum permitted density in the R-A zone will be indicated by a minimum lot size suffix shown on the zoning map, but in no case will the maximum density exceed four units per acre. Development standards for the RA zone are shown in Table 0813-2.

(C) Single Family Residential Zone (R-1). The R-1 zone provides areas for single-family dwellings that incorporate private outdoor open spaces. The zone is intended to protect and stabilize desirable characteristics of single-family residential areas, such as minimum

lot sizes and separation from incompatible land uses. The maximum permitted density is seven units per acre. Development standards for the R-1 zone are shown in Table 0813-2.

(D) Small Lot Single Family Residential Zone (R-1(a)). This zone accommodates legally established lots in the R-1 zone containing less than 6,000 square feet. Special development standards are established for such lots. Similar to the R-1 zone, the R-1(a) zone provides areas for single-family dwellings that incorporate private outdoor open spaces. The zone is intended to protect and stabilize desirable characteristics of single-family residential areas, such as minimum lot sizes and separation from incompatible land uses. The maximum permitted density is seven units per acre. Development standards for the R-1(a) zone are shown in Table 0813-2.

(E) Medium Density Residential Zone (R-2). The R-2 residential zone provides areas for low-density development consisting of duplexes, attached single-family units, or two detached single-family units on one lot. The maximum permitted density is 15 units per acre. Development standards for the R-2 zone are shown in Table 0813-2.

(F) Medium-High Density Residential Zone (R-3). The R-3 zone provides areas to accommodate apartments, condominiums, townhomes, and other multi-family dwellings, although single-family and duplex residences are also permitted. Multi-family developments in this zone are characterized by dwellings containing private open space features, as well as common open space and recreational amenities. The maximum permitted density is 21 units per acre. Development standards for the R-3 zone are shown in Table 0813-2.

(G) High Density Residential Zone (R-4). The R-4 zone provides opportunities for high-density residential development and is intended primarily to accommodate apartments, condominiums, town-homes, and other multi-family dwellings, although single-family and duplex residences are also permitted. Multi-family development is characterized by 2- to 3-story structures developed in a coordinated, cohesive manner around common open space features. The maximum permitted density is 29 units per acre. Development standards for the R-2 zone are shown in Table 0813-2.

(H) Mobile Home Park Zone (MHP). The MHP zone is intended to accommodate mobile home parks and mobile home subdivisions in order to provide park residents with a safe, comfortable, healthy and pleasant living environment. Mobile home parks and subdivisions are characterized by single-story mobile homes on individual lots/sites arranged in a coordinated, cohesive manner around common open space features. The maximum permitted density is ten units per acre. Development standards for the MHP zone are set forth in Division 6 of this chapter.

(Ord. 1100, passed 7-6-04)

§ 16.0813.020 LAND USE AND PERMIT REQUIREMENTS.

(A) Table 0813-1 identifies the uses permitted in the HR1-PD, HR2-PD, R-A, R-1, R-1(a), R-2, R-3, R-4 and MHP zones. Residential uses represent the primary permitted use, and

only those additional uses that are complementary to, and can exist in harmony with, the residential character of each zone may be allowed as conditionally permitted, accessory, and temporary uses, as indicated in Table 0813-1. Accessory uses are not permitted on any property where a permitted primary use does not already exist.

(B) Certain permitted uses and conditionally permitted uses may be subject to special conditions regarding the location, operation, or design of the use. Such uses are marked in Table 0813-1 with an asterisk (*), and the special conditions that apply are contained in Chapter 16.56 (Standards for Specific Land Uses) of this Title 16.

(C) When a use is not specifically listed, the ~~Planning Director~~Director will have the authority to determine the zone in which the use is permitted based on its similarity to other uses in that zone, per Section 16.03.020 (~~Planning Director~~Director Responsibilities) of this Title 16.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1249, passed 5-6-13; Am. Ord. 1262, passed 2-1-16)

Table 0813-1
Permitted and Conditional Uses - Residential Zones

Use	HR-PD1	HR-PD2	R-A	R-1	R-1(a)	R-2	R-3	R-4	MHP
Accessory Buildings (See Section 16.0813.040)	A	A	A	A	A	A	A	A	A
Agricultural Use	A*	A*	A	X	X	X	X	X	X
Aviaries	C	C	C	C	C	X	X	X	X
Batting Cage, Driving Range, or Similar Outdoor Sporting facility	X	X	X	X	X	X	X	X	X
Cannabis Delivery	X	X	X	X	X	X	X	X	X
Commercial Cannabis Activities	X	X	X	X	X	X	X	X	X
Cultivation of Cannabis or Medical Marijuana	X	X	X	X	X	X	X	X	X

Cemeteries	C	C	C	X	X	X	X	X	X
Club or Lodge	X	X	X	X	X	X	C	C	C
Community Care Facilities	X	X	X	X	X*	C*	C*	C*	X
Day Care, Large Family (See Chapter 16.60)	A*	A*	A*	A*	A*	A*	A*	A*	A*
Day Care, Small Family (See Chapter 16.60)	A	A	A	A	A	A	A	A	A
Day Care Center (See Chapter 16.60)	C*	C*	C*	C*	C*	C*	C*	C*	C*
Dwelling, Duplex	X	X	X	X	X	P	P	P	X
Dwelling, Multi-Family	X	X	X	X	X	P	P	P	X
Dwelling, Single-Family	P	P	P	P	P	P	P	P	P
Emergency Shelters (See Table 21-1, conditional uses in Industrial Zone.)	X	X	X	X	X	X	X	X	X
Group Quarters, Dormitories, Single-Room Occupancy	X	X	X	X	X	X	X	C	X
Home Occupation (see Chapter 16.230)	A*	A*	A*	A*	A*	A*	A*	A*	A*
Hospital or Sanitarium	C	C	C	X	X	X	C	C	X
Kennel	X	X	C	X	X	X	X	X	X
Migrant Farmworker Group Quarters (Also see Table 21-1, conditional uses in Industrial Zone.)	X	X	X	X	X	X	X	C	X

Mobile or Manufactured Home (see ~~Chapter 16.13~~Chapter 16.08, Division 6)	P	P	P	P	P	P	P	P	P
Parking Lot, associated with nonresidential use	X	X	X	X	X	X	X	C	X
Pet (up to 4 adult dogs/cats)	A	A	A	A	A	A	A	A	A
Pets, other than dog/cat (see Section 16.05.020 for "Animal, Pet")	P*	C*	P*	C*	X	X	X	X	X
Radio and Television Transmitter (See Chapter 16.50)	C*	C*	C*	C*	C*	C*	C*	C*	C*
Assembly Halls (includes Church, Temple, or Other Religious Institutions) (see Chapter 16.62)	C*	C*	C*	C*	C*	C*	C*	C*	C*
School or Education Facility, Private	C	C	C	C	C	C	C	C	C
Second Dwelling Unit ("Granny Flat")(See ~~Chapter 16.13~~Chapter 16.08, Division 4)	A*	A*	A*	A*	A*	X	X	X	X

Key: P = Permitted Use

X = Prohibited Use

A = Accessory Use

C = Conditional Use Permit required (Chapter 16.218)

T = Temporary Use Permit required (Chapter 16.228)

* = Special conditions apply; see applicable chapter noted in this table.

DIVISION 2: DEVELOPMENT STANDARDS

§ 16.13.030 STANDARDS FOR PRIMARY DWELLINGS.

(A) Table 13-2 identifies the development standards applicable to primary residential dwellings in the R-A, R-1, R-1(a), R-2, R-3, and R-4 zones. Standards applicable to primary dwellings in the HR-PD and MHP zones are set forth respectively in Divisions 3 and 6 of this Chapter.

(B) The minimum lot width for a corner lot is measured at the required front yard setback line.

(C) For in-fill development, any front yard requirement will be deemed to be met when the depth of the front yard provided at least equals the average of that established by existing buildings which occupy 50% or more of the lots within the same block on zone.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1172, passed 7-2-07)

Table 13-2
Development Standards - Residential Zones

Development Standard	**HR-PD1**	**HR-PD2**	**R-A**	**R-1**	**R-1 (a) <6,000 sf lot**	**R-2**	**R-3**	**R-4**	**MHP**
1. Density A. Maximum (a)	0-1 du/ac, depending on slope. See Section 16.13.110	0-3 du/ac, depending on slope. See Section 16.13.110	R-A (10,000): 4 du/ac R-A (20,000): 2 du/ac	7 du/ac	7 du/ac	15 du/ac	21 du/ac	29 du/ac	10 du/ac
B. Minimum (b)	N/A	N/A	N/A	N/A	N/A	N/A	16 du/ac	22 du/ac	N/A
2. Minimum Lot Area	43,560 sf (1 acre)	14,500 sf	R-A-10: 10,000 sf	6,000 sf	N/A	6,000 sf, and not	6,000 sf, and not less than	6,000 sf, and not less than	3,500 sf (d)

			R-A-20: 20,000 sf			less than 3,000 sf/unit	2,000 sf/unit	1,500 sf/unit	
3. Maximum Lot Coverage	40 %	60 %	40 %	60%	70%	60%	60%	60%	75% (d)
4. Minimum Lot Width (Interior Lot)	60 ft	60 ft	60 ft	60 ft.	N/A	60 ft.	60 ft.	60 ft.	45 ft. (d)
5. Minimum Lot Width (Corner Lot) See Section 16.13.030(C)	65 ft.	65 ft.	65 ft.	65 ft.	45 ft.	65 ft.	65 ft.	65 ft.	45 ft. (d)
6. Maximum Building Height	35 ft. or 2-½ stories	35 ft. or 2-½ stories	35 ft. or 2-½ stories	35 ft. or 2-½ stories	35 ft. or 2-½ stories	35 ft. or 2-½ stories	45 ft.; 3 stories maximum	45 ft.; 3 stories maximum	25 ft. or 1-½ stories (d)
7. Minimum Dwelling Unit Size (e)	750 sf	750 sf	750 sf	750 sf	650 sf	1-bdrm: 600 sf 2-bdrm: 750 sf 3-bdrm: 900 sf 4+ bdrm	1-bdrm: 600 sf 2-bdrm: 750 sf 3-bdrm: 900 sf 4+ bdrm: 1,050 sf	1-bdrm: 600 sf 2-bdrm: 750 sf 3-bdrm: 900 sf 4+ bdrm: 1,050 sf	500 sf (d)

						: 1,050 sf			
8. Distance between dwelling unit buildings (Minimum)	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	6 ft (d)
9. Distance between dwelling unit building(s) and accessory building(s) (Minimum)	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.	6 ft (d)
10. Distance between accessory buildings (Minimum)	6 ft.	6 ft.	6 ft.	6 ft.	6 ft.	6 ft.	6 ft.	6 ft.	6 ft (d)
11. Front Yard Setback - Interior Lot (Minimum)	Not less than 25 ft. from the ultimate street right-of-way line	Not less than 20 ft. from the ultimate street right-of-way line	Not less than 25 ft. from the ultimate street right-of-way line	Not less than 20 ft. from the ultimate street right-of-way line	Not less than 15 ft. from the ultimate street right-of-way line (c)	Not less than 20 ft. from the ultimate street right-of-way line	Not less than 20 ft. from the ultimate street right-of-way line	Not less than 20 ft. from the ultimate street right-of-way line	Not less than 5 ft. from any private or public road way (d)

12. Side Yard Setback - Interior Lot (Minimum)	10 ft. on both sides	10 ft. on both sides	10 ft. on both sides	10 ft. on one side, 5 ft. on the other side	5 ft. on both sides	5 ft. on both sides	5 ft. on both sides	5 ft. on both sides	3 ft. on both sides(d)
13. Side Yard Setback - Corner Lot (Minimum)	10 ft. on both sides	10 ft. on both sides	10 ft. on both sides	10 ft. on street side, 5 ft. on interior side	10 ft. on street side, 5 ft on interior side	10 ft. on street side, 5 ft on interior side	10 ft. on street side, 5 ft on interior side	10 ft. on street side, 5 ft on interior side	5 ft. on street side, 3 ft on interior side (d)
14. Rear Yard Setback - Single story (Minimum)	25 ft.	10 ft.	25 ft.	10 ft.	10 ft.	20 ft.	20 ft.	20 ft.	3 ft. (d)
15. Rear Yard Setback - Second story (Minimum)	25 ft.	20 ft.	25 ft.	20 ft.	15 ft.	25 ft.	25 ft.	25 ft.	NA
16. Rear Yard Setback - for buildings of 35 ft or higher (Minimum)	N/A	N/A	N/A	N/A	N/A	25 ft.	25 ft.	25 ft.	NA

Abbreviations: du(s) = dwelling unit(s); sf = square feet; ft. = feet; bdrm = bedroom; N/A = not applicable

Notes: (a) A density bonus of at least 25% may be granted in accordance with the provisions of this Chapter 16.13, Division 7 (Density Bonuses).

(b) Densities below the required minimum density may be approved through a Conditional Use Permit review and approval.

However, in no case may the density be less than 50% of the required minimum density for the zone.

(c) All garage doors must be set back at least 20 feet from ultimate street right-of-way line.

(d) Standards apply to individual lots/sites in mobile home park. For mobile home park development standards, see Division 6 of Chapter 16.13.

(e) Standard does not apply to second dwelling units, pursuant to Division 4 of this Chapter 16.13.

§ 16.13.040 ACCESSORY BUILDINGS AND STRUCTURES.

The following standards apply to all single-story detached non-habitable accessory buildings and structures in a residential zone. Two story detached non-habitable accessory buildings must comply with the setback requirements for primary dwellings in the underlying zone.

(A) Non-habitable accessory building in side yard.

(1) An accessory building or structure is allowed along the side property line not abutting a street if:

(a) The accessory building is located 50 feet or more from the front property line of all residential zones.

(b) There is no door, window, or similar opening on the wall of the accessory building to be located along the property line; and

(c) All roof drainage is accommodated on the property on which the building or structure is placed.

Otherwise, the minimum side yard requirements will be the same as required for the main building.

(2) The following minimum side yard setbacks are required for any accessory building or structure located within a side yard abutting a public street:

(a) An accessory building located 50 feet or more from the front property line must have a minimum setback of 10 feet; otherwise, the setback must be the same as required for the main building.

(3) An accessory building with direct alley access must be located a minimum of 26 feet from the opposite side of the alley (see Figure 13-1) or 2 feet from the property line, whichever is greater.

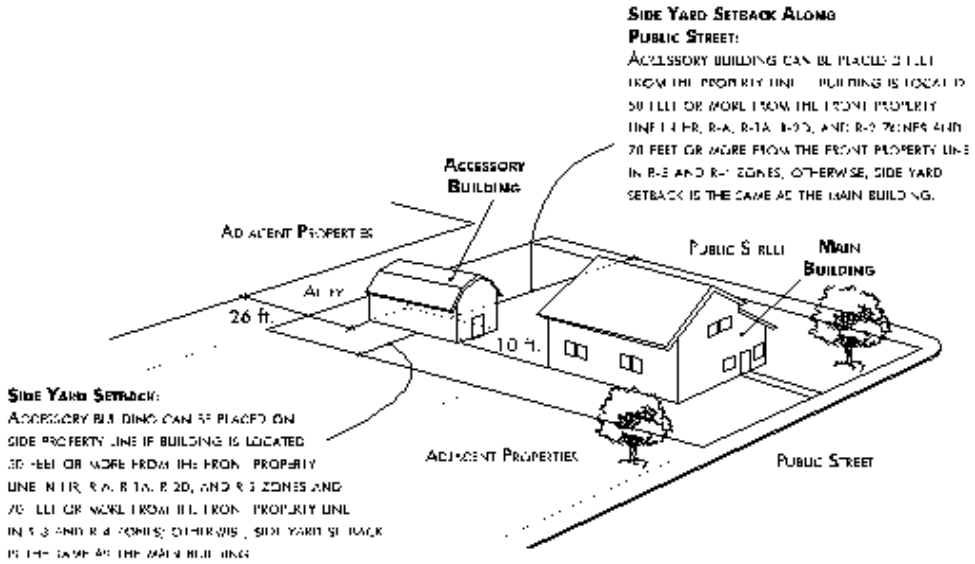


Figure 13-1

Setbacks for Accessory Buildings

(4) A notice of land use restriction must be recorded on the property to: (a) limit the use of the structure to an accessory building, and (b) specify that the structure cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all applicable state and local laws including all provisions in the Municipal Code and Development Code.

(5) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure (Chapter 16.114 of this Title 16) may not include detached accessory buildings.

(B) Non-habitable accessory building in rear yard.

(1) An accessory building is permitted along the rear property line if:

(a) There is no opening along the property line;

(b) All roof drainage is accommodated on the property on which the building or structure is placed.

Otherwise, a minimum rear yard setback of three feet is required.

(2) An accessory building with direct vehicle access from the alley must be located a minimum distance of 26 feet from the opposite side of the alley or two feet from the property line, whichever is greater.

(3) On a reverse corner lot, the accessory building must have a minimum setback of five feet from the rear property line, which is also the side property line of an adjoining property.

(4) A notice of land use restriction must be recorded on the property to: (a) limit the use of the structure to an accessory building, and (b) specify that the structure cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all state and local laws including all provisions in the Municipal Code and Development Code.

(5) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure (Chapter 16.114 of this Title 16) may not include detached accessory buildings.

(C) Habitable accessory buildings. The following standards apply to all habitable accessory buildings and structures in a residential zone. A habitable building includes a guest house, recreational room, hobby room, home office or workshop used in conjunction with an approved home occupancy permit and other buildings defined by the Building and Safety Code as habitable structures.

(1) Habitable accessory structures must conform to all setback standards of the primary dwelling.

(2) Habitable accessory structures must conform to the maximum height and lot coverage provisions of the zone.

(3) Habitable accessory structures must be designed and constructed with materials that are comparable to and compatible with the primary residence and other residences in the vicinity.

(4) No additional parking will be required for a habitable accessory structure. However, all existing on-site parking must be maintained.

(5) A guest house can only be used by the occupants of the principal dwelling or their nonpaying guests.

(6) A guest house is not allowed if the property contains an existing granny flat or second unit.

(7) Accessory buildings used for home occupations cannot include kitchen facilities.

(8) A notice of land use restriction must be recorded on the property to: prevent structures from being rented; limiting use of structures to an accessory building; specifying that structures cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all state and local laws including all provisions in this Code.

(9) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure cannot include habitable accessory buildings.

(10) Guest houses, recreational rooms and similar habitable accessory structures are subject to administrative approval by the Planning Director with Design Review.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1172, passed 7-2-07; Am. Ord. 1192, passed 6-16-08)

§ 16.13.050 OPEN SPACE REQUIREMENTS IN R-2, R-3, AND R-4 ZONES.

(A) Applicability. Every lot and building site in the R-2, R-3, and R-4 zones must provide common usable open space and private usable open space in accordance with the provisions of this section. The Planning Director, through the design review process or other permit review procedure, may approve only those plans that conform to the requirements of this section.

(B) Common usable open space.

(1) A minimum of 125 square feet of common usable open space must be provided for each bedroom in a unit or for each studio apartment situated on the lot and building site.

(2) The required common usable open space must be arranged to provide at least 50% of the space in at least one area. The minimum dimensions of such space must be 25 feet by 25 feet. The remaining required common usable open space may be distributed throughout the building site and need not be in one such area; provided, however, no area containing less than 50 square feet will be considered common usable open space.

(3) All required common usable open space must be improved in a manner appropriate to its intended purposes, and all landscaping must comply with the requirements of § 16.13.060 below. Natural features of the site reasonably worthy of preservation, as determined by the Planning Director through the design review or other permit review procedure, may be retained in their natural state and need not be improved, but must be maintained. Natural areas may be improved with such items as irrigation lines and additional plant materials to assist in assuring the lasting retention of the natural feature being preserved.

(4) A minimum of 50% of the required common usable open space must be located on those portions of the lot or building site where the slope is no greater than 10%.

(C) Private usable open space.

(1) A minimum of 100 square feet of private usable open space must be provided for each ground floor dwelling unit. All private usable open space must be enclosed by an opaque fence or wall not more than 6 feet nor less than 4 feet in height.

(2) Dimensions of private usable open space must be a minimum of eight feet.

(3) Not more than 50% of the private usable open space may be covered by an overhang, balcony, or patio roof not less than seven feet in height.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.13.060 LANDSCAPING.

(A) Purpose. These landscaping standards are established to ensure that each residential development maintains attractive planted areas that provide complementary design components to buildings on a site. These standards are intended to allow for creativity and to provide latitude in the design of landscaping and irrigation plans, and to encourage design that conserves and recycles the resources invested in landscapes. Landscape and irrigation plans are encouraged to take full advantage of the wide range of drought-tolerant landscape material and low-water-flow irrigation systems available within the framework established by this section. All landscaping must comply with City Resolution 3675 establishing guidelines for the preparation of landscape and irrigation plans.

(B) Landscaping required.

(1) Landscaping with plant materials is required in the front yards of all residential development, including detached single-family units.

(2) Landscaping with plant materials must be provided in common open space areas and yard setback areas of multiple-family developments and mobile home parks.

(3) All required front yards must be landscaped.

(4) Landscaping of required off-street parking areas must be provided as set forth in § 16.46.140 (Landscaping Required) of Chapter 16.46 (Off-Street Parking and Loading) of this Title 16.

(5) No more than 20% of any required landscaped area may be covered with hardscape or other non-plant materials such as fountains, rocks, masonry or brick work, paving, or similar feature.

(C) Irrigation required. All required landscape areas must be provided with permanent underground

irrigation systems suitable for the type of landscaping provided.

(D) Landscape maintenance. All landscaping must be maintained in a neat and healthy condition and in a manner that prevents adverse public health, safety, and welfare effects.

(E) Landscape and irrigation plans required.

(1) Landscape and irrigation plans are required for all residential development proposals for five or more units.

(2) The plan must indicate the square footage of each landscaping area, report the total square footage devoted to landscaping with plant materials, identify each landscaping area and the types of plants to be provided therein, list the container size of each plant, and clearly portray the entire landscaping layout and irrigation system.

(3) No building permit may be issued until landscaping and irrigation plans have been reviewed and approved by the Planning Director or the designee.

(F) Water-conserving features. Landscape and irrigation plans must take full advantage of available drought-tolerant landscape materials and low-water-flow irrigation systems, except where such action conflicts with adopted fire prevention plans, or the Fire Chief determines that such would create a fire hazard.

(Ord. 1100, passed 7-6-04)

§ 16.13.070 REQUIRED FEATURES.

(A) Required architectural features. All dwelling units, including mobile homes placed on a permanent foundation, constructed, erected or moved onto a permanent foundation on property in any residential area must conform to the following standards:

(1) The construction or installation must meet all city, state and federal requirements.

(2) No sheet metal roofs are permitted; provided, however, that metal roofs that simulate wood shake and shingle roofs are permitted, as are metal patio roofs.

(3) All main buildings or structures must have eave overhangs of a minimum of 16 inches or a minimum 1-foot-high parapet extending above roof level.

(4) No metal siding is permitted, with the exception of metal lap siding.

(5) All buildings must include a perimeter concrete or masonry stem wall, whether structural or ornamental. The stem wall must have the appearance of extending from grade up to the base of the exterior wall.

(B) Required interior features. All dwelling units, including multifamily dwelling units and mobile homes placed on permanent foundations, must conform to the following standards:

(1) The construction or installation must meet all city, state and federal requirements.

(2) All dwelling units must be insulated from exterior noise. Wall and floor/ceiling assemblies separating units from each other or from public or quasi-public spaces such as interior corridors, laundry rooms, recreation rooms, and garages must provide airborne sound insulation (minimum rating of 55 STC) for walls, and both airborne and impact sound insulation (minimum rating of 65 IIC) for floor/ceiling assemblies.

(3) Each new dwelling unit must include utilities for future washer and dryer installation, unless an approved laundry facility is included within the development. Such

utilities must be constructed with readily accessible outlets for plumbing (hot and cold water) and gas outlets when available or electrical outlets.

(4) A minimum of 10% of all dwelling units in a development, with the exception of mobile homes, must be designed to be handicap adaptable and/or accessible, pursuant to California accessibility requirements.

(C) Required site features. In addition to open space requirements outlined in § 16.13.050, the following site features are required on all residential properties.

(1) The configuration and orientation of the project should respect reasonable design limits imposed by the natural and manmade environment. Structures should be situated to take advantage of view, topography, sun and wind, while at the same time not destroying these advantages for adjacent properties. Structures should also be situated to minimize or buffer any undesirable properties of the site such as street noise and nearby obnoxious commercial or industrial uses.

(2) The layout of units and open space within the project should establish, through the use of structure and manmade and landscape materials, a perceptible spatial transition from the public street, through the semi-privacy of the common areas, to the privacy of the unit. Most importantly, the environment of each dwelling unit should be private and free from visual, auditory and other intrusions.

(D) Required storage area. All multi-family dwelling units must conform to the following standards:

(1) At least one private, lockable storage area must be provided for each dwelling unit when there is more than one dwelling unit on the same lot or building site.

(2) The storage area must be located either:

(a) Within a carport and protected from the elements;

(b) At some nearby, convenient location, located outside the dwellings;

(c) In a garage if the garage can be locked by the resident and the storage area does not encroach on the required 10 foot by 20 foot parking area.

(3) The storage area must meet the following standards:

(a) A minimum capacity of 90 cubic feet;

(b) No dimension of less than 30 inches;

(c) When built as an above-ground cabinet in a carport or garage, the cabinet must be high enough above the ground to maintain the required parking area and designed to prevent the collapse of the cabinet onto a vehicle.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.30.080 [RESERVED.]

§ 16.30.090 [RESERVED.]

DIVISION 3: DEVELOPMENT STANDARDS FOR HR-PD ZONES

§ 16.0813.040 ACCESSORY BUILDINGS AND STRUCTURES.

The following standards apply to all single-story detached non-habitable accessory buildings and structures in a residential zone. Two story detached non-habitable accessory buildings must comply with the setback requirements for primary dwellings in the underlying zone.

(A) Non-habitable accessory building in side yard.

(1) An accessory building or structure is allowed along the side property line not abutting a street if:

(a) The accessory building is located 50 feet or more from the front property line of all residential zones.

(b) There is no door, window, or similar opening on the wall of the accessory building to be located along the property line; and

(c) All roof drainage is accommodated on the property on which the building or structure is placed.

Otherwise, the minimum side yard requirements will be the same as required for the main building.

(2) The following minimum side yard setbacks are required for any accessory building or structure located within a side yard abutting a public street:

(a) An accessory building located 50 feet or more from the front property line must have a minimum setback of 10 feet; otherwise, the setback must be the same as required for the main building.

(3) An accessory building with direct alley access must be located a minimum of 26 feet from the opposite side of the alley (see Figure 0813-1) or 2 feet from the property line, whichever is greater.

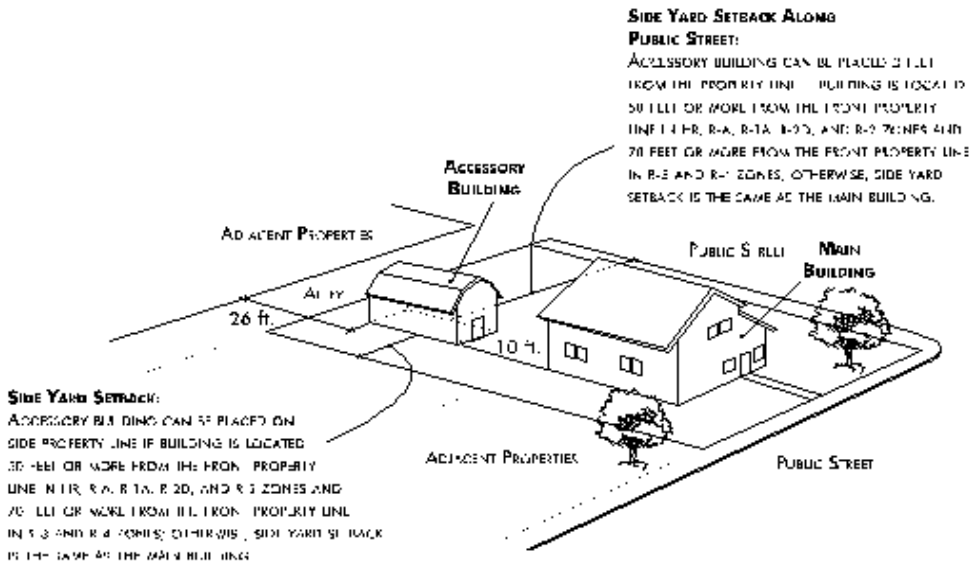


Figure 0813-1

Setbacks for Accessory Buildings

(4) A notice of land use restriction must be recorded on the property to: (a) limit the use of the structure to an accessory building, and (b) specify that the structure cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all applicable state and local laws including all provisions in the Municipal Code and Development Code.

(5) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure (Chapter 16.114 of this Title 16) may not include detached accessory buildings.

(B) Non-habitable accessory building in rear yard.

(1) An accessory building is permitted along the rear property line if:

(a) There is no opening along the property line;

(b) All roof drainage is accommodated on the property on which the building or structure is placed.

Otherwise, a minimum rear yard setback of three feet is required.

(2) An accessory building with direct vehicle access from the alley must be located a minimum distance of 26 feet from the opposite side of the alley or two feet from the property line, whichever is greater.

(3) On a reverse corner lot, the accessory building must have a minimum setback of five feet from the rear property line, which is also the side property line of an adjoining property.

(4) A notice of land use restriction must be recorded on the property to: (a) limit the use of the structure to an accessory building, and (b) specify that the structure cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all state and local laws including all provisions in the Municipal Code and Development Code.

(5) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure (Chapter 16.114 of this Title 16) may not include detached accessory buildings.

(C) Habitable accessory buildings. The following standards apply to all habitable accessory buildings and structures in a residential zone. A habitable building includes a guest house, recreational room, hobby room, home office or workshop used in conjunction with an approved home occupancy permit and other buildings defined by the Building and Safety Code as habitable structures.

(1) Habitable accessory structures must conform to all setback standards of the primary dwelling.

(2) Habitable accessory structures must conform to the maximum height and lot coverage provisions of the zone.

(3) Habitable accessory structures must be designed and constructed with materials that are comparable to and compatible with the primary residence and other residences in the vicinity.

(4) No additional parking will be required for a habitable accessory structure. However, all existing on-site parking must be maintained.

(5) A guest house can only be used by the occupants of the principal dwelling or their nonpaying guests.

(6) A guest house is not allowed if the property contains an existing granny flat or second unit.

(7) Accessory buildings used for home occupations cannot include kitchen facilities.

(8) A notice of land use restriction must be recorded on the property to: prevent structures from being rented; limiting use of structures to an accessory building; specifying that structures cannot be used or converted to a dwelling unit at any time in the future unless the accessory building complies with all state and local laws including all provisions in this Code.

(9) Calculations to determine building size and setback requirements for alterations or additions to a nonconforming structure cannot include habitable accessory buildings.

(10) Guest houses, recreational rooms and similar habitable accessory structures are subject to administrative approval by the ~~Planning Director~~Director with Design Review.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1172, passed 7-2-07; Am. Ord. 1192, passed 6-16-08)

§ 16.0813.050 OPEN SPACE REQUIREMENTS IN R-2, R-3, AND R-4 ZONES.

(A) Applicability. Every lot and building site in the R-2, R-3, and R-4 zones must provide common usable open space and private usable open space in accordance with the provisions of this section. The ~~Planning Director~~Director, through the design review process or other permit review procedure, may approve only those plans that conform to the requirements of this section.

(B) Common usable open space.

(1) A minimum of 125 square feet of common usable open space must be provided for each bedroom in a unit or for each studio apartment situated on the lot and building site.

(2) The required common usable open space must be arranged to provide at least 50% of the space in at least one area. The minimum dimensions of such space must be 25 feet by 25 feet. The remaining required common usable open space may be distributed throughout the building site and need not be in one such area; provided, however, no area containing less than 50 square feet will be considered common usable open space.

(3) All required common usable open space must be improved in a manner appropriate to its intended purposes, and all landscaping must comply with the requirements of § 16.0813.060 below. Natural features of the site reasonably worthy of preservation, as determined by the ~~Planning Director~~Director through the design review or other permit review procedure, may be retained in their natural state and need not be improved, but must be maintained. Natural areas may be improved with such items as irrigation lines and additional plant materials to assist in assuring the lasting retention of the natural feature being preserved.

(4) A minimum of 50% of the required common usable open space must be located on those portions of the lot or building site where the slope is no greater than 10%.

(C) Private usable open space.

(1) A minimum of 100 square feet of private usable open space must be provided for each ground floor dwelling unit. All private usable open space must be enclosed by an opaque fence or wall not more than 6 feet nor less than 4 feet in height.

(2) Dimensions of private usable open space must be a minimum of eight feet.

(3) Not more than 50% of the private usable open space may be covered by an overhang, balcony, or patio roof not less than seven feet in height.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.0813.060 LANDSCAPING.

(A) Purpose. These landscaping standards are established to ensure that each residential development maintains attractive planted areas that provide complementary design components to buildings on a site. These standards are intended to allow for creativity and to provide latitude in the design of landscaping and irrigation plans, and to encourage design that conserves and recycles the resources invested in landscapes. Landscape and irrigation plans are encouraged to take full advantage of the wide range of drought-tolerant landscape material and low-water-flow irrigation systems available within the framework established by this section. All landscaping must comply with City Resolution 3675 establishing guidelines for the preparation of landscape and irrigation plans.

(B) Landscaping required.

(1) Landscaping with plant materials is required in the front yards of all residential development, including detached single-family units.

(2) Landscaping with plant materials must be provided in common open space areas and yard setback areas of multiple-family developments and mobile home parks.

(3) All required front yards must be landscaped.

(4) Landscaping of required off-street parking areas must be provided as set forth in § 16.46.140 (Landscaping Required) of Chapter 16.46 (Off-Street Parking and Loading) of this Title 16.

(5) No more than 20% of any required landscaped area may be covered with hardscape or other non-plant materials such as fountains, rocks, masonry or brick work, paving, or similar feature.

(C) Irrigation required. All required landscape areas must be provided with permanent underground

irrigation systems suitable for the type of landscaping provided.

(D) Landscape maintenance. All landscaping must be maintained in a neat and healthy condition and in a manner that prevents adverse public health, safety, and welfare effects.

(E) Landscape and irrigation plans required.

(1) Landscape and irrigation plans are required for all residential development proposals for five or more units.

(2) The plan must indicate the square footage of each landscaping area, report the total square footage devoted to landscaping with plant materials, identify each landscaping area and the types of plants to be provided therein, list the container size of each plant, and clearly portray the entire landscaping layout and irrigation system.

(3) No building permit may be issued until landscaping and irrigation plans have been reviewed and approved by the ~~Planning Director~~Director or the designee.

(F) Water-conserving features. Landscape and irrigation plans must take full advantage of available drought-tolerant landscape materials and low-water-flow irrigation systems, except where such action conflicts with adopted fire prevention plans, or the Fire Chief determines that such would create a fire hazard.

(Ord. 1100, passed 7-6-04)

§ 16.0813.070 REQUIRED FEATURES.

(A) Required architectural features. All dwelling units, including mobile homes placed on a permanent foundation, constructed, erected or moved onto a permanent foundation on property in any residential area must conform to the following standards:

(1) The construction or installation must meet all city, state and federal requirements.

(2) No sheet metal roofs are permitted; provided, however, that metal roofs that simulate wood shake and shingle roofs are permitted, as are metal patio roofs.

(3) All main buildings or structures must have eave overhangs of a minimum of 16 inches or a minimum 1-foot-high parapet extending above roof level.

(4) No metal siding is permitted, with the exception of metal lap siding.

(5) All buildings must include a perimeter concrete or masonry stem wall, whether structural or ornamental. The stem wall must have the appearance of extending from grade up to the base of the exterior wall.

(B) Required interior features. All dwelling units, including multifamily dwelling units and mobile homes placed on permanent foundations, must conform to the following standards:

(1) The construction or installation must meet all city, state and federal requirements.

(2) All dwelling units must be insulated from exterior noise. Wall and floor/ceiling assemblies separating units from each other or from public or quasi-public spaces such as interior corridors, laundry rooms, recreation rooms, and garages must provide airborne sound insulation (minimum rating of 55 STC) for walls, and both airborne and impact sound insulation (minimum rating of 65 IIC) for floor/ceiling assemblies.

(3) Each new dwelling unit must include utilities for future washer and dryer installation, unless an approved laundry facility is included within the development. Such utilities must be constructed with readily accessible outlets for plumbing (hot and cold water) and gas outlets when available or electrical outlets.

(4) A minimum of 10% of all dwelling units in a development, with the exception of mobile homes, must be designed to be handicap adaptable and/or accessible, pursuant to California accessibility requirements.

(C) Required site features. In addition to open space requirements outlined in § 16.13.050, the following site features are required on all residential properties.

(1) The configuration and orientation of the project should respect reasonable design limits imposed by the natural and manmade environment. Structures should be situated to take advantage of view, topography, sun and wind, while at the same time not destroying these advantages for adjacent properties. Structures should also be situated to minimize or buffer any undesirable properties of the site such as street noise and nearby obnoxious commercial or industrial uses.

(2) The layout of units and open space within the project should establish, through the use of structure and manmade and landscape materials, a perceptible spatial transition from the public street, through the semi-privacy of the common areas, to the privacy of the unit. Most importantly, the environment of each dwelling unit should be private and free from visual, auditory and other intrusions.

(D) Required storage area. All multi-family dwelling units must conform to the following standards:

(1) At least one private, lockable storage area must be provided for each dwelling unit when there is more than one dwelling unit on the same lot or building site.

(2) The storage area must be located either:

(a) Within a carport and protected from the elements;

(b) At some nearby, convenient location, located outside the dwellings;

(c) In a garage if the garage can be locked by the resident and the storage area does not encroach on the required 10 foot by 20 foot parking area.

(3) The storage area must meet the following standards:

(a) A minimum capacity of 90 cubic feet;

(b) No dimension of less than 30 inches;

(c) When built as an above-ground cabinet in a carport or garage, the cabinet must be high enough above the ground to maintain the required parking area and designed to prevent the collapse of the cabinet onto a vehicle.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.08~~30~~.080 [RESERVED.]

§ 16.08~~30~~.090 [RESERVED.]

DIVISION 3: DEVELOPMENT STANDARDS FOR HR-PD ZONES

§ 16.0813.100 APPLICABILITY.

(A) These regulations apply to all properties zoned HR-PD. Separate standards for the HR-PD zone are established to ensure that residential development in hillside areas is designed and developed to respect and respond to environmental conditions unique to the property. This section establishes performance standards for the design of subdivisions in the HR-PD zone and for development of individual lots within subdivisions. The grading standards set forth in Chapters 16.96 through 16.98 (Grading and Erosion Control) of this Title 16 also apply to development in the HR-PD zone.

(B) All parcels recorded prior to May 1, 1978 and which are subsequently placed in the HR-PD zone are subject to the provisions of this section. However, one dwelling unit is permitted on any legal parcel established prior to May 1, 1978 which has a slope of 30% or greater.

(Ord. 1100, passed 7-6-04)

§ 16.0813.110 MAXIMUM DENSITY.

(A) Slope calculation. Density will be based upon the average slope percentage. For the purpose of determining the average slope percentage of a property in the HR- PD zone, the average slope of a parcel of land or any portion thereof must be calculated by applying the formula

$$S = \frac{0.00229\ IL}{A}$$

to the natural slope of the land before any grading. Such slope must be determined from a topographic map conforming to national mapping standards and having a scale of not less than 1 inch equals 200 feet and a contour interval of not less than five feet. The letters in the slope formula have the following meanings:

S = average slope percentage

I = contour interval, in feet

L = summation of length of contours, in feet

A = area in acres of parcel being considered.

(B) Density restrictions. The maximum permitted density on a lot will be based upon the average slope percentage and will be restricted as follows:

Slope	Maximum Density
10-14.9	3.0 du/ac
15-19.9	2.5 du/ac
20-24.9	2.0 du/ac
25-29.9	1.5 du/ac
30 and over	0.0 du/ac

(C) Greater density permitted. Where the average slope percentage is less than 10%, the City Council may allow a maximum density of four units per gross acre for an entire subdivision or development project.

(Ord. 1100, passed 7-6-04)

§ 16.0813.120 LOT AREA, LOT COVERAGE, BUILDING HEIGHT, AND THE LIKE.

All primary dwellings in the HR-PD zones must conform to the following development standards:

Table 0813-3
Development Standards - HR-PD Zones

Development Feature	HR-PD1 Standard	HR-PD2 Standard
Lot Area (Minimum)	43,560 sf (1 acre)	14,500 sf
Lot Coverage (Maximum)	40 %	60 %
Lot Width - Interior Lot (Minimum)	60 ft	60 ft
Lot Width - Corner Lot (Minimum)	65 ft.	65 ft.
Building Height (Maximum)	2-1/2 stories above finished grade	2-1/2 stories above finished grade
Dwelling Unit Size (Minimum)	750 sf	750 sf

Distance between Primary Residence and Accessory Building (Minimum)	10 ft.	10 ft.
Distance between Accessory Buildings (Minimum)	6 ft.	6 ft.
Front Yard Setback (Minimum)	Not less than 25 ft. from ultimate street right-of-way line	Not less than 20 ft. from ultimate street right-of-way line
Side Yard Setback - Interior Lot (Minimum)	10 ft. on both sides	10 ft. on both sides
Side Yard Setback - Corner Lot (Minimum)	10 ft. on both sides	10 ft. on both sides
Rear Yard Setback -Single story (Minimum)	25 ft.	10 ft.
Rear Yard Setback -Second story (Minimum)	25 ft.	20 ft.

(Ord. 1100, passed 7-6-04)

§ 16.0813.130 GRADING REGULATIONS.

All grading must conform to applicable requirements set forth in Chapters 16.96 through 16.98 (Grading and Erosion Control) of this Title 16.

(Ord. 1100, passed 7-6-04)

§ 16.0813.140 BUILDING DESIGN.

All dwelling units and accessory structures must be designed and constructed to respect and reflect the hillside environment and the terrain existing on individual development sites. The following standards apply:

(A) The walls of the building on the down-slope side must not be more than 20 feet high, measured from the finished grade to the building eave line.

(B) Stepped foundations must be provided to allow a building to conform to the existing natural terrain.

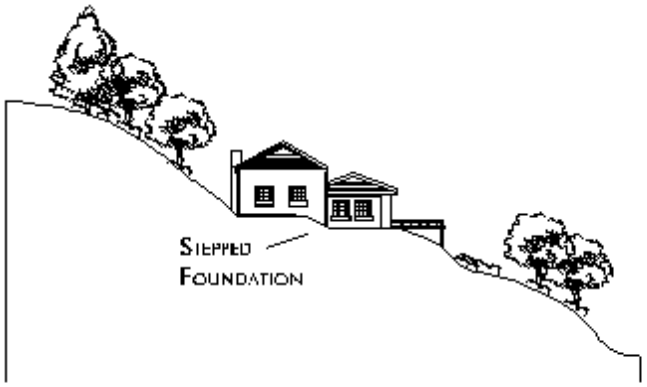


Figure 0813-2

Stepped Foundation

(C) Except for solar energy apparatuses, rooftop mechanical equipment is prohibited.

(D) Roof slope should be oriented in the same direction as the natural hill slope.

(E) The use of large roof overhangs and cantilevers is limited.

(Ord. 1100, passed 7-6-04)

§ 16.0813.150 FIRE HAZARD MITIGATION.

To reduce the risk of loss of life and property in the event of a fire in hillside environments, the following fire hazard mitigation standards apply to all development in the HR-PD zone:

(A) The placement of all buildings on a lot must be in such a manner that adequate clearance of flammable plant and landscape materials may be performed on the lot.

(B) The roofs and exteriors of buildings must be of fire retardant materials, as provided by the Building Code.

(C) All brush identified by the Fire Department as hazardous must be cleared. This includes all flammable vegetation and other combustible growth but does not apply to single specimen trees, ornamental shrubbery, and cultivated groundcover such as grass, ivy, succulents, or similar plants used as ground cover, provided such landscaping does not create a means to readily transmit fire.

(D) Notwithstanding the provisions of Chapter 16.232 (Tree Removal Permit) of this Title 16, that portion of any tree that extends within ten feet of the top of any chimney must be removed or trimmed.

(E) All combustible vegetative cover or other combustible growth within 100 feet of a building site must be removed prior to the construction of any building, as specified in the fire code.

(F) Grass and similar vegetation located more than 30 feet from a structure and less than 18 inches in height above the ground may be maintained where necessary to stabilize soil erosion.

(Ord. 1100, passed 7-6-04)

§ 16.0813.160 EROSION CONTROL.

(A) All manufactured slopes, other than those constructed in stable bedrock, must be planted or otherwise protected from the effects of stormwater runoff erosion within 30 days of the creation of the slope. Planting must be designed to blend the slope with the surrounding terrain and development in terms of coverage, color, and type of plant material. An irrigation system must be provided and maintained to ensure proper maintenance of landscaped slopes.

(B) Manufactured slopes in stable bedrock must be provided with landscaped soil pockets, with the landscaping to consist of plant materials designed to blend the slope with the surrounding terrain and development in terms of coverage, color, and type of plant material. An irrigation system must be provided and maintained to ensure proper maintenance of landscaped slopes.

(C) Landscaping and irrigation plans for such slope planting must be submitted and approved by the ~~Planning Director~~Director and City Engineer prior to the issuance of building permits. All such slopes must be planted and provided with irrigation systems prior to the issuance of occupancy permits.

(Ord. 1100, passed 7-6-04)

§ 16.13.170 [RESERVED.]

DIVISION 4: SECOND DWELLING UNITS

DIVISION 5: SPECIAL REGULATIONS

§ 16.0813.200 RESTRICTIONS ON VEHICLE PARKING.

(A) Motorized vehicles or recreational equipment, either operable or inoperable, are not permitted to be parked within any front yard area. Vehicles parked behind the front yard area must be screened from the public right-of-way.

(B) No vehicle with a gross vehicular weight of 6,000 pounds or greater may be parked on any portion of a lot within a residential zone. This restriction will not apply to delivery, service, or similar vehicles providing temporary service.

(Ord. 1100, passed 7-6-04)

§ 16.0813.210 KEEPING OF ANIMALS.

(A) Purpose and intent.

(1) These regulations for the keeping of animals are established to ensure protection of the health, safety, and general welfare of persons in residential neighborhoods.

(2) No animal may be kept in any manner that constitutes a health hazard or noise nuisance to the owner or to any neighbor.

(B) Dogs and cats. Up to three dogs and three cats may be kept per residence in any residential zone, provided the keeping of dogs does not constitute the establishment or maintenance of a commercial kennel as defined by this Title 16.

(C) Equine and bovine species. Horses, mules, cows and other equine species and bovine species are permitted only in the HR-PD and R-A zones, subject to the following regulations:

(1) One equine animal is permitted for each one-half acre of lot or building site.

(2) One bovine animal is permitted for each one acre of lot area.

(3) Any stable, barn, corral, or other animal enclosure must be located as follows:

(a) A minimum distance of 50 feet from any dwelling or other building used for human habitation;

(b) A minimum distance of 100 feet from the front lot line of the lot upon which it is located;

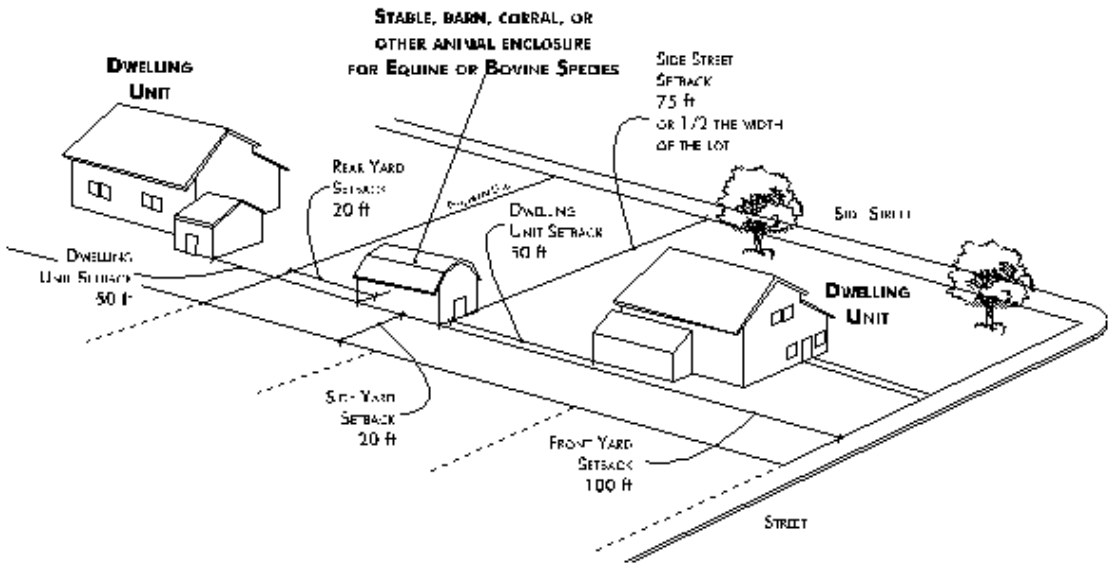


Figure 08~~13~~-3

Setbacks for Animal Enclosure

(c) A minimum distance of 100 feet from any public park, school, hospital, or similar institution;

(d) A minimum distance of 20 feet from any interior side lot line or rear lot line; and

(e) A minimum distance of 75 feet from any side street, or the distance equal to one-half the width of the lot abutting the side street, whichever distance is lesser.

(D) Swine. The keeping of swine is permitted only in the R-A zone, subject to the following regulations:

(1) A minimum lot size of two acres is required for the keeping of swine.

(2) One swine is permitted for the first two acres of lot area, with one additional swine permitted for each additional acre. In no case, however, may the number of swine kept exceed ten.

(3) The minimum distance requirements for animal keeping areas set forth in subsection 16.08~~13~~.100(C)(3) above must be adhered to.

(E) Poultry, rabbits, and other small animals.

(1) The keeping of poultry (excluding roosters, peacocks and peahens, geese, turkeys, guineas), rabbits, chinchillas, hamsters, reptiles, and other small animals, except foxes and exotic animals, is permitted in the HR-PD, R-A, R-1, and R-2 zones, subject to the following regulations.

(a) A minimum lot area of 6,000 square feet is required for the outdoor keeping of small animals.

(b) The total number of small animals permitted and restrictions on the number of specific types or species are as specified in Table 0813-4.

Table 0813-4
Limitations on Number of Small Animals

Zone and Lot Size	Total Number of Small Animals Permitted	Type of Small Animal and Maximum Number Permitted			
		Poultry*	Rabbits	Rodents	Reptiles
R-2 and R-1 lots containing less than 6,000 sf	4	2	2	2	2
R-1 and HR-PD: 6,000 - 10,000 sf lots	4	2	2	2	2
R-1 and HR: 10,000 sf -1 acre lots	6	2	4	4	4
R-1 and HR(PD): Lots larger than 1 acre	10	4	4	4	4
R-A: 10,000 sf -1 acre lots	15	6	5	5	4
R-A: Lots larger than 1 acre	25	12	5	5	5

Abbreviation: sf = square feet

* Excluding roosters, peacocks and peahens, geese, turkeys, guineas

(c) All such animals may be kept in a completely enclosed pen or cage. Any outdoor pen, cage, or other enclosure used for the keeping of small animals must be maintained a minimum distance of 25 feet from any dwelling or other building used for human habitation.

(2) The following small animals are permitted in the R-3 and R-4 zones: hamsters, rats, mice, similar small rodents, small birds, and small reptiles. The number of small animals permitted within a dwelling unit are limited to two of a single species and four total animals.

(F) Outdoor aviaries.

(1) Birds in outdoor aviaries are permitted per Table 0813-1, provided the total number of birds

does not exceed one bird for each 1,500 square feet of lot area.

(2) Aviaries must be located in accordance with the minimum distance requirements for animal keeping areas set forth in subsection 16.0813.210(E)(1)(c) above.

(G) Additional animals. Any request for the keeping of more animals than specified in this section will require a Conditional Use Permit application pursuant to the provisions of Chapter 16.218 of this Title 16.

(H) Commercial animal keeping. Any request for a commercial operation must be considered under a Conditional Use Permit application, and such application may be conditionally permitted only in the R-A zone.

(Ord. 1100, passed 7-6-04)

§ 16.0813.220 OTHER APPLICABLE REGULATIONS.

In addition to the requirements contained in this chapter, any applicable requirements in the following chapters apply to development in residential zones:

Chapter 16.40: General Property Development Standards

Chapter 16.56: Standards for Specific Land Uses

Chapter 16.46: Off-Street Parking and Loading

Chapter 16.48: Signs

Chapter 16.80: Subdivisions

Chapter 16.112: Nonconforming Uses

Chapter 16.114: Nonconforming Structures

Chapter 16.116: Nonconforming Lots

Chapter 16.230: Home Occupations

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.0813.230 [RESERVED.]

§ 16.0813.240 [RESERVED.]

DIVISION 6: MOBILE HOME PARK ZONE

§ 16.0813.250 PURPOSE AND INTENT.

This division sets forth specific development standards for mobile home parks and subdivisions in order to provide park residents with a safe, comfortable, healthy and pleasant living environment. All mobile home parks and subdivisions must be developed in accordance with the provisions of this Division 6. Also, mobile home subdivisions must meet applicable provisions of the State Subdivision Map Act, as applied through Chapter 16.80 (Subdivisions) of this Title 16.

(Ord. 1100, passed 7-6-04)

§ 16.0813.260 STATE REGULATION OF MOBILE HOME PARKS.

The provisions of the Mobile Home Parks Act (Cal. Health & Safety Code, Division 13, Part 2.1) and the applicable regulations adopted by the California Department of Housing and Community Development, as each may be amended from time-to-time, are hereby adopted as a part of this division. The Building Official may be authorized to enforce all of the provisions of the Act pertaining to the construction, alteration, or modification of all manufactured dwelling units within mobile home parks. Construction only of all other structures may be subject to the review and approval of the Planning Department. It may be the duty of the Building Official to enforce all the provisions pertaining to permits for the operation, maintenance, use, occupancy, sanitation, and safety of all mobile home parks and subdivisions.

(Ord. 1100, passed 7-6-04)

§ 16.0813.270 DEVELOPMENT STANDARDS FOR MOBILE HOME PARKS.

The following development standards apply to all mobile home parks within the City of Santa Paula.

(A) Minimum site area. A minimum site area of 10 acres, with a minimum street frontage of 250 feet, are required for all new mobile home parks and subdivisions.

(B) Drainage. All mobile home parks must be located on a graded site with no depressions in which surface water will accumulate. The ground must be sloped to provide

storm drainage run-off by means of surface or subsurface drainage facilities that connect to public storm drain facilities.

(C) Roadways.

(1) Public roadways are required to conform to standards established by the City Engineer for local streets.

(2) Private roadways within a mobile home park must have a minimum width of 32 feet if car parking is permitted on one side of the roadway, and a minimum width of 40 feet if car parking is permitted on both sides of the roadway. Roadways designed for car parking on one side must have signs or markings prohibiting the parking of vehicles on the traffic flow side of the roadway.

(3) All roadways must have clear and unobstructed access to a public thoroughfare. A roadway may have security gates as may be permitted by other city regulations.

(4) The entire width of the all roadways within a mobile home park shall be surfaced with a minimum of two-inch thick asphalt, concrete, plant mix, or other approved materials.

(D) Required common open space and recreation areas.

(1) A minimum area of 200 square feet for common recreation purposes is required for each mobile home space. Such space must be located to be convenient to all residents of the mobile home park.

(2) The required common usable open space must be arranged to provide at least 50% of the space in at least one area. The minimum dimensions of such space must be 25 feet by 25 feet. The remaining required common usable open space may be distributed throughout the m~~M~~obile h~~H~~ome p~~P~~ark and need not be in one such area; provided, however, no area containing less than 50 square feet may be considered common usable open space.

(3) All required common usable open space must be improved in a manner appropriate to its intended purposes, and all landscaping must comply with the requirements of § 16.0813.060. Natural features of the site reasonably worthy of preservation, as determined by the ~~Planning Director~~Director through the design review or other permit review procedure, may be retained in their natural state and need not be improved, but must be maintained. Natural areas may be improved with such items as irrigation lines and additional plant materials to assist in assuring the lasting retention of the natural feature being preserved.

(4) A minimum of 50% of the required common usable open space must be located on those portions of the lot or building site where the slope is no greater than 10%.

(E) Accessory buildings and uses. Accessory buildings and uses ~~that~~must serve the entire mobile home park, including recreation facilities, laundry areas, mobile home park offices, and maintenance or storage buildings~~, must~~ All accessory building must be located at least 200 feet from the boundary of any mobile home space. All exterior maintenance or storage areas must be enclosed by a masonry wall of at least 6 feet in height. Allowable accessory uses include vending machines, a common car wash, storage area for travel trailers and

boats, a management facility, recreational facility, and other uses which in the opinion of the director are of a similar nature.

(F) Perimeter screening. Perimeter screening of the mobile home park must be provided as required through permit approval.

(G) Landscaping. Landscaping must be provided on all areas not used for buildings, parking, roadway, pathways, or recreational facilities. Existing natural landscape features should be retained where possible and integrated into the landscape plan. The landscaping is considered actual planting areas of lawn, trees, planter boxes, shrubs, groundcover, or other decorative material as approved by the ~~Planning Director~~Director. Fountains, ponds, sculpture, and decorative screen walls as an integral part of the landscaping scheme are permitted.

(H) Pedestrian walkways. A connected pedestrian walkway system must be provided within the mobile home park providing access to the units, recreation areas, and open space. The walks must be a minimum of four feet in width and constructed of concrete or a similar durable material.

(I) Sanitary sewer and water. Each lot shall be provided with connections to the city's sewer and water services.

[K] All storm drainage facilities, electrical, gas, telephone services and other utilities shall be placed underground in conformance with city standards.

[L] No mobile home park shall allow more than [ ] mobile home spaces per gross acre.

[M] Setbacks. All structures and mobile homes shall maintain setbacks from the exterior property lines of the mobile home park in accordance with the regulations of the applicable zoning district; provided, however, that a setback of at least twenty feet shall be maintained from all exterior public roadways, so as to allow for fencing and landscaping in accordance with this section.

(Ord. 1100, passed 7-6-04)

§ 16.08~~13~~.280 DEVELOPMENT STANDARDS FOR MOBILE HOME SITES OR LOTS.

The following development standards apply to all mobile home sites and lots within a mobile home park located in the City of Santa Paula.

(A) Occupancy. Each mobile home site or lot must accommodate only one mobile home, recreational vehicle, or commercial coach.

(B) Drainage. The area beneath each mobile home must be sloped to provide for drainage from beneath the mobile home to an outside surface drainage facility.

(C) Lot/space area and dimensions. Each mobile home site or lot must contain a minimum area of 3,500 square feet for exclusive use by the occupants of the site or lot. For mobile home subdivisions, each individual lot must conform to the minimum requirements established for the zone in which the subdivision is located. Each site or lot must have a minimum width of 45 feet and a minimum depth of 65 feet.

(D) Accessory structures.

(1) Accessory buildings and structures located on a mobile home site or lot may extend into the required separations cited in subsection D above, provided that a minimum separation of six feet is maintained between the edge of the projection and an adjacent mobile home, building, accessory structure, or projection.

(2) Accessory buildings and structures must be set back a minimum distance of three feet from any mobile home lot line. However, carports, awnings, fences, windbreaks, and stairways may be installed to the lot line.

(E) Site or lot coverage. The area of a mobile home or lot site covered by the mobile home and all accessory buildings and structures must not exceed 75% of the site or lot area.

(F) Required landscaping. A minimum of 20% of each mobile home site or lot must be landscaped with plant materials, including at least one tree on each space.

(G) Lot access. Each mobile home site or lot must have direct access to an abutting roadway that provides circulation throughout the mobile home park or subdivision.

(H) Each mobile home park shall provide a minimum of two parking space(s) for each lot/space.

(Ord. 1100, passed 7-6-04)

§ 16.0813.290 OTHER APPLICABLE REGULATIONS.

In addition to the requirements contained in this division, the following additional requirements contained in this Title 16 apply to mobile home parks and subdivisions:

Chapter 16.40: General Property Development Standards

Chapter 16.46: Off-Street Parking and Loading

Chapter 16.48: Signs

Chapter 16.54 - 16.76: Standards for Specific Land Uses

Chapter 16.112: Nonconforming Uses

Chapter 16.114: Nonconforming Structures

Chapter 16.116: Nonconforming Lots

Chapter 16.230: Home Occupations

Chapter 16.80: Subdivisions

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.0813.300 [RESERVED.]

DIVISION 7: DENSITY BONUSES AND OTHER AFFORDABLE HOUSING INCENTIVES. ~~CONCESSIONS~~

§ 16.0813.310 PURPOSE ~~AND INTENT~~.

The purpose of this~~This~~ Division is to allow density bonuses and other affordable housing incentives to qualifying projects in accordance with State law, including, but not limited to,~~intended to implement state law requirements to provide housing opportunities for very low, low and moderate-income persons. All projects qualifying for a density bonus are subject to the city's growth management allocation procedures and requirements. In enacting this Division it is the city's intent to implement~~ Cal. Gov't Code §§ 65915, et seq. ~~as follows:~~

~~(A) Allow higher density for residential projects when developers guarantee that a portion of their housing development will be affordable to households of very low, low or moderate income and seniors;~~

~~(B) Allow higher density for residential projects when developers donate land to develop dwelling units for very low, low or moderate-income households;~~

~~(C) Ensure affordable units are constructed and located to appear similar to market-rate units;~~

~~(D) Allow higher density, incentives, or concessions for residential projects where developers provide child care facilities; and~~

~~(E) Allow certain concessions when needed to offset the costs of developing affordable housing for very low, low and moderate-income households.~~

(Ord. 1173, passed 7-2-07)

§ 16.0813.32011 DEFINITIONS.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this Division. Words and phrases not defined by this Division have the meaning set forth elsewhere in this Development Code, the Cal. Health & Safety Code, or Cal. Gov't Code. . State law definitions, as they may be amended from time to time, control over the definitions in this Section. Where the definitions are provided by State law, the citation to the statute follows.

~~AFFORDABLE HOUSING COSTS - Has the same meaning as set forth in Cal. Health & Safety Code § 50052.5, or any successor statute or regulation.~~

~~AFFORDABLE RENTS - Has the same meaning as set forth in Cal. Health & Safety Code § 50053, or any successor statute or regulation.~~

~~AFFORDABLE SALE PRICE - Means the price for a dwelling unit that can be financed by a fixed rate mortgage where the monthly payment constitutes an affordable housing cost. The monthly payment must include the principal plus interest plus taxes plus homeowner's association fees (if applicable).~~

~~AFFORDABLE UNITS - Means those dwelling units which will be guaranteed by the developer to be rented or sold for a period of time, agreed to by the city and developer, to low- or very low-income households.~~

DENSITY BONUS - Means an increase over the otherwise ~~allowable~~ maximum allowable residential density as of the date of the application to for a ~~property~~ qualifying project. (Cal. Gov't Code § 65915(f).)~~.~~

~~DENSITY BONUS UNITS - Means additional units that may be allowed to be built if the density bonus is granted.~~

INCENTIVE ~~OR CONCESSION~~ - Means a project that qualifies for a density bonus or incentive pursuant to Cal. Gov't Code § 65915(b).~~a relaxation of development standards or zoning requirements which results in identifiable cost reductions where such incentives and concessions are consistent with the general plan, including, without limitation, reductions in setback; square footage or lot size requirements; the ratio of vehicle parking spaces that would otherwise be required; or approval of mixed use zoning if commercial, office or other land uses would be compatible with the housing project as well as the existing or planned development in the area where the proposed housing project will be located.~~

~~SENIOR OR SENIOR CITIZEN - Means a person 62 years of age or older or 55 years of age or older in a senior citizen housing development of at least 35 dwelling units, or a qualified permanent resident as defined in Cal. Civil Code §§ 51.2 and 51.3. All qualifying senior projects must have significant facilities and services for seniors as defined in 42 USC 3607(b)(2).~~

~~(Ord. 1173, passed 7-2-07; Am. Ord. 1244, passed 10-15-12)~~

§ 16.0~~813~~.3201~~2~~ DENSITY BONUSES AND INCENTIVES~~CONCESSIONS – IN GENERAL.~~

-The density bonuses and other affordable housing incentives required by State law, including, but not limited to, Cal. Gov't Code §§ 65915, et seq., shall be available to applicants for qualifying projects on the terms and conditions specified in State law.

~~Nothing in this Division constitutes a waiver of any discretionary or ministerial approval required by this Development Code.~~

~~(Ord. 1173, passed 7-2-07)~~

§ 16.0813.3330~~13~~ NO WAIVER ~~DETERMINATION OF BONUS.~~

Except as required by State law, nothing in this Division constitutes a waiver of any discretionary or ministerial approval required by this Development Code.

~~Applicants who request a density bonus and agree to construct a residential project of five or more dwelling units may be granted a density bonus. All density bonuses referred to in this section are a specified percentage over the maximum density permitted in the underlying zone district.~~

~~(A) A density bonus of 20% will be granted to projects in which one or more of the following is included:~~

~~(1) At least 5% of the total dwelling units of a housing development are restricted to very low income households. An additional 2.5% density bonus will be granted for each additional 1% increase of very low income restricted dwelling units above 5%, to a maximum density bonus of 35%, as illustrated in Table 1, Application of Density Bonus;~~

~~(2) At least 10% of the total dwelling units of a housing development are restricted to low income households. An additional 1.5% density bonus will be granted for each additional 1.5% of low income restricted dwelling units above 10%, to a maximum density bonus of 35%, as illustrated in Table 1, Application of Density Bonus;~~

~~(3) Senior citizen housing developments of 35 or more units in which 100% of the units are provided to qualifying residents; or~~

~~(4) At least 10% of the total dwelling units of a common interest development are restricted to moderate income households, provided that all units in the development are offered to the public for purchase.~~

~~(B) A density bonus of 5% will be granted to a condominium project or a planned unit development, that provides at least 10% of the total number of units to households of moderate income. An additional 1% density bonus will be granted for each additional 1% of moderate income restricted dwelling units above 10%, up to a maximum of 35%, as illustrated in Table 1, Application of Density Bonus.~~

~~Table 1: Application of Density Bonus For Very Low, Low and Moderate Income Units~~

~~Very Low Income Units~~		~~Low Income Units~~		~~Moderate Income Units~~	
~~% Very Low Income Units~~	~~Permitted % Density Bonus~~	~~% Low Income Units~~	~~Permitted % Density Bonus~~	~~% Moderate Income Condo/PUD units~~	~~Permitted % Density Bonus~~
~~5~~	~~20~~	~~10~~	~~20~~	~~10~~	~~5~~
~~6~~	~~22.5~~	~~11~~	~~21.5~~	~~11~~	~~6~~
~~7~~	~~25~~	~~12~~	~~23~~	~~12~~	~~7~~
~~8~~	~~27.5~~	~~13~~	~~24.5~~	~~13~~	~~8~~
~~9~~	~~30~~	~~14~~	~~26~~	~~14~~	~~9~~
~~10~~	~~32.5~~	~~15~~	~~27.5~~	~~15~~	~~10~~
~~11~~	~~35~~	~~16~~	~~29~~	~~16~~	~~11~~
~~35% Maximum Density Bonus~~		~~17~~	~~30.5~~	~~17~~	~~12~~
		~~18~~	~~32~~	~~18~~	~~13~~
		~~19~~	~~33.5~~	~~19~~	~~14~~
		~~20~~	~~35~~	~~20~~	~~15~~
		~~35% Maximum Density Bonus~~		~~21~~	~~16~~
				~~22~~	~~17~~
				~~23~~	~~18~~

		~~24~~	~~19~~
		~~25~~	~~20~~
		~~26~~	~~21~~
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		~~38~~	~~33~~
		~~39~~	~~34~~
		~~40~~	~~35~~

		35% Maximum Density Bonus

(C) A density bonus of 15% will be granted to applicants that donate sufficient real property to restrict at least 10% of the units for very low-income households. A density bonus will increase by 1% for every additional 1% of very low income restricted dwelling units above 10%, up to a maximum of 35%. All of the following conditions must be met to allow this density bonus:

(1) Real property must be conveyed in fee simple to the city or a person who is qualified to construct affordable housing approved and designated by the city.

(2) Real property must measure a minimum of one acre in size or be able to accommodate 40 units per acre.

(3) Transferred real property must be appropriately designated by the General Plan for high density residential development before final project approval.

(4) Transferred real property must be zoned for high density residential use before final project approval.

(5) Transferred real property must be adequately served by infrastructure before final project approval.

(Ord. 1173, passed 7-2-07; Am. Ord. 1244, passed 10-15-12)

§ 16.0813.314 CONSTRUCTION AND LOCATION OF AFFORDABLE UNITS.

All units that are constructed for very low, low or moderate income households must meet the following minimum standards:

(A) Distribution. Except as otherwise required, affordable units must be constructed concurrently with, or before, construction of market rate units. All affordable units must be reasonably distributed throughout the project as approved by the Planning Commission, must be constructed of similar materials and both interior and exterior must be finished at a comparable quality as the market rate units. Affordable dwelling units must measure not less than 90% of the average square footage of market rate units with the same number of bedrooms.

(B) Comparable amenities. Residents of affordable units may not be charged for amenities not charged to other residents, including without limitation, access to recreational facilities, parking, cable TV, and interior amenities like dishwashers and microwave ovens. Optional services for all residents must be the same. Tenants of affordable units cannot be required to purchase additional services.

(Ord. 1173, passed 7-2-07)

~~§ 16.0813.315 AFFORDABILITY.~~

~~Affordable units must generally be reserved for occupancy by very low or low income households for at least 30 years after the city issues certificates of occupancy. Affordable units offered for sale to moderate income households in condominiums or planned developments must generally be reserved for occupancy for at least ten years after the city issues certificates of occupancy. Such reservations must be accomplished by a recorded deed restriction or other long-term legal mechanism in a form approved by the City Attorney.~~

~~(Ord. 1173, passed 7-2-07)~~

~~§ 16.0813.316 AFFORDABLE HOUSING DENSITY BONUS AGREEMENT.~~

~~Persons conditionally granted an affordable housing density bonus, development concession, or reduction in parking standards must enter into an agreement with the city in a form approved by the City Attorney. The agreement must, at a minimum, include the following:~~

~~(A) The total number of units that will be constructed and the number of units that will be made affordable to very low, low or moderate-income households must be clearly stated;~~

~~(B) The affordable units must be reserved for very low and low income households;~~

~~(C) Resale controls must be included as a deed restriction consistent with this subsection;~~

~~(D) If reduced parking standards were approved for the project, the number of bedrooms of each unit must be identified;~~

~~(E) Applicant must provide written evidence to the city that initial occupants of all affordable units meet the necessary income qualifications. The property owner must provide an annual report to the city certifying tenants of qualifying rental units meet the income and rent limit requirements;~~

~~(F) Every purchaser of moderate-income owner-occupied units must certify the unit will be the purchaser's primary place of residence, and every renter of low or very low income units must certify the unit will be occupied by the household renting the unit;~~

~~(G) Applicant must provide written evidence to the city that initial owner occupants of moderate income units meet the necessary income qualifications. Subsequent sale of moderate income units must be limited to moderate income households, as approved by the city. In addition, sale proceeds of moderate income units sold after the first ten years of occupancy by moderate income household(s) must be distributed as follows:~~

(1) Initial owner is entitled to receive the value of the down payment, documented improvements to the property and a proportional share of the unit's appreciation, in accordance with the formula in Cal. Gov't Code § 65915.

(2) The city must receive its proportional share of appreciation of the unit in addition to the amount of the original subsidy. The city must use the proceeds within three years to promote affordable, owner-occupied housing.

(Ord. 1173, passed 7-2-07; Am. Ord. 1244, passed 10-15-12)

§ 16.0813.317 CHILD CARE FACILITIES.

(A) The city will grant either of the following to projects that include a proposal for a child care facility located on the premises of the project:

(1) A density bonus that is an amount of square feet of residential space that is equal to or greater than the amount of square feet in the child care facility; or

(2) An additional concession or incentive that contributes significantly to the economic feasibility of the construction of the child care facility. The applicant must provide substantial evidence that any such concession is needed for the economic feasibility of the child care facility.

(B) In order to receive the additional child care density bonus, the project must comply with the following requirements:

(1) The child care facility must remain in operation for a period of time that is as long or longer than the period of time during which the density bonus units are required to remain affordable; and

(2) Of the children who attend the child care facility, the percentage of children of very low income, low income, and moderate income households must be equal to or greater than the percentage of dwelling units that are proposed to be affordable to very low income, low income, and moderate income households.

(C) Notwithstanding any requirement in this section, the city is not required to provide a density bonus or concession for a child care facility if it finds, based on substantial evidence, that the community has adequate existing child care facilities.

(Ord. 1173, passed 7-2-07)

§ 16.0813.318 DEVELOPMENT CONCESSIONS.

(A) An applicant for a density bonus may submit a proposal for specific incentives or concessions. The city must allow the concessions or incentives requested by the applicant unless the city finds, based upon substantial evidence, any of the following:

(1) The concession or incentive is not required to ensure housing costs meet affordability standards, as defined in Cal. Health & Safety Code § 50052.5, or to ensure rents in affordable units meet the requirements of this Division.

(2) The concession or incentive would have a specific adverse impact, as defined in Cal. Gov't Code § 65589.5(d)(2), upon the public health and safety, or physical environment, or any real property that is listed in the California Register of Historical Resources, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to very low, low, and moderate-income households.

(3) The concession or incentive would be contrary to state or federal law.

(B) The number of city zoning or development standards that can be waived or modified must be consistent with the following table, Table 2, Affordable Housing Development Concessions:

Table 2: Affordable Housing Development Concessions

Number of Concessions	Percentage Affordable Housing			
	Very Low	Low	Moderate Condos and/or PUD's	
1	5%		10%	10%
2	10%		20%	20%
3	15%		30%	30%
Income categories cannot be combined to achieve a greater number of concessions than that identified in this table.				

(C) The applicant must provide substantial evidence that any such concession is needed to sufficiently reduce the cost of the housing development.

(Ord. 1173, passed 7-2-07; Am. Ord. 1244, passed 10-15-12)

§ 16.0813.319 PARKING STANDARDS.

~~If a project qualifies for a density bonus, an applicant may request reduced parking standards for the entire project site. Reduced parking standards may be requested and will be approved even if a density bonus is not being requested. Reduced parking requirements must include guest and handicapped parking, may be provided as tandem spaces, and may be uncovered, provided the spaces are located on-site. Reduced parking standards will be as follows:~~

~~(A) One on-site parking space per unit for units with one bedroom or less.~~

~~(B) One and one-half on-site parking spaces per unit for units with two bedrooms.~~

~~(C) Two on-site parking spaces per unit for units with three or more bedrooms.~~

~~(Ord. 1173, passed 7-2-07)~~

~~§ 16.0813.320 OTHER DEVELOPMENT STANDARDS.~~

~~Applicant may request waiver of any additional development standards if the applicant provides substantial evidence that such waivers are necessary to make the project economically feasible and do not have unmitigatable impacts.~~

~~(Ord. 1173, passed 7-2-07)~~

~~§ 16.0813.321 INCLUSIONARY HOUSING REQUIREMENTS.~~

~~The inclusionary housing requirements set forth in this Title continues to apply to all development projects, whether or not a density bonus is requested or granted. Units constructed pursuant to the inclusionary housing requirements cannot be used to seek concessions as part of the density bonus ordinance. The units requested under the density bonus ordinance are in addition to any units required under the inclusionary housing ordinance.~~

~~(Ord. 1173, passed 7-2-07)~~

~~§ 16.0813.322 CONDOMINIUM CONVERSIONS.~~

~~Any developer converting existing rental apartments of five units or more to condominiums who seeks a density bonus, must make such application in conjunction with its tentative map application pursuant to the Subdivision Map Act, this Development Code, and consistent with Cal. Gov't Code § 65915.5. Any appeal or any concession or incentive or review by the Planning Commission or City Council, automatically requires an appeal of the underlying map to that body.~~

~~(Ord. 1173, passed 7-2-07)~~

DIVISION 9: REASONABLE ACCOMMODATION FOR DISABLED AND HANDICAPPED INDIVIDUALS

§ 16.0813.8500 PURPOSE.

This chapter is adopted in accordance with the city's police powers and as required by the Fair Housing Law. It is intended to provide equal access to residential housing throughout the city's jurisdiction regardless of an individual's physical or mental abilities.

(Ord. 1249, passed 5-6-13)

§ 16.0813.50810 DEFINITIONS.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter. Words and phrases not defined by this chapter have the meanings stated in the Fair Housing Law and any successor statutes or regulations.

DISABLED PERSON - Means an individual who has a physical or mental impairment that limits one or more of that person's major life activities; anyone who is regarded as having such impairment; or anyone who has a medical record of having such an impairment. A DISABLED PERSON does not include individuals currently using controlled substances as defined by federal law.

FAIR HOUSING LAW - Means existing law affecting reasonable accommodation in housing including, without limitation, the reasonable accommodation required by 42 USC § 3604(f)(3)(B) and reasonable accommodation required by Cal. Gov't Code §§ 12927(c)(1) and 12955(l).

REASONABLE ACCOMMODATION - Means any request by, or on behalf of, a disabled person for a reasonable deviation from the city's strict application of its land use or building regulations as set forth in this code, or as adopted by reference in this code, in order for such disabled person to use and enjoy a dwelling.

(Ord. 1249, passed 5-6-13)

§ 16.0813.50820 NOTICE.

The city must post notice in the same manner as it posts meeting agendas advising disabled persons regarding the reasonable accommodation that may be provided in accordance with this chapter.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5083<u>0</u> REQUESTING REASONABLE ACCOMMODATION.

(A) A disabled person or disabled person's representative may request reasonable accommodation pursuant to this chapter.

(B) The Director, or designee, must provide reasonable assistance to disabled persons, or their representatives, to seek reasonable accommodation. Such assistance must occur during any part of a request including, without limitation, the initial application and any appeal.

(C) A request for reasonable accommodation must be filed on a form provided by the Director. The application must include the following:

(1) Evidence of the property owner's consent, usually in the form of the owner's signature on the application;

(2) A description of how the property will be used by the disabled individual(s), e.g., for residential habitation, and the specific reason that reasonable accommodation is desirable;

(3) Evidence of the applicant's disability as reasonably determined by the Director including, without limitation, an individual's medical record; correspondence from a currently licensed healthcare professional; or documentation from the California Department of Motor Vehicles demonstrating that the individual qualifies for disabled parking;

(4) Verification by the applicant that the property is the primary residence of the person for whom reasonable accommodation is requested.

(D) The city cannot require a fee for filing an original application. However, the city may establish a fee for appealing decisions pursuant to City Council resolution.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5084<u>0</u> PROCEEDINGS.

(A) Unless the Director determinates otherwise, approving a reasonable accommodation is an administrative determination by the Director without the need for a public hearing.

(B) Upon accepting a reasonable accommodation request application as complete, the Director must review the application for conformance with the provisions of this Title 16. Based on this review, the Director must act to approve, conditionally approve, or deny the application.

(C) Within 30 days of receiving a completed application, the Director must issue a statement of decisions and findings. The statement must recite, among other things, the facts and reasons for granting or denying the application.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5085̲0̲ ACTION BY THE DIRECTOR.

The Director may take one of the following actions:

(A) Approval. There are no conditions or requirements other than those specified by the application. After the date of final determination, the proposed project may be developed in compliance with the reasonable accommodation approved by the Director.

(B) Disapproval. When a reasonable accommodation application is disapproved, an application for the same project or a similar use on the same property cannot thereafter be accepted for a period of one year from the date of final determination, except that the Director may specify that, if the action is due to details or technical issues, this time limit does not apply.

(C) Conditional approval. Any application may be approved subject to conditions the Director deems necessary for compliance with city, state and federal regulations related to the protection of general health, welfare, and safety of the surrounding area. After the date of final determination, the proposed project may be developed in compliance with the reasonable accommodation approved by the Director along with applicable conditions of approval.

(D) Withdrawal. With the concurrence of or at the request of the applicant, any a permit application may be withdrawn. When an application is withdrawn, such action is effective immediately and is not subject to appeal. Thereafter, such application is null and void and the property must have the same status as if no application had been filed.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5086̲0̲ FINDINGS.

The following findings must be made in order to approve a request for reasonable accommodation:

(A) The accommodation is required due to a disability protected under relevant laws, such as the American with Disabilities Act (ADA) or Fair Housing Laws.

(B) The parcel and/or housing, which is the subject of the request for reasonable accommodation, will be occupied as the primary residence by an individual protected under the Fair Housing Laws.

(CB) The request for reasonable accommodation is necessary to make specific housing available to one or more individuals protected under the Fair Housing Laws.

(DC) The requested reasonable accommodation will not impose an undue financial or administrative burden on the city.

(ED) The requested accommodation will not require a fundamental alteration of the zoning or building laws, policies and/or other procedures of the city.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5087 0 CONDITIONS - GENERALLY.

A reasonable accommodation granted under this chapter is subject to the following general conditions:

(A) The reasonable accommodation applies only to the specific disabled person;

(B) Changes in use or circumstances that negates the basis for the reasonable accommodation renders it void;

(C) Except as otherwise specifically accommodated pursuant to this chapter, the approved reasonable accommodation is subject to all uniform building codes as adopted by this code.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5088 0 CONDITIONS - SPECIAL.

In addition to the general conditions, the Director may impose the following conditions:

(A) Reasonable accommodations affecting an exterior physical improvement must be designed to be substantially similar to the architectural character, colors, and texture of materials of its surrounding dwelling units; and

(B) Such additional conditions that the Director in good faith believes are required to reconcile the approved reasonable accommodation with other requirements of this code while still implementing the purpose of this chapter.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5089 0 PERMIT APPEAL AND REVOCATION.

A reasonable accommodation request may be appealed or revoked pursuant to Chapter 16.206 of this code. Disabled persons may request reasonable accommodation in the

procedure by which an appeal will be conducted including, without limitation, extension of time periods in order to accommodate the individual's disability.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5190 COMPLIANCE.

Establishment, maintenance and operation of the use or uses proposed by the application must comply with the information and specifications shown in the Director's approval.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5191 ACTION IN WRITING.

The determination on each application, including any required findings and any other reasons that serve to explain the determination, and all conditions of approval, must be in writing. A copy of the written determination must forwarded to the applicant following the date of final determination and is made available, at cost, to any person desiring a copy of such determination.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5192 FINAL DETERMINATION.

The determination of the Director is effective 15 days after the date the decision is made and after all appeals, if any, are resolved.

(Ord. 1249, passed 5-6-13)

§ 16.0813.5193 ONE STOP PERMITTING.

A reasonable accommodation approved in accordance with this chapter does not require any separate permit. However, as provided in this section, a reasonable accommodation does not run with the land; it constitutes a permit issued to a specific disabled person and may be revoked or rendered void in accordance with this section.

(Ord. 1249, passed 5-6-13)

CHAPTER 16.0915: COMMERCIAL ZONES

Section

16.0915.010 Purpose and intent

16.0915.020 Land use and permit requirements

16.0915.030 Development standards

16.0915.040 Landscaping

16.0915.050 Outdoor use and storage

16.0915.060 [Reserved]

16.0915.070 Buffering requirements

16.0915.080 Design principles

16.0915.090 Other applicable regulations

§ 16.0915.010 PURPOSE AND INTENT.

Five commercial zones are established to preserve and enhance areas throughout the city for a variety of commercial activities, housing and employment uses that contribute to the community's economic well-being, and human and environmental health. These provisions set forth standards and procedures to ensure the compatible and mutually beneficial interaction between commercial and residential uses; to protect adjacent properties from excessive illumination, noise, traffic and other nuisances; to encourage quality development projects; to accommodate the varied needs of the business community; and, to promote affordable housing.

(A) Commercial Neighborhood (C-N). The Commercial Neighborhood (C-N) zone accommodates low-scale community-oriented stores, offices, service businesses, and residential uses. The zone provides commercial areas convenient to neighborhood residents, with limited impact in terms of traffic, noise, and on-site activity, as well as residential and mixed-use developments.

(B) Commercial Office (C-O). The Commercial Office (C-O) zone accommodates professional business offices; medical, real estate, financial, and administrative offices; and similar uses, as well as closely related service and retail businesses. Residential and mixed commercial/residential use is permitted in this zone subject to the development standards contained in this chapter.

(C) Central Business District (CBD). The Central Business District (CBD) zone provides a pedestrian-scale commercial district with an emphasis on small-scale businesses intended to serve the local community and tourists. The character of the CBD zone is intended to be that which promotes the historic identity of the past through the creation of an identifiable downtown and an emphasis on architectural style. The CBD zone will support a mix of complementary retail, service, office, civic, cultural, and residential uses. Residential use is permitted outright in this zone subject to the development standards contained in this chapter.

(D) General Commercial (C-G). The General Commercial (C-G) zone accommodates a broad range of retail and wholesale commercial enterprises, service uses, entertainment

uses, offices and other businesses that serve both local and regional customer bases. Development may consist of stand-alone stores or coordinated commercial centers. Residential use is also permitted in this zone subject to the development standards contained in this chapter.

(E) Mixed Use: Commercial/Light Industrial/Residential (C-LI). This designation allows for heavy commercial and light industrial uses to stimulate economic development. Pedestrian-oriented residential development is encouraged including large-scale infill and mixed-use. The maximum FAR for non-residential uses is 0.35. Mixed uses with residential on the upper floors and stand-alone residential uses are also allowed. Maximum residential density is 21 units per acre. Mixed-use development is also allowed in the Commercial and Commercial Office land use categories as described below.

(Ord. 1100, passed 7-6-04; Am. Ord. 1305, passed 10-7-20)

§ 16.0915.020 LAND USE AND PERMIT REQUIREMENTS.

(A) Table 0915-1 identifies the uses permitted in the C-N, C-O, C-G, C-LI and CBD zones. Retail, housing and service commercial uses represent the primary permitted uses, although other uses are allowed as accessory, conditionally permitted, and temporary uses, as indicated in Table 0915-1. Accessory uses are not permitted on any property where a permitted primary use does not already exist.

(B) Certain permitted uses and conditionally permitted uses may be subject to special conditions regarding the location, operation, or design of the use. Such uses are marked in Table 0915-1 with an asterisk (*), and the special conditions that apply are contained in Chapters 16.54 through 16.76 (Standards for Specific Land Uses) of this Title 16.

(C) For uses not listed in Table 0915-1, the provisions of § 16.03.020 (~~Planning Director~~Director Responsibilities) of this Title 16 will apply.

(Am. Ord. 1159, passed 6-19-06; Am. Ord. 1172, passed 7-2-07; Am. Ord. 1262, passed 2-1-16; Am. Ord. 1305, passed 10-7-20)

TABLE 0915-1
Permitted and Conditional Uses - Commercial Zones

Use	**C-N**	**C-O**	**CBD**	**C-G**	**C-LI**
Agricultural-Related Uses					
Agricultural Production	X	X	X	C	P

Fruit/Agriculture Stands	T	T	T	T	T
Agricultural Equipment and Supplies Sales and Repair	X	X	X	C	C
Auction, Livestock	X	X	X	X	C
Automotive/Vehicle-Related Uses					
Automobile Service Stations (fuel sales; see Chapter 16.72)	C*	C*	C*	C*	C*
Automotive Parts Sales, without Installation	X	X	C	P	P
Automotive Parts Sales, with Installation	X	X	X	C	C
Automotive Repair (Major) - bodywork/painting, engine repair	X	X	X	C	C
Automotive Repair (Minor) - lube/tune, window tinting, mufflers (not to include tractor, semi-trailer, or the like)	C	C	C	P	P
Automotive Sales (New/Used) - Car, RV, Truck	X	C	X	C	C
Automotive Wrecking	X	X	X	X	X
Car Washes, Full Service and Self Service	X	X	X	C	C
Truck Stop & Repair	X	X	X	X	C
Vehicle Impound or Storage Yard	X	X	X	X	X
Vehicle Leasing/Rental	X	C	X	C	C
Vehicle Storage Facility, including RVs and Boats	C	X	X	C	C

Boarding and Lodging Facilities					
Bed and Breakfast Inn	C	C	C	C	C
Boardinghouse/Roominghouse	X	X	X	C	X
Congregate Care Housing Facility	X	C	C	C	X
Hotels/Motels	X	X	C	C	C
Conference Facility	X	C	C	C	C
Eating/Drinking Establishments					
Coffee, Juice Café	P	P	P	P	P
Delicatessen/Sandwich Shop (no alcoholic beverage sales)	P	P	P	P	P
Restaurant with no drive-through (a)	C	C	P	P	P
Restaurant with drive-through (see Chapter 16.66) (a)	X	X	X	C*	C*
Restaurant, Fast-food (a)	X	X	C	C	C
Restaurant (outdoor dining on private property) (a)	C	C	P*	P	P
Restaurant (outdoor dining on public right-of-way) (See Chapter 124) (a)	C	C	P*	C	C
Night Club/Bar/Lounge (a)	X	X	C	C	C
Entertainment/Recreation Uses					
Adult Business/Entertainment Enterprise (see Chapter 16.54)	X	X	X	X	C*

Amusement Park	X	X	X	C	C
Amusement Arcade or Center (see Chapter 16.56)	X	X	C*	C*	C*
Auditorium, Convention Halls, and Theaters	X	X	X	C	C
Batting Cage, Driving Range, or Similar Outdoor Sporting facility	C	C	X	P	C
Billiard/Pool Hall (a)	X	X	C	C	C
Bowling Alley	X	X	C	C	C
Café Entertainment (See Chapter 124)	X	X	D	X	X
Cultural Center	P	P	P	P	P
Health/Athletic Club	X	C	P	C	C
Indoor Recreation Center	C	C	C	C	C
Library or Museum	P	P	P	P	P
Massage Establishment (see Chapter 119 of Title 11)	X	X	C	C	C
Miniature Golf	X	X	X	C	C
Rodeo Arena	X	X	X	X	X
Skate Park or Rink	X	X	X	C	C
Slot Car Racing	X	X	X	C	C
Theater, Cinema (Movie)	X	X	C	C	P

Theater, Stage	C	X	C	C	C
Financial Institutions					
Banks, Savings and Loans, and Credit Unions	P	P	P	P	P
Medical/Care Facilities					
Blood Bank	X	C	C	C	C
Day Care Home, Large Family - Adult or Child (See Chapter 16.60)	C*	A*	C*	C*	X
Day Care Home, Small Family - Adult or Child (See Chapter 16.60)	C*	A*	C*	C*	X
Child Day Care Center (See Chapter 16.60)	C*	C*	C*	P*	C*
Clinic, Outpatient	X	C	C	C	X
Community Care Facility (see Chapter 16.64)	X	C*	C*	C*	X
Drug and Alcohol Clinic/Rehabilitation (See Community Care Facility)	---	---	---	---	---
Convalescent Home or Hospital	C	C	C	C	C
Emergency Shelter	X	C	X	C	C
Hospital/Surgery (See Civic/Institutional Zone)	X	X	X	X	X
Medical Laboratory	X	X	X	C	C
Medical Office (see Professional & Administrative Offices)	---	---	---	---	---
Urgent Care Facility	X	C	C	C	C

Personal Service					
Barber/Beauty/Nail Shop	P	P	P	P	C
Dance/Music Schools/Martial Arts Studio	C	X	C	P	X
Dry Cleaner without on-site cleaning facilities	P	P	P	P	X
Dry Cleaner with on-site cleaning facilities	X	X	X	C	C
Laundromat	P	X	X	P	X
Leather, Luggage and Shoe Repair	P	P	P	P	X
Professional and Administrative Offices					
Office - Medical, Dental, Optometry, Chiropractic and the like	P	P	P	P	P
Office - Business or Professional	P	P	P	P	P
Veterinary Office	C	C	C	P	X
Residential Uses					
Live/work studio	P	P	P	P	P
Dwelling, Multi-Family	P	P	P	P	P
Dwelling, Single-Family	P	P	P	P	P
Mixed Use Residential and Commercial Development (See Subsection 16.0915.030(D)) (b)	P	P	P	P	P

Home Occupations	P	P	P	P	P
Retail Commercial					
Antique Store (see also "Thrift Store")	P	P	P	P	X
Art Galleries and Studios	P	P	P	P	X
Auction businesses conducted within a building, excluding livestock sales	X	X	X	C	C
Automotive (see Automotive/Vehicle- Related Uses above)	---	---	---	---	---
Bakery, Retail (with or without on-premises baking)	P	P	P	P	P
Book Store	P	P	P	P	P
Clothing/Apparel Sales	P	P	P	P	P
Confectionary Store, Candy Sales	P	P	P	P	C
Convenience Store or Mini-market (a)	C	C	C	C	C
Department Store	X	X	C	P	P
Discount Store	P	X	C	P	C
Fabric & Craft Store	P	P	P	P	P
Flower/Gift Shop	P	P	P	P	P
Furniture, Furnishings and Appliances (Sales)	P	P	P	P	P
Grocery Store or Market	C	C	C	C	C

Hardware Store	P	X	P	P	C
Home Improvement Store with Outdoor Display of Lumber/Garden	X	X	X	C	C
Jewelry Store	P	P	P	P	C
Liquor Store (see Chapter 16.58) (a)	C*	X	C*	C*	C*
Mobile Home Sales	X	X	X	C	C
Music Store	P	P	P	P	C
Nurseries/Garden Supplies	X	X	X	P	P
Office Supplies/Equipment	X	P	P	P	P
Pet Shop/Store	X	X	C	P	P
Pharmacy	C	P	P	P	P
Plumbing Supplies	X	X	X	P	P
Shopping Center A (less than 50,000 gross square feet of leasable area)	C	X	C	C	C
Shopping Center B (from 50,000 gross square feet up to 150,000 square feet of leasable area)	X	X	X	C	C
Shopping Center C (from 150,000 gross square feet up to 400,000 square feet of leasable area)	X	X	X	C	C
Shopping Center D (over 400,000 gross square feet of leasable area)	X	X	X	X	C
Thrift Store, Secondhand Store or Sales (see also "Antique Store")	X	X	C	C	X

Warehouse Retail Store	X	X	X	C	C
Service Commercial					
Catering Service	C	C	C	P	P
Cleaning/Janitorial	X	P	X	P	P
Copy Center/Postal Center	P	P	P	P	X
Equipment Rental/Sales/Service Yard	X	X	X	C	C
Interior Design Shop	P	P	P	P	X
Laboratories (film, medical/dental)	X	C	X	C	C
Photography Shop/Studio/Film Processing	P	P	P	P	X
Printing/Publishing Facilities	X	P	C	P	P
Recycling Center (See Industrial Zones for Recycling Facility)	X	X	X	C*	C*
Travel Agency	P	P	P	P	P
Welding/Repair and Related Uses	X	X	X	C	C
Other					
Alcoholic Sales (See Chapter 16.58)	C	C	C	C	C
Antenna, Satellite or Dish (See Section 16.50.020)	A*	A*	A*	A*	A*
Antenna, Wireless Communications (See Chapter 16.50)	C*	C*	C*	C*	C*

Assembly Halls (includes Church, Temple, or Other Religious Institutions) (see Chapter 16.62)	C*	C*	C*	C*	C*
Cannabis Delivery	X	X	X	X	X
Commercial Cannabis Activities	X	X	X	X	X
Cultivation of Cannabis or Medical Marijuana	X	X	X	X	X
Carnival	X	T	T	T	T
Cemetery	X	X	X	C	C
Check Cashing Business	C	X	C	P	C
Club, Lodge, and Meeting Hall (See Assembly Hall above)	---	---	---	---	---
Educational Institutions (Public or Private)	C	P	C	P	P
Drive-Thru Establishment, Non-Restaurant (see Chapter 16.66)	X	C*	X	C*	C*
Funeral Parlor/Mortuary	X	C	X	C	C
Media Broadcasting Station	C	C	C	C	C
Newsrack (See Chapter 16.68)	A*	A *	A*	A*	A*
Parking Lot for off-site use	C	C	C	C	C
Pawn Shop	X	X	C	P	X
Utility Substation	C	C	C	C	C

Swap Meet/Flea Market	X	X	T	T	T
Tattoo Studio	X	X	C	C	X
Trade/Technical School	X	P	C	P	P
Wedding Chapel	C	C	C	C	X

Key: P = Permitted Use A = Permitted as an Accessory Use

C = Conditional Use Permit Required T = Temporary Use Only, Permit Required
(See Chapter 16.218) * = Special use conditions and/or development standards apply

X = Not Permitted --- = Not Applicable. See comment in "use" field.

D = Dining Entertainment Permit Required

Notes: (a) Any use involving alcoholic beverage sales requires a Conditional Use Permit.

(b) Density bonus may apply

For uses not listed in Table 15-1, the provisions of Section 16.03.020 of this Title 16 will apply. H However, in no case will a building exceed 4 stories or 50 feet in the C-G zone, and 8 stories or 100 feet In the C-LI zone.

TABLE 15-2

Development Standards - Commercial Zones

Development Standards	***Zone***				
	C-N	***C-O***	***CBD (a)***	***C-G***	***C-LI***

Development Standards	***Zone***				
	C-N	***C-O***	***CBD (a)***	***C-G***	***C-LI***

1. Floor Area Ratio (FAR)-Maximum (b)	0.25 non-residential	0.5 non-residential	2.0 non-residential	0.35 non-residential	0.35 non-residential
2. Residential Density	1 unit/business	29 units/acre	No maximum	29 units/acre	21 units/acre
3. Front Yard Setback - Minimum	10 ft.	10 ft.	0 sf, or 10 ft. if across the street from a residential zone	10 ft.	10 ft.
4. Side Yard Setback - Minimum					
· Street Side	10 ft.	10 ft.	0 ft.	10 ft.	10 ft.
· Interior	5 ft.	5 ft.	0 ft.	5 ft.	5 ft.
· Abutting residential zone	10 ft.	10 ft.	10 ft.	10 ft.	10 ft.
5. Rear Yard Setback-Minimum	10 ft.	5 ft.	0 ft.	5 ft.	0 ft.
· Abutting residential zone	10 ft.	10 ft.	10 ft.	10 ft.	25 ft.
6. Lot Coverage (Maximum) (c)	75%	75%	100%	80%	80%
7. Building Height (Maximum)	1 story or 20 ft.	2-1/2 stories or 35 ft.	3 stories or 45 ft.	3 stories or 45 ft. (d)	3 stories or 45 ft. (d)

Abbreviations: sf = square feet, ft. = feet

Notes: (a) See additional standards for CBD zone for development requirements and exceptions (Section 16.15.030 (C)).

(b) Additional FAR may be approved through Conditional Use Permit review and approval.

(c) Lot coverage includes building footprint, storage areas, driveways, parking lot, and other impervious surface areas.

(d) Additional building height or stories may be approved through Conditional Use Permit review and approval. However, in no case will a building exceed 4 stories or 50 feet in the C-G zone, and 8 stories or 100 feet in the C-LI zone.

§ 16.0915.030 DEVELOPMENT STANDARDS.

(A) Table 0915-2 identifies the development standards applicable to all development in the C-N, C-O, CBD, C-G, and C-LI zones.

(B) Those lots shown on an approved and recorded subdivision map or certificate of compliance may be used as a building site irrespective of the minimum lot size, lot width, and lot depth standards set forth in Table 0915-2 .

(C) Additional standards for Central Business District (CBD) Zone. In addition to the development standards contained in Table 0915-2, the following standards apply to development in the CBD zone.

(1) Shared parking. Shared parking is encouraged pursuant to the provisions of § 16.46.060 of this Title 16.

(2) Zero Lot Line on Main Street between 7th Street and 12th Street.

(a) Either the first floor or the second floor must be built to and parallel with the front property line.

(b) The second floor of all structures must be built to and parallel with the front property line, except that up to 50% of the second floor frontage may be set back only if the first floor is built to and parallel to the front property line.

(3) Encroachment into required setbacks.

(a) Architectural features may project up to three feet beyond the property or right-of-way line, provided such projection is a minimum of eight feet above the highest point of publicly owned ground over which such features project. No feature may project into any adjoining privately owned parcel, nor obstruct a vehicle access route or parking area.

(b) Awnings may project up to eight feet beyond the property or right-of-way line, provided such projection is a minimum of 12 feet above the highest point of ground over which the awning projects.

(4) Mechanical/electrical equipment and satellite dish antennae. All mechanical/electrical equipment and satellite dish antennae must be screened by architectural treatments compatible with the architecture of the building they serve. All rooftop equipment must be placed behind a permanent parapet wall or equipment screen so that it is completely screened from view from the ground level.

(5) Outdoor dining.

(a) Restaurants with outdoor dining areas on private property are permitted.

(b) Restaurants with outdoor dining areas on public property or right-of-way may obtain a permit pursuant to Chapter 124 of this Code.

(6) Design guidelines. All development must comply with the Design Guidelines for Downtown Santa Paula, adopted by resolution of the City Council.

(D) Standards for Mixed-Use Development.

(1) Mixed-use developments that contain both commercial and residential uses must comply with the following standards:

(a) Retail/commercial uses must be located on the ground floor level in the entire portion of the building fronting the primary street, and must occupy a minimum of 30% of the ground floor area.

(b) Residential dwelling units, cultural uses, and office uses are allowed on the second and third floors, and behind the ground floor retail/commercial use.

(c) Separate entrances to the different use occupancies must be provided for residential and nonresidential uses. When possible, separate entrances to residential units must be provided in the front of the building. Separations will be reviewed through the applicable discretionary permit review process. Adequate soundproofing and odor control between residential and nonresidential uses must be provided.

(Ord. 1100, passed 7-6-04; Am. Ord. 1151, passed 1-3-06; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1305, passed 10-7-20)

§ 16.0915.040 LANDSCAPING.

(A) Purpose. Landscaping is to be used to provide attractive planted areas that complement buildings on a site, to reduce heat and glare, to control soil erosion, and to screen incompatible land uses.

(B) Landscaping requirements.

(1) Landscape coverage of a building site must be provided as follows:

Zone	% Coverage Required (Minimum)
C-N	25%
C-O	25%
CBD	0%
Zero-lot-line:	10%
All other:	
C-G, C-LI	20%

Such landscaping may include any landscaping required in off-street parking areas.

(2) Along any property line abutting a residential zone, a minimum 10-foot landscaped setback must be provided in all commercial zones. One tree must be provided for each 20 linear feet of such setback buffer.

(3) All required front yards and street facing side yards must be landscaped.

(4) Landscaping of required off-street parking areas must be provided as set forth in § 16.46.100 (Landscaping Requirements) of Chapter 16.46 (Off-Street Parking and Loading) of this Title 16.

(5) No more than 15% of any required landscaped area may consist of hardscape or other non-plant materials such as fountains, rocks, bark, masonry or brickwork, walkways, or similar feature.

(6) Landscaped areas must have a minimum width of five feet, including any curbs or similar borders. Narrower landscaped areas may be provided but must not be counted toward meeting the coverage requirements set forth in paragraph 1 above.

(7) Any area within required setbacks not used for other purposes must be landscaped.

(8) Landscaping used to screen storage areas, trash enclosures, parking areas, public utilities, and other similar building features must be planted at a height and density to provide the desired screening effect within three years of initial planting.

(9) Street trees must be provided consistent with City Resolution 3675 establishing guidelines for the preparation of landscape and irrigation plans.

(10) All landscaping must comply with City Resolution 3675 establishing guidelines for the preparation of landscape and irrigation plans.

(C) Irrigation required. All required landscape areas must be provided with permanent irrigation systems suitable for the type of landscaping provided.

(D) Landscape maintenance. All landscaping must be permanently maintained in a neat and healthy condition. Maintenance of approved landscaped installations must consist of regular watering, pruning, fertilizing, clearing of debris and weeds, the removal and replacement of dead plants, and the repair and replacement of irrigation systems.

(E) Landscape and irrigation plans required.

(1) Landscape and irrigation plans are required for all development proposals in any commercial zone. The plan must indicate the square footage of each landscaped area, report the total square footage devoted to landscaping, identify each landscaping area and the types of plants to be provided therein, list the container size of each plant, and clearly portray the entire landscaping layout and irrigation system.

(2) Landscape design plans must be prepared by a California Registered Landscape Architect, unless such requirement is waived by the ~~Planning Director~~Director or designee.

(3) No building permit may be issued until landscaping and irrigation plans have been reviewed and approved by the ~~Planning Director~~Director or designee. The Landscape Architect must certify the plans have been implemented according to the approved plans.

(F) Water-conserving features. Landscape and irrigation plans are encouraged to take full advantage of the wide range of drought-tolerant landscape material and low-water-flow irrigation systems available within the framework established by this section, except where such action conflicts with adopted fire prevention plans, or the Fire Chief determines that such would create a fire hazard.

(Ord. 1100, passed 7-6-04; Am. Ord. 1305, passed 10-7-20)

§ 16.09~~15~~.050 OUTDOOR USE AND STORAGE.

(A) C-N, C-O, and C-G Zones. All uses within the C-N, C-O, and C-G zones must be conducted entirely within a completely enclosed building, with the exception of parking and loading facilities, the permitted display of vehicles, and permitted temporary uses. No outdoor storage is permitted.

(B) CBD Zone - Outdoor Display of Merchandise.

(1) It is unlawful to display merchandise on public property without a valid encroachment permit issued pursuant to this code.

(2) Merchandise cannot project more than four feet beyond the store front.

(3) Merchandise can be displayed outside only during business hours.

(4) The aggregate merchandise display area cannot exceed 50% of the linear frontage of the store front or six linear feet, whichever is greater.

(5) It is unlawful to display merchandise as follows: in such a manner as to present a hazard to safety; impede the normal flow of vehicular or pedestrian traffic; create a display

that is detrimental to the appearance of the premises and surrounding property; or is in any other manner detrimental to the public health, safety, welfare.

(6) Required parking spaces cannot be used for merchandise displays.

(C) C-LI Zone.

(1) All sales and manufacturing activity, with the exception of vehicle sales, must occur within a fully enclosed building or other approved interior space to the principal building.

(2) Outdoor storage is permitted only within a rear or interior side yard. Such storage must be entirely shielded from view from any public right-of-way and from adjacent properties by a combination of fencing, walls, and/or landscaping. All screening materials must be neatly maintained, kept in good repair, and erected and maintained in a manner that achieves all intended screening purposes. The design, materials, and location of the screening is subject to the approval of the ~~Planning Director~~Director or designee.

(Ord. 1100, passed 7-6-04; Am. Ord. 1201, passed 2-17-09; Am. Ord. 1305, passed 10-7-20)

§ 16.09~~15~~.060 [RESERVED.]

§ 16.09~~15~~.070 BUFFERING REQUIREMENTS.

Where a commercial, office or industrial/ manufacturing use abuts a property in a residential zone, a masonry wall of minimum height six feet, with screen landscaping, must be erected and maintained between the two uses. The wall is measured from the highest adjacent grade. Masonry walls greater than 40 feet in total length must be designed with architectural columns at intervals lengths of between 12 to 16 feet. Landscape screening of the wall must also be provided on the commercial property.

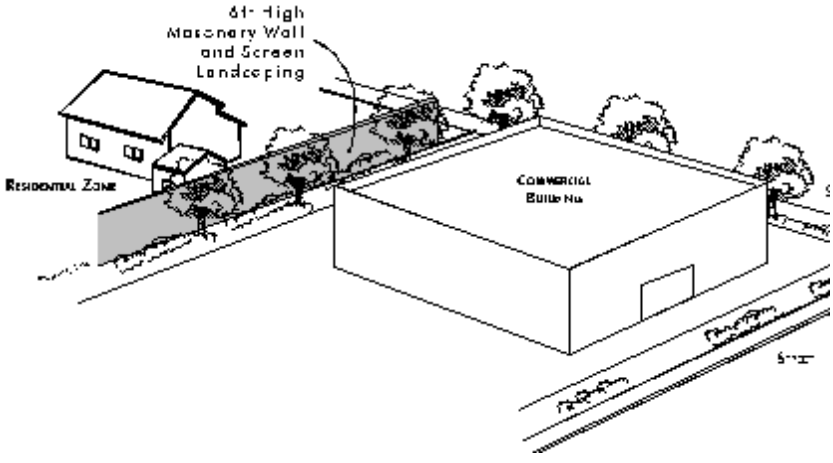


Figure 09~~15~~-1

Buffering of Commercial Uses

(Ord. 1100, passed 7-6-04; Am. Ord. 1305, passed 10-7-20)

§ 16.0915.080 DESIGN PRINCIPLES.

The design of structures on the industrial zoned lots must comply with the Design Review guidelines as adopted under City Council Resolution 5298, and the Downtown Development Report.

(Ord. 1100, passed 7-6-04; Am. Ord. 1305, passed 10-7-20)

§ 16.0915.090 OTHER APPLICABLE REGULATIONS.

In addition to the requirements contained in this Chapter 16.15, the following applicable requirements in this Title 16 will apply to development in commercial zones:

Chapter 16.40: General Property Development Standards

Chapter 16.42: Performance Standards

Chapter 16.44: Fences, Wall, and Hedges

Chapter 16.46: Off-Street Parking and Loading

Chapter 16.48: Signs

Chapter 16.50: Antennas and Other Telecommunications Facilities

Chapter 16.54 - 16.76: Standards for Specific Land Uses

Chapters 16.110-16.118: Nonconformities

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06; Am. Ord. 1305, passed 10-7-20)

CHAPTER 16.1123: INSTITUTIONAL/CIVIC ZONE

Section

16.1123.010 Purpose and intent

16.1123.020 Land use and permit requirements

16.1123.030 Development standards

16.1123.040 Landscaping

16.1123.050 Other applicable regulations

§ 16.1123.010 PURPOSE AND INTENT.

(A) The purpose of the Institutional/Civic (IN) zone is to provide adequate space for community facilities of a public or quasi-public nature in locations best suited to serve the needs of the community, to protect such lands from intrusion by other uses, and to set forth those development standards necessary to ensure that such uses will be compatible with surrounding land uses.

(B) Civic and institutional uses generally are located on parcels throughout the city surrounded by a multitude of other zones and land uses. In order to make civic and institutional uses compatible with their surrounding uses, the development standards contained in this chapter are based upon the development standards applicable to zones adjoining proposed civic and institutional uses.

(Ord. 1100, passed 7-6-04)

§ 16.11~~23~~.020 LAND USE AND PERMIT REQUIREMENTS.

(A) Permitted uses. Permitted uses in the Institutional/Civic zone are as follows:

(1) Park and recreation facilities such as parks, trails, linear parks, open space, and flood control facilities.

(2) Public schools, colleges, and similar public educational institutions.

(3) Civic buildings such as City Hall, community center, and fire station.

(B) Uses requiring a Conditional Use Permit. The following uses may be permitted subject to Conditional Use Permit review pursuant to Chapter 16.218 (Conditional Use Permits) of this Title 16. Special conditions that may apply to these or other institutional/civic uses are contained in Chapters 16.54 through 16.76 (Standards for Specific Land Uses) of this Title 16.

(1) Private recreation facilities.

(2) Public and private golf courses.

(3) Public and private utility facilities such as water treatment plants, sewage treatment plants, and electric power transformer and distribution facilities.

(4) Cemeteries.

(5) Hospitals and medical clinics.

(C) Use requiring a Temporary Use Permit. The following uses may be permitted with a Temporary Use Permit pursuant to Chapter 16.228 (Temporary Use Permits) of this Title 16. One-time or annually occurring events such as

(1) ~~One-time or annually occurring events such as~~ Aarts and craft shows and exhibits.

(2) ~~,~~ ~~c~~Carnivals.~~,~~

(3) ~~c~~Circuses~~,~~.

(4) ~~f~~Fairs~~,~~.

(5) ~~s~~Seasonal outdoor sales~~, and~~.

(6) ~~f~~Farmers' markets.

(Ord. 1100, passed 7-6-04)

§ 16.11~~23~~.030 DEVELOPMENT STANDARDS.

(A) The development standards applicable to the zone adjoining any property zoned Institutional/Civic will apply to that Institutional/Civic-zoned property. Where more than one zone adjoins the Institutional/Civic-zoned property and the requirements of adjoining properties are different, the standards of the adjoining zones will be averaged to determine the applicable standards for the Institutional/Civic property.

(B) Along any property line of a parcel in the Institutional/Civic zone which adjoins a residential zone, a solid masonry wall not less than six feet high must be built and maintained at such property line. The required wall may be replaced by suitable landscaping of a screening nature, approved by the ~~Planning Director~~Director, which must be continuously maintained to achieve the desired screening effect.

(C) All mechanical and electrical equipment, including duct work and piping, whether located at ground or rooftop level, must be screened from the view of an adjacent property or public right- of-way in a manner which is reasonably compatible and harmonious with the architectural style and detail of the building and must be located in a position satisfactory to the Fire Marshal and ~~Planning Director~~Director or their designees.

(D) Outdoor storage of materials, products, and equipment, and any other outdoor use must be screened on all sides from view of adjacent properties and public rights-of-way, as directed by the ~~Planning Director~~Director.

(Ord. 1100, passed 7-6-04)

§ 16.11~~23~~.040 LANDSCAPING.

(A) Purpose. Landscaping is to be used to provide attractive planted areas which complement buildings on site, reduce heat and glare, control soil erosion, and screen storage and parking areas.

(B) Landscaping requirements.

(1) Landscaping must cover a minimum of 20% of the building site. Such landscaping must be provided inclusive of any landscaping required in off-street parking areas (see § 16.46.140).

(2) All required front yards and street facing side yards must be landscaped.

(3) Landscaping of required off-street parking areas must be provided as set forth in § 16.46.100 (Landscaping Requirements) of Chapter 16.46 (Off-Street Parking and Loading) of this Title 16.

(4) No more than 20% of any required landscaped area may consist of hardscape or other non-plant materials such as fountains, rocks, masonry or brick work, paving, or similar feature.

(C) Irrigation required. All required landscape areas must be provided with permanent automatic irrigation systems suitable for the type of landscaping provided.

(D) Maintenance required. All landscaping must be permanently maintained in a neat and healthy condition and in a manner that prevents adverse public health, safety, and welfare effects. Maintenance of approved landscaped installations must consist of regular watering, pruning, fertilizing, clearing of debris and weeds, removal and replacement of dead plants, and repair and replacement of irrigation systems.

(E) Landscape and irrigation plans required.

(1) Landscape and irrigation plans are required for all development proposals. Such plans must indicate the square footage of each landscaped area, report the total square footage devoted to landscaping, identify each landscaping area and the types of plants to be provided therein, list the container size of each plant, and clearly portray the entire landscaping layout and irrigation system.

(2) No building permit will be issued until landscaping and irrigation plans have been reviewed and approved by the ~~Planning Director~~Director.

(F) Water-conserving features. Landscape and irrigation plans must take full advantage of available drought-tolerant landscape materials and low-water-flow irrigation systems, except where such action conflicts with adopted fire prevention plans, or the Fire Chief determines that such would create a fire hazard.

(Ord. 1100, passed 7-6-04)

§ 16.11~~23~~.050 OTHER APPLICABLE REGULATIONS.

Chapter 16.46: Off-Street Parking and Loading

Chapter 16.48: Signs

Chapters 16.54 -16.76: Standards for Specific Land Uses

(Ord. 1100, passed 7-6-04)

CHAPTER 16.12~~25~~: SPECIFIC PLAN ZONE

Section

16.1225.010 Purpose and intent

16.1225.020 Specific Plan zones established

16.1225.030 Minimum requirements for Specific Plans

16.1225.040 Compliance with approved Specific Plan

§ 16.1225.010 PURPOSE AND INTENT.

Specific Plans are recognized as planning tools that facilitate the logical, coordinated planning of a large area for a variety of land uses and types of development. The Specific Plan (SP) zone is established to provide maximum flexibility in the development of large properties that may benefit from unique or special land use and design policies and standards not otherwise possible under conventional zoning controls, and to establish uniform procedures for the adoption and implementation of specific plans.

(Ord. 1100, passed 7-6-04)

§ 16.1225.020 SPECIFIC PLAN ZONES ESTABLISHED.

Each specific plan area in the city will be identified on the zoning map by a number. The numbers will refer to the following specific plans:

SP-1 Adams Canyon

SP-2 Fagan Canyon

SP-3 East Area 1

SP-4 East Area 2

SP-5 South Mountain

SP-6 West Area 2

SP-7 Airpark

(Ord. 1100, passed 7-6-04; Am. Ord. 1182, passed 2-4-08)

§ 16.1225.030 MINIMUM REQUIREMENTS FOR SPECIFIC PLANS.

Chapter 16.216 (Specific Plans) of this Title 16 identifies the required contents and submittal requirements for all specific plans.

(Ord. 1100, passed 7-6-04; Am. Ord. 1159, passed 6-19-06)

§ 16.1225.040 COMPLIANCE WITH APPROVED SPECIFIC PLAN.

(A) When a specific plan is adopted for an area, the specific plan's land use designations, standards, and other requirements will supersede and control any contrary provision of this chapter. On issues that an adopted specific plan is silent, development within the specific plan area will be implemented pursuant to the development standards and procedures in this Title 16.

(B) All subdivision, public works projects, development agreements, and other development- related activity within a specific plan zone must be consistent with the adopted specific plan for that area. Land projects cannot be approved in an area zoned Specific Plan if a specific plan has not been adopted for that area.

(Ord. 1100, passed 7-6-04)

CHAPTER 16.14 29: RAILROAD OVERLAY ZONE

Section

16.1429.010 Purpose and intent

16.1429.020 Land use regulations

16.1429.030 Additional development standards

§ 16.1429.010 PURPOSE AND INTENT.

(A) The Railroad (RR) overlay zone is to provide for additional property maintenance standards and use regulations on those properties adjacent to railroad rights-of-way used for both freight, commercial passenger, and tourist-oriented rail travel.

(B) The (RR) overlay zone may be used only in conjunction with an underlying zone.

(C) The boundaries of the (RR) overlay correspond to the boundaries of the railroad corridor, as identified in the City of Santa Paula Land Use Element, which is 100 feet wide, with 50 feet on each side of the centerline of the track. This area is approximately 200 feet wide adjacent to Santa Paula Depot between Davis Street and Ojai Street.

(Ord. 1100, passed 7-6-04)

§ 16.1429.020 LAND USE REGULATIONS.

(A) Permitted uses. In addition to uses permitted in the underlying zone, the following uses are permitted:

(1) Tourist-oriented commercial uses where the underlying zone is commercial or industrial in nature.

(2) Hiking, biking, and similar recreational trails.

(B) Conditional uses. In addition to uses permitted in the underlying zone, the following use(s) may be permitted subject to Conditional Use Permit review pursuant to Chapter 16.218 (Conditional Use Permits) of this Title 16:

(1) Train station.

(Ord. 1100, passed 7-6-04)

§ 16.1429.030 ADDITIONAL DEVELOPMENT STANDARDS.

The following development standards apply in addition to the requirements of the underlying zone:

(A) Along any property line abutting a railroad right-of-way, a minimum 5-foot-wide landscaped setback must be provided for screening purposes. Such landscape screening must consist of trees capable of attaining a minimum 15-foot height within 5 years of initial planting.

(B) Outdoor storage is permitted only within a rear or interior side yard. Such storage must be entirely shielded from view from any public right-of- way by a combination of fencing, walls, and/or landscaping. All screening materials must be neatly maintained, in good repair, and kept in a manner that all screening purposes are achieved.

(C) All manufacturing and processing activities must occur within a fully enclosed building or other approved fully screened interior space.

(Ord. 1100, passed 7-6-04)

CHAPTER 16.1531: PLANNED DEVELOPMENT OVERLAY ZONE

Section

16.1531.010 Purpose and intent

16.1531.020 Circumstances for use of PD Overlay Zone

16.1531.030 Application requirements

16.1531.040 Development standard modifications

16.1531.050 Modification to approved plans

16.1531.060 Time limit for use of planned development permit

§ 16.1531.010 PURPOSE AND INTENT.

(A) The Planned Development (PD) overlay zone is established to allow alternative development standards to be applied in limited circumstances where a property or development would benefit from the application of unique and innovative design; to permit greater design flexibility than is feasible under the strict application of conventional zoning and subdivision regulations; and to assist in preservation of areas of natural scenic beauty.

(B) The PD overlay zone may only be used in conjunction with another zone. All regulations pertaining to the zone with which the PD overlay zone is combined will apply to the combined district, except that the specified requirements may be modified as provided for in this chapter.

(Ord. 1100, passed 7-6-04)

§ 16.15~~31~~.020 CIRCUMSTANCES FOR USE OF PD OVERLAY ZONE.

The PD overlay zone may be considered for use only in the following circumstances:

(A) Where a property is proximate to public parks, public buildings, areas of public interest such as locations of natural beauty, of exceptional natural resources, and areas of historical significance;

(B) Where a disparity exists between adjacent zones warranting special conditions to protect the more restricted zone; and/or

(C) Where a new residential project or conversion of an existing residential use or uses proposes residential units on smaller lots than permitted in the zone but provides compensating open space and recreational facilities, provided overall density conforms to limits established in the Santa Paula General Plan.

(Ord. 1100, passed 7-6-04)

§ 16.15~~31~~.030 APPLICATION REQUIREMENTS.

(A) Any proposal to apply the PD overlay zone to a property will require a zone change pursuant to the requirements of Chapter 16.210 (Zone Change) of this Title 16.

(B) An application for a zone change to the PD overlay zone will also require a concurrent planned development permit application. No planned development permit application may be submitted for a property that is not zoned PD or will not be so zoned concurrently with the planned development permit.

(C) No permit will be issued for the grading of land, for the construction, erection or moving of any building or structure, nor for the use of any land within the Planned Development Overlay zone unless a planned development permit was approved in accordance with the provisions of this chapter; provided, however, that additions of up to 600 square feet, or up to 30% of the existing square footage, whichever is less, to existing single-family dwellings or residential accessory structures on single-family lots, which said

additions conform to all ordinances of the city, including the setback provisions of Chapter 16.13, and which are limited to a cut or fill of two feet for the building pad, are exempt from the requirements of obtaining a planned development permit.

(D) All PD overlay zone change and planned development permit applications must be filed pursuant to the requirements of Chapter 16.202 (Applications, Processing, Filing, and Fees) of this Title 16.

(E) The planned development permit submittal requirements are as follows:

(1) Context plan consisting of photos and analysis of surrounding properties.

(2) Detailed and fully dimensioned plot plan drawn to scale, clearly showing all property lines, existing and proposed buildings, structures, streets, sidewalks, walls, fences, recreational vehicle storage, patios, recreational area, lighting provisions, trash facilities, and other information necessary for plan review.

(3) A grading plan drawn to a minimum 5-foot contour, which indicates existing topography and proposed earth movement, finish grade elevations, proposed cut-and-fill slopes, necessary cross-sections, and the extent and method of drainage control.

(4) A map indicating existing and proposed utility systems and services which includes, but is not limited to, sewage, fire hydrants, water, gas, drainage, television reception, communication, and electrical systems capable of serving the entire planned development.

(5) A detailed landscaping plan showing the size, location, and type of landscaping proposed; the irrigation facilities; and method of maintenance thereof.

(6) Elevations of each building, structure, or groups of buildings shown on all sides.

(7) A full-color rendering that shows the general character of architecture and reasonably depicts the typical design layout for presentation to the Planning Commission. A colored photo (minimum size 8 inches by 10 inches) may be substituted for the original as the file copy.

(8) Computation of the amount of improved and unimproved open space in number of net square feet.

(9) Street cross-section details and approximate curb radii, including public and private streets, if applicable.

(10) Any additional materials as determined by the ~~Planning Director~~Director to be necessary.

(F) All maps, plans, and diagrams must include reproducibles, except for the required colored renderings.

(G) All drawings must be on 24-inch by 36-inch sheets.

(H) Each map, except elevations, must be drawn to an engineers' scale of no smaller than 1 inch equals 50 feet and no larger than 1 inch equals 10 feet.

(I) If more than one sheet for any exhibit is necessary, an index sheet must be used showing the relationship of each sheet.

(Ord. 1100, passed 7-6-04; Am. Ord. 1172, passed 7-2-07)

§ 16.1531.040 DEVELOPMENT STANDARD MODIFICATIONS.

(A) In approving a planned development permit in a PD overlay zone in accordance with the overall purposes and standards of this chapter, the Planning Commission and City Council may impose special requirements and permit variations from the standards of the underlying zone as follows:

(1) Lot size and dimensions. The Commission or Council may allow for reduced lot sizes or lot dimensions, provided overall project density or intensity conforms to limits established in the Santa Paula General Plan.

(2) Traffic circulation and parking. The Commission or Council may require the provision of a reasonable number of off-street parking and loading spaces when not otherwise required for the zone when traffic conditions such as reduced or limited street capacity or a clustering of high-traffic generators are found to warrant same. The Commission or Council may require that parking areas, access, and traffic circulation patterns be designed to segregate pedestrians from vehicles, prevent traffic congestion within the parcel or on adjacent streets, and protect the privacy of abutting uses and residential streets.

(3) Building height. The Commission or Council may require, where the privacy of abutting parcels are threatened, a reduction in the building height limit normally permitted in a zone. In other situations where abutting property is not threatened and where additional building height will not present incompatibilities or general public health and safety concerns, heights in excess of the basic height limit of the zone may be permitted.

(4) Yard area.

(a) The Commission or Council may permit modifications to the amount and disposition of yard space, provided that the aggregate yard area provided must be at least equal to the aggregate area required by the zones, and further provided that the yard areas at the boundary of the zone do not conflict with the required yards of any abutting zone.

(b) Interior yard space and other yard areas may be required to be increased where density, height, or similar matters have been increased.

(5) Landscaping. The Commission or Council may require additional landscaping to enhance the appearance of the use and the neighborhood.

(6) Appearance. The Commission or Council may require a design with orientation to provide for special treatment of buildings and structures and layout of open spaces to avoid potentially unsightly or undesirable aesthetic conditions.

(7) Other. The Commission or Council may impose other controls or allow other deviations from standard requirements to achieve project objectives, such as but not limited to permitted projections into required yards, fence heights, and permitted landscaping materials.

(B) The Commission and Council, in allowing for such modifications, must be guided by the overriding concern of community welfare expressed by the goals, policies, and objectives of the General Plan and other adopted policies.

(Ord. 1100, passed 7-6-04)

§ 16.1531.050 MODIFICATION TO APPROVED PLANS.

(A) Subsequent modifications or changes to an approved planned development permit will be processed in the same manner as the original application.

(B) If the character of the proposed change is of a nature that the intensity of the use of the parcel has not increased so as to have any additional adverse effect on abutting parcels, or the general health, safety, welfare and morals of the community, and where the initial conditions of approval are still adequate for the protection of same as determined by the ~~Planning Director~~Director, the modification will be processed under a minor modification permit, pursuant to the provisions of Chapter 16.222 (Minor Modifications) of this Title 16.

(Ord. 1100, passed 7-6-04)

§ 16.1531.060 TIME LIMIT FOR USE OF PLANNED DEVELOPMENT PERMIT.

(A) After approval of a planned development permit, initiation of the improvements authorized therein must be begun within 12 months, unless some other period is specified by the Planning Commission, or the permit will become null and void.

(B) A planned development permit subject to lapse may be renewed for a single one-year period, provided that the application for renewal is filed with the Planning Department prior to the expiration date, pursuant to the provisions of Chapter 16.222 (Minor Modifications) of this Title 16. Additional renewals will require a public hearing before the Planning Commission.

(C) The Planning Commission may grant or deny an application for renewal of a planned development permit. As part of its action, the Commission may also modify existing conditions of approval or add new conditions to reflect any change in circumstances related to the planned development permit and surrounding properties.

(D) In the event the Planning Commission denies the owner's application for extension, the owner may appeal to the City Council.

(Ord. 1100, passed 7-6-04)

CHAPTER 16.1633: HISTORIC LANDMARK OVERLAY ZONING DISTRICTS

Section

16.1633.010 Purpose and intent

16.1633.020 Procedures for establishment

16.1633.030 Review of projects

16.1633.040 [Reserved]

16.1633.050 Maintenance of property

16.1633.060 Alteration permit

16.1633.070 Consistency with other laws

16.1633.080 Other applicable regulations

§ 16.1633.010 PURPOSE AND INTENT.

The purpose of this overlay district is to establish the protection and recognition of historic buildings and neighborhoods with historic merit. The overlay will require special development and design review standards for projects within this identified Historic Overlay district. This chapter provides for the identification and designation of historic places, buildings, works of art, neighborhoods, and other objects of historic or cultural interest within the city.

(Ord. 1100, passed 7-6-04)

§ 16.1633.020 PROCEDURES FOR ESTABLISHMENT.

(A) Applications for designation of a historic landmark may be initiated by any person who is able to demonstrate a legal vested interest in the property proposed for the landmark designation. The authorized agent of any person with a legal vested interest may also initiate an application. The ~~Planning Director~~Director may request proof of ownership or authorization to apply prior to the acceptance of any application.

(B) Applications for designation of a historic district may be initiated by any individual, the ~~Planning Director~~Director, the Planning Commission, or the City Council.

(Ord. 1100, passed 7-6-04)

§ 16.1633.030 REVIEW OF PROJECTS.

(A) Determination of application's merit. Upon acceptance of an application for designation of a historic landmark or historic district as complete, the ~~Planning Director~~Director will forward the application to the Design Assistance Committee for a preliminary assessment of the merits of the application, in accordance with City Council Ordinance No. 816.

(B) No merit determination. If the Design Assistance Committee determines that the application has no merit, the application will be rejected and no further action will be taken, unless an appeal to the Historic Preservation Commission is filed pursuant to the provisions of Chapter 16.206 (Appeals and Revocations).

(C) Merit determination. If the Design Assistance Committee determines that the proposed historic landmark or district designation has merit, the Commission will set a date for a public hearing to consider the application.

(D) Public hearing - Historic Preservation Commission.

(1) A public hearing before the Historic Preservation Commission will be noticed and conducted pursuant to the provisions of Chapter 16.204 (Public Hearings).

(2) At the public hearing, the Commission will review the application and receive evidence as to how or why the proposed historic landmark or district represents and exemplifies an important aspect of the cultural or architectural history of the City of Santa Paula or Ventura County.

(3) The Commission will act by resolution to recommend to the City Council approval, approval with modifications, or denial of the proposed application.

(4) The Commission's resolution will include its recommendation and will be transmitted to the City Clerk for scheduling the matter for public hearing before the City Council.

(E) Public hearing - City Council.

(1) Upon receipt of the Historic Preservation Commission resolution, the City Clerk will set the matter for hearing before the City Council as provided for in Chapter 16.204 (Public Hearings).

(2) At the hearing, the City Council will review the Commission's recommendation and receive evidence as to how or why the proposed designation of a historic landmark or district furthers the goals of the city with respect to the identification and protection of important historic and cultural resources.

(3) The City Council will act by ordinance to approve, approve with modifications, or deny the application. The Council's action will be final and will become effective upon the effective date of the ordinance.

(Ord. 1100, passed 7-6-04)

§ 16.1633.040 [RESERVED.]

§ 16.1633.050 MAINTENANCE OF PROPERTY.

The owner or individual in charge of a designated landmark or a structure within a historic district must maintain the designated landmark or structure within the historic district in good condition, in accordance with City Council Ordinance No. 816. If the owner or individual in charge fails to make the necessary improvements for maintenance, the city may make the improvements and charge the costs as a lien against the property.

(Ord. 1100, passed 7-6-04)

§ 16.1633.060 ALTERATION PERMIT.

(A) Public hearings will be required for the review and approval of a permit for alteration, restoration, construction, removal or demolition of or on a designated historic landmark or property within the historic district, unless the Building Official, in accordance with City Council Ordinance No. 816, declares the subject structure unsafe.

(B) The Historic Preservation Commission will serve as the hearing body on matters related to the approval/disapproval of alteration permits.

(Ord. 1100, passed 7-6-04)

§ 16.1633.070 CONSISTENCY WITH OTHER LAWS.

When state and federal laws are in conflict with the provisions for preservation and maintenance of historic landmarks outlined in this Title 16 and City Council Ordinance No. 816, the provisions of state and federal laws will prevail to the extent of the conflict.

(Ord. 1100, passed 7-6-04)

§ 16.1633.080 OTHER APPLICABLE REGULATIONS.

In addition to the requirements contained in this Chapter 16.33, the provisions of Chapter 16.200 (Administration of the Development Code) and City Council Ordinance No. 816 will apply to the designation of historic landmarks and districts.

Chapter 16.232: Tree Removal Permit

City Council Ordinance No. 816

(Ord. 1100, passed 7-6-04)

CHAPTER 16.1734: HISTORICAL PROPERTY AGREEMENTS

Section

16.1734.010 Purpose

16.1734.020 Definitions

16.1734.030 Application for agreement

16.1734.040 Review process; Commission

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16.1734.090 Termination

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16.1734.110 Fees

16.1734.120 Nonexclusive

§ 16.1734.010 PURPOSE.

This chapter is intended to implement the Mills Act (Cal. Gov't Code §§ 50280, et seq.) for the purpose of authorizing the city to enter into agreements with private owners of historical property for rehabilitation, restoration, preservation, and maintenance of qualified historical property. To provide incentive for such property owners, this Chapter will allow certain tax reductions pursuant to Cal. Rev. and Tax. Code §§ 439, et seq.

(Ord. 1219, passed 11-16-09)

§ 16.1734.020 DEFINITIONS.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this article. Words and phrases not defined by this chapter will have the meanings stated elsewhere in this code, or under the Act, if defined there.

ACT means the Mills Act as set forth at Cal. Gov't Code §§ 50280, et seq.

AGREEMENT means a written contract entered into between the city and an owner in accordance with this chapter.

COMMISSION means the Historic Preservation Commission established by this code;

DIRECTOR means the ~~Planning Director~~Director or other person designated by the City Manager;

OWNER means a person owning a qualified historical property;

QUALIFIED HISTORICAL PROPERTY means privately owned property that is not exempt from property taxation that is all of the following:

(1) Individually listed in the National Register of Historic Places or the California Register of Historic Resources;

(2) Designated as a city landmark pursuant to Ordinance No. 816 (adopted November 21, 1984) or as set forth by this code~~; and~~.

~~(3) A commercial use.~~

WORK includes rehabilitation, restoration, preservation, or maintenance of a qualified historical property.

(Ord. 1219, passed 11-16-09)

§ 16.17~~34~~.030 APPLICATION FOR AGREEMENT.

An owner, or designee, may apply to the Director for an agreement on a form provided by the Director. The application must contain at least the following:

(A) The address and location of the qualified historical property;

(B) Documentary evidence that the property is a qualified historical property;

(C) A legal description of the property;

(D) A title report or other evidence verifying the owner's property interest in the qualified historical property;

(E) The nature and estimated cost of proposed work;

(F) A maintenance plan for the qualified historical property;

(G) Such additional information the Director reasonably requires to thoroughly evaluate an application for an agreement.

(Ord. 1219, passed 11-16-09)

§ 16.17~~34~~.040 REVIEW PROCESS; COMMISSION.

(A) Within 30 days after receiving a complete application, the Director must determine whether or not an application should be considered for an agreement. The Director's failure to render a decision within 30 days is deemed a denial.

(B) If the Director determines an application should be considered for an agreement, the Director will forward a recommendation to the Commission for Public Hearing and Consideration.

(C) Not later than 30 days after the Director forwards an application, the Commission should hold a public hearing to review the application for the agreement and consider whether to recommend to the City Council whether an agreement is desirable. Failure to conduct a public hearing, or make a recommendation, within this time period will have no effect on the application or the City's decision regarding the application.

(D) Any Commission recommendation to the City Council will be set forth in a written resolution that makes findings supporting the Commission's recommendations. Such findings should include, if applicable, how the work proposed by the application will benefit the city.

(Ord. 1219, passed 11-16-09)

§ 16.1734.050 REVIEW PROCESS - CITY COUNCIL CONSIDERATION.

(A) Within 30 days after the Commission makes a recommendation, the City Council should conduct a public hearing to consider the recommendation and other evidence. Failure to conduct a public hearing, or make a recommendation, within this time period will have no effect on the application or the city's decision regarding the application.

(B) Following the public hearing, the city Council may take any appropriate action regarding an application for an agreement including, without limitation, authorizing the city manager, or designee, to enter into an agreement with an owner; denying the application; or remanding the application back to the Commission for additional information.

(Ord. 1219, passed 11-16-09)

§ 16.1734.060 RECORDING.

If the City Council authorizes an agreement, the City Clerk must cause such a contract to be recorded with the Ventura County Recorder's office within 20 days after the agreement is fully executed.

(Ord. 1219, passed 11-16-09)

§ 16.1734.070 NOTICE FOR PUBLIC HEARINGS.

Notices for the public hearings set forth in this chapter will be accomplished in accordance with Title 16 of this Code and Cal. Gov't Code § 6061.

(Ord. 1219, passed 11-16-09)

§ 16.1734.080 AGREEMENT; GENERAL CONDITIONS.

(A) Completion of work. Agreements must include terms and conditions requiring the owner to complete the work and maintain the qualified historical property in accordance with the owner's maintenance plan. So long as the owner performs the work and maintains the qualified historical property, that property is eligible for reassessment of valuation pursuant to Cal. Rev. and Tax. Code §§ 439, et seq. (including, if applicable, subsequently enacted amendments) if the Ventura County Assessor determines that those provisions of the California Revenue and Taxation Code apply to the qualified historical property.

(B) Term. The term of agreements are a minimum of ten years.

(C) Compliance with applicable law. In addition to all other applicable laws, the owner must agree to complete the work and maintain the qualified historical property in accordance with the rules and regulations of the office of Historic Preservation of the California Department of Parks and Recreation and the United States Secretary of the Interior's standards for the treatment of historic properties.

(D) Inspections. The owner must give the city permission to periodically examine the interior and exterior of the qualified historical property. Such permission must extend to the Ventura County Assessor and the state of California including, without limitation, the State Board of Equalization, so that the owners' continued compliance with the agreement can be verified.

(E) Binding on successors. Agreements must include a requirement that the agreement be binding upon, and inure to the benefit of, all successors in interest of the owner. A successor in interest will have all of the rights and obligations of the original owner.

(F) Indemnification. Agreements must include a hold harmless provision which will, in part, cause owners to indemnify the city, its elected and appointed officials, officers, employees and agents from any liability arising from the owner's activities. The provision must be in a form approved by the city attorney.

(G) Insurance. Owners must obtain liability insurance from an insurance company licensed to do business in the state of California and having a financial rating in Best's Insurance Guide of not less than "A VII." Such insurance will provide "occurrence" coverage against liabilities for death, personal injury or property damage arising out of or in any way connected with the owner's activities. Such insurance will be based upon the nature of the franchisee's activities, the risks foreseeably involved, and will be in the amount prescribed by city council resolution or city policy. Insurance will name the city and the city's elected and appointed officials, officers, and employees as additional insureds under the coverage afforded. In addition, such insurance will be primary and noncontributing with respect to any other insurance available to the city and will include a severability of interest (cross-liability) clause.

(Ord. 1219, passed 11-16-09)

§ 16.1734.090 TERMINATION.

(A) Agreements must include a provision allowing the City Council to terminate the agreement if, after a public hearing, it finds any one of the following:

(1) The owner breached the agreement;

(2) The property subject to the agreement no longer meets the definition of a qualified historical property set forth in this chapter; or

(3) The owner failed to pay reasonable inspection fees or otherwise failed to cooperate in allowing periodic inspections of the property as required by this chapter or the agreement.

(B) Should an agreement be terminated in accordance with this chapter, the owner must pay a cancellation fee of 12.5% of the full value of the property at the time of cancellation as determined by the Ventura County Assessor, or such other percentage or amount provided by applicable law, without regard to the agreement.

(C) Should a qualified historical property be acquired through eminent domain or in lieu of eminent domain, and the City Council determines that such acquisition frustrates the purpose of the agreement; the agreement will be terminated without a cancellation fee.

(D) The City Council's authority to terminate any agreement pursuant to this chapter is not exclusive and is cumulative with all other remedies available in law or equity.

(Ord. 1219, passed 11-16-09)

§ 16.1734.100 AUTOMATIC RENEWAL; NONRENEWAL.

(A) Agreements must contain a clause that automatically renews the term of the agreement, upon the anniversary date of its initial term, for an additional term of one year.

(B) Should an agreement contain an automatic renewal clause, then the agreement may be cancelled as follows:

(1) By the city upon written cancellation notice at least 60 days before the renewal date;

(2) By the owner upon written cancellation notice at least 90 days before the renewal date.

(C) Should a nonrenewal notice be served by either the city or the owner, the agreement will remain in effect until its anniversary date.

(D) An owner may, upon receipt of a nonrenewal notice from the city, make a written protest to the City Council of the nonrenewal. Such written protest must state with specificity the reasons for such protest. The City Council may, at any time before the effective date of the nonrenewal, rescind the nonrenewal notice.

(Ord. 1219, passed 11-16-09)

§ 16.1734.110 FEES.

(A) Fees to compensate the city for processing and administering applications for agreements may be adopted by City Council resolution. Such fees may not amount to more than 100% of the amount needed to reimburse the city for processing costs of the agreement including, without limitation, reasonable attorney's fees and administrative costs.

(B) The city may impose separate inspection fees, after approving an agreement, to reimburse the city for actual inspection costs associated with enforcing the agreement and this chapter.

(Ord. 1219, passed 11-16-09)

§ 16.1734.120 NONEXCLUSIVE.

Utilizing this chapter is only one method of preserving historically significant properties within the city's jurisdiction. Nothing in this chapter is intended to preclude, nor does it, the city or an owners to take other action for preserving historically significant properties.

(Ord. 1219, passed 11-16-09)

CHAPTER 16.1835: HOUSING OPPORTUNITIES OVERLAY ZONE

Section

16.1835.01 Purpose and intent

16.1835.02 Definitions

16.1835.03 Application

16.1835.04 Eligibility criteria

16.1835.05 Relationship to State Density Bonus Law

16.1835.06 Procedure

16.1835.07 Site development permit

16.1835.08 Temporary uses permitted

16.1835.09 Accessory uses permitted

16.1835.10 Parking standards, incentives and waivers

16.1835.11 Site development standards for residential uses

16.1835.12 General requirements

16.1835.13 Application

16.1835.14 Affordable housing agreement

16.1835.15 Administration and appeals

§ 16.1835.01 PURPOSE AND INTENT.

The purpose of this chapter is to allow development of affordable housing within the Commercial/Light Industrial zone. The intent is to facilitate the realization of affordable housing objectives presented in the Santa Paula Housing Element of the General Plan.

(Ord. 1242, passed 5-7-12)

§ 16.1835.02 DEFINITIONS.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter:

AFFORDABLE HOUSING - Means dwelling units made available to moderate, low, and very low income households.

AFFORDABLE HOUSING COST - Has the same meaning as set forth in Cal. Health & Safety Code § 50052.5, and any successor statute or regulation.

AFFORDABLE RENT - Has the same meaning as set forth in Cal. Health & Safety Code § 50053, and any successor statute or regulation.

AREA MEDIAN INCOME - Has the same meaning as set forth in Cal. Health & Safety Code § 50093, and any successor statute or regulation.

ASSEMBLY HALL - Means a building or portion of a building used for large scale public or private gatherings of people. For example, and without limitation, ASSEMBLY HALLS include private educational facilities; clubs, and similar kinds of facilities whether available for public or private use.

CHILD DAY CARE FACILITY - Has the same meaning as set forth in Cal. Health & Safety Code § 159676, for children 12 years of age or younger who are residents of the qualified housing development.

DEVELOPMENT SITE - Means the site on which the qualified housing development will be constructed.

DEVELOPMENT STANDARD - Means site or construction conditions that apply to a residential development pursuant to applicable law.

DIRECTOR - Means the Director or such other director designated by the City Manager.

HOUSEHOLD - Means one person living alone or two or more persons sharing residency whose income is considered for housing payments.

HUD - Means the United States Department of Housing and Urban Development.

INCENTIVE - Has the same meaning as Cal. Gov't Code § 65915 and includes reduction in site development standards, modification of zoning regulations, approval of mixed use zoning and other incentives that would result in cost reductions.

LOW-INCOME HOUSEHOLDS - Mean households where the gross annual income does not exceed 80% of the county median household income as defined in Cal. Health & Safety Code § 50079.5, and any successor statute or regulation.

MODERATE INCOME HOUSEHOLD - Means a household with an income not exceeding qualifying limits set for "persons and families of low or moderate income" in Cal. Health & Safety Code § 50093, and any successor statute or regulation.

QUALIFIED HOUSING DEVELOPMENT - Means a rental housing project that meets the eligibility criteria set forth in this chapter.

VERY LOW-INCOME HOUSEHOLDS - Means households where the gross annual income does not exceed 50% of the county median household income as defined in Cal. Health & Safety Code § 50105, and any successor statute or regulation.

(Ord. 1242, passed 5-7-12)

§ 16.18~~35~~.03 APPLICATION.

(A) This section applies to affordable housing projects that are located in the Commercial/Light Industrial zone.

(B) Affordable housing projects to which this section applies include the following:

(1) Projects located on vacant sites.

(2) Projects located on building sites or within structures that include vacant residential, commercial or industrial uses.

(3) Projects where residential uses replace commercial or industrial uses in a pre-existing structure.

(C) In all cases, the residential uses must satisfy the regulations in this chapter including, without limitation, the site development standards.

(D) Any commercial or industrial uses must comply with the applicable zoning regulations.

(Ord. 1242, passed 5-7-12)

§ 16.1835.04 ELIGIBILITY CRITERIA.

To be considered a qualified housing development under this chapter, the affordable housing development must meet the following criteria:

(A) It must be a rental project.

(B) 100% of the units must be available for affordable housing (the manager's unit is exempted).

(C) At least 60% of the total number of units must be reserved for low-income households. This percentage may be decreased to 45% if there will be greater than 30% of the total number of units reserved for very-low income households.

(D) At least 20% of the total number of units must be reserved for very-low income households.

(Ord. 1242, passed 5-7-12)

§ 16.1835.05 RELATIONSHIP TO STATE DENSITY BONUS LAW.

Since the affordability requirements of this chapter are more restrictive than those in State Density Bonus Law, it is assumed that any qualified housing development will also qualify for a density bonus.

(Ord. 1242, passed 5-7-12)

§ 16.1835.06 PROCEDURE.

The Director will review an application received for a site development permit issued in accordance with this chapter and must issue a site development permit within 60 days of deeming the application complete if the Director finds all of the following:

(A) The application complies with all applicable law including, without limitation, this chapter;

(B) The application complies with the design requirements of this chapter;

(C) The application is consistent with the General Plan and this code.

(Ord. 1242, passed 5-7-12)

§ 16.1835.07 SITE DEVELOPMENT PERMIT.

(A) The qualified housing projects allowed by this chapter require a SDP.

(B) Applications for a site development permit pursuant to this chapter are subject to an administrative review process. Pursuant to Cal. Gov't Code § 65583.2(i), such permits do not require discretionary local government review or approval that constitutes a project for purposes Cal. Public Resources Code §§ 21000 et seq.

(C) The administrative review process does not include the requirement for a public hearing.

(Ord. 1242, passed 5-7-12)

§ 16.1835.08 TEMPORARY USES PERMITTED.

Temporary uses identified by this chapter are allowed.

(Ord. 1242, passed 5-7-12)

§ 16.1835.09 ACCESSORY USES PERMITTED.

The following accessory uses and structures are allowed when customarily associated with, and subordinate to, a permitted residential use on the same development site and when consistent with the approved site development permit for the project.

(A) Uses which include:

(1) Garages and carports;

(2) Fences and walls;

(3) Patio covers; and

(4) Swimming pools.

(B) All signs except roof signs or projecting signs.

(C) Noncommercial keeping of pets and animals.

(D) Home occupations.

(E) Manager's unit which is exempt from affordability requirements.

(F) Child day care facility.

(G) Accessory uses and structures which the Director finds consistent with the design of the development project and consistent with the purpose and intent of these regulations.

(H) Assembly halls.

(Ord. 1242, passed 5-7-12)

§ 16.1835.10 PARKING STANDARDS, INCENTIVES AND WAIVERS.

(A) If the qualified housing development meets the criteria set forth in Cal. Gov't Code § 65915 (State Density Bonus Law) and is eligible to receive a density bonus, the applicant may request that the required number of parking spaces set forth in Cal. Gov't Code § 65915 be applied to the project.

(B) Parking space requirements for projects eligible for a density bonus are as follows (inclusive of handicapped and guest parking):

(1) Zero to one bedroom: one on-site parking space;

(2) Two to three bedrooms: two on-site parking spaces;

(3) Four or more bedrooms: two and one-half on-site parking spaces.

(4) These parking space requirements are considered an alternative site development standard applied to the project and will not be considered as one of the incentives for which the project may be eligible.

(C) In addition to the reduced parking space requirements, applicants with qualified housing developments that qualify for a density bonus are entitled to request from one to three incentives that would result in the reduction of affordable housing costs based upon their level of affordability. The applicant will receive the following incentives or concessions:

(1) One incentive or concessions for projects that include at least 10% of the total units for lower income households, at least 5% for very low income households, or at least 10% for persons and families of moderate income in a common interest development.

(2) Two incentives or concessions for projects that include at least 20% of the total units for lower income households, at least 10% for very low income households, or at least 20% for persons and families of moderate income in a common interest development.

(3) Three incentives or concessions for projects that include at least 30% of the total units for lower income households, at least 15% for very low income households, or at least 30% for persons and families of moderate income in a common interest development.

(D) The requested incentives must be granted unless one of the following findings is made:

(1) The concession or incentive is not required in order to provide for affordable housing costs, as defined in Cal. Health & Safety Code § 50052.5, or for rents for the targeted units to be set as specified in Cal. Gov't Code § 65915(c).

(2) The concession or incentive would have a specific adverse impact, as defined in Cal. Gov't Code § 65589.5(d)(2), upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households.

(E) Applicants may also request additional waivers to development standards. Each waiver, or modification, requested must demonstrate the waiver is necessary to physically accommodate the number of units to which the developer is entitled under Cal. Gov't Code §§ 65915 et seq.

(Ord. 1242, passed 5-7-12)

§ 16.18~~35~~.11 SITE DEVELOPMENT STANDARDS FOR RESIDENTIAL USES.

(A) The site development standards for residential uses are the base site development standards of the zoning district in which the qualified housing development is located. The maximum density for each development site is 21 dwelling units per gross acre. Parking requirements must be in accordance with the residential requirements of § 16.35.10 of this ordinance or according to Cal. Gov't Code §§ 65915 et seq.

(B) Child care facilities may be included in the qualified housing development at the discretion of the applicant and are subject to an administrative review process. They do not require a separate use permit. The child care facility would be available only to children who reside in the qualified housing development.

(C) The following are the base district site development standards for residential uses and co-located child care facilities in the zones where qualified housing developments can be developed:

(1) Twenty percent of the lot is to be open space (10% must contain amenities, 10% must contain landscaping);

(2) Front yard setback 20 feet;

(3) Rear yard setback 20 feet (single story);

(4) Rear yard setback 15 feet (second story or higher); and

(5) Building height: 3 stories, maximum 45 feet high.

(D) Landscaping must be installed and maintained as required by the city landscape regulations.

(Ord. 1242, passed 5-7-12)

§ 16.1835.12 GENERAL REQUIREMENTS.

The following conditions apply to all qualified housing developments:

(A) Occupancy standards for each dwelling unit must meet the minimum standards of the 1997 California Uniform Housing Code or the California Employee Housing Act, depending upon which is applicable.

(B) Before the city issues a certificate of occupancy, the owner must submit a management plan that provides for on-site property management subject to the Director's approval.

(C) Dwelling units must remain affordable in the original affordability category for a period of not less than 55 years.

(D) When determining the maximum affordable rent, the Director must use following HUD guidelines regarding household and unit size assumptions:

Unit Size	Household Size
Studio	1 person
1-bedroom	2 persons
2-bedroom	4 persons
3-bedroom	6 persons
4-bedroom	8 persons

(E) A building facade color and materials palette must be submitted for approval by the Director before the city issues any grading or building permit.

(Ord. 1242, passed 5-7-12)

§ 16.1835.13 APPLICATION.

Applications for a qualified housing development must include a description of the following:

(A) A narrative of the purpose and the scope of the qualified housing development.

(B) Identification of the neighborhood that will be served by the qualified housing development. A map with boundaries of the qualified housing development must be included.

(C) Documentation of neighborhood services (public transportation, schools, shopping, etc.).

(D) An explanation regarding how the qualified housing development promotes affordable housing.

(E) A discussion regarding any other relevant issues regarding land use.

(Ord. 1242, passed 5-7-12)

§ 16.1835.14 AFFORDABLE HOUSING AGREEMENT.

(A) A written agreement must be executed between the developer and city that specifies the number and type of all affordable housing within a qualified housing development; the formula for determining rental rates of all affordable housing; the method of providing proof of eligibility as a very low, low, or moderate-income household; and such additional information as may be required by the city to determine the developer's compliance with this chapter.

(B) Such an agreement must specify that the required qualified housing development must be reserved for and rented to very low and low-income households. Further, the term of such an agreement must be at least 55 years.

(C) The agreement must be in a form approved by the City Attorney, and, upon execution of the agreement, it must be recorded with the Ventura County Recorder's office.

(D) A new deed restriction must be executed and recorded upon each change of ownership to maintain the restrictions on qualified housing development before the term for such restrictions expires.

(E) A certificate of occupancy cannot be issued for a project subject to the provisions of this section until after the agreement required by this section is executed.

(F) The obligation of the owner to provide for management of the qualified housing development including maintenance. Management must also monitor the use of parking spaces within the qualified housing development to assure that the parking spaces are provided, maintained and used in accordance with the terms of the affordable housing agreement.

(G) The obligation of the owner to pay the costs of monitoring the continued affordability of the project by the city. The monitoring program and associated fees will be established by City Council resolution.

(Ord. 1242, passed 5-7-12)

§ 16.1835.15 ADMINISTRATION AND APPEALS.

The Director is authorized to administer this chapter. An applicant may appeal any decision of the Director to the Planning Commission by filing a written notice of appeal with the City Clerk within ten calendar days after notice of the Director's action has been communicated to the applicant.

(Ord. 1242, passed 5-7-12)

CHAPTER 16.2040: GENERAL PROPERTY DEVELOPMENT STANDARDS

Section

16.2040.010 Purpose and intent

16.2040.020 Access and circulation

16.2040.030 Boundary walls

16.2040.040 Building height measurement

16.2040.050 Clear-sight triangle area

16.2040.060 Drainage and storm water control

16.2040.070 Mechanical equipment screening

16.2040.080 Outdoor sales

16.2040.090 Property maintenance

16.2040.100 Recreational vehicle parking and storage

16.2040.110 Solid waste/recycling receptacles and enclosures

16.2040.120 Substandard lots

16.2040.130 Through lots

16.2040.140 Permitted projections into required setbacks

16.2040.150 Yard regulations

16.2040.160 Rooftop solar energy systems

§ 16.20 40.010 PURPOSE AND INTENT.

This chapter establishes site planning, development standard, property maintenance, and property use regulations applicable to all properties in the city. This chapter also sets forth special land use regulations and development standards that apply to specified uses that are permitted in several zones.

The regulations contained in this chapter are established to enhance the appearance of the community; to provide measurable standards of appropriate, acceptable, and functional

site design; to deter blighting and nuisance conditions; to minimize hazards to the public; and to protect private investments made in private property.

(Ord. 1100, passed 7-6-04)

§ 16.2040.020 ACCESS AND CIRCULATION.

(A) Safe, adequate, and legal access required.

(1) Every development site must be provided, to the satisfaction of the City Engineer, with safe and adequate vehicle and pedestrian access that minimizes traffic hazards to vehicles and pedestrians.

(2) Every development site must have legal access to a public street in the form of either direct parcel frontage on such a street, permanent access via a public or private easement, or access via a recorded reciprocal access agreement. Shared driveways are not permitted.

(B) Circulation. Every development project must provide safe and adequate internal vehicle and pedestrian circulation that, to the maximum extent feasible based on specific development site physical characteristics, separates pedestrian circulation from vehicular circulation, incorporates defensible space design considerations, and complements the internal circulation and public access provided on any adjacent development sites. Where feasible, parking lots must connect. Future vehicle and pedestrian connections must also be provided.

(Ord. 1100, passed 7-6-04)

§ 16.2040.030 BOUNDARY WALLS.

Wherever a boundary wall is required by this Title 16 to separate abutting land uses, such wall must be constructed of materials complementary in style, color, and form to the structure or structures on the same development site as the wall. Through the design review, conditional use permit, or similar project review process, conditions may be placed on the permit approval requiring additional wall treatment, including, but not limited to, landscaping, wall placement and wall height.

(Ord. 1100, passed 7-6-04)

§ 16.2040.040 BUILDING HEIGHT MEASUREMENT.

Building height must be measured as set forth in § 16.05.030 ("B" Definitions) of this Title 16.

(Ord. 1100, passed 7-6-04)

§ 16.2040.050 CLEAR-SIGHT TRIANGLE AREA.

The intent of the clear-sight triangle area is to ensure visibility for operators of motor vehicles, bicycles, and pedestrians on intersecting roadways. Within a clear-sight triangle area, nothing may be placed, planted, erected, or allowed to grow that extends above 36 inches in height, measured from the adjacent street, alley, or sidewalk grade (Figure 40-1). However, pole signs with a sign face that is at least eight feet above grade may be placed within a clear-sight triangle area.

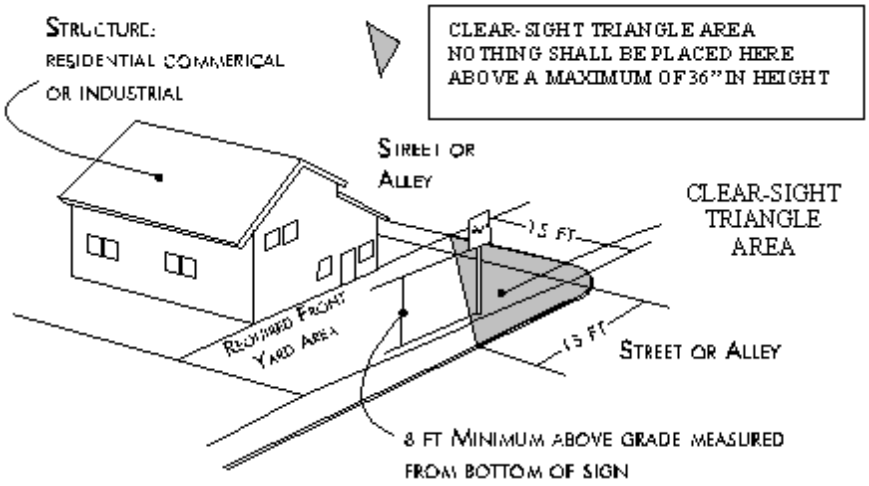


Figure 2040-1

Clear-Sight Triangle Area

(Ord. 1100, passed 7-6-04)

§ 16.2040.060 DRAINAGE AND STORM WATER CONTROL.

All development projects must include on-site drainage and storm water control improvements which, to the satisfaction of the City Engineer, safely and adequately convey runoff to public drainage control and storm drain facilities, avoid impact on adjacent properties, and meet applicable National Pollutant Discharge Elimination System requirements.

(Ord. 1100, passed 7-6-04)

§ 16.2040.070 MECHANICAL EQUIPMENT SCREENING.

All mechanical and electrical equipment, including ducting and piping, whether located at ground level or on a rooftop, must be screened from view. Such screening must be compatible with and complementary to the architectural style and detail of the structure

that they serve and must be located in a position satisfactory to the Fire Marshal and the ~~Planning Director~~Director, or their designees.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.080 OUTDOOR SALES.

Except as otherwise provided by this Code, the outdoor display of goods and materials for sale, lease, or rent, except for automobiles, motorcycles, recreational vehicles, and similar vehicles, is not permitted unless associated with a special event for which a Temporary Use Permit has been granted pursuant the provisions of Chapter 16.228 of this Title 16.

(Ord. 1100, passed 7-6-04; Am. Ord. 1201, passed 2-17-09)

§ 16.20~~40~~.090 PROPERTY MAINTENANCE.

(A) All properties in the city must be maintained in a manner which avoids potentially adverse health, safety, and aesthetic conditions, and which is consistent with any property maintenance regulations adopted by the city.

(B) At a minimum, the following property maintenance standards apply:

(1) Abandoned and inoperable automobiles; recreational vehicles; camper shells; or boats must not be kept on an unscreened driveway of private property for more than seven days.

(2) Debris, rubbish, and trash, including but not limited to discarded furniture, appliances, boxes, toys, building materials, etc., must not be visible from public rights-of-way for more than three days.

(3) All structures and walls must be maintained free of graffiti.

(4) Structurally unsafe buildings, including but not limited to those with known fire hazards; faulty weather protection broken roofs; windows and doors; partially constructed structures when construction has ceased; unoccupied buildings that are left open; hazardous fences or walls; abandoned signs; and damaged buildings must be demolished, removed, or fenced to prevent public access.

(5) Clotheslines are not allowed in front yards, nor may fences, walls, doors or windows be used as clotheslines.

(6) Erosion, subsidence, and surface water problems within a property must be abated.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.100 RECREATIONAL VEHICLE PARKING AND STORAGE.

(A) Front yard parking time limit. No recreational vehicle, or any trailer used for towing or parking such vehicle, is permitted to be parked in any front yard, including any driveway or portion of a driveway within a front yard, in any zone district for a time period exceeding 48 hours.

(B) Size and number limit of vehicles in residential zone districts. Parking of recreational vehicles is permitted in the side and rear yards of lots in residential zone districts, subject to the following restrictions:

(1) A maximum of one recreational vehicle is permitted on a residential property; and

(2) The vehicle does not exceed a height of 96 inches or a length of 32 feet; and

(3) The vehicle is set back a minimum of 20 feet from the front property line and three feet from the side and rear property lines.

(C) Recreational vehicle storage. Recreational vehicle storage in any nonresidential zone district must be permitted only in approved storage facilities. Screening must be provided in accordance with the provisions of § 16.46.130 of this Title 16.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.110 SOLID WASTE/RECYCLING RECEPTACLES AND ENCLOSURES.

(A) Facilities required. The design of any new, substantially remodeled, or expanded multi-family residential, commercial, industrial, or institutional building or structure must provide for solid waste storage facilities and enclosures that will accommodate anticipated solid waste collection needs, will allow for efficient and safe waste removal, and will accommodate collection and removal of recyclable materials.

(B) Site development standards.

(1) Solid waste storage areas must be located where they do not interfere with the traffic patterns of persons or vehicles.

(2) Solid waste storage areas must be located where they are readily accessible to collection personnel at all times.

(3) Solid waste storage enclosures for residential developments must be located where they are screened from view from public streets and highways.

(4) Solid waste storage areas must be provided on a level surface so that storage containers remain at rest without auxiliary restraining devices.

(C) Solid waste storage area enclosures.

(1) All commercial and industrial developments and all apartment or condominium developments of three or more dwelling units per lot or building site must provide enclosures for refuse containers built to city standards.

(2) The exterior architectural treatment and color of waste storage areas must be compatible with the main building treatment.

(3) All business and property owners are responsible for policing trash and debris generated from their property.

(4) Solid waste storage areas must not be allowed within the front 20 feet of a property, nor in the side ten feet on the street side of a corner lot.

(5) All solid waste enclosures must have an opaque gate with a closable latch.

(6) Each solid waste enclosure must be constructed to have the minimum dimensions of 12 feet wide, eight feet deep and five feet high, and must include a roof in accordance with Ventura County Storm Water Urban Impact Mitigation Plan (SQUIMP) requirements. The city may require a larger enclosure as needed to accommodate solid waste collection and recyclable materials containers. The configuration of the enclosure may be varied to accommodate the design of the site and number of containers over the minimum needed.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.120 SUBSTANDARD LOTS.

When a lot has less than the minimum required area, width, or depth stipulated for the zone district in which it is located, and provided such lot was of record as a legal lot on the effective date of any ordinance establishing minimum lot area, width, or depth, such lot must be considered to meet the applicable minimum lot area, width, or depth requirements for that zone district.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.130 THROUGH LOTS.

(A) Subdivisions must be designed without through lots, if possible.

(B) On a through lot, either lot line adjacent to the public right-of-way may be designated as the front lot line.

(C) In such cases, the minimum rear yard setback must equal the average setback of primary structures on the adjoining lots. Where such adjoining lots are undeveloped, the minimum rear yard setback must conform to the front yard setback for the zone district in which the property is located.

(Ord. 1100, passed 7-6-04)

§ 16.20~~40~~.140 PERMITTED PROJECTIONS INTO REQUIRED SETBACKS.

Architectural and structural features on a building are permitted to project into a required setback as set forth in Table 40-1, but in all cases must be at least three feet from any property line.

TABLE 2040-1
Permitted Projections into Required Setback Areas

Feature	Permitted Projection
Eaves, cornices, bay windows, other architectural features not providing floor space	2 ft. maximum
Fireplace structures, 8 ft. wide or less	2 ft. maximum
Stairways, fire escapes	Pursuant to Building Code
Uncovered porches at first floor level, handicap ramps	6 ft. into front and side yard
Balconies	3 ft. maximum

(Ord. 1100, passed 7-6-04)

§ 16.2040.150 YARD REGULATIONS.

(A) All required yards and setback areas must be unobstructed from the ground to the sky except for landscaping, walkways, required driveway and similar features.

(B) No parcel or development site may be divided or reduced in area or dimension in any manner that causes a required yard area to be reduced below the minimum standard for the zone district in which the parcel or development site is located.

(C) When a common lot line separating two or more contiguous lots is covered by a building or buildings, or when such lots are used as a single development site, such lots

constitute a single development site, and the yard setbacks required by this Title 16 will not apply to the common lot line.

(Ord. 1100, passed 7-6-04)

§ 16.2040.160 ROOFTOP SOLAR ENERGY SYSTEMS.

This section sets forth requirements for permitting of solar energy systems installed on roofs.

(A) Administrative permit requirements. Rooftop solar energy systems shall be subject to the following requirements:

(1) Rooftop energy systems may be installed upon issuance of an administrative permit in compliance with Chapter 16.238.

(2) Applications for rooftop energy systems may be submitted electronically, and an electronic signature shall be accepted in lieu of a wet signature.

(3) A complete application meeting the requirements of the city's approved streamlined solar permitting checklist shall be approved in accordance with Chapter 16.40 upon successful completion of an inspection by the Director or his or her designee. No more than one inspection shall be required except where the system fails an initial inspection or a separate fire safety inspection is required.

(4) Notwithstanding § 16.238.07, review of an application for an administrative permit for a rooftop energy system shall be limited to a determination of whether the system meets all health and safety requirements of federal and state law, and local standards and regulations necessary to ensure that the proposed system will not have a specific, adverse impact upon the public health or safety.

(5) Notwithstanding subparagraph (4) above, a conditional use permit shall be required where the Director finds, based on substantial evidence, that the solar energy system could have specific, adverse impact on public health and safety. If the Director finds that a conditional use permit is required, such permit shall not be denied unless the Director makes written findings based on substantial evidence in the record that the proposed system would have a specific, adverse impact upon the public health and safety and there is no feasible method to satisfactorily mitigate or avoid that impact.

(6) Any conditions imposed on a permit to install a rooftop energy system shall be designed to mitigate specific, adverse impacts upon the public health and safety at the lowest cost possible.

(7) Development standards. Rooftop energy systems shall conform to all applicable height standards as set forth in Title 16 of the Santa Paula Municipal Code.

(Ord. 1257, passed 10-19-15)

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Greg Barnes, Parks and Recreation Director

Subject: SANTA PAULA MASTER PLAN FOR AGING

Date: July 2, 2025

Agenda Item: 11.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7576 Santa Paula Master Plan for Aging.

Presented By:
Gregory Barnes - Parks and Recreation Director
Michael Schouten - Administrative Analyst I
Mirka Vargas- AmeriCorps Fellow
Dr. Ronald Berkowsky - California State University Channel Islands, Professor

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BACKGROUND:

On June 21, 2023, the Santa Paula City Council adopted the City's 2-Year Strategic Plan for 2023–2025 following a thorough and inclusive process. The development of the plan incorporated direct feedback and input from the City Council, executive staff, and members of the public through a series of public workshops. The Strategic Plan was intended to identify the community's most pressing challenges and priorities and to establish a clear timeline and framework for addressing them through coordinated municipal action.

As part of this process, the City Council established Strategic Goal F: Community Vitality, which underscores the importance of fostering community health, advancing equity, and engaging in thoughtful long-range planning. Recognizing the shifting demographics and the growing number of Santa Paula residents aged 60 and older, the Council adopted Objective #7 under this goal, which specifically directed City staff to initiate the development of a local Master Plan for Aging (MPA) to proactively prepare for the needs of the City's aging population.

Early planning efforts were shaped by a shared commitment to a participatory and equity-focused approach. The City recognized that a meaningful Master Plan for Aging must be rooted in lived experiences and informed by the perspectives of those most directly impacted. As such, the City prioritized broad community engagement from the outset, with special attention to reaching older adults, caregivers, and residents who are often underrepresented in

policy conversations.

Over the past two years, City staff has worked in close partnership with Dr. Ronald Berkowsky and his research students at California State University Channel Islands (CSUCI) to develop a comprehensive, data-informed, and community-driven planning process. Together, they launched a citywide outreach campaign that included a bilingual survey, stakeholder interviews, focus groups, and listening sessions with local residents, service providers, and caregivers.

To ensure equitable access and meaningful participation, the City hosted seven public community conversations in diverse settings and neighborhoods throughout Santa Paula:

1. September 24 – Community Center (6:30 PM)
2. October 8 – Rancho Santa Paula (6:30 PM)
3. November 4 – Hillview Estates (5:30 PM)
4. December 5 – Blanchard Library (5:30 PM)
5. January 16 – City Hall (6:00 PM)
6. January 30 – Santa Paula Youth Center (6:00 PM, Spanish-language session)
7. February 18 – Harvest at Limoneira Farmhouse (6:00 PM)

These engagement efforts were designed to be inclusive and responsive to the City's cultural and linguistic diversity, with outreach materials and events offered in both English and Spanish. Input gathered from these forums played a critical role in shaping the plan's overarching vision, guiding principles, and recommended areas of focus.

Key priorities identified through this process include: aging in place, accessible transportation and mobility, support for caregivers, health and wellness access, social connection, and digital inclusion. The plan also examines the physical and policy environments necessary to support aging, including local housing conditions, community design, and opportunities to promote intergenerational engagement.

Through this intensive and collaborative effort, the resulting Master Plan for Aging reflects the values of Santa Paula and provides a strategic path forward to build a more age-friendly, inclusive, and resilient community.

ANALYSIS:

City staff is pleased to present the final draft of the City of Santa Paula's Master Plan for Aging (MPA) (Exhibit A), the result of over a year of research, public engagement, and strategic planning. Developed in alignment with the California Master Plan for Aging and informed by extensive community input, the MPA outlines local goals and recommended strategies to address the evolving needs of older adults in Santa Paula. The plan reflects the City Council's adopted strategic priorities and represents a proactive step toward building a more age-friendly and inclusive community. Staff recommends formal adoption of the plan to guide implementation and future investment.

The Master Plan for Aging establishes a strategic framework for municipal policies, services, and partnerships to better support older residents and their families. The plan sets forth five core goals:

1. Enable Aging in Place through Housing and Neighborhood Design
2. Improve Mobility, Transportation Access, and Public Safety

3. Expand Access to Health, Wellness, and Social Services
4. Foster Community Engagement, Belonging, and Lifelong Learning
5. Strengthen Local Systems for Caregivers and Workforce Development

Each goal includes specific objectives and recommended actions, many of which are designed to be implemented in partnership with local and regional agencies, community-based organizations, and residents themselves.

The plan is intended to serve as a living document, guiding both near-term initiatives and long-term priorities. It will support the City in pursuing external funding opportunities, shaping future capital improvement projects, and ensuring alignment with state and county aging policy efforts. As implementation progresses, staff will return to Council periodically to provide updates and recommend any necessary amendments.

STRATEGIC PLAN:

Approval of this item completes goal F. Community Vitality, Objective #7 "Develop a Senior Master Plan" of the 2023-2025 Strategic Plan adopted by Council.

FISCAL IMPACTS:

There is no immediate fiscal impact associated with the adoption of the Master Plan for Aging. Future implementation costs will vary by initiative and will be addressed through department work plans, grants, and future budget recommendations as appropriate. Adoption of the plan enhances the City’s eligibility for aging-related grant funding at the state and federal level.

OPTIONS:

City Council has the following additional options available:

1. Direct staff to make revisions to the proposed Master Plan on Aging and return with a final version and adopting resolution;

2. Reject the proposed Master Plan on Aging.

ATTACHMENTS:

EXHIBIT A - SP MPA.pdf
EXHIBIT B - RESOLUTION NO. 7576

EXHIBIT A

Santa Paula Master Plan for Aging



Santa Paula **Master Plan for Aging**

A Blueprint for Building a Santa Paula that is Age and Disability Friendly



This document, compiled collaboratively through a partnership between Santa Paula city staff and California State University Channel Islands faculty and students, provides evidence-based recommendations to better address the needs of aging Santa Paula residents and their caregivers.

The content of this document is to be viewed as a blueprint for preparing the city for a rapidly expanding older adult population which will need enhanced services and resources to thrive.

This Santa Paula Master Plan for Aging would not have been possible without the dedication and commitment of city staff in addressing elder needs, and this plan would not have been possible without the aging and research expertise of the California State University Channel Islands personnel.

A special thanks is extended to all community members who engaged in the various data collection methods – your participation provided valuable data and insight that was used to inform this Master Plan for Aging. Your voice was heard, and we thank you for sharing.

Finally, a thank you is extended to the Santa Paula City Council. In 2023, the City Council adopted a 2023-2025 Strategic Plan which specifically outlined goals pertaining to drafting a Master Plan for Aging for the city – the City Council's recognition of the importance of developing a Master Plan for Aging motivated and guided this work.

Questions about the content of this document can be addressed to:

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Introduction

The number of older adults aged 65 and over in the US is rapidly increasing. It is anticipated that there will be approximately 82 million older adults in the country by 2050 (marking a 47% increase from 2022), and the proportion of older adults as a percentage of the total US population will rise from 17% to 23%.[1] As this segment of the population continues to expand, it will be necessary to enhance federal, state, and local service infrastructure to accommodate the diverse needs of older adults and those that care for them.

To this end, **in 2019 California Governor Gavin Newsom issued Executive Order N-14-19 which called for the creation for a state-level Master Plan for Aging**.[2] The purpose of this Master Plan for Aging was to provide a blueprint to better prepare for the anticipated growth in older adults across the state. The order not only prioritized the creation of a plan which would promote the health and well-being of older adults, but would also promote healthy aging across the lifespan and give careful consideration to the needs of caregivers.

California officially launched its Master Plan for Aging in 2021,[3] with Ventura County responding soon after with the development and launch of its own Master Plan for Aging in 2022.[4] In recognition of its own expanding older adult population and of the importance of developing a blueprint to accommodate the varied needs of its residents, **the city of Santa Paula authorized the drafting of a city-specific, local Master Plan for Aging between 2024-2025**. This document serves as that blueprint and contains recommendations

[1] Mather, M., & Scommegna, P. (2024, January 9). *Fact sheet: Aging in the United States*. Population Reference Bureau. https://www.prb.org/resources/fact-sheet-aging-in-the-united-states/
[2] Exec. Order N-14-19 (2019). https://www.gov.ca.gov/wp-content/uploads/2019/06/6.10.19-Master-Plan-for-Aging-EO.pdf
[3] California Department of Aging (2021). *Master plan for aging*. https://www.aging.ca.gov/download.ashx?lE0rcNUV0zYXf9JtT7jkAg%3d%3d
[4] County of Ventura (2022). *Ventura County master plan for aging*. https://s45878.pcdn.co/wp-content/uploads/2023/01/Ventura-County-Master-Plan-for-Aging.pdf

on how to best address the needs of Santa Paula elders. This document also describes the data collected to support the recommendations provided.

WHAT IS A "MASTER PLAN FOR AGING?"

Master plans for aging (sometimes referred to as multisector plans for aging) **provide frameworks to coordinate services using evidence-based data to better address the diverse needs of older adults and their caregivers living in the community.**[5] Most published master plans for aging address state-level needs and considerations.

As of May 2025, 10 US states had developed and were currently implementing a state-level master plan for aging,[6] but more and more plans are being developed and implemented at the local level. Currently, there is a county-wide plan for Ventura County, although (to the best of our knowledge) no individual city has developed and implemented their own.

WHY DEVELOP A MASTER PLAN FOR AGING?

One of the primary reasons for developing a master plan for aging is to provide a roadmap for multisector collaborations. When thinking about the needs of older adults, topics that come to mind may include health and healthcare needs, access to caregiving resources, housing accessibility, issues pertaining to transportation, and issues pertaining to community engagement and loneliness, among many others. Many agencies, businesses, for-profit organizations, and nonprofit organizations may be equipped to address certain needs, but not others – by creating a blueprint for aging services, a master plan for aging can help establish avenues for collaboration through shared goals. Research has shown that these types of partnerships have been successful in promoting the health of older adults and in reducing costs associated with aging.[7]

In addition to providing a roadmap for multisector collaborations, master plans for aging have demonstrated other benefits. Examples of these benefits include raising awareness about local aging and caregiving issues in the community, identifying potential budgetary and funding issues related to eldercare, and establishing protocols to mitigate health-related and other crises.[8]

WHAT IS IN CALIFORNIA'S MASTER PLAN FOR AGING?

To better outline both the needs of the California older adult population as well as potential avenues for addressing these needs, **the California Master Plan for**

Master plans for aging (MPAs, sometimes referred to as multisector plans for aging) provide frameworks to coordinate services using evidence-based data to better address the diverse needs of older adults and their caregivers living in the community.

[5] Berkowsky, R.W., Adams, B., Villa, R., & Glenn, T.I. (2024). S.3827 and a systematic review of state-level multisector plans for aging: How incorporating volunteer caregiving can mitigate service gaps. *INQUIRY: The Journal of Health Care Organization, Provision, and Financing*, *61*. https://doi.org/10.1177/00469580241285166

[6] Multisector Plan for Aging (n.d.). *Multisector plan for aging activity across states*. Accessed May 29, 2025. https://multisectorplanforaging.org/map

[7] Brewster, A.L., Brault, M.A., Tan, A.X., Curry, L.A., & Bradley, E.H. (2018). Patterns of collaboration among health care and social services providers in communities with lower health care utilization and costs. *Health Services Research*, *53*(S1), 2892-2909. https://doi.org/10.1111/1475-6773.12775

[8] Graham, C., & Hoffmaster, A. (2022, April). *The Unexpected benefits of a state multisector plan for aging: Lessons from California*. Center for Health Care Strategies. https://www.chcs.org/media/The-Unexpected-Benefits-of-a-State-Multisector-Lessons-from-California_011923.pdf

Aging identified 5 "bold goals" that would guide strategies and initiatives to enhance elder life.[9]
These 5 bold goals include:

1) ***HOUSING FOR ALL AGES AND STAGES*** – we will live where we choose as we age in communities that are age-, disability-, and dementia-friendly and climate- and disaster-ready.

2) ***HEALTH REIMAGINED*** – we will have access to the services we need to live at home in our communities and to optimize our health and quality of life.

3) ***INCLUSION & EQUITY, NOT ISOLATION*** – we will have lifelong opportunities for work, volunteering, engagement, and leadership and will be protected from isolation, discrimination, abuse, neglect, and exploitation.

4) ***CAREGIVING THAT WORKS*** – we will be prepared for and supported through the rewards and challenges of caring for aging loved ones.

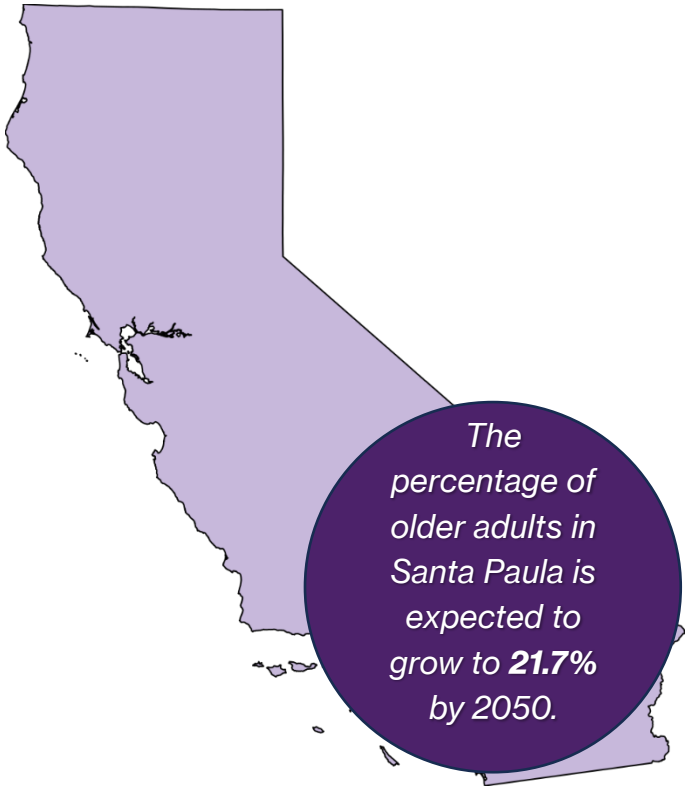
5) ***AFFORDING AGING*** – we will have economic security for as long as we live.

In addition to these 5 bold goals, the California Master Plan for Aging also outlines 23 strategies to address these goals.

WHY DOES SANTA PAULA NEED A MASTER PLAN FOR AGING?

Notably, the Ventura County Master Plan for Aging adopted the same 5 bold goals as in the state-level plan – it did not, however, adopt all 23 strategies outlined in the California Master Plan for Aging. This is due in part because the county recognized that not all strategies would be applicable to the Ventura County population or directly benefit residents, as well as due to a limitation in available resources (i.e., with limited funding, the county could not adequately address every strategy simultaneously).

While the percentage of older adults residing in Santa Paula today is estimated to be around 14.4%, that percentage is expected to increase to 21.7% by 2050



based on regional data.[10] **As the proportion of older adults in the city continues to grow, so too does the demand for applicable elder services and city-specific supports.** Santa Paula needs its own plan because residents of the city may have characteristics significantly different from the California population (and from the overall Ventura County population), and residents may have different needs and preferences as it relates to supporting aging. By designing a tailored blueprint to coordinate aging services based on the needs of residents and in observance of the city's available resources, a Santa Paula-specific plan can best prepare the city for an expanding older adult population and assure all can engage, participate, and thrive.

> ***"A plan is essential for aging the way individuals want to – in or near their home and supported by their community. Having a strategy that had broad appeal and is properly implemented means that people can age well and with choices."***
> -Dr. Sarita Mohanty
> CEO of The Scan Foundation

[9] California Department of Aging (2021). *Master plan for aging*. https://www.aging.ca.gov/download.ashx?lE0rcNUV0zYXf9JtT7jkAg%3d%3d
[10] Southern California Association of Governments (2024, April 4). *Demographics & growth forecast*. https://www.scag.ca.gov/sites/default/files/2024-05/23-2987-tr-demographics-growth-forecast-final-040424.pdf



Methodology

To develop a Santa Paula Master Plan for Aging that is responsive to the needs and preferences of city residents across all ages, **several methods were used to collect the data necessary to draft a tailored and actionable plan**. Data collection commenced between 2024-2025 and included methods detailed here.

LITERATURE REVIEW

Data collection began with a detailed search and review of various master plans implemented across diverse contexts – this included a review of the California and Ventura County Master Plan for Aging, but also included a review of similar plans implemented in other states and other districts. Review of these plans provide guidance on diverse topics and ideas to explore and consider.

PROFESSIONAL PERSPECTIVES

Broad perspectives on aging and eldercare were attained from professionals in the region through informal conversations and meetings. These perspectives provided robust guidance on items to more fully explore in other data collection methods (e.g., the Aging in Santa Paula Survey detailed in this section). Emphasis was placed on garnering perspectives with individuals working in specific fields (e.g., caregiving) or with specific segments of the older adult population often underrepresented in data (e.g., LGBTQIA+).

COMMUNITY CONVERSATIONS

Santa Paula city staff (with assistance from California State University Channel Islands personnel) held a series of public comment sessions titled "Community Conversations." During these sessions, attendees were briefed on the purpose of developing a master plan and were asked to provide their views on challenges and opportunities for growth as it pertains to aging in the city. Notetakers recorded the input of attendees for use in the drafting of this document. A total of 8 Community Conversations were held (6 in English, 2 in Spanish).

AGING IN SANTA PAULA SURVEY

Finally, using data and insight derived from the literature review, professional perspectives, and Community Conversations, a survey was developed and made public for residents to complete anonymously to share their concerns and priorities as it relates to aging. The survey was pilot-tested for clarity and length (i.e., on average, surveys would take respondents approximately 10-20 minutes to complete). Questions covered items related to all 5 bold goals (as outlined in the California and Ventura County Master Plan for Aging). Surveys could be completed online or paper-pencil in English or Spanish. As of June 10th, 2025, 305 city residents completed the survey (263 in English, 42 in Spanish). The survey was open to all residents aged 18+ given that the Master Plan for Aging would be designed for *all* aging adults (those in older adulthood and those aging into it).



Master Plan Summary

The Santa Paula Master Plan for Aging provides recommendations for enhancing services for aging adults throughout the city based on the data collected through methods detailed in the previous section. These recommendations are designed to connect with the 5 bold goals (and associated initiatives) outlined in the California and Ventura County Master Plan for Aging. **Aligning Santa Paula's goals with those of the state and county assure that services and programs offered in the city simultaneously help meet state and county-level goals towards aging.**

For simplicity, the 5 bold goals (as detailed in the California Master Plan for Aging) listed on page 3 of this document have been re-named – thus, the Santa Paula Master Plan for Aging includes recommendations for enhancing aging services pertaining to the following areas:

1) ***Housing***
2) ***Health***
3) ***Engagement***
4) ***Caregiving***
5) ***Finances***

This section of the document provides an overview of the city of Santa Paula (using publicly available statistics) as well as an overview of general findings from the survey and Community Conversation data collection methods. It is designed to orient the reader and provide the necessary context to understand future sections of the master plan.

CENSUS STATISTICS FOR THE POPULATION OF SANTA PAULA

The following demographic information is provided by the US Census.[11] Estimates show that Santa Paula is home to approximately 31,786 people as of 2024, with 14% aged 65 or over and 51% being female. A majority of residents identify as Hispanic or Latino (81%) with a significant proportion being foreign-born (32%). Approximately 65% of adults have at least a high school degree or higher, with 15% having a Bachelor's degree or higher. About 8% of residents (under the age of 65) live with a disability, and approximately 14% of residents (under the age of 65) live without health insurance. About 66% of residents live in households wherein a language other than English is spoken regularly, and approximately 15% of residents live in poverty.

Compared to the state, Santa Paula has a noticeably higher proportion of residents who are Hispanic/Latino (81% vs. 40% at the state-level), foreign-born (32% vs. 27%), live without health insurance (14% vs. 7%), and live

[11] US Census Bureau. (n.d.). *QuickFacts: Santa Paula city, California*. https://www.census.gov/quickfacts/fact/table/santapaulacitycalifornia/HCN010222 (June 10, 2025).

in households where languages other than English are spoken (66% vs. 44%). The city also has a noticeably lower percentage of residents, compared to the state, of those who have earned a Bachelor's degree or more (15% vs. 37%). These differences highlight the importance of designing a city-specific master plan that is responsive to the needs of the local population.

OVERVIEW OF THE AGING IN SANTA PAULA SURVEY DATA

As previously mentioned, 305 city residents completed the survey as of June 10th, 2025 (263 in English, 42 in Spanish). A demographic summary is provided here. Approximately 35% of respondents identified as an older adult aged 65+, and about 62% percent identified as female. Roughly 92% indicated that they had at least a high school degree (with 36% of respondents indicating that they had a Bachelor's degree or more). Fifty-four percent identified as Hispanic or Latino, and 61% indicated being married or in a domestic partnership/civil union. Approximately 24% of respondents indicated being eligible for Medi-Cal (i.e., California Medicaid program). While most respondents reported owning a home (63%), of note is that those that completed the survey in Spanish were more likely to be renters (51% renters vs. 38% home owners among Spanish language respondents). Finally, roughly 42% of respondents indicated living in households where multiple languages were spoken (mostly English and Spanish), and 53% indicated being employed full- or part-time (with 34% retired). These statistics are provided to give context on those who completed the survey – but, a limitation of this survey is that the demographic profile of the respondents does not match the demographic profile of the city per data provided by the US Census. This speaks to the need for further, more thorough data collection in future iterations of the Master Plan for Aging to assure that all city perspectives are addressed and incorporated.

Future sections detail specific findings associated with each of the 5 bold goals (i.e., housing, health, engagement, caregiving, finances), but summary statistics focused on overall views of the Master Plan for Aging and on preparing for older adulthood are provided here. Notably, **when respondents were asked which of the 5 priority areas (i.e., 5 bold goals) were important to them or those close to them and should thus be closely considered when developing a master plan, 63% indicated housing as a priority, 54% indicated health, 41% indicated engagement, 46% indicated caregiving, and 57% indicated finances** (note that these percentages do not equal 100% when added as respondents were allowed to select multiple options). But as shown in the pie chart below, when respondents

Of the five priority areas in the California Master Plan for Aging, which is the <u>most</u> important to you when thinking about aging in Santa Paula and in preparing for older adulthood?



- Housing (22%)
- Health (26%)
- Engagement (8%)
- Caregiving (7%)
- Finances (16%)
- No preference indicated (21%)

were asked to select the most important topic to them (and were restricted to only one option), **health emerged as the top priority among Santa Paula survey respondents**.

Finally, respondents were asked to think about everything they may need or need access to as they age and live life as an older adult – given this context, respondents were then asked how prepared they felt for older adulthood. Results are presented in the bar graph at the bottom of this page. While a significant proportion of survey respondents indicated feeling very or completely prepared for older adulthood, **over half of survey respondents indicated feeling only somewhat prepared, a little prepared, or not at all prepared for older adulthood**. Restricting the data to older adults only, respondents tended to feel more prepared for aging – however, approximately 42% of older adults did indicate feeling only somewhat, a little, or not at all prepared for older adulthood.

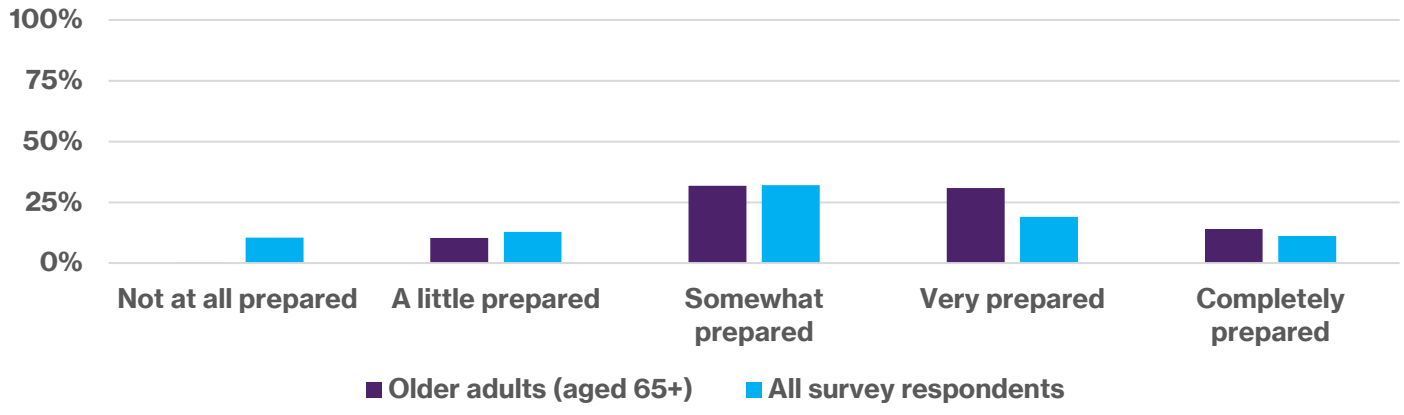
OVERVIEW OF THE COMMUNITY CONVERSATIONS DATA

As with the survey, more detailed analyses and results will be presented in later sections – however, below are general themes that emerged from the Community Conversation data separated by topic:

- ***HOUSING***: Santa Paula residents voiced concern over housing affordability, accessibility, and disaster readiness, with calls for more age-friendly single-story housing, senior support centers, and community-based assistance related to basic necessities and emergency help.
- ***HEALTH***: In addition to discussing greater access to transportation (for medical appointments) and expanded wellness opportunities, Santa Paula residents highlighted a distinct need for more local healthcare options (including primary, emergency, and mental health care).
- ***ENGAGEMENT***: Santa Paula residents called for more community connection, suggesting unique avenues to enhance social and recreational programming through intergenerational efforts and technology education – however, residents also emphasized an increased need for multilingual outreach.
- ***CAREGIVING***: Santa Paula residents expressed concern over the shortage of both paid and unpaid caregivers, suggesting that stakeholders investigate ways to build career pipelines to bolster the caregiving workforce in addition to exploring alternative and unique caregiving models.
- ***FINANCES***: Residents, particularly older Santa Paula residents, repeatedly expressed concerns with fixed incomes falling behind rising costs of living and called for local solutions to provide relief or guidance, including intergenerational financial planning, rent and utility relief, and senior jobs programs.

In the next sections of this document, we more specifically detail the findings of the survey and Community Conversations and provide recommendations for the city to consider in bolstering its aging services.

How prepared do you feel for older adulthood?





Housing

Housing, or lack thereof, can have a major impact on the health and well-being of an individual – as an example, research has shown that those who struggle to pay for their homes (e.g., make rental or mortgage payments) can experience worse health outcomes, including having an increased risk of getting sick and having worse mental health.[12]

As the older adult population continues to grow, there will be an increased demand for accessible and affordable housing options which allow for varied in-home services and are located in communities with strong neighborhood support systems.[13]

Due to our diverse preferences and needs in housing as we age, some will prefer to "age in place" and live in the homes they spent most of their lives, while others may need to relocate into long-term care communities.

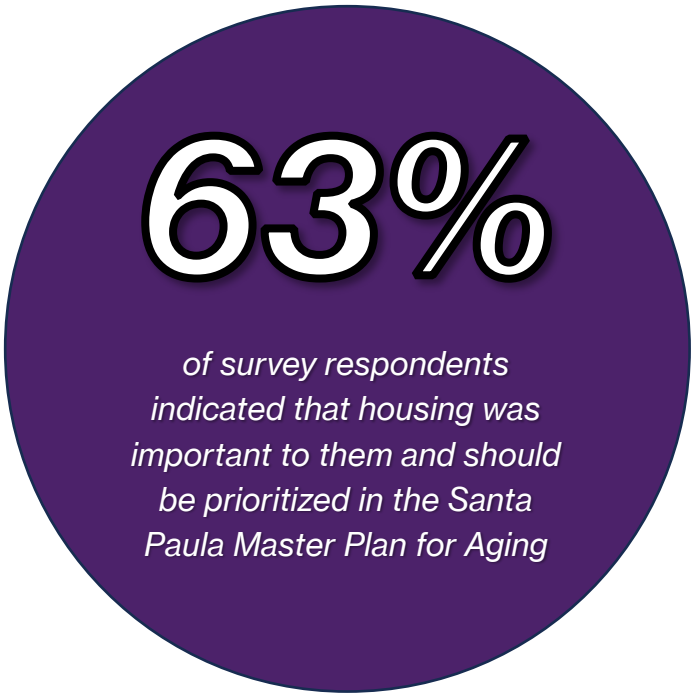
A truly age- and disability-friendly Santa Paula will need to accommodate these diverse preferences and needs in housing while also assuring that the places in which we live and grow are in communities catering to the physical and cognitive demands of an aging population – this includes strengthening transportation and outdoor green spaces.

In this section, we detail Santa Paula residents' concerns and priorities as it relates to accessible and affordable housing as we age – these findings are presented in context with the priorities and initiatives detailed in both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

[12] Keene, D.E., Cowan, S.K., & Baker, A.C. (2015). "When you're in a crisis like that, you don't want people to know": Mortgage strain, stigma, and mental health. *American Journal of Public Health*, *205*(5), 1008-1012. https://doi.org/10.2105/AJPH.2014.302400
[13] Molinsky, J. (2022, August 18). *Housing for America's older adults: Four problems we must address*. Joint Center for Housing Studies of Harvard University. https://www.jchs.harvard.edu/blog/housing-americas-older-adults-four-problems-we-must-address

SUMMARY

Housing emerged as a top priority and concern for Santa Paula residents across the lifespan – this was apparent both in feedback from the Community Conversations as well as findings from the city-wide survey. Santa Paula residents clearly indicated a need for affordable, accessible, and diverse housing options tailored to older adults. Residents also indicated there was an increased need for an enhanced transportation and outdoor infrastructure which promotes aging in the community.



SURVEY FINDINGS

Data from the city-wide survey provide key insights on primary housing concerns among aging residents.

Housing is a high community priority. Sixty-three percent of survey respondents indicated that housing was important to them or to someone close to them – and, when asked about their highest priorities related to aging, housing was ranked #2 overall (just behind health).

More housing options are viewed as a key strategy to addressing housing concerns. When asked which of the California Master Plan for Aging strategies (pertaining to housing) were important, 52% identified "more housing options" as a key strategy to enhance housing in the city. In addition, 43% of survey respondents emphasized "outdoor and community spaces for all ages" as a key strategy, while 41% also emphasized "transportation beyond cars."

Lack of affordable housing for older adults is the #1 housing-related concern of Santa Paula residents. When asked what about what concerns you regarding housing in Santa Paula, 48% of survey respondents indicated the lack of affordable housing for older adults as a primary concern (followed by a lack of housing in general and a lack of housing which accommodates physical/mobility needs of older adults, both at 30%). Fifty-one percent of respondents supported expanding affordable rental housing to address housing needs, while 41% called for more senior living/retirement communities and 34% called for an increase in long-term/residential care options. Less emphasis was placed on disaster preparedness and climate-readiness in many of the survey responses, although approximately 42% of respondents expressed some concern that local housing was not adequately disaster-ready or climate-friendly.

Improvements can be made to make transportation and outdoor spaces more age-friendly. Forty-five percent of survey respondents felt that the transportation options for older adults in Santa Paula were either "fair" or "poor." Likewise, 36% of survey respondents felt that there was a lack of age-friendly outdoor spaces in the city.

COMMUNITY CONVERSATIONS

General themes and ideas that emerged from the Community Conversations in many ways mirrored the findings from the survey. In particular, these conversations showed a strong support for:

- Expanding accessory dwelling units (ADUs) and exploring other housing models (e.g., co-located housing).
- Developing small-scale assisted living options that more closely "feel like home."
- Improving both transportation access for older adults as well as community walkability.
- Offering incentives for shared living arrangements, including intergenerational housing.
- Preparing more vulnerable households and more vulnerable residents for natural disasters (with particular emphasis on preparing residents reliant on medical equipment).



RECOMMENDATIONS

To promote a more age- and disability-friendly Santa Paula and to address the diverse housing needs and considerations of the community, the following recommended initiatives are proposed based on the data collected. These recommendations are designed to align with both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

MORE HOUSING OPTIONS

1) Partner with affordable housing developers to promote production of elder-friendly units in new developments.
2) Promote expansion of ADUs designed for older adults and caregivers by encouraging homeowners (through financial/permitting assistance and other incentives) to construct and rent them out.
3) Pursue zoning changes to better allow for multi-unit age-friendly housing.
4) Launch a support service designed to assist older adults transitioning into new housing environments.
5) Pilot a shared housing exchange or home-share model connecting older residents with younger caregivers or renters.
6) Explore intergenerational housing options where services cater to multiple age cohorts while promoting intergenerational connection.

TRANSPORTATION BEYOND CARS

7) Expand door-to-door transit services using paratransit or pre-vetted volunteers.
8) Provide free or low-cost ride vouchers beyond bus vouchers (e.g., Uber/Lyft) for older adults.
9) Explore the feasibility of creating a city-wide transportation pass to simplify access and payment across transportation providers.
10) Coordinate between transportation providers to promote cross-district paratransit routes.

OUTDOOR AND COMMUNITY SPACES FOR ALL AGES

11) Explore and invest in age-friendly public park design (including ADA compliant exercise/recreational equipment).
12) Create age- and disability-friendly pedestrian routes promoting walkable access to locations frequented by older adults (e.g., senior housing communities, public parks, medical centers, etc.).
13) Offer shared-use agreements with sites (e.g., mobile home parks) to allow for use of on-site resources and to promote public programming (e.g., educational classes).

EMERGENCY PREPAREDNESS AND RESPONSE

14) Provide emergency kits to households with older adult residents (with items including solar chargers, fire blankets, and smoke or carbon monoxide alarms).
15) Expand the city's registries related to evacuation support to better include those with mobility or medical needs.
16) Partner with local shelters and hotels to provide emergency housing for older adults and caregivers displaced by disasters.
17) Implement an emergency preparedness educational campaign which targets older adults.

CLIMATE FRIENDLY-AGING

18) Promote climate resiliency for all new elder housing developments (e.g., mandating the meeting of energy efficiency standards).
19) Provide financial assistance, subsidies, or incentives to older adults retrofitting their homes to be more climate-friendly.



Health

Successful aging, as it relates to health, has historically been tied to both the absence of disease and disorder as well as the presence of high physical and cognitive functioning.[14]

This description, however, is incomplete, as it does not account for quality of life.

Quality of life is defined by the World Health Organization as *"...an individual's perception of their position in life in the context of the culture and value systems in which they live and in relation to their goals, expectations, standards and concerns*."[15]

Increasing the health and life expectancy of aging populations should be done in the context of assuring that those additional years gained are years with enhanced well-being – in other words, promoting physical and mental health means also making sure that our elder years are ones lived in happiness, to the extent possible.

Having said this, studies have shown that addressing aging health needs can simultaneously improve quality of life outcomes.[16]

In this section, we detail Santa Paula residents' concerns and priorities pertaining to health and quality of life as we age and enter into old age – these findings are presented in context with the priorities and initiatives detailed in both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

[14] Rowe, J., & Kahn, R.L. (1997). Successful aging. *The Gerontologist*, *37*(4), 433-440. https://doi.org/10.1093/geront/37.4.433
[15] Division of Mental Health and Prevention of Substance Abuse (2012, March 1). *The World Health Organization Quality of Life (WHOQOL)*. World Health Organization. https://iris.who.int/bitstream/handle/10665/77932/WHO_HIS_HSI_Rev.2012.03_eng.pdf?sequence=1
[16] Baernholdt, M., Hinton, I., Yan, G., Rose, K., & Mattos, M. (2012). Factors associated with quality of life in older adults in the United States. *Quality of Life Research*, *21*, 527-534. https://doi.org/10.1007/s11136-011-9954-z

SUMMARY

Issues pertaining to health emerged as a top priority and concern among Santa Paula residents, as clearly indicated both in the survey results as well as the discussions generated in the Community Conversations. Access to healthcare services (including home- and community-based services) and affordability emerged as key areas of concern as Santa Paula residents think about aging into elderhood.

SURVEY FINDINGS

The findings from the city-wide survey identify areas of concern and opportunity as it pertains to aging health.

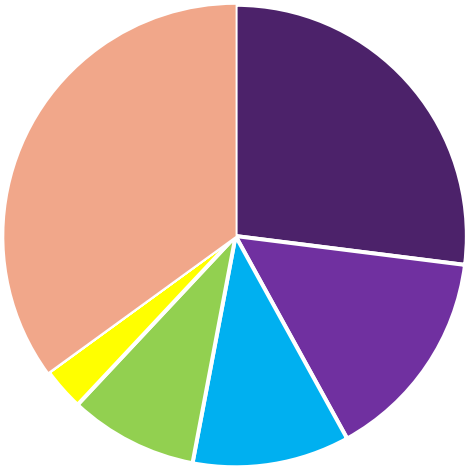
Health in aging was identified as the #1 priority among Santa Paula residents. Fifty-four percent of survey respondents indicated that health was important to them or someone close to them, and when asked to choose their top priority to incorporate into the Master Plan for Aging, health was ranked first. When asked what strategies (per the California Master Plan for Aging) should be prioritized in the Santa Paula Master Plan for Aging, 51% chose "health care as we age," followed by "lifelong healthy aging" (35%) and "bridging health care with home" (30%).

Residents expressed deep concern over their physical health as they age, their mental health as they age, and both the affordability and accessibility of healthcare in the city. Forty-eight percent of respondents stated they were "very" or "somewhat" concerned about their physical health as they age, while 39% indicated concern for their mental health. Only 17% of respondents felt they had access to quality health services in the city. Notably, 61% of respondents felt that healthcare in the city was "somewhat" affordable or worse.

Santa Paula residents showed a noticeable preference for expanding primary care access in the city. In the city-wide survey, respondents were asked what healthcare options they would like to see expanded in Santa Paula (in this question, respondents could select multiple options). Here, respondents showed a preference for the expansion of primary care options (54%), followed by emergency care (45%) and mental health services (42%). Respondents were then asked to choose only one service which they felt was in the most urgent need of prioritization and expansion – as shown in the pie chart below, expansion of primary care options was identified as the top priority.

Santa Paula residents wish to see more dementia-related resources and wellness programs offered. Forty-eight percent of respondents stated they were not satisfied with the availability of dementia-related resources. When asked what wellness programs they would like to see more of, 51% of respondents indicated

What type of healthcare service do you feel Santa Paula should prioritize the most for inclusion or expansion?



- Primary Care (27%)
- Emergency Care (15%)
- Geriatric Care (11%)
- Mental Health Services (19%)
- Dental Care (3%)
- Hearing-Related Care (<1%)
- Vision-Related Care (<1%)
- No preference indicated (35%)

wanting more physical fitness classes, followed by nutrition education (45%) and mental health support groups (41%). While chronic disease management programs were not ranked highest among residents as a priority for wellness program expansion, 39% still indicated wanting more of these options (highlighting broad support for wellness program expansion regardless of topic or focus).

COMMUNITY CONVERSATIONS

Themes and ideas that emerged from the Community Conversations generally supported the survey findings, particularly in relation to barriers to care. These conversations showed strong support for:

- Expanding care options (in recognition of the lack of local general practitioners and specialists), including expanding home-care options.
- Promoting mental health through companionship, both through wellness check-ins and technology (e.g., robots/AI-based companions).
- Focusing on nutrition in community events/activities (e.g., nutrition education or cooking classes) and providing access to healthy foods.
- Exploring transportation options to increase elder access to medical appointments (e.g., shuttles or volunteer-based rides).
- Exploring holistic approaches to aging which incorporate preventative and alternative care.
- Increase community-based dementia support.

RECOMMENDATIONS

To promote a more age- and disability-friendly Santa Paula and to address the health needs of residents in the city, the following recommended initiatives are proposed based on the data collected. These recommendations are designed to align with both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

BRIDGING HEALTH CARE WITH HOME

1) Develop a shuttle or ride voucher program to connect older adults to health services in Santa Paula.
2) Promote awareness of in-home supportive services and other home-based care options.
3) Pilot a program (e.g., with local schools) in which volunteers provide assistance with household tasks to support aging in place.

HEALTH CARE AS WE AGE

4) Partner with healthcare providers to establish geriatric-focused primary care access in Santa Paula.
5) Launch a community health navigation program to assist older adults with Medicare/Medi-Cal enrollment, understanding benefits, and accessing appropriate providers.
6) Promote culturally responsive and language accessible health services.

LIFELONG HEALTHY AGING

7) Implement a “healthy local living” program which offers free or low-cost health related programming (e.g., physical activity classes, nutrition education).
8) Create a wellness check-in or friendly caller program for isolated or homebound older adults.
9) Establish a peer-led or professional-led mental health support group for older adults.

GERIATRIC CARE EXPANSION

10) Collaborate with local colleges to build a geriatric workforce pipeline.
11) Offer geriatric-sensitivity training for local providers.

DEMENTIA IN FOCUS

12) Conduct a gap analysis to identify specific challenges among residents with dementia and their caregivers.
13) Create a city-plan to improve dementia diagnosis, care navigation, respite services, and support groups (for people living with dementia and caregivers).
14) Create a “memory-friendly Santa Paula” educational campaign to train staff and community members how to recognize and respond to signs of cognitive impairment in public settings.

NURSING HOME INNOVATION

15) Encourage nonprofit and private partners to create smaller residential care homes providing more dignified relationship-centered care.
16) Partner with existing long-term care providers to implement person-centered enhancements that provide culturally-sensitive options for residents.



Engagement

Successful aging goes beyond maintaining one's physical, cognitive, and emotional health – successful aging includes one's ability to sustain engagement in a variety of both social and productive activities.[17]

Inclusive and equitable engagement includes having opportunities for meaningful employment, volunteering, and community participation.

However, outdated social structures which preclude full older adult participation and which contribute to social isolation, along with ageism and other forms of discrimination, can limit the extent to which older adults can meaningfully engage in society and interact with other community members.[18]

In 2023, then-US Surgeon General Dr. Vivek H. Murthy published an advisory underscoring the importance of social connection and community engagement in maintaining our health and well-being, highlighting the negative impacts of social isolation and loneliness on our quality of life.[19]

In this section, we detail Santa Paula residents' concerns and priorities as it relates to engagement – these findings are presented in context with the priorities and initiatives detailed in both the California Master Plan for Aging and the Ventura County Master Plan for Aging as they relate to engagement and related concepts (e.g., inclusion).

[17] Rowe, J., & Kahn, R.L. (1997). Successful aging. *The Gerontologist*, *37*(4), 433-440. https://doi.org/10.1093/geront/37.4.433
[18] Gonzales, E., Matz-Costa, C., & Morrow-Howell, N. (2015). Increasing opportunities for the productive engagement of older adults: A response to population aging. *The Gerontologist*, *55*(2), 252-261. https://doi.org/10.1093/geront/gnu176
[19] Office of the US Surgeon General (2023). *Our epidemic of loneliness and isolation: The US Surgeon General's advisory on the healing effects of social connection and community*. US Department of Health and Human Services. https://www.hhs.gov/sites/default/files/surgeon-general-social-connection-advisory.pdf

SUMMARY

Issues pertaining to inclusion and equity did not emerge as a top priority among Santa Paula residents, but significant concerns emerged (both from the Community Conversations as well as the city-wide survey) across several topics related to inclusion and equity. Areas wherein the city can improve include enhancing digital connection and literacy, enhancing work and volunteer opportunities for older adults, strengthening elder protections from mistreatment and abuse, and being more inclusive towards LGBTQIA+ older adults.

SURVEY FINDINGS

Data from the city-wide survey provide key insights on primary engagement concerns among aging residents.

While not the highest priority, engagement was important for residents. Forty-one percent of survey respondents indicated that engagement (i.e., inclusion, social connection, work, volunteerism, safety) was important to them or to someone close to them – however, when asked about their highest priorities related to aging, engagement was ranked #4 overall.

Protection from abuse, neglect, and exploitation is viewed as a key strategy to promoting elder well-being. When asked which of the California Master Plan for Aging strategies (pertaining to engagement) were important, 38% identified "protection from abuse, neglect, and exploitation" as a key strategy to improve the lives of elders (this aligns with data found later in the survey, where 33% of respondents reported being very or somewhat concerned about elder mistreatment and abuse). In addition, 31% of survey respondents emphasized "opportunities to work" and "opportunities to volunteer and engage across generations" as key strategies.

Santa Paula residents noted several barriers that inhibit older adults' full participation in civic and community life. When asked about barriers to inclusion, 40% highlighted language barriers as a top issue, followed by low knowledge and use of technology (35%) and limited mobility or transportation (30%). Specific questions were asked pertaining to digital inclusion – of note is that 26% of respondents felt digital technologies were "a little" or "not at all" accessible for older adults in the city. When asked about strategies to improve digital accessibility, respondents prioritized technology training (45%) followed by providing affordable Internet (38%) and providing access to Internet-enabled devices (30%).



***45%** of survey respondents felt technology education could improve digital literacy among older adults*

There is a clear interest among residents in expanding social engagement, work, and volunteering opportunities for older adults. While 44% of respondents rated social engagement opportunities as good or better, 40% highlighted that they would like to see more social clubs for older adults (as well as educational programs, 37%, and elder volunteer opportunities, 36%). Data underscore the need for more age-inclusive pathways for work, as 35% rated employment opportunities for older adults as "fair" or "poor."

Residents feel Santa Paula is not as inclusive towards LGBTQIA+ people. While respondents viewed the city as more inclusive across other measured demographic characteristics, including race/ethnicity and language/cultural heritage, 32% indicated that they felt the city was "a little" or "not at all" inclusive of LGBTQIA+ people. Given that less than 5% of the survey sample identified as LGBTQIA+, the data show that a significant number of straight, cis-gendered Santa Paula residents feel the city is not as inclusive towards this segment of the population.

COMMUNITY CONVERSATIONS

Themes and ideas that emerged from the Community Conversations generally supported the survey findings. These conversations showed strong support for:

- Encouraging intergenerational volunteerism including promoting mentorship opportunities for older adults with local youth.
- Enhancing public transportation connecting elders to community events.
- Exploring avenues to expand affordable technology access and digital training (potentially in partnership with local youth groups, organizations, schools, etc.).
- Promoting belonging by expanding multi-lingual programs and information, and by increasing visibility and access for LGBTQIA+ elders.
- Promote "no wrong door" policies to improve elder access to local resources (and consider creating "one stop shop" listing local accessible resources).
- Provide clear messaging to older adults and their caregivers on how to report mistreatment and abuse (including in long-term care and community settings), and offer fraud prevention training.

RECOMMENDATIONS

To promote a more age- and disability-friendly Santa Paula and to address the diverse engagement needs and considerations of the community, the following recommended initiatives are proposed based on the data collected. These recommendations are designed to align with both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

INCLUSION & EQUITY IN AGING

1) Create inclusive community messaging that explicitly welcomes older adults across a variety of demographic profiles, including LGBTQIA+ elders.
2) Ensure cultural and linguistic access to city services and resources by offering materials in multiple relevant languages.
3) Host "Know Your Neighbor" or "Coffee Connection" meetups across neighborhoods to reduce isolation and promote engagement.

CLOSING THE DIGITAL DIVIDE

4) Partner with libraries, schools, etc. to provide free or low-cost digital training designed for older adults.
5) Establish a "tech buddy" program pairing youth with older adults for 1:1 digital support.
6) Expand access to public wi-fi and create a low-cost device loan/donation program targeting homebound or low-income older adults.
7) Promote inclusive digital communication strategies to ensure non-tech users remain connected (e.g., printed multilingual flyers).

OPPORTUNITIES TO WORK

8) Partner with local businesses and workforce agencies to host age-friendly job fairs.
9) Offer re-skilling workshops for older adults.
10) Provide incentives to local businesses with plans/programs to hire and retain older workers.

OPPORTUNITIES TO VOLUNTEER AND ENGAGE ACROSS GENERATIONS

11) Establish elder mentor programs connecting retirees with local youth.
12) Support intergenerational clubs and programs (e.g., gardening clubs, fix-it clinics, arts programs) that foster mutual learning and community connections.
13) Provide incentives (e.g., stipends, transportation, recognition) for older adults to increase participation and reduce barriers to volunteerism.

PROTECTION FROM ABUSE, NEGLECT, AND EXPLOITATION

14) Expand awareness of how to report elder mistreatment and abuse through multilingual materials and direct outreach to community hubs.
15) Increase visibility and funding for adult protective services, long-term care ombudsman, and other protective agencies/positions.
16) Launch a "scam alert" campaign to educate residents on new and emerging scams (e.g., AI-enabled fraud, phone scams).
17) Support the Financial Abuse Specialist Team and coordinate with businesses to detect and report financial exploitation early.

LEADERSHIP IN AGING

18) Establish a single-entry point for older adults and caregivers to learn about local programs.
19) Explore deploying mobile units or satellite hubs to increase elder service access in underserved areas in the city limits.



Caregiving

Formal paid caregivers, like personal care aides or home health aides, provide essential services to individuals across the lifespan – these workers provide dedicated care catering to the varied physical, cognitive, emotional, and social needs of older adults and those with disabilities.

While the formal caregiving workforce is projected to add over a million jobs over the next several years,[20] experts agree that this will not meet the increased demand in paid caregiving services as the older adult population continues to increase in size.[21]

This shortage will place a heavier burden on informal caregiving services, often provided by family members or close friends – but, informal caregivers often express significant challenges, strains, and burdens associated with providing this care, including economic, psychological, social, and health-related issues.[22]

Innovative caregiving approaches, like the volunteer caregiving model (where services are provided by community volunteers at low- or no-cost), can alleviate these burdens, but these approaches have their own limitations and challenges, such as issues with volunteer recruitment and retention.[23]

In this section, we detail Santa Paula residents' concerns and priorities as it relates to caregiving – these findings are presented in context with the priorities and initiatives detailed in both the California Master Plan for Aging and the Ventura County Master Plan for Aging as they relate to varied caregiving models.

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[20] PHI (2023, September 11). *Direct care workers in the United States: Key facts 2023*. PHI. https://www.phinational.org/wp-content/uploads/2023/09/PHI-Key-Facts-Report-2023.pdf

[21] Lyons, B., & Watts, M.O. (2024, March 19). *Addressing the shortage of direct care workers: Insights from seven states*. The Commonwealth Fund. https://doi.org/10.26099/czzn-m038

[22] Strommen, J., Fuller, H., Sanders, G.F., & Elliott, D.M. (2018). Challenges faced by family caregivers: Multiple perspectives on eldercare. *Journal of Applied Gerontology*, *39*(4), 347-356. https://doi.org/10.1177/0733464818813466

[23] Berkowsky, R.W., Adams, B., Villa, R., & Glenn, T.I. (2024). S.3827 and a systematic review of state-level multisector plans for aging: How incorporating volunteer caregiving can mitigate service gaps. *INQUIRY: The Journal of Health Care Organization, Provision, and Financing*, *61*. https://doi.org/10.1177/00469580241285166

SUMMARY

Findings from the various community-based data collection methods showed that Santa Paula residents expressed deep concerns over the lack of caregiver availability and insufficient support for paid and unpaid caregivers. While residents prioritized other areas (e.g., health, housing, etc.) for action, the data reveal that a responsive Master Plan for Aging will need to address local caregiving concerns.

SURVEY FINDINGS

Survey results help to identify the primary areas of concern and potential solutions towards caregiving among Santa Paula residents.

Santa Paula residents express concerns over caregiving in the city, but prioritize other areas. Forty-six percent of survey respondents indicated that caregiving was important to them or someone close to them – but, when asked to choose their top priority to incorporate into the Master Plan for Aging, caregiving received the least support and was ranked #5. Still, 45% of respondents indicated that they felt there were not enough caregivers, and only 10% of respondents felt that non-paid caregivers had adequate access to needed support. When asked about strategies to address local aging concerns, of the caregiving options residents showed the most support for "family and friends caregiving support" (31%) followed by "good caregiving jobs creation" (27%). "Virtual care expansion" was a strategy that showed little support in the survey (10%).

Residents show strong support for several approaches to bolstering unpaid caregiving. Forty-six percent of survey respondents showed support for offering more caregiver training programs, while 43% supported offering financial assistance to unpaid caregivers. In addition, 37% of respondents supported increasing emotional support groups for unpaid caregivers and support for increased opportunities for respite care. When asked which of these needs were most important (i.e., when respondents were asked to select only a single need), the top priority was financial assistance (24%).

Santa Paula residents acknowledged the need for increased wages and training for paid caregivers. Only 9% of survey respondents felt that paid caregivers were adequately compensated, and 35% of survey-takers indicated that wage increases for paid caregivers were "extremely" or "very" important. In addition, 46% of respondents indicated that offering more caregiver training (to help increase the paid caregiving workforce) was "extremely" or "very" important.



Despite being a lower priority, Santa Paula residents acknowledged the lack of virtual care options. Only 9% of respondents felt there were enough virtual care options in the city. Also, 33% indicated that it was "extremely" or "very" important to expand virtual care support.

Having affordable long-term care options cited as a potential avenue to enhance caregiving. When asked what additional resources were needed to enhance caregiving in the city, Santa Paula residents cited offering more affordable long-term care options as a top possibility (48%). Other resources included offering better telehealth access (30%) and more multilingual caregiving resources (29%).

COMMUNITY CONVERSATIONS

Themes and ideas that emerged from the Community Conversations generally supported (and in some cases, expanded upon) the survey findings, particularly as it related to caregiver shortages. These conversations showed strong support for:

- Offering more personalized and affordable community-based caregiving options.
- Increasing resources and training for unpaid family caregivers who are overwhelmed and unprepared, and considering offering stipends.
- Exploring partnerships with high schools and colleges to recruit and train future caregivers.
- Expand virtual care while providing the necessary training for older adults with lower digital literacy.

RECOMMENDATIONS

To promote a more age- and disability-friendly Santa Paula and to address the caregiving needs of the city, the following recommended initiatives are proposed based on the data collected. These recommendations are designed to align with both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

FAMILY & FRIENDS CAREGIVING SUPPORT

1) Create a multilingual caregiver resource hub which connects caregivers with local services and supports.
2) Offer free caregiver training and wellness workshops.
3) Provide financial stipends or vouchers to unpaid caregivers to help offset costs associated with caregiving.
4) Establish peer-led caregiving support groups and offer short-term counseling referrals for caregivers in acute distress.

GOOD CAREGIVING JOBS CREATION

5) Partner with educational institutions to provide introductory caregiving courses and build a caregiving workforce pipeline.
6) Explore ways to increase living wages for paid caregivers serving low-income older adults.
7) Organize hiring events connecting caregiving employers with job-seekers.
8) Support local organizations in delivering bilingual caregiving training programs.

VIRTUAL CARE EXPANSION

9) Launch a city-supported program to lend digital devices to older adults and caregivers in support of accessing telehealth services.
10) Create a virtual caregiver support portal with a virtual caregiver toolkit.
11) Partner with health providers to explore installation of telehealth stations at senior centers or other community spaces to allow older adults to attend virtual appointments with staff assistance.





Finances

While retirement and elderhood are often viewed as a time of recreation and leisure among youth, older adults and their caregivers know that happiness in old age is often contingent on finances.

Analysis conducted by the National Council on Aging, in partnership with LeadingAge LTSS Center @UMass Boston, estimates 80% of Americans aged 60+ report difficulties with paying for basic necessities and affording long-term care and support services.[24]

Financial security is an essential component in promoting healthy aging and maintaining quality of life, yet many older adults financially struggle with 1 in 4 indicating they rely on Social Security payments for 90% of their income.[25]

Reliance on Social Security is especially prevalent among low-income older adults and those burdened by high medical bills.[26]

Promoting an age- and disability-friendly community must include measures to assure that we can remain in place and age affordably.

In this section, we detail Santa Paula residents' concerns and priorities as it relates to economic security in aging, including findings related to costs of living, employment, and overall finances. These findings are presented in context with the priorities and initiatives as outlined by both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

[24] Combi, S. (2024, September 26). *80% of older adults face financial insecurity*. National Council on Aging. https://www.ncoa.org/article/80-percent-of-older-adults-face-financial-insecurity/
[25] O'Donnell, M., & Stanhaus, N. (2022, July 20). *Toward economic security for older adults: The time is now*. Generations Today. https://generations.asaging.org/time-older-adults-have-economic-security
[26] Primus, W., & Paris, J. (2023, December 6). *Seven facts about the economic security of older adults*. Brookings. https://www.brookings.edu/articles/seven-facts-about-the-economic-security-of-older-adults/

SUMMARY

Financial security in old age, while not identified as the top priority among Santa Paula residents, remained a significant concern for residents as shown both in the survey data as well as the Community Conversations data. Many of the concerns expressed by residents centered on how costs (including housing, utility, and healthcare costs, among others) burden older adults on fixed incomes and with limited access to employment opportunities. Other issues which emerged include an unmet demand for financial literacy training and a lack of messaging from the city on the financial supports available to residents.

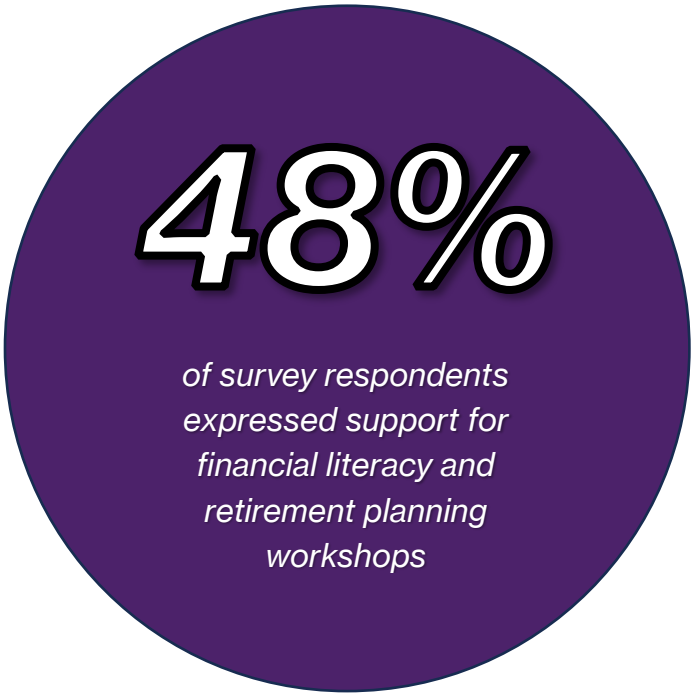
SURVEY FINDINGS

The findings from the city-wide survey identify areas of concern and opportunity as it pertains to economic security in old age.

Finances and economic security in elderhood emerged as a significant concern for Santa Paula residents, if not necessarily a top priority. Fifty-seven percent of survey respondents indicated that finances were important to them or someone close to them when thinking about aging – but, when asked to choose their top priority to incorporate into the Master Plan for Aging, finances was ranked third. When asked what strategies (per the California Master Plan for Aging) should be prioritized in the Santa Paula Master Plan for Aging, 41% chose "income security as we age," followed by "protection from poverty and hunger" (40%) and "ending older adult homelessness" (30%).

Residents expressed deep concern over having enough money in older adulthood and showed support for multiple programs to enhance financial security. Fifty-one percent of respondents stated they were "extremely" or "very" concerned about having enough money in old age, and only 3% of respondents broadly believed that older adults in the city were financially secure. When asked what they believed were the primary financial challenges of older adults in Santa Paula, 50% of respondents highlighted high housing costs as a top challenge, while 50% also highlighted high costs of living. Forty-two percent of respondents highlighted high healthcare costs as another significant driver of financial insecurity. When asked what financial supports they would like to see more of, 49% indicated food assistance programs followed by rental/home ownership assistance (48%) and utilities subsidies (48%). Notably, when respondents were asked to choose only one of these supports for prioritization, the majority selected rental/home ownership assistance (29%).

Santa Paula can do a better job of advertising and sharing information on economic programs for older adults. While Santa Paula is home to multiple programs and services which address economic concerns among residents, only 12% of respondents in the survey indicated being aware of these programs. Related, 30% of respondents indicated that they felt the city was "a little" or "not at all" effective in improving the economic security of older residents. These statistics speak to a need for enhanced, prominent messaging on programs and services available.



To financially prepare aging adults for elderhood, Santa Paula residents express support for financial literacy workshops and increasing employment opportunities for older adults. Forty-eight percent of survey respondents indicated that it was "extremely" or "very" important to expand financial literacy and retirement planning workshops in the city, while 36% indicated that it was "extremely" or "very" important to increase employment opportunities for older adults. Both of these pathways were seen as mechanisms to not only enhance the economic security of older adults currently living in Santa Paula, but to also better prepare younger individuals as they age into older adulthood.



COMMUNITY CONVERSATIONS

Themes and ideas that emerged from the Community Conversations generally supported the survey findings but also expanded upon them, particularly in relation to the costs associated with aging and employment access in old age. These conversations showed strong support for:

- Addressing the rising gap between fixed incomes (e.g., Social Security payments) and the increasing costs associated with rent, utilities, healthcare, and groceries.
- Offering programs which focus on financial education across all age groups and which help older adults secure employment.
- Advocating for rent stabilization, affordable housing, utility assistance programs, and universal/simplified utility billing systems to protect older adults from rate hikes.
- Exploring intergenerational economic programming which connect older adults with local youth to support retirement education, job mentoring, and housing needs.
- Maintaining and expanding nutrition access for low-income older adults (even as funding mechanisms change or shift).
- Connecting unhoused older adults with family members and local support programs (in addition to helping unhoused older adults navigate into affordable shelter options).

RECOMMENDATIONS

To promote a more age- and disability-friendly Santa Paula and to address the financial and economic security needs of residents, the following recommended initiatives are proposed. These recommendations are designed to align with both the California Master Plan for Aging and the Ventura County Master Plan for Aging.

END OLDER ADULT HOMELESSNESS

1) Provide emergency rental assistance, eviction prevention support, and property tax relief referrals for older adults at risk for losing housing.
2) Collaborate with street outreach teams or other trusted community partners to connect unhoused older adults with needed supports.
3) Explore housing models which match older adults with vetted caregivers and/or younger tenants to promote companionship and cost-sharing.

INCOME SECURITY AS WE AGE

4) Launch a multilingual financial literacy and retirement planning workshop series in partnership with local banks, credit unions, and/or academic institutions.
5) Offer stipend-supported part-time employment for older adults who engage in mentoring, community outreach, or education within city programs or nonprofit agencies.
6) Incentivize local businesses to hire and retain older works through tax credits, grants, or recognition programs.

PROTECTION FROM POVERTY AND HUNGER

7) Work with local partners to expand senior nutrition programs and related food assistance programming (e.g., meal delivery, farmers market vouchers, etc.).
8) Establish a utility relief program which helps older adults access discounted utilities, navigate complex billing systems, and apply for applicable subsidies.
9) Advocate on behalf of older residents for utility rate caps or similar protections.
10) Train community volunteers or city staff to assist older adults navigate applicable benefits (e.g., CalFresh, energy discounts, Medicare/Medi-Cal, etc.).



Concluding Remarks

With the increasing number of older adults in Santa Paula, it is important to develop a plan which helps identify areas of need and potential avenues to address these needs. **This Santa Paula Master Plan for Aging provides a framework, based on data collected from several sources, to address the aging needs of the city and better prepare residents to thrive in old age**.

This plan is a living document – we recognize that the priorities and needs of the community may change over time, and the resources available to address aging needs may also fluctuate. We also recognize that the priorities of the state and county may also change – and, as the Santa Paula Master Plan for Aging was designed to align with state and county initiatives, the document may have to be amended to better align with these initiatives. Because of this, **we recommend that the Santa Paula Master Plan for Aging be reviewed for major changes and updates to coincide with the publication of updated state and county plans**.

While this document lists a number of recommendations to address the particular housing, health, engagement, caregiving, and financial concerns of the city, these are provided as a starting point for discussions on creating a more age- and disability-friendly Santa Paula – these recommendations should not be interpreted as a list of goals which must be achieved by the publication of the next plan. **Goals should be determined by the Santa Paula City Council or applicable identified city representatives (using this Master Plan for Aging as a guide)**.

Finally, no one agency, organization, or person will be able to do this work – to build a more age- and disability-friendly Santa Paula, it will take the engagement, commitment, hard work, and collaboration of everyone in the city to enhance the lives of older residents and their caregivers. Together, we can do it!

ACKNOWLEDGEMENTS

The Santa Paula Master Plan for Aging was drafted in partnership by city staff of the Santa Paula Department of Parks and Recreation and the City Manager's Office, and by applicable personnel (i.e., faculty and students) at California State University Channel Islands. We acknowledge the following as significant contributors to this drafting of this document:

CITY OF SANTA PAULA

- **Gregory Barnes** (Director, Parks and Recreation)
- **Michael Schouten** (Administrative Analyst, Parks and Recreation)
- **Mirka Vargas** (Management Fellow, City Manager's Office)

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS

- **Dr. Ronald W. Berkowsky** (Associate Professor)
- **Chloe DuBoux** (Undergraduate Student)

A special thanks is extended to all community members who engaged in the various data collection methods, and to the Santa Paula Senior Advisory Council for their support in the drafting of this document.

EXHIBIT B

Resolution No. 7576

Santa Paula Master Plan for Aging

RESOLUTION NO. 7576

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, ADOPTING THE SANTA PAULA MASTER PLAN FOR AGING

The City Council for the City of Santa Paula does resolve as follows:

SECTION 1: The City hosted seven community engagement events and collected bilingual surveys in order to gather community feedback. That feedback has been incorporated into a final document.

SECTION 2: On July 2, 2025, the City Council, during a regular meeting, reviewed the Santa Paula Master Plan for Aging.

SECTION 3: The City Council hereby approves the Santa Paula Master Plan for Aging.

SECTION 4: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, AND ADOPTED, this 2nd day of July, 2025.

_____
Pedro Chavez, Mayor

ATTEST:

_____
Julie Latshaw, City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo, City Attorney

_____
Dan Singer, City Manager

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: RESOLUTION NO. 7572 OF THE CITY OF SANTA PAULA AUTHORIZING A LOAN FROM THE CITY AFFORDABLE HOUSING TRUST FUND TO PEOPLE'S SELF HELP HOUSING

Date: July 2, 2025

Agenda Item: 11.B

RECOMMENDATION:

Staff recommends the City Council
1. Adopt Resolution No. 7572 authorizing a City Affordable Housing Fund loan to People Self Help Housing (PSSH) ("Nonprofit Organization") for the People's Place project at 714–716 West Harvard Boulevard in the amount of $700,000 in the form of a loan at 4% interest for a 30-year term, contingent upon the following:

- County amends its documents to reflect changes in Residual Receipts.
- HCD includes the City Loan in the list of approved loan in the documents it has drafted.
- The Investor prepares an amendment to the Partnership Agreement to reflect the additional funding source
- Chase Bank prepares a Subordination Agreement with the City
- The City prepares a Promissory Note, Deed of Trust, and Regulatory Agreement

2. Adopt a budget allocation of $700,000 in GL account 219-5-9093-502. Staff will do year end entries to book as Loans Payable.

Presented by: James Mason, Community & Economic Development Director

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BACKGROUND:

Project Overview and History
The People"s Place project, developed by People’s Self-Help Housing (PSHH), is a 69-unit affordable housing development located at 714–716 West Harvard Boulevard, approximately 500 feet east of South Peck Road. Situated on a 1.95-acre site, the project offers a mix of one-, two-, and three-bedroom apartments designated for households earning 30% to 60% of Area Median Income (AMI). Twenty-one units are specifically reserved for farm worker families, with all units deed-restricted for long-term affordability.
Amenities include a community center with a kitchen, learning center, supportive resident services, and outdoor recreational space with shaded seating, picnic areas, barbecues, and

dual children's play areas. A full-time on-site property manager supports the tenants. The development meets all applicable City standards and is designed to integrate compatibly with the surrounding area.

By-Right Entitlement
The project was approved under the City's by-right housing development provisions. On October 7, 2020, the City Council adopted Ordinance No. 1305, amending Santa Paula Municipal Code Chapter 16.15 to allow housing by-right in all commercial zones (C-N, C-O, C-G, C-LI) in accordance with Government Code §§ 65583.2(h) and (i). Under these provisions, projects that meet objective development standards may proceed without discretionary review. However, such projects are still required to obtain standard ministerial permits (e.g., grading, building, storm water).

Financial Assistance Request
On May 22, 2024, PSHH submitted a formal request for financial assistance to support construction of People's Place. Since then, City staff, legal counsel, the Finance Department, and members of both the Council Ad-hoc Committee (members Crosswhite and Cornejo) and the Affordable Housing Trust Fund Oversight Committee have worked closely with the developer to evaluate the feasibility of funding assistance. The original assistance request totaled $1.5 million, proposed as a combination of direct loan funding and development impact fee (DIF) deferrals to address unanticipated cost overruns and preserve project viability.
The project was awarded competitive 9% low-income housing tax credits in 2021 and closed on construction financing in March 2022. However, volatile market conditions—particularly increases in interest rates and insurance—have contributed to a $1.4 million shortfall primarily attributed to construction loan interest costs exceeding original projections. Additionally, a national solar panel embargo triggered costly redesigns in the electrical system, delaying the completion date from January 2024 to June 2024. As a result of this delay, the project is facing a tax credit equity reduction penalty of $486,642, compounding the financing gap.
PSHH has requested City support to offset these unforeseen challenges and maintain long-term affordability and services for residents of the project. The current Affordable Housing Trust Fund balance from Affordable Housing In-lieu payments is $2.2 million however there are forthcoming requests from Housing Trust Fund Ventura County, the Santa Paula Housing Authority and Homes & Hope that will be reviewed by the Affordable Housing Trust Fund Oversight Committee in the future.

ANALYSIS:

Loan Composition
- *City Affordable Housing Trust Fund Loan*
- *Development Impact Fee ("DIF") deferral*

Loan Request
On April 29, 2025 People's Self Help revised their request to $1 million in financial assistance from the City to include a combination of loans from the Affordable Housing Trust Fund and the deferral of Development Impact Fees to help close the project's funding gap. In further discussion with People's Self Help staff and their attorney, were the city to provide funding, the following conditions will need to be addressed:
- Ventura County amends its documents to reflect changes in Residual Receipts. Note, the County was already planning to amend its documents to reflect a change in the unit mix and the County has agreed to the City being a lender

- The State Department of Housing and Community Development (HCD) includes the City Loan in the list of approved loans in the documents it has drafted
- Investor prepares an amendment to the Partnership Agreement to reflect the additional funding source
- Chase prepares a Subordination Agreement with the City
- City prepares a Promissory Note, Deed of Trust, and Regulatory Agreement

PSHH indicates that this assistance is critical to maintaining long-term affordability and meeting the project's timeline to achieve Certificate of Occupancy. According to past projects, PSSH has typically structured these loans with 55-year terms at 0-3% deferred interest, payable from residual receipts. If approved, the funding would allow the City to support the creation of new housing units targeted at low-income households and contribute to the City's housing production goals. Pro Forma Analysis City staff worked with attorneys at BB&K and with our financial consultant at NHA to provide clarity on the financial need and the loan structure of the People's Place project. The project has several funding sources in addition to their bank construction loan including a Ventura County HOME Loan, a Serna Farmworker state grant. NHA determined from the final analysis and discussions with PSHH that the county is supportive in adjusting their loan structure to provide better opportunity for payback of the city's loan.

Ad Hoc Committee and Affordable Housing Trust Fund Oversight Committee
On May 15, 2025 the City Council Development Agreement Ad Hoc Committee met and discussed the request from PSHH and the NHA review of the Pro Forma and suggested a loan amount of $500,000 from the Affordable Housing Trust Fund with no recommendation for Development Impact Fee deferrals. On June 18, 2025, the Affordable Housing Trust Fund Oversight Committee convened to consider the funding request and during the discussion raised concerns about the size of the $1 million request in relation to the current fund balance and the broader need to equitably distribute limited trust fund resources among multiple upcoming proposal. Ultimately the committee recommended $700,000 in financial assistance from the City's Affordable Housing Trust Fund (4% interest./30- year term) . The Committee concluded that the recommended funding level represents a balanced approach that supports the project's feasibility while safeguarding the long-term sustainability of the Trust Fund.
The attached Resolution authorizes this loan, with the final fiscal amount left blank pending Council's determination on funding support.

STRATEGIC PLAN:

This project supports the City Council-adopted policy to support the acquisition, rehabilitation and/or new construction of rental projects that focus on populations earning 30-60% of the area median income (AMI), and that provide affordable housing to assist these populations.

FISCAL IMPACTS:

Approval of the request from People's Self-Help Housing will require a budget allocation from GL Account No. 219-5-9039-502 to support the proposed funding from the City's Affordable Housing Trust Fund loan in the amount of $700,000. The allocation ensures sufficient funds are available to fulfill the approved assistance amount. Affordable Housing Trust Funds will be utilized based on application demand in accordance with the municipal code and criteria outlined in the administration program.The City's current fund balance in the Affordable Housing Trust fund is $2.2 million.

OPTIONS:

In addition to the recommended action, the City Council has the following available alternative options, both of which may have significant impacts on the project's state funding applications and overall feasibility:

1. Affordable Housing Trust Fund Oversight Committee recommendation of a $700,000 loan (4% interest/30-year term) with no recommendation for Development Impact Fee deferral;
2. Provide staff with direction for an alternative loan framework
3. Continue the item in order to obtain further information; or
4. Deny the applicant’s request and direct staff to prepare a determination of denial

ATTACHMENTS:

ATTACHMENT_A-_PPSH_City_Council_Resolution_No._7572.docx

ATTACHMENT A

CC RESOLUTION NO. 7572

RESOLUTION NO. 7572

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AUTHORIZING A LOAN FROM THE AFFORDABLE HOUSING TRUST FUND TO PEOPLE'S SELF HELP HOUSING (PSHH) ("NONPROFIT")

WHEREAS, on March 6, 2020, People's Self Help Housing ("Applicant" or "PSHH") filed an application for Project No. 2020-CUP-02, a Conditional Use Permit to allow for a 100% affordable multi-family housing development on a 1.94-acre site at 714-716 West Harvard Boulevard (APN: 102-0-191-295); and

WHEREAS, on May 26, 2020, the PSHH affordable housing project, received all non-discretionary (By Right Zoning) and required discretionary (Affordable Housing Plan) approvals and entitlements from the City, including an affordable housing project for 69 affordable units ("Project"); and

WHEREAS, on May 2, 2023, the City Council adopted Ordinance No. 1329, amending SPMC Chapter 16.13.410 to allow the use of Affordable Housing Trust Funds from the Housing In-Lieu payments to support affordable housing; and

WHEREAS, on May 22, 2024, PSHH requested $1.5 million in financial assistance from the City, proposed as a combination of direct loan funding and Development Impact Fee (DIF) deferrals to address unanticipated cost overruns and preserve project viability.

WHEREAS, on April 29, 2025 PSHH revised its request and now seeks $1 million in financial assistance from the City, also proposed as a combination of loans from the Affordable Housing Trust Fund and DIF deferrals to help close the project's funding gap.

NOW, THEREFORE, the City Council of the City of Santa Paula hereby finds, determines, declares, and resolves as follows:

1. The City Council has considered the full record before it, which includes, but is not limited to, the supporting documentation, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council hereby authorizes City staff to reserve $_____ from the City's Affordable Housing Trust Fund to loan PSHH for construction costs of the Project.

3. The City Council further authorizes staff to receive repayment in the form of a 4% loan at 30 years ("City Loan").

4. The City Loan is not authorized unless all of the following are satisfied:

a The County amends its documents to reflect changes in Residual Receipts;

b HCD includes the City Loan in the list of approved loans in the documents it has drafted;

c The Investor prepares an amendment to the Partnership Agreement to reflect the additional funding source;

d Chase Bank prepares a Subordination Agreement with the City; and

e The City prepares a Promissory Note, Deed of Trust, and Regulatory Agreement.

5. The City Council finds that there is no need for other City assistance for this project including deferral of City Development Impact Fees (DIF).

6. The City Council hereby directs City staff to finalize loan documents, regulatory agreements, and other necessary documents to the satisfaction of the City Manager and City Attorney.

7. The City Council hereby authorizes the City Manager or designee authority to execute the loan documents and other necessary documents, on behalf of the City, once it is determined by City staff that all other funding sources have been committed to the development.

PASSED AND ADOPTED this 2nd day of July, 2025.

_____
Pedro Chavez, Mayor

ATTEST:

_____
Julie Latshaw, CMC, City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo, City Attorney

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Monica Castillo, City Attorney

Subject: RESOLUTION NO. 7573 AUTHORIZING CONDITIONAL, SEQUENTIAL ACCEPTANCE OF EAST AREA ONE THREE-MILLION GALLON TANK IMPROVEMENTS (HARVEST AT LIMONEIRA)

Date: July 2, 2025

Agenda Item: 11.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7573 Authorizing Conditional Sequential Acceptance of East Area One Three-Million Gallon Tank Improvements.
2. Authorize the City Manager to enter into a license agreement with LLCB and Lennar to access the tank site after it is owned by the City, in a form approved by the City Attorney.
3. Authorize the City Manager to sign and record storm drain easements on the tank site from the City to Lennar and LLCB after the site is owned by the City, in a form approved by the City Attorney.

BACKGROUND:

Section 3.3.1 *Domestic Water Master Plan* of the adopted East Area 1 (EA1) Specific Plan requires responsible developers of EA1 to construct a new three-million gallon tank ("**3MG tank**"), a new 20" tank fill line terminating at the tank, and other public water storage and delivery improvements (together, "**3MG Tank Improvements**"). The locations of the improvements are shown in Attachment B. The First Amended and Restated Development Agreement dated February 26, 2015, included conditions to complete the construction of the 3MG tank by the first occupancy, which were modified by Operating Memorandum No. 7 and then by milestones included in a City Public Works letter dated February 20, 2024, regarding "East Area 1 Water Facilities Delivery - Tract 6001". The letter (Attachment E) set forth the milestone for delivery of the 3MG tank to the City as follows:

"Pipeline connection to be constructed in Limoneira Lane with Tract 6001 backbone improvements and for substantial completion prior to the 1st occupancy in Tract 6001."

This milestone requires the 3MG tank and the pipeline connection to be substantially

completed before the 1st occupancy in Tract 6001 (also known as the Foothill Neighborhood). To be "substantially completed" mean "the facilities are functional and can be utilized." The letter also provided: "Facilities do not have to be finally accepted by the City to be in compliance with this delivery schedule and can be on temporary power or rental generators to be in compliance with this delivery schedule."

Master developer Limoneira Lewis Community Builders, LLC (LLCB) is responsible for construction of the 3MG tank and appurtenant structures. See Attachment B. The 3MG tank facility is expected to be substantially completed in accordance with plans and specifications included in “3.0 MG East Area Tank” by DN Tanks approved by the City on October 18, 2017, and civil engineer plans, “City of Santa Paula Tract No. 5854 3M Tank” by Water Resource Engineering Associates. The civil engineer of record, Lou Nagy, P.E., Water Resource Engineering Associates, provided as-built plans stamped April 4, 2025, which have been provided to the City. Recent photos of the 3MG tank site are included in Attachment C.

Home builder Lennar Homes of California, LLC (“Lennar”) is responsible for construction of the 20” tank fill line terminating at the 3MG tank. See Attachment B. The 20” tank fill line improvements are expected to be substantially completed in accordance with plans and specifications included in civil engineer plans “Harvest at Limoneira – Tracts 6001-1 – 6001-14 Foothill Neighborhood Improvement Plans” by Encompass Consultant Group approved by the City on April 3, 2023. The civil engineer of record, Glen Pace, P.E., Encompass Consultant Group, will provide an acknowledgement of completion in substantial conformance with plans stamped February 13, 2023.

With the adoption of proposed Resolution 7573 (Attachment A), the Council will authorize the Public Works Director to complete City’s acceptance of the (1) 3MG tank improvements within Parcel E-2 of Tract 6001-1 and a (2) 20” tank fill line within Lot E of Tract 6001-2, Lot K of Tract 6001-4, Lot N of Tract 6001-6, Lot Q of Tract 6001-7, Lot S of 6001-8, and Parcel E-2 of Tract 6001-1 upon satisfaction of specified conditions.

ANALYSIS:

The East Area 1 Specific Plan mentioned above and the recorded First Amended and Restated Development Agreement (20150427-00062760-0), and City Public Works letter dated February 20, 2024, govern the completion of the 3MG Tank Improvements. To allow for efficient and timely development of tract 6001 by the Lennar, LLCB is requesting the City approve the resolution for a phased, conditional acceptance of the 3MG Tank Improvements.

The 3MG Tank Improvements must be functional before the first occupancy within tract 6001. The developers have requested, and staff supports, acceptance of temporary yet functional 3MG Tank Improvements until the improvements have met the conditions for final acceptance described in the second list of items below.

Provisional Acceptance

In order to put the 3MG Tank Improvements into operation, staff is recommending adoption of the attached Resolution to authorize the City Public Works Director to provisionally accept the improvements for operation and maintenance (provided the City has first obtained the necessary Department of Drinking Water permit) when LLCB and Lennar have satisfied or delivered the following:

1. Complete and test 8" water line in Harvest Loop from Eureka Drive to Harvest Loop East hydrant at Parcel G, if needed.
2. Complete and test 20"water line from point of connection in Harvest Loop to 3-million gallon tank.
3. Connection to City-accepted 20" water fill line to 3-million gallon tank.
4. Temporary power, backup generator, telemetry, camera, and SCADA at LLCB's cost. Plans to be provided by LLCB and approved by SCE and the City.
5. Limoneira Lane from Harvest Loop to Eastcliffe Terrace base has been paved (gravel base plus 3" of asphalt paving).
6. Temporary vehicle access road along Eastcliffe Terrace from Limoneira Lane to the 3MG tank site using approved stabilized all-weather base.
7. Fencing and operational gate around the 3MG tank site to secure the site per DHS requirements.
8. Final sanitation of the tank in accordance with Department of Drinking Water guidelines.
9. Grant deed from LLCB to City conveying fee title interest to the 3-million gallon tank parcel. See Attachment D for location.
10. Easement from LLCB to City to maintain tank site fencing. See Attachment D for location.

Final Acceptance

The Resolution will also authorize the City Public Works Director to approve final acceptance of the 3MG Tank Improvements upon completion of the following items:

1. Permanent power connection in accordance with SCE and City approved plans.
2. Paving of access road to 3-million gallon tank by Lennar on Edgecliffe Terrace from Limoneira Lane o the tank site driveway.
3. Completed fencing, and gate in accordance with approved improvement plans.
4. Complete the landscaping per the revised landscape plans.
5. Filing a Notice of Completion with the Ventura County Recorder's Office for each improvement within 15 calendar days of City's final inspection sign-off, and providing a conformed copy of the notice to the Public Works Department after its recording.
6. One year warranty security from LLCB in the amount of $272,500 ($5,450,000 cost x 5%) to be posted with City upon final City acceptance.
7. One year warranty security from Lennar in the amount of $48,763.20 ($487,632 cost x 10%) to be posted with City upon final acceptance.

Lastly, the Resolution authorizes the Public Works Director to release LLCB's and Lennar's warranty securities upon expiration of the required one-year warranty period.

City Deeds and Agreements with Developers

In order for Lennar and LLCB to continue to support operation of the 3MG Tank Improvements once the City owns the site, the City will grant needed property interests to the developers by delivering the following: a license agreement and storm drain easements.

The proposed license agreement with Lennar and LLCB will allow the developers to access the tank site for ongoing construction efforts.

In addition, one storm drain easement will be granted to LLCB and another to Lennar on real property as shown in Attachment D.

Both of these instruments will require land surveys, which LLCB and Lennar will provide to the City at a later date. Staff is recommending that the City Council authorize the City Manager to sign and record (in the case of the easements) these instruments subject to the approval of the City Attorney.

STRATEGIC PLAN:

This item furthers the following general goal: "Create an environment within the City in which our residents feel safe and which promotes the City as a location of choice for living, working, visiting and recreating."

FISCAL IMPACTS:

There are no immediate fiscal impacts. Future tank maintenance costs will need to be programmed into the City Water Division facility maintenance program. The estimated current asset value of the 3MG Tank Improvements exclusive of the related Booster Pump Station is $5,450,000.00. The estimated cost of the 20" tank fill line is $487,632.00.

OPTIONS:

In addition to the recommended action, the Council has the following available alternative option:

1. Do not authorize the Public Works Director to accept the 3MG Tank Improvements as described in the Resolution, which would result in delay on the the project, delay in City fees and permits, and temporarily place the burden of providing water for fire hydrants on LLCB.

ATTACHMENTS:

ATTACHMENT A - Reso accepting 3MG Tank improvements w Exs.pdf
ATTACHMENT B - 3MG Tank Site Map.pdf

ATTACHMENT C - 3MG Tank Site Photos.pdf
ATTACHMENT D - 3MG Tank Storms Drains & Easements.pdf
ATTACHMENT E - 2024 City T6001 Water Facilities Delivery Letter.pdf

ATTACHMENT A

RESOLUTION NO. 7573

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AUTHORIZING CONDITIONAL, SEQUENTIAL ACCEPTANCE OF EAST AREA ONE THREE-MILLION GALLON TANK IMPROVEMENTS

The City Council of the City of Santa Paula hereby resolves:

SECTION 1: Recitals.

A. On or about February 26, 2015, the City of Santa Paula ("City") and Limoneira Company entered into an Amended and Restated Development Agreement ("Original Development Agreement") for developing the area commonly known as "East Area 1" for a mixed-use planned community ("Project") on real property shown in Tract Map No. 5854 recorded in the Official Records of Ventura County ("Official Records") on December 28, 2017, as Document No. 20171220000164292-0 ("Property").

B. The Original Development Agreement was later assigned to and assumed by master developer Limoneira Lewis Community Builders LLC (LLCB).

C. Section 3.3.1 Domestic Water Master Plan of the adopted East Area 1 (EA1) Specific Plan requires responsible developers of East Area 1 to construct a new three-million gallon tank ("3MG tank"), a new 20" tank fill line terminating at the tank, and related water storage and delivery improvements (together, "3MG Tank Improvements").

D. The Original Development Agreement has been amended twice and is referred to hereafter as the "Development Agreement".

E. The Development Agreement includes conditions to complete the construction of the 3MG Tank Improvements by the first occupancy, which were modified by Operating Memorandum No. 7 and then by milestones included in a City Public Works letter dated February 20, 2024, regarding "East Area 1 Water Facilities Delivery - Tract 6001".

F. One of the milestones requires the 3MG Tank Improvements to be substantially completed before the 1st occupancy in Tract 6001 (also known as the Foothill Neighborhood). To be "substantially completed" means "the facilities are functional and can be utilized."

G. The letter also provided: "Facilities do not have to be finally accepted by the City to be in compliance with this delivery schedule and can be on temporary power or rental generators to be in compliance with this delivery schedule."

H. In 2023, the Development Agreement was partially assigned and assumed by Lennar Homes of California, LLC ("Lennar"), home builder of tract 6001.

I. Whereas, LLCB is responsible for construction of the 3MG tank and appurtenant structures, Lennar is responsible for construction of the 20" fill line terminating at the tank.

J. The purpose of this Resolution is to grant authority to the Public Works Director to accept the 3MG Tank Improvements in two sequential stages, allowing for efficient and timely development of tract 6001.

K. Authorization for the Public Works Director to accept the improvements as set forth in this Resolution is in the City's interest, as it will allow for a major water storage and distribution system serving Harvest residents to be operational sooner.

SECTION 2: The recitals set forth above are true and correct.

SECTION 3: *Provisional Acceptance of 3MG Tank Improvements*. Once the City has obtained a Department of Drinking Water (DDW) permit to allow for connection of the 3MG Tank Improvements to the City potable water system, the Public Works Director is authorized to provisionally accept said improvements for operation and maintenance when LLCB and Lennar have satisfied or delivered the following:

1. Complete and test 8" water line in Harvest Loop from Eureka Drive to Harvest Loop East hydrant at Parcel G, if needed. This item is not conditioned on City obtaining a DDW permit for the 3-million gallon tank connection.

2. Complete and test 20"water line from point of connection in Harvest Loop to 3-million gallon tank. This item is not conditioned on City obtaining a DDW permit for the 3-million gallon tank connection

3. Connection to City-accepted 20" water fill line to 3-million gallon tank.

4. Temporary power, backup generator, telemetry, camera, and SCADA at LLCB's cost. Plans to be provided by LLCB and approved by SCE and the City.

5. Limoneira Lane from Harvest Loop to Eastcliffe Terrace base has been paved (gravel base plus 3" of asphalt paving).

6. Temporary vehicle access road along Eastcliffe Terrace from Limoneira Lane to the 3MG tank site using approved stabilized all-weather base.

7. Fencing and operational gate around the 3MG tank site to secure the site per DHS requirements.

8. Final sanitation of the tank in accordance with Department of Drinking Water guidelines.

9. Grant deed from LLCB to City conveying fee title interest to the 3-million gallon tank parcel.

10. Easement from LLCB to City to maintain tank site fencing.

SECTION 4: *Final Acceptance of 3MG Tank Improvements.* After the 3MG Tank Improvements have been provisionally accepted pursuant to Section 3, the Public Works Director is authorized to approve final acceptance of the 3MG Tank Improvements upon completion of the following items:

1. Permanent power connection in accordance with SCE and City-approved plans.

2. Paving of access road to 3-million gallon tank by Lennar on Edgecliffe Terrace from Limoneira Lane to the tank site driveway.

3. Completed fencing, and gate in accordance with approved improvement plans.

4. Completed landscaping per the revised landscape plans.

5. Filing a Notice of Completion with the Ventura County Recorder's Office for each improvement within 15 calendar days of City's final inspection sign-off, and providing a conformed copy of the notice to the Public Works Department after its recording.

6. One year warranty security from LLCB in the amount of $272,500 ($5,450,000 cost x 5%) to be posted with City upon final acceptance.

7. One year warranty security from Lennar in the amount of $48,763.20 ($487,632 cost x 10%) to be posted with City upon final acceptance.

SECTION 5: *Acceptance of Fee Ownership and Easement.* To effectuate the provisional acceptance of the 3MG Tank Improvements described in Section 3, the City Council authorizes the City Manager to sign and record the following deeds, and all documents necessary to consummate acceptance of the interests therein:

1. A grant deed from LLCB to City conveying fee title interest to the 3-million gallon tank parcel, substantively in the form attached hereto as **Exhibit A.** LLCB will provide a legal description and depiction of the subject real property after conducting a survey.

2. An easement deed from LLCB to City to maintain tank site fencing, substantively in the form attached hereto as **Exhibit B**. LLCB will provide a

legal description and depiction of the subject real property after conducting a survey.

SECTION 6: The Public Works Director is authorized to accept the one-year warranty security from LLCB and Lennar listed as Items 5 and 6 in Section 4. The Public Works Director is authorized to exonerate said warranty security at the end of the required warranty period, provided that certified as-built plans have been submitted before the end of the warranty period.

PASSED AND ADOPTED by the City Council of the City of Santa Paula this 2nd day of July, 2025.

_____
Pedro Chavez, Mayor

ATTEST:

_____
Julie Latshaw, CMC, City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo, City Attorney

EXHIBIT A

Form of 3MG Tank Site Grant Deed

[Attached behind]

RECORDING REQUESTED BY

CITY OF SANTA PAULA

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF SANTA PAULA
970 VENTURA STREET
SANTA PAULA, CA 93060

SPACE ABOVE THIS LINE FOR RECORDER'S USE

DOCUMENTARY TRANSFER TAX IS NOT APPLICABLE.
NO FEE PER GOVERNMENT CODE 6103

GRANT DEED
(3MG Tank Site)

By this instrument dated _____2025, for valuable consideration, receipt of which is hereby acknowledged,

LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC, a Delaware Limited Liability Company ("**Grantor**"), hereby GRANTS to the CITY OF SANTA PAULA, a California municipal corporation ("**Grantee**"), that certain real property located in the City of Santa Paula, County of Ventura, State of California, legally described in Exhibit "A" and shown in Exhibit "B", hereby incorporated by this reference ("**Property**").

TOGETHER WITH all of Grantor's right, title and interest, if any, in all tenements, hereditaments, and appurtenances relating to the Property, including, but not limited to, leases, improvements, fixtures, timber, water, crops, oil, gas, and minerals located in, under, or on the Property, and all rights appurtenant to the Property, including, but not limited to, timber rights, water rights, grazing rights, access rights, and oil, gas, and mineral rights, development rights, air rights, and all other rights, privileges, licenses, leases and permits in any way related to or accruing to the use or benefit of the Property.

This instrument may be executed in one or more counterparts, all of which taken together shall be deemed one original. It is understood and agreed that until this document is fully executed and delivered by both Grantor and Grantee, there is not and shall not be an agreement of any kind between the parties upon which any commitment, undertaking or obligation can be based.

[Signatures follow on next page]

SIGNATURE PAGE TO
GRANT DEED
(3MG TANK SITE)

"**Grantor**"

LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC
a Delaware limited liability company

By: LEWIS SANTA PAULA MEMBER, LLC,
a Delaware limited liability company,
Its Manager

By: LEWIS MANAGEMENT CORP.,
a Delaware corporation,
Its Manager

By: _____
Name: David Lauletta
Its: Vice President Regional Planned Communities

"**Grantee**"

CITY OF SANTA PAULA,
a municipal corporation, of the State of California

By: _____

Name: Dan Singer

Its: City Manager

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____, 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_____ **(Seal)**

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____, 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_____ **(Seal)**

CERTIFICATE OF ACCEPTANCE

Pursuant to Government Code §27281, this is to certify that the interest in real property conveyed by the Grant Deed (3MG Tank Site) dated _____, 2025, **from LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC**, a Delaware limited liability company ("**Grantor**") to the City of Santa Paula, a municipal corporation, ("**City/Grantee**"), is hereby accepted by order of the undersigned on behalf of the City pursuant to the authority conferred by City Council Resolution No. XXXX, and Grantee consents to the recordation thereof by its duly authorized officer.

DATED: June ____, 2025

CITY OF SANTA PAULA

By: _____
Dan Singer, City Manager

ATTEST:

_____
Julie Latshaw, City Clerk
(seal)

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____, 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_____ **(Seal)**

EXHIBIT B

Form of Fence Maintenance Easement Deed

[Attached behind]

RECORDING REQUESTED BY

CITY OF SANTA PAULA

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF SANTA PAULA
970 VENTURA STREET
SANTA PAULA, CA 93060

SPACE ABOVE THIS LINE FOR RECORDER'S USE

DOCUMENTARY TRANSFER TAX IS NOT APPLICABLE. A.P.N. _____
NO FEE PER GOVERNMENT CODE 6103

FENCE MAINTENANCE EASEMENT DEED
(3MG Tank Fence)

By this instrument dated _____, 2025, for valuable consideration, receipt of which is hereby acknowledged,

LIMONEIRA LEWIS COMMUNITY BUILDERS LLC, a Delaware limited liability company ("Grantor"), hereby GRANTS to

The CITY OF SANTA PAULA, a municipal corporation of the State of California ("Grantee"), its successors or assigns, a perpetual easement and right-of-way for, and the right to use the FENCE MAINTENANCE EASEMENT for purposes, and those appurtenances and uses commonly associated therewith, through, in, on, over, above, under and across that certain portion of Grantor's real property situated in the City of Santa Paula, County of Ventura, State of California, more particularly described on Exhibit "A" and illustrated on Exhibit "B", attached hereto and made a part hereof by this reference.

SEE LEGAL DESCRIPTION MARKED EXHIBIT "A" AND A DEPICTION THEREOF MARKED EXHIBIT "B", ATTACHED HERETO AND INCORPORATED HEREBY REFERENCED.

The easement rights granted herein include the following: (a) the right of ingress and egress, from the easement herein described, across the lands of Grantor for all purposes useful or convenient in connection with or incidental to the exercise of the rights herein granted at locations which shall not interfere with Grantor's reasonable use of its remainder property; (b) the right to construct, reconstruct, repair, replace, operate and maintain the fence located on the easement and the right to enter upon, pass and re-pass over, along, and beside said easement and right-of-way; and (c) the right to deposit tools, implements and material there on. The rights granted herein are for the benefit of the City of Santa Paula, its officers, agents, employees, successors or assigns, or by any contractor, its agents or employees, engaged by said City, its successors or assigns, whenever and wherever necessary for the purposes above set forth.

This instrument may be executed in one or more counterparts, all of which taken together shall be deemed one original. It is understood and agreed that until this document is fully executed and delivered by both Grantor and Grantee, there is not and shall not be an agreement of any kind between the parties upon which any commitment, undertaking or obligation can be based.

[Signatures on Next Page]

SIGNATURE PAGE TO
FENCE EASEMENT DEED

"**Grantor**"

LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC
a Delaware limited liability company

By: LEWIS SANTA PAULA MEMBER, LLC,
a Delaware limited liability company,
Its Manager

By: LEWIS MANAGEMENT CORP.,
a Delaware corporation,
Its Manager

By:_____
Name: David Lauletta
Its: Vice President Regional Planned Communities

"**Grantee**"

CITY OF SANTA PAULA,
a municipal corporation, of the State of California

By: _____

Name: Dan Singer

Its: City Manager

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____,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_____ **(Seal)**

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____, 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_____ **(Seal)**

CERTIFICATE OF ACCEPTANCE

Pursuant to Government Code §27281, this is to certify that the interest in real property conveyed by the Fence Easement Deed (3MG Tank Fence) dated _____, 2025, from **LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC**, a Delaware limited liability company ("**Grantor**") to the City of Santa Paula, a municipal corporation, ("**City/Grantee**"), is hereby accepted by order of the undersigned on behalf of the City pursuant to the authority conferred by City Council Resolution No. XXXX, and Grantee consents to the recordation thereof by its duly authorized officer.

DATED: _____, 2025

CITY OF SANTA PAULA

By: _____
Dan Singer, City Manager

ATTEST:

_____
Julie Latshaw, City Clerk
(seal)

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_____)

On_____before me, _____
(insert name and title of the officer)

personally appeared_____, 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_____ **(Seal)**

EXHIBIT A
TO
FENCE MAINTENANCE EASEMENT DEED

Legal Description

EXHIBIT B
TO
FENCE MAINTENANCE EASEMENT DEED

Depiction

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 VENTURA

On _____ before me, _____,
Notary Public

personally appeared _____,
Names(s) of signature(s)

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 _____
(Signature of Notary Public)

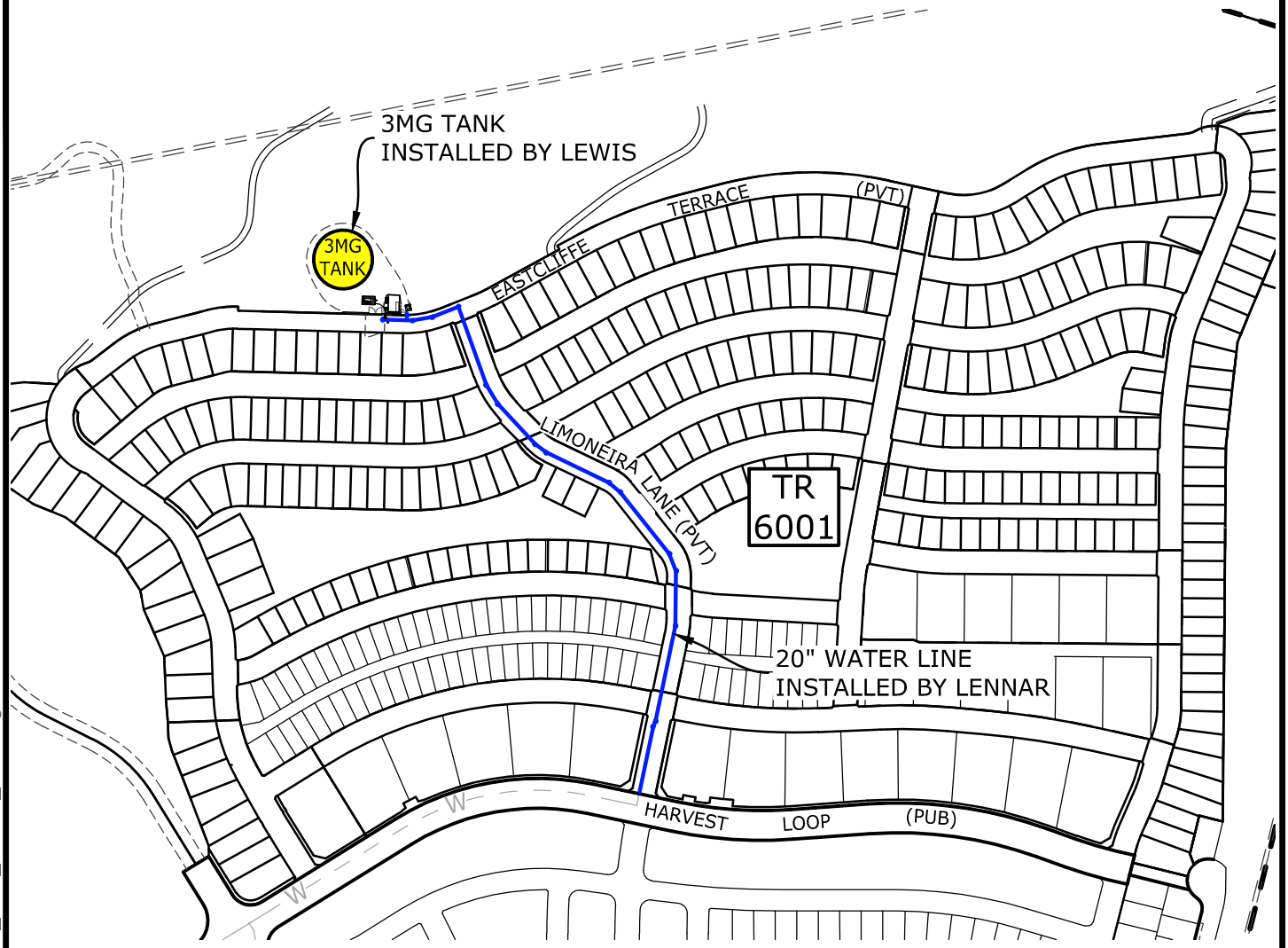
COUNTY OF VENTURA

_____

_____

(Place Notary Seal Above)

ATTACHMENT B





SCALE: 1"=400'

0 400 800

Encompass Consultant Group

06/25/2025

TR 6001 FOOTHILL AT HARVEST AT LIMONEIRA
ZONE 200 20" WATER LINE & TANK EXHIBIT

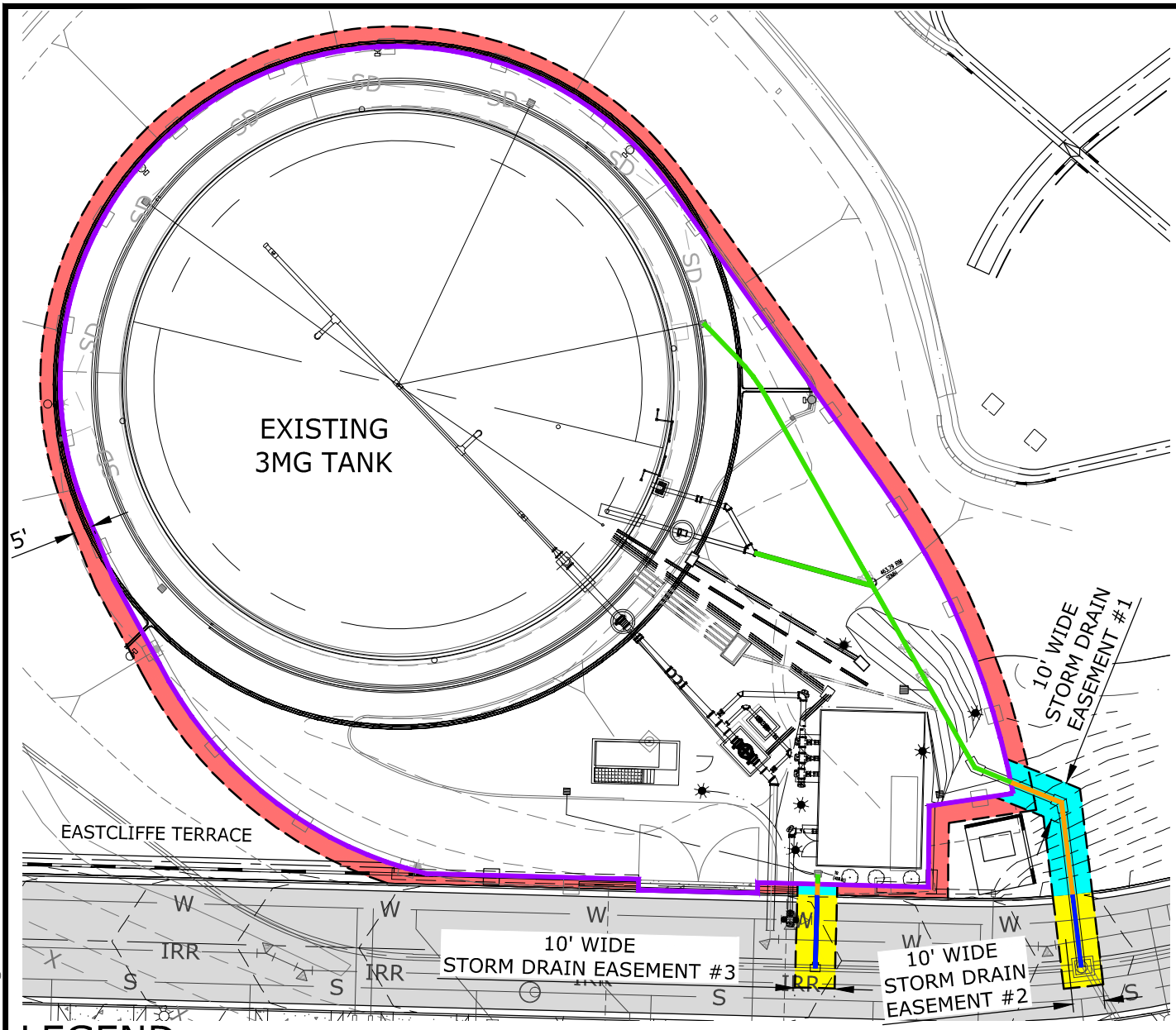
N:\projects\0242\foothill neighborhood\engineering\acad\exhibits\0242_tank_council_exh.dwg

ATTACHMENT C





ATTACHMENT D



LEGEND

- TANK PROPERTY LINE
- 5' ACCESS, MAINTENANCE & PLACEMENT EASEMENT
- STORM DRAIN IN 3MG TANK SITE (FUTURE CITY OWNED)
- STORM DRAIN IN LOT E-2 OF TRACT 6001-1 (LLCB OWNED)
- STORM DRAIN IN LOT S OF TRACT 6001-8 EASTCLIFFE TERRACE (LENNAR OWNED)

N
W E
S

SCALE: 1"=40'

0 40 80

Encompass Consultant Group

06/25/2025

TR 6001 FOOTHILL AT HARVEST AT LIMONEIRA

LOWER TANK EXHIBIT

N:\projects\0629\engineering\acad\exhibits\0629_overal_site.dwg

ATTACHMENT E

CITY OF SANTA PAULA
PUBLIC WORKS LAND DEVELOPMENT SERVICES
970 E. Ventura Street
Santa Paula, California 93060

February 7, 2024

David Lauletta
Limoniera Lewis Community Builders

VIA EMAIL to david.lauletta@lewismc.com

Subject: East Area 1 Water Facilities Delivery – Tract 6001

Dear David,

This letter is to clarify and document the agreed schedule of delivery to the City of Santa Paula for water facilities and related improvements in East Area 1 and specifically as relates to the development and occupancy of Tract 6001. Tract 6001 is owned by Lewis Limoneira Community Builders and is currently approved for 554 housing units in the Harvest at Limoneira Specific Plan Area II, also known as the Foothill Neighborhood.

The updated Water Master Plan dated December 23, 2023 for East Area 1 describes certain water facilities to service the 200 and 330 pressure zones in Tract 6001. The major water facilities in addition to piping, equipment, and related improvements for water service to Tract 6001 include a three-million-gallon water tank (200 zone), Wells No. 6 and 7, two 756,000-gallon tanks (330 zone), and booster pump (connecting 200 zone to 330 zone nx is required for operation of the two 756,000-gallon tanks).

The following schedule of delivery milestones are mutually agreed upon for these major water improvements:

Major Water Facility	Current Status	Delivery Milestone
Three-million-gallon water tank (200 zone)	Not connected to the City water system. The tank and tank site are constructed.	Pipeline connection to be constructed in Limoneira Lane with Tract 6001 backbone improvements and for "substantial completion" prior to 1st occupancy for Tract 6001.
Well No. 6	Not connected to the City water system. The down well, well head and well site are constructed.	Pipeline connection via Autumn Path Lane through Tract 5989 existing water system to be completed prior to 1st occupancy for Tract 6001.
Well No. 7	The down well is drilled and the well site and well head designs are nearing completion.	Shall be "Substantially completed" by the 1,000th certificate of occupancy in the East Area 1 Project[1].

Major Water Facility	Current Status	Delivery Milestone
Two 756,000 gallon tanks (Portion of 330 zone)	Tank site and tanks design are nearing completion. LLCB is considering reducing the size of the tanks. City does not require oversizing. Water analysis and design for Tract 6001 requires completion of 330-zone for water supply.	Shall be "Substantially completed" by the 1,000th certificate of occupancy in the East Area 1 Project[1] or prior to 1st occupancy in Tract 6001, whichever occurs first.
Booster pump (Portion of 330 Zone connecting to 200 zone for delivery)	Design complete & coordinating final approval. Water analysis and design for Tract 6001 requires completion of 330-zone for water supply.	Shall be "Substantially completed" by the 1,000th certificate of occupancy in the East Area 1 Project[1] or prior to 1st occupancy in Tract 6001, whichever occurs first.

[1]Per East Area 1 First Amended Restated Development Agreement Section 3.2.1

"Substantially completed" means the facilities are functional and can be utilized. Facilities do not have to be finally accepted by the City and can be on temporary power or rental generators to be in compliance with this delivery schedule.

This delivery schedule is intended to fully comply with all requirements set forth in the East Area 1 First Amended Restated Development Agreement, as amended, and the Tract 6001 project conditions of approval and shall not be construed to modify the terms or intent of said documents in any way.

Respectfully,

Clete Saunier
Public Works Director
csaunier@spcity.org

Cc: James Mason, Community & Economic Development Director
Bob Woodward, City Engineer
Roxanne Hughes, Deputy City Engineer – Land Development
Frank Almazan, Water Operations Superintendent

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Deputy City Manager

Subject: CITY OF SANTA PAULA 2025-2027 POLICY & LEGISLATIVE AGENDA

Date: July 2, 2025

Agenda Item: 11.D

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7575, approving the 2025–2027 Policy & Legislative Agenda and updating the 2023 Legislative Platform.

Prepared by: Jonathan Royas, Deputy City Manager

BACKGROUND:

On April 7, 2021, the City Council adopted Resolution No. 7330, establishing Santa Paula's first formal Legislative Platform. This milestone marked a significant step in enhancing the City's capacity to actively participate in state and federal policymaking processes. As a smaller municipality with limited resources, Santa Paula faces unique challenges in ensuring its priorities are heard and addressed at higher levels of government. The creation of a legislative platform provides the City with a structured and efficient approach to monitor, engage, and respond to relevant legislative proposals that impact municipal operations and community well-being.

The Legislative Platform serves as a summary of locally approved policy statements that define the City's position on key issues. It allows elected officials and staff to communicate quickly and consistently with legislators, regulatory agencies, and advocacy groups. By articulating the City's values and objectives in a clear and consistent manner, the platform strengthens the City's ability to protect local control, pursue funding opportunities, and influence legislation in ways that benefit Santa Paula residents and businesses.

Since its adoption, the platform has evolved to reflect the changing needs of the community. On March 15, 2023, the City Council adopted Resolution No. 7450 to update the platform, aligning it with current priorities and regional dynamics. Most recently, on March 5, 2025, staff presented a revised draft of the platform and conducted a page-turn session with the City Council to gather feedback, edits, and recommended additions for incorporation into the next update. Additionally, at the same meeting, Council requested that the name of the legislative platform be changed to the City of Santa Paula Policy & Legislative Agenda.

These updates underscore the City's commitment to maintaining a living document that supports responsive governance. Over the past four years, the platform has guided the development of more than 70 legislative letters on a wide range of policy areas, from infrastructure and housing to tax and fiscal reform. The City's growing involvement in state and federal advocacy has also led to stronger partnerships with legislative offices, agency staff, and organizations such as the League of California Cities, the Southern California Association of Governments (SCAG), and County partnerships.

As the City prepares to adopt the 2025–2027 Policy & Legislative Agenda, this platform continues to serve as an essential tool for shaping and sustaining Santa Paula's legislative and policy engagement.

ANALYSIS:

Legislative Platform Purpose and Benefits

The proposed 2025–2027 Policy & Legislative Agenda continues to provide a clear policy direction to staff and Council by outlining positions on key municipal priorities. These include taxation and revenue, governance, economic development, public safety, infrastructure, environmental quality, and community services. This guidance allows City staff to act swiftly on pressing legislation, streamlining the process for preparing position letters under the Mayor's signature.

Legislative Procedures

Under current practice, staff may prepare letters of support or opposition aligned with the platform for the Mayor's signature, with copies distributed to all Councilmembers. If a legislative item is not addressed within the platform, or the Mayor feels further Council direction is required before formal action is taken, the issue can be agenized and brought before the entire Council for consideration. The platform does not preclude the Council from considering other legislative matters during the year.

Ongoing Engagement and Legislative Resources

Santa Paula leverages partnerships with organizations such as the League of California Cities, SCAG, and the Ventura County Chief Executive Office, to stay informed and responsive to a high volume of proposed legislation. These organizations provide vital analysis, advocacy tools, and opportunities to engage with lawmakers, including recent discussions on sales tax equity and housing mandates.

Proposed Updates

The attached version, Exhibit A from Resolution No. 7575, reflects recommended updates based on Councilmember feedback from March 5, 2025, and staff input alongside efforts of external legislative partners. The existing structure and policy categories remain unchanged but have been refined for clarity and alignment with evolving municipal concerns.

Next Steps

The Policy & Legislative Agenda is designed to be dynamic and responsive. Staff will continue to review and refine the document as needed to reflect changing priorities and emerging legislative developments. It is staff's recommendation that Council adopt Resolution No. 7575, approving the 2025–2027 Policy & Legislative Agenda (Exhibit A), to maintain continuity in the City's legislative advocacy efforts.

STRATEGIC PLAN:

This item is not a specific goal or objective in City Council's two-year Strategic Plan, however, many of the platform's policy statements support the goals and objectives of the Strategic Plan.

FISCAL IMPACTS:

There are no direct costs associated with adoption of the updated Policy & Legislative Agenda.

OPTIONS:

As alternative to staff's recommendation, City Council has the following options available:

1. Direct staff to make additional revisions to the updated Policy & Legislative Agenda and return with a final version and adopting Resolution;

2. Conduct additional Study Sessions to further discuss public policy areas and/or associated platform statements; or

3. Reject an update to the 2023 Legislative Platform altogether.

ATTACHMENTS:

Resolution No. 7575 - Policy & Legislative Agenda.docx
Exhibit A - Policy & Legislative Agenda.pdf

RESOLUTION NO. 7575

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, UPDATING THE CITY POLICY & LEGISLATIVE AGENDA FOR 2025-2027

WHEREAS, on April 7, 2021, City Council adopted a legislative platform (the "2021 Legislative Platform"), which from time to time, requires policy updates; and

WHEREAS, the City Council desires to update the 2023 Legislative Platform; and

WHEREAS, a major objective of the City Council is to continue to utilize a policy and legislative agenda which strengthens local government, promotes City goals and defends the City against legislative actions by County, State and Federal governments that would weaken local government and/or take away traditional revenue sources; and

WHEREAS, it is vital to the fiscal health and the self-determination of the City to effectively communicate with State Legislators and Federal representatives in order to favorably influence State and Federal legislation, regulations and grant requests; and

WHEREAS, the City desires to be proactive and involved in the governmental decision-making processes directly affecting the City legislative priorities identified in the updates to the 2025-2027 Policy & Legislative Agenda attached as "Exhibit A" (hereafter the "Policy & Legislative Agenda") and other selected issues as may from time to time be recommended by the League of California Cities; and

WHEREAS, a key component of the City's Policy & Legislative Agenda is face-to face meetings between City representatives and elected officials at the Federal, State, and County levels, and coordination with similar efforts made by other local government entities.

NOW, THEREFORE, the City Council of the City of Santa Paula does hereby resolve as follows:

SECTION 1. The City Council hereby adopts the Policy & Legislative Agenda attached as "Exhibit A" to supersede the 2023 Legislative Platform and authorizes the Mayor and designated staff to take positions on legislation generally consistent with the Policy & Legislative Agenda and such other resolutions and recommendations as may be from time to time presented to the City Council.

SECTION 2. The City Clerk will certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

SECTION 3. This Resolution will become effective upon adoption.

PASSED AND ADOPTED THIS 2nd day of July, 2025.

_____
Pedro A. Chavez
Mayor

ATTEST:

_____
Julie Latshaw
City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo
City Attorney

APPROVED AS TO CONTENT:

_____
Dan Singer
City Manager



City of Santa Paula

Policy & Legislative Agenda

Adopted April 7, 2021 by Resolution No. 7330
Revised April 5, 2023 by Resolution No. 7450
Revised July 2, 2025 by Resolution No. 7575



City of Santa Paula

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About Us

The City of Santa Paula, California is located 65 miles northwest of Los Angeles and 14 miles east of Ventura and the coastline of the Pacific Ocean. Santa Paula is the geographical center of Ventura County, situated in the rich agricultural Santa Clara River Valley. The City is surrounded by rolling hills and rugged mountain peaks in addition to orange, lemon and avocado groves. In fact, Santa Paula is formerly referred to as the "Citrus Capital of the World."

The City of Santa Paula was incorporated on April 22, 1902 and is a major distribution point for citrus fruits in the United States and is also noted for avocado producing and processing. The community has a quaint, small town image, ideal climate and reasonably priced housing. Santa Paula maintains its own identity and is in close proximity to the many tourist, recreational, and cultural activities that abound in Southern California.

Santa Paula covers an area of 5.69 square miles and has a population (as of the 2020 Census) of 30,657 residents with the population being 83% Latino/Hispanic with a median age of 32 years.

City Council



GABBY ORNELAS CARLOS JUAREZ PEDRO CHAVEZ LESLIE CORNEJO JENNY CROSSWHITE

City of Santa Paula

Introduction & Purpose

The purpose of the City of Santa Paula's Policy & Legislative Agenda is to promote the adoption of state and federal legislation that will establish sound public policy for responsible local governance; protect and enhance public health, safety and welfare; and aid the City's delivery of high-quality services to its residents.

The Policy and Legislative Agenda articulates the City's positions on issues that are currently, or are anticipated to be, the focus of future legislation by the county, state or federal governments. The overarching position is to challenge county, state, or federal legislation or policies that are overly prescriptive or inflexible with respect to costs, implementation strategies and retaining reasonable local control, or conversely to support legislation that supports the City's autonomy or works to improve quality of life.





Scope

The positions contained in the Policy & Legislative Agenda supplement the broad range of goals, policies and programs reflected in the Santa Paula Strategic Plan, the General Plan, the Municipal Code and other adopted documents. Therefore, advocacy efforts may be based on references articulated in these policy documents as they provide current direction for the City organization.

City departments are authorized to review proposed legislation to determine how it relates to the City's Policy & Legislative Agenda and to recommend that the Mayor take a position on legislation that the department determines to be "high priority" and write letters, contact legislators, and otherwise communicate the position of the City as appropriate. The Mayor, or his/her designee, after conferring with City staff, may make contact with legislators to advocate for or against legislation consistent with the Policy & Legislative Agenda.

Before taking a position on any legislation, City staff and elected officials will conduct the necessary due diligence in respect to any communication or correspondence to ensure the City, nor its residents, are drawn into any controversial or overtly political positions which could lead to distraction or setbacks of productive governance. Where there is doubt, staff will consult with the Mayor as to whether the item warrants full Council consideration.

Section I. Revenue & Taxation

A. Local Government Finance

1. Support legislation that provides tax reform to mitigate negative fiscal impacts to local governments from past and present tax revenue shifts away from local governments.

2. Support legislation that grants full cost reimbursement to local agencies by the state and federal government for all mandated programs.

3. Support legislation that ensures the retention of existing local revenue sources, including the City's share of property taxes, sales and use taxes, transient occupancy taxes, vehicle license fees, development fees, etc.

4. Support legislation that authorizes a simple majority of the voters in a city to establish local priorities such as the right to increase taxes or issue general obligation bonds.

5. Oppose legislation that further limits cities' ability to administer their own revenues. For example, "maintenance of effort" requirements which create financial limitations on cities.

6. Oppose legislation that delays the payment of revenues due the City.

7. Support legislation that will enhance revenue for cities.

8. Support legislation that bolsters local authority to enforce local ordinances and tools to collect revenue associated with short-term vacation rentals.

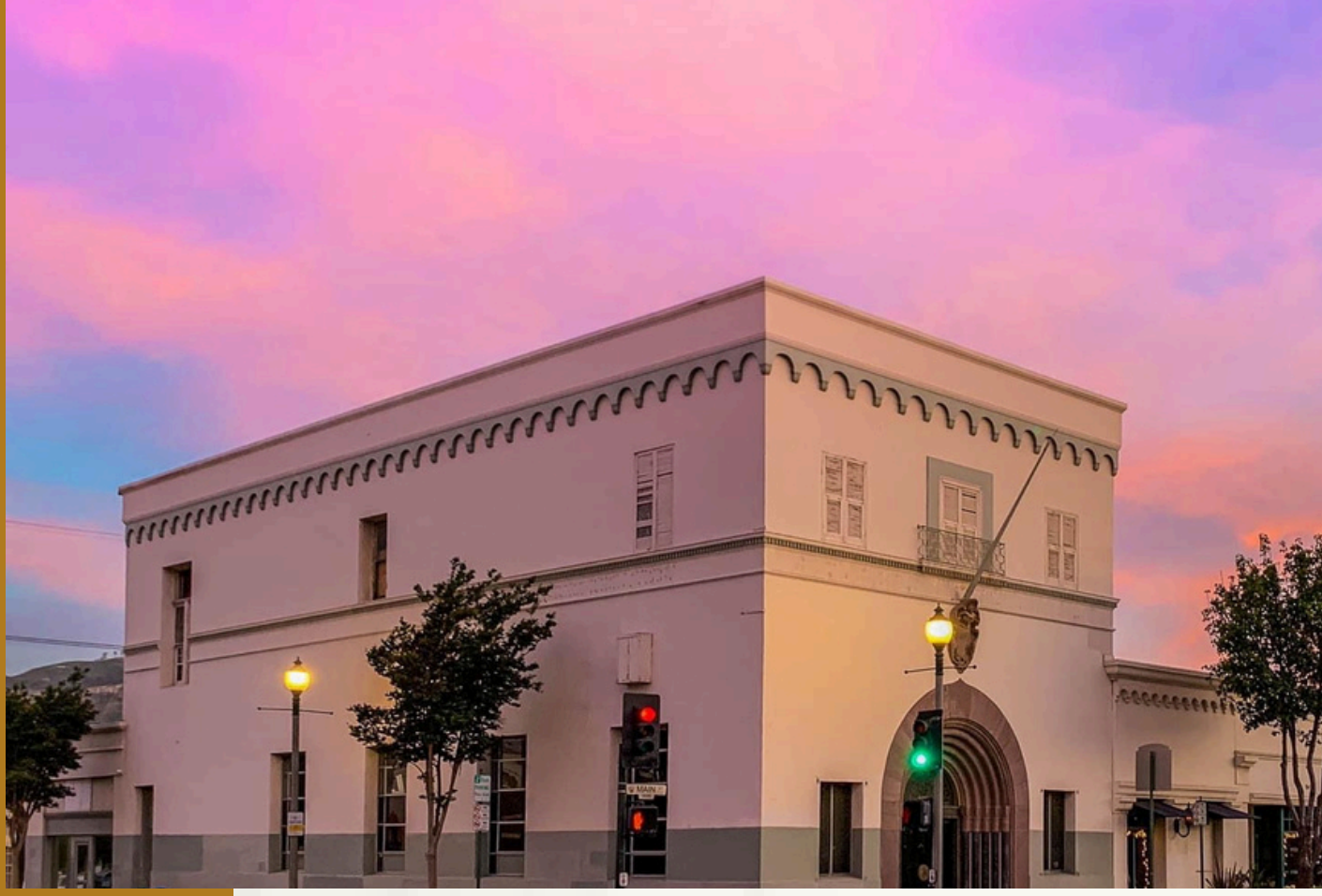
9. Oppose legislation that undermines the City's ability to manage financial resources and limits decisions regarding the long-term interests of local residents.

10. Support legislation which streamlines the creation and expands the applicability of Infrastructure Finance Districts as well as Enhanced Infrastructure Finance Districts.

11. Oppose legislation that threatens tax exemption for municipal bonds, including reinstating authority to issue tax-exempt advance refunding bonds.

12. Oppose legislation efforts which makes it harder and more expensive for the City to impose or adjust various fees.

13. Support legislation which allows the City greater flexibility to achieve higher reserve yields while still being mindful of risk.



B. Property Tax Appeals Process

1. Support legislation that changes the property tax appeals procedures providing each public agency receiving property tax with the legal standing to appear and be heard at any property tax appeal affecting property tax revenue received by such agency.

2. Support legislation that would require the California Department of Tax and Fee Administration to inform local jurisdictions in a timely manner of Sales Tax disputes prior to the issuance of adjustments to the local jurisdictions Sales Tax payment.

City of Santa Paula

Section 2. Governance, Transparency and Labor Relations

A. Employee and Labor Relations

1. Support legislation that increases the transparency of all public employee compensation and benefits.

2. Support legislation that grants public pension and other post-retirement benefit reform that is fiscally responsible, sustainable, affordable, and equitable for employees and taxpayers in the long term.

3. Support legislation that streamlines the Workers' Compensation system and makes it easier for employers, employees, and health care providers to navigate.

4. Support legislation and policies that control escalating workers' compensation costs to public agencies and taxpayers.

5. Oppose legislation that limits a public sector employer's ability to conduct job related pre-employment inquiries and background checks in order to prevent physical, financial, economic and personal threats to employees and general public.

6. Support legislation that enhances tax-advantaged health saving accounts (HSAs) for employees.

7. Support legislation that enhances participation and promotes increased retirement savings in various types of deferred compensation plan.

B. Tort Reform

1. Support legislation to limit local government liability.

2. Oppose legislation that limits power of local government to negotiate indemnification protections in public contracts.

3. Support legislation to reform California's tort system to curtail unreasonable liability exposure for public agencies and restore the ability of public agencies to obtain affordable insurance.





C. Elections

1. Support legislation to reduce unnecessary and costly procedures for conducting municipal elections.

2. Support legislation that encourages and expands civic engagement and voter participation in elections.

D. Public Records Act

1. Support legislation to improve data management systems and allow public agencies greater access to data.

E. Political Reform Act/Ethics/Conflict of Interest Laws

1. Support legislation and regulations that establish sound practices and principles related to political campaigns. Regulations that would restrict or preempt local authority are opposed.

2. Support legislation designed to improve and streamline the Political Reform Act and its implementation through regulations.

3. Support legislation that increases the transparency of all public official compensation and benefits.

4. Support legislation to revise laws governing local agency transparency and ethics when it addresses material and documented inadequacies and has a reasonable relationship to resolving those problems, is internally consistent, avoids redundancy, and accommodates the practical challenges of implementation.

F. Brown Act/Public Notice

1. Support legislation modernizing the methods by which a local agency may comply with public noticing, advertisement, and posting requirements related to agendas, hearings, resolutions, ordinances and other government matters.

2. Support legislation allowing greater discretion for video-conferencing and distance attendance for noticed meetings.

Section 3. Community & Economic Development, Housing, and Homelessness

A. Economic Development and Workforce Investment

1. Support legislation that enhances or expands community and economic development tools and funding to address revitalization and redevelopment needs.

2. Support legislation that will provide tools and incentives to support job creation and retention and address the infrastructure and jobs/housing needs and long-term affordability within the City and State.

3. Support legislation that will help cities recover from economic downturns.

4. Support legislation and/or funding that stimulate local economies, including small business support, workforce development programs, and investments in emerging industries.

5. Support legislation and funding for federal and/or state programs that provide skills training aligned with current and future job market demands, ensuring a robust and adaptable workforce.

6. Support legislative efforts that protect and strengthen Santa Paula's workforce, ensuring economic opportunities for all residents regardless of national origin or immigration status.

B. Land Use Planning

1. Support legislation that promotes environmentally sustainable land use patterns, maintains safe residential neighborhoods, bolsters economic prosperity, preserves open space, and enhances the overall quality of life in the City of Santa Paula.

2. Support legislation that is consistent with the principle of local control and the local exercise of police powers over local land use.

3. Oppose legislation that limits the City's discretionary ability to approve land use patterns and entitlement applications or restrict city permitting and land use planning authority including land use processes, decisions, and fees.

4. Oppose project entitlements in areas outside the City limits, but within the City's General Plan proposed sphere of influence that do not conform to current City standards.

6. Support legislation that streamlines the California Environmental Quality Act (CEQA), while supporting its goals.

7. Support CEQA reforms that work to limit project delays and costs, while supporting CEQA goals and environmental protections.



8. Support legislation that extends the expenditure deadline for REAP 2.0 funds, allowing jurisdictions greater flexibility to implement long-term planning and housing-related initiatives.

9. Support legislation and funding sources, such as REAP 2.0, that enable the continued implementation of local and regional planning efforts, with a focus on housing, sustainability, and equitable growth.

C. Regional Governance/Growth Management

1. Support legislation funding county, state and local investment in the physical infrastructure of California, including but not limited to, its roadways, bridges, railway systems, levees, dams, parks, libraries, public safety facilities, jails, prisons, and systems for delivering and treating water, wastewater and storm water.

2. Support legislation to achieve fair and proportionate representation on countywide, statewide and regional boards.

3. Support legislation encouraging regional, sub-regional or countywide cooperation in planning urban development strategies in areas such as: transportation, air quality, affordable housing and conservation; especially those that provide funding for effective implementation of agreed upon goals.

4. Oppose legislation that mandates compliance of the City's local land use authority to regional, sub regional, or Countywide plans.

D. Local Agency Formation Commissions' ("LAFCO") Policies

1. Support legislation that clarifies and redefines the sphere of influence concept to provide better planning for growth, development and service delivery while preserving agricultural and open space resources, promoting smart growth, and coordinating local and regional planning.

2. Support legislation that enhances LAFCO's ability to mitigate fiscal impacts regarding "change of organization" proposals through tax sharing conditions.

3. Support legislation aimed at creating equity in determining annexation matters, including tax reform to mitigate negative fiscal impacts to local governments from past and present tax revenue shifts away from said local governments.

4. Support legislation that amends the state's Revenue and Taxation Code so that counties are no longer allowed to block annexations in exchange for unreasonable property tax-sharing agreements.

E. Housing

1. Support legislation that increases financial assistance to local governments, nonprofit housing organizations, and public/private partnerships to provide affordable, transitional, supported, and emergency housing.

2. Support legislation that increases the City's ability to effectively compete for state and federal housing funding.

3. Support legislation and grants that promote development and enhancement of safe, affordable, sustainable, and accessible housing within the City.

4. Support legislation that provides the City with options in meeting its housing needs; or that would simplify the Housing Element review process while still recognizing the important role that California Department of Housing and Community Development plays; and still ensuring City housing needs are being met.

5. Oppose legislation that cuts funding for affordable housing and services to vulnerable populations through programs such as HOME Investment Partnerships Program (HOME) and Community Development Block Grants (CDBG).

6. Support legislation directing California Department of Housing and Community Development (HCD) to increase transparency by disclosing the full methodology, data assumptions, and calculation tools used in RHNA allocations, and to engage jurisdictions and the public during development.

7. Advocate for funding to help cities meet RHNA requirements, which could cover housing element updates, rezoning actions, site selection, CEQA review, and community outreach, to avoid imposing additional unfunded mandates.

F. Homelessness

1. Support legislation and local, state, and federal programs that employs evidence-based best practice strategies to reduce the number of people experiencing homelessness by preventing homelessness for those at-risk; providing emergency and transitional housing; expanding permanent affordable housing; and promoting self- empowerment through counseling, job training, and other supportive services.

2. Support legislation and local, state, and federal programs that reduce the number of people experiencing homelessness by promoting mental health and substance abuse services; providing emergency and transitional housing; expanding permanent affordable/supportive housing; and promoting self- empowerment through counseling, job training, and other supportive services for those who suffer from mental health issues and/or substance abuse.



Section 4. Transportation, Communication & Public Works

A. Transportation

1. Support lowering the farebox recovery ratio (the fraction of operating expenses which are required to be met by fares paid by passengers) for public transportation. Oppose legislation that would give free rides to special interest groups without a farebox ratio offset or compensation recovery.

2. Support legislation to enhance the ability of local agencies to finance local transportation programs and facilities.

3. Support legislation that ensures the City of Santa Paula receives its fair share of transportation revenue.

4. Support legislation that provides increased state and federal funding for preservation and maintenance of local streets and roads and secures the maximum amount of state and federal funding for maintenance and construction of local streets, roads, infrastructure, transportation projects and major corridors.

5. Support legislation that reduces local reliance on local gas tax revenues for roads and streets improvements and considers new alternative funding solutions with longer- term sustainability.

6. Support legislation protecting dedicated transportation-related tax revenues and funding for transit operations and maintenance.

7. Support legislation that provides funding for development of an integrated, comprehensive, and efficient multi-modal transportation network; this includes inter- county and intra-county highways, pedestrian and bicycle, mass transit, commuter rail service, facilities and infrastructure within the region.

8. Support legislation that provides local agencies greater discretionary authority to expend available transportation funds.

9. Support legislation funding opportunities for transit and para-transit operations, including service for persons with disabilities as well as the senior citizen community.

10. Support legislation that encourages reform to expedite federal review and reduce delays in payment of local agencies and their contractors for transportation project development, right-of-way and construction activities.

11. Support legislation that increases administrative flexibility and streamlines reforms that assist cities with operating and maintaining the existing transportation network; this includes lobbying for consistency between the National Environmental Protection Act ("NEPA") and the California Environmental Quality Act ("CEQA") to alleviate redundant environmental review of transportation projects which will promote expedited project delivery.

12. Support legislation that ensures transportation infrastructure funding and does not jeopardize critical projects with each reauthorization.

13. Support legislation that allows for discretion on the part of traffic engineering professionals in setting appropriate speed limits rather than having to only rely on prevailing speeds.

14. Support federal, state, and local partnerships and funding mechanisms, such as Safe Streets for All (SS4A) grants, Highway Safety Improvement Program, and Vision Zero initiatives, to deploy engineering, enforcement, and planning tools, reducing traffic fatalities and serious injuries.

15. Support funding strategies and grant programs that prioritize high-crash corridors and underserved communities, ensuring equity-driven deployment of safety countermeasures.

16. Support efforts to improve implementation of Senate Bill 375 (Steinberg, 2013) vehicle miles traveled (VMT) analysis provisions that tie air quality goals to VMT.

B. Water and Biological Resources

1. Support legislation to diversify the City's water supply resources and improve water quality in the region.

2. Support legislation that would increase funding for infrastructure to distribute reclaimed water. Support legislation that calls for the reasonable conservation of water resources.

3. Support legislation that provides user friendly federal and state rebate programs, tax credits, and other financial incentives that encourage property owners to invest in water efficient systems and landscaping.

4. Support legislation that would increase funding and flexibility for trash reduction strategies in creeks and watersheds.

5. Support legislation, funding, research, and implementation strategies based on scientific data and human/ecological risk assessment for addressing urban water and storm water runoff.

6. Support legislation for performance-based and diversified storm water protection strategies that can be adapted to local environmental conditions.

7. Oppose legislation or policies that are overly prescriptive or inflexible with respect to implementation strategies for water resources.

8. Support reasonable legislation or policy that promotes agricultural practices that are adequately protective of water quality and water resources.

9. Support legislation that would retain any Regional Board fines that are levied against storm water permit violators within the region where the violations occurred.

10. Oppose unfunded legislative actions and mandates from the State Water Resources Control Board or Regional Water Quality Control Board.

11. Oppose legislation that places the burden of assessment and remediation related to manufactured products on local jurisdictions instead of manufacturers or potentially responsible parties.

12. Support federal and state legislation that promotes investments and programs to improve water affordability for low-income customers.

C. Telecommunications and Utilities

1. Support legislation that preserves state and local authority to manage public rights-of- way including the appearance and aesthetics of equipment placed within them, and zoning and planning for the deployment of telecommunications infrastructure that protects public safety and welfare.

2. Oppose legislation that pre-empts the City's authority to negotiate compensation paid to cities for the use of their property and rights of-way for telecommunications.

3. Support legislation that grants the ability of local governments to provide electricity and ancillary services to residential, commercial and industrial sectors.

4. Support legislation that grants cities' authority to zone and plan for the deployment of telecommunications infrastructure.

5. Support legislation that protects cities' ability to maintain and manage the public right-of-way and negotiate compensation for its use.

6. Support legislation to specifically allow municipalities to use public goods funds for development of renewable energy sources and require public utilities to improve and expand incentive structures for renewable energy generation.

7. Oppose legislation that erodes the ability of local governments to maintain existing fees on telecommunications services.

8. Support legislation that would result in lower energy rates for the residents and businesses of the City of Santa Paula including funding that assists with the conversion of outdated energy systems to new energy efficient options.

9. Support legislation that improves the reliability and consistency of electrical supply and improves transmission of electricity to local governments and their communities.

10. Support legislation that recognizes internet access as a fundamental necessity for education, economic opportunity, and quality of life, and that increases funding and coordination to eliminate the digital divide.

11. Support legislation that enhances the public power options available to local governments and oppose legislation that reduces the public power options available to local governments.

12. Support legislation for the expansion of cybersecurity grants and resources to safeguard municipal systems against increasing cyber threats.

13. Support legislation efforts that accelerate the connectivity of public utility infrastructure to future housing and commercial development.

14. Advocate for grid regionalization policies that facilitate sharing of renewable resources and align with California's clean energy mandates (e.g., SB 100).

15. Support legislation enabling interstate grid coordination and market integration—through mechanisms such as CAISO regional expansion, Western RTO models, or Pathways-style entities—to enhance resilience, reduce transmission costs, and stabilize electricity rates.

16. Support legislative efforts to reduce electric utility transmission costs.

D. Contracts

1. Support legislation that allows cities the option to use design/build contracting and other innovations designed to bring efficiency to the public contracting process.

2. Support legislation that preserves a minimum 5 percent retention for construction contracts.

3. Support legislation to maintain maximum local flexibility in the area of contracting and contract negotiations.



Section 5. Community Services

A. Parks and Recreation

1. Support legislation and park bond measures that provide per capita grants to local governments that fund parks, recreation and capital improvements, as well as programs that enhance the quality of life for City of Santa Paula residents.

2. Support legislation to develop regional and state parks and connecting trail systems.

3. Support legislation that increases funding to repair, maintain and develop state and local park and facility infrastructures.

B. Facilities

1. Support legislation, grants and low-cost financing that provide for construction, rehabilitation and maintenance of public facilities.

C. Libraries

1. Support legislation and grants that provide increased funding and development for library programs and services, construction, renovation and technology.

2. Support legislation that restores state funding for public libraries.

3. Support local legislation that provides additional funding for the Blanchard Community Library.

D. Arts, Cultural Resources and Historic Preservation

1. Support legislation providing funding for local arts activities and historic preservation.

2. Support legislation providing funding for high quality art and music programs in schools and for the community at large.

3. Support efforts to restore historic structures through tax incentives, grant funding and State and Federal subsidies.

E. Family Services

1. Support legislation and grants that provide for the overall wellbeing and physical, mental and emotional health of individuals within the City of Santa Paula including children, youth, seniors, and persons with disabilities.

2. Support legislation and grants that provide affordable, quality prenatal care and child care services and assistance to low-income families.

3. Support legislation and grants that facilitate the provision of recreational activities for all segments of our population.

4. Support legislative reforms in healthcare policy that address prevention, promote health and wellness, and encourage affordability and cost containment.

5. Support legislation and policies that promote mental health and substance use disorder services and make resources available that support and assist members of our community.

6. Support legislation and grant programs that provide funding for youth programs, such as job training programs, after school programs, educational programs and those designed specifically for transitional and marginalized youth.

7. Support legislation and grants that provide services for senior citizens and individuals with disabilities; services will specifically include nutrition, housing, transportation, recreation, and social services.

8. Support legislation and grants that addresses the needs of at-risk youth, juvenile offenders and juveniles that are placed on court-ordered probation by providing youth development and youth employment programs and opportunities.



9. Support legislation that provides funding at the local level to address gang prevention and intervention programs including after school programs for at- risk teens.

10. Support legislation that educates and protects children from nicotine, alcohol, cannabis and other drugs.

11. Support legislation that encourages and funds safe routes to schools including enforcement of school zone speed limits.

12. Support legislation and efforts related to Pre-K providers and local community colleges to provide and improve available educational opportunities in our community.

F. Animal Welfare

1. Support legislation that facilitates responsible pet ownership.

2. Support legislation that supports humane treatment of animals and increases the penalties for animal abuse.

3. Support legislation and grant programs that fund comprehensive animal control services, such as shelter operations, field enforcement, spay/neuter initiatives, veterinary care, and adoption programs, to reduce intake and euthanasia, and improve live-release rates.

Section 6. Environmental Quality

A. Climate Adaptation and Sustainability

1. Oppose legislative infringement on local control and authority to plan for and adapt to future climate conditions, including sea level rise, precipitation patterns, temperatures, and air quality attainment strategies.

2. Support legislation that provides funding and incentives for local governments to work together on local and regional energy and climate mitigation, adaptation and resilience initiatives to improve air quality by reducing emissions and to advance economic, social, as it relates to environmental equity.

3. Support legislation that holds gross polluters (those which exceed current standards) directly accountable for increased emissions.

4. Support legislation that supports energy resiliency programs in addition to providing incentives and grants for their implementation.

5. Support legislation and California Public Utility Commission and California Energy Commission regulatory actions and legislative activities that are favorable to community resiliency, energy efficiency and local distributed energy generation, renewable energy, energy storage, electrification initiatives, and Community Choice Energy programs.

6. Oppose regulatory requirements that create unnecessary and/or unintended barriers to implementation of renewable energy programs and projects.

7. Support legislation to increase state and federal funding for reforestation.

8. Support legislation that provides funding and other incentives for the installation of charging stations for "low" and "zero emission" vehicles.

9. Support legislation and funding for the procurement of mandated electric fleet vehicles within reasonable timelines and, more importantly, the necessary supporting infrastructure. Advocate for fuel diversity of medium and heavy-duty fleet vehicles to provide reliable power when vehicle charging is unavailable due to power outages.

10. Support legislation enhancing building energy efficiency standards and building safety standards.

11. Oppose legislation that diminishes the authority of local jurisdictions to enforce building codes or mandates the manner of enforcement

12. Support legislation that provides federal and state rebate programs, tax credits, and other financial incentives that encourage property owners to invest in energy efficiency and renewable energy systems.

13. Support legislation within reason to ensure that new construction and major renovations include smart meters, pre-wiring of buildings to accommodate future GHG-reducing retrofits such as solar hot water heaters, photovoltaic (PV) panels, or other distributed renewable power sources and metered charging outlets in parking areas for electric vehicles.

14. Support legislation that promotes the use of green building rating systems for new construction and existing buildings as one of several model options for achieving verifiable greenhouse gases emissions reductions and improving energy efficiency.

15. Support legislation and grants that promote wildlife, habitat protection, and preservation of endangered or threatened species, including care for injured wildlife, provided it does not infringe or create undue burden upon property uses and rights of residents.

16. Support legislation that increases funding for nature-based solutions to advance climate resilience and preserve natural and agricultural lands, in alignment with the Connect SoCal 2024 plan.

B. Oil and Gas Cleanup, Restoration, and Oil-Spill Prevention

1. Support legislation that results in the restoration of areas affected by existing or former oil and gas facilities.

2. Support legislation to fund oil-spill prevention and response as well as to remediate improperly abandoned legacy oil and gas wells.

C. Solid Waste

1. Support legislation that provides state funding to local governments to facilitate implementation of all applicable waste reduction goals mandated by state solid waste diversion and recycling legislation.

2. Support legislation that facilitates the installation of regional organics processing infrastructure (anaerobic digester facilities) and associated state funding to local governments as required for SB 1383 regulatory compliance.

3. Support legislation that expands the market for recyclable materials and encourages meeting state and local commercial recycling goals.

4. Oppose legislation that dictates greenhouse gas emissions strategies that are not based on scientific data or credible information.

City of Santa Paula

5. Support legislation that provides greater flexibility and diversification in the use of methane-reducing technologies and strategies with respect to food-based (organics) greenhouse gas emissions and that increases state and local funding to support the development of new organic waste recycling infrastructure and programs.

6. Support legislation that enhances local authority and flexibility to regulate solid waste and recyclables.

7. Support legislation that streamlines compliance and implementation of the Integrated Waste Management Act.

8. Oppose legislation that invalidates the Integrated Waste Management Act indemnification and/or prevent cities from negotiating indemnification clauses with waste haulers.

9. Support legislation that increases local funding to governments and special districts for the collection of household waste.

10. Support legislation that reasonably reduces the toxic and non-reusable waste load.

11. Support Extended Producer Responsibility (EPR) legislation to encourage manufacturers to design environmentally friendly products by holding producers responsible for the costs of managing their products at end of life.

12. Support legislation that empowers local and regional governments to regulate the importation of solid waste, ensuring decisions reflect community values, environmental protection, and public health priorities.





Section 7. Public Safety

A. Public Safety

1. Support legislation to provide state and federal funding to support local law enforcement through equipment upgrades, capital improvements, training, and emergency preparedness initiatives.

2. Support legislation that provides a greater share of asset forfeiture funds for cities and increases latitude for spending local funds.

3. Support legislation that seeks to reimburse the City for the overtime costs associated with public safety personnel who are required to appear before state or county courts.

4. Support legislation that: a) promotes comprehensive drug and alcohol education and rehabilitation; b) discourages drivers from operating motor vehicles while under the influence of drugs or alcohol; and, c) maintains state funding necessary to post and operate sobriety and driver's license checkpoints.

5. Support legislation that seeks funding to assist local law enforcement with crime prevention and reduction.

6. Support legislation that provides flexible block grants to local governments that improve security and public safety at the local level.

7. Support legislation and grants that promote Crisis Intervention Team training for local law enforcement agencies in order to reduce arrests of people with mental illness and increase law enforcement's ability to do their job safely and effectively.

8. Support legislation that grants federal funding for first responder training and improved communications systems as part of Homeland Security.

9. Support legislation that mitigates the impacts of transferring state and federal inmates into our community.

10. Oppose legislation that eliminates local control of alcohol beverage establishments and any state or federal interference with local codes or compliance mechanisms.

11. Support legislation that promotes and increases vehicle, bicycle, scooter and pedestrian safety.

12. Support legislation that strengthens cities' authority to regulate business that serve as fronts for illegal conduct such as human trafficking and prostitution.

13. Support legislation protecting the rights of residents of all national origins, races, ethnicities, religious beliefs, genders, gender identities, and sexual orientations to reside safely in our community, free from violence and intimidation.

14. Support legislation that provides police de-escalation training and the funding for such training.

15. Oppose legislation that diminishes local authority to establish regulations regarding reasonable use of public space and appropriate behavior in public spaces.

16. Support legislation that increases the cannabis industry's access to banking systems and supports a consistency between state and federal regulation in this area.

17. Support legislation to develop processes and standards for evaluating impairment due to cannabis influence for drivers.

18. Support legislation which promotes community-oriented policing and encourage federal support for local initiatives that foster trust between law enforcement and communities, emphasizing transparency and accountability.

19. Support legislation for funding and policies that integrate mental health professionals into emergency response teams to address crises involving behavioral health issues effectively.

B. Emergency Preparedness

1. Support legislation, strategies and initiatives that provide increased state and federal funding for emergency preparedness, planning, response capabilities and recovery, ensuring community safety and resilience.

2. Support legislation that secures adequate frequencies and communications systems for multi-jurisdictional connectivity for public safety and protects the frequencies from intrusion.

3. Support legislation that increases Emergency Management Performance Grant funding which retains flexibility of fund usage for emergency preparedness training, disaster events and disaster communication outreach efforts.

4. Support federal, state, and local regulations that provide the highest levels of public health and safety in the transportation of hazardous materials.

5. Support legislation that ensures first responders can perform their duties during an emergency without interference from unmanned aerial systems (UAS) or drones, and legislation that provide local agencies immunity if responders damage or destroy UAS during emergency operations.

6. Support legislation that ensures the long-term stability and sustainability of the California FAIR Plan, expanding its capacity to provide reliable and affordable property insurance options in high-risk areas, beyond short-term disaster response.

7. Support legislation and regulatory reforms that promote long-term stabilization of California's insurance market, ensuring the continued availability and affordability of coverage for homeowners, renters, and businesses in both high-risk and underserved areas.

C. Crime Victims

1. Support legislation that strengthens and enforces legal protections for all individuals who are victims of crime, especially victims of family violence and sexual assault.

2. Support legislation that provides funding for shelters and victim advocacy, as well as trauma and crisis counseling to assist victims of violent crime.



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City of Santa Paula

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CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Deputy City Manager

Subject: APPROVAL OF THE SANTA PAULA CITY COUNCIL 2-YEAR STRATEGIC PLAN FOR 2025-2027

Date: July 2, 2025

Agenda Item: 11.E

RECOMMENDATION:

Staff recommends City Council:

1. Adopt Resolution No. 7571, establishing the City of Santa Paula Council 2-Year Strategic Plan for 2025-2027.

Presented By: Jonathan Royas, Deputy City Manager

BACKGROUND:

In January 2025, the City re-engaged Mulholland Consulting Group (MCG), led by Dr. Santor Nishizaki, to update Santa Paula's Strategic Plan ("Plan") for 2025–2027. Building on the 2023–2025 Plan, the process aimed to align the City's goals with current community needs and Council priorities.

The planning process included interviews with City Council and executive staff, a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of the previous Plan, and collaborative prioritization of updated goals. Staff and Council also reviewed the City's Vision, Mission, and Core Values, and participated in a StrengthsFinder team-building session.

To ensure robust public input, the City conducted five bilingual community workshops, launched an online survey (receiving over total 1,400 responses), and held three business roundtable sessions with over 100 participants.

Strategic Planning workshops were held on March 31 and April 1, 2025, where Council and staff refined objectives, tasks, and resource needs for the updated Plan.

On May 7, 2025 and June 4, 2025, staff provided the Council with a draft of the Plan and did a page turn of the proposed categories and objectives, recommending final changes prior to adoption.

Staff now returns with the final draft of the Plan for adoption via Council Resolution 7571.

ANALYSIS:

The final draft Plan contains 49 strategic objectives. Many objectives intersect across multiple categories, highlighting the importance of cross-departmental coordination and collaboration. Where applicable, objectives connected to the City's General Plan or Housing Element are denoted with an asterisk (*) and include references to the relevant planning documents. These ensure alignment with state and local requirements, especially for goals that require action in the near term.

Budget Impacts

Each objective identified in the draft Strategic Plan includes a budget impact description, where applicable. These impacts are categorized as:

- Monetary Costs: Estimated financial resources required to carry out specific objectives, including goods, services, contractor fees, and materials.
- Staff Time: Estimated staff capacity and hours needed to implement objectives that may not have direct financial costs but still require significant staff involvement. Following the workshops, staff conducted a thorough internal review to estimate the anticipated costs and staffing needs for each objective over the upcoming two-year period.

It is important to note that the figures provided in Exhibit A are estimates, subject to change, and do not imply that those items are or will be budgeted for FY25-27 at the figures provided.

Expectations

Should Council adopt the new two-year Plan, the following items will occur:

- Staff will continue to identify in future staff reports Plan objectives that are relevant or at issue with objectives found in the Plan
- Staff will monitor metrics towards completion of objectives utilizing the milestone metrics key
- Staff will revise and provide updates to Council as needed (per Council's direction)
- Staff will work with Council to create a new Strategic Plan at the end of this cycle

In conclusion, staff has attached Resolution No. 7571 - City of Santa Paula City Council 2-Year Strategic Plan for 2025-2027 for Council consideration and adoption.

STRATEGIC PLAN:

The City Council's Strategic Plan serves as a guiding framework that aligns the City's goals, resources, and actions with community priorities. It ensures transparent, goal-oriented decision-making while promoting accountability and progress across all departments.

FISCAL IMPACTS:

There are no direct costs associated with the adoption of the Strategic Plan. Specific objectives contained within the plan may have direct fiscal impacts, which will either need to be incorporated into the FY 2025-27 budget, or approved by Council once a budget has been developed and a project is ready for Council's authorization.

PERSONNEL IMPACTS:

It is important to understand that the vast majority of time spent by City staff is dedicated to mandated, routine and/or responsive tasks. Especially in Santa Paula where staff ratios are extremely burdened and there is limited ability to pursue new initiatives, the capacity to complete the objectives contained in the Strategic Goals may be constrained.

OPTIONS:

City Council has the following options available:

1. Direct staff to make additional revisions to the proposed 2025-2027 Strategic Plan based on City Council's feedback and return with a final version and adopting resolution; or

2. Conduct additional Study Sessions to further discuss the proposed 2025-2027 Strategic Plan; or
3. Reject the 2025-2027 Strategic Plan altogether.

ATTACHMENTS:

Resolution No. 7571 - 2025_2027 Strategic Plan.docx
Exhibit A to Reso No. 7571.pdf

RESOLUTION NO. 7571

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, ADOPTING THE CITY COUNCIL 2-YEAR STRATEGIC PLAN FOR 2025-2027.

The City Council for the City of Santa Paula does resolve as follows:

SECTION 1: Between January 1, 2025 and June 4, 2025, the City Council held discussions on the development of a new 2-Year Strategic Plan for 2025–2027. Most recently, at its regular meeting on June 4, 2025, the Council reviewed and provided additional feedback on various items and objectives contained in the draft Plan. That input has since been incorporated into a final version, which is attached to this resolution as Exhibit A;

SECTION 2: The Council has reviewed the document;

SECTION 3: The City Council hereby approves the City Council 2-Year Strategic Plan for the years 2025-2027;

SECTION 4: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, AND ADOPTED, this 2nd day of July, 2025.

_____
Pedro A. Chavez, Mayor

ATTEST:

_____
Julie Latshaw, City Clerk

APPROVED AS TO FORM:

_____
Monica Castillo, City Attorney

APPROVED AS TO CONTENT:

_____
Dan Singer, City Manager

CITY OF SANTA PAULA

CITY COUNCIL TWO-YEAR STRATEGIC PLAN

Fiscal Years (FYs)
2025-2027

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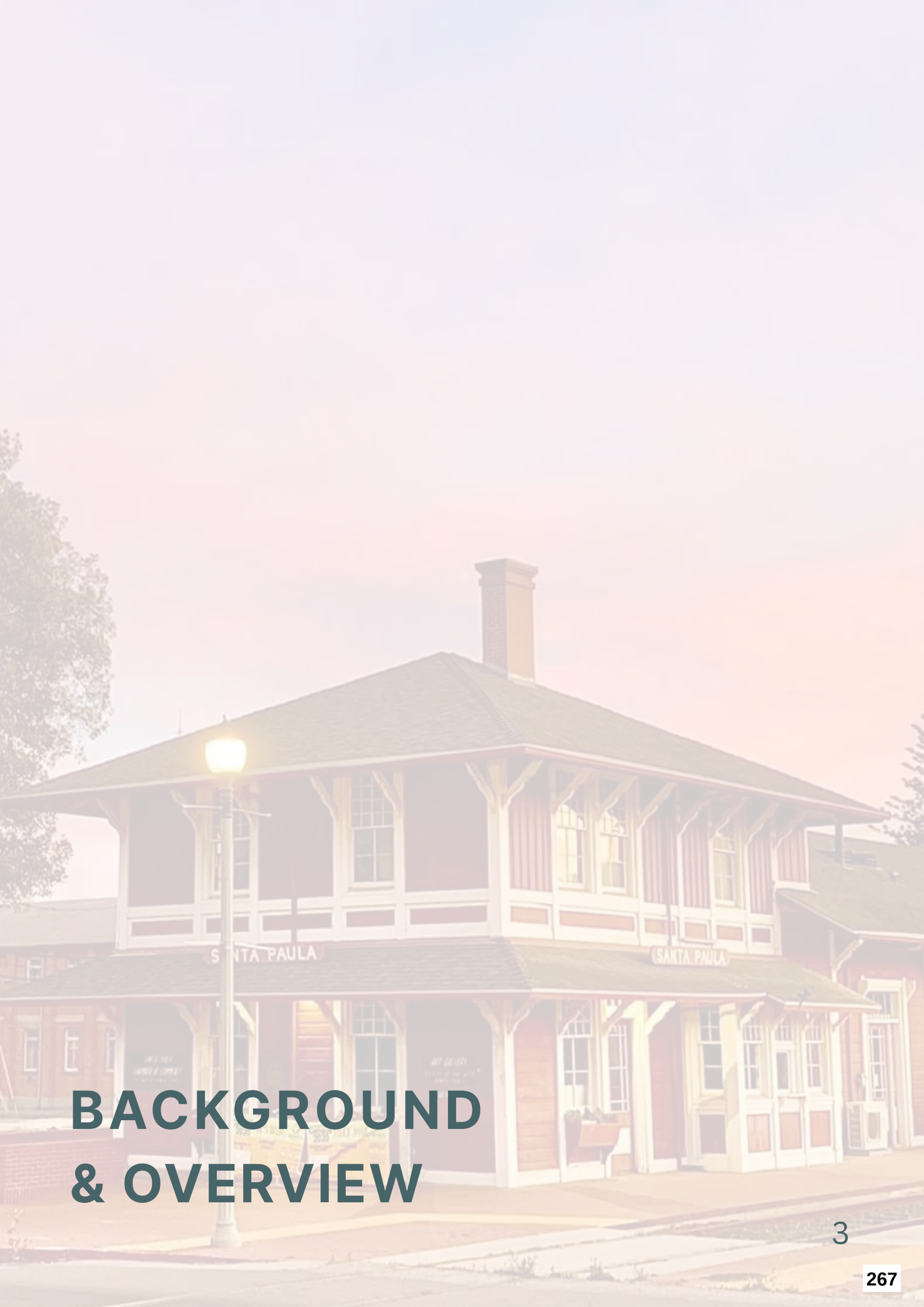
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BACKGROUND & OVERVIEW



BACKGROUND OF SANTA PAULA

1. Historically known as the “Citrus Capital of the World,” Santa Paula is a 5.69-square-mile city located in the heart of Ventura County’s agricultural region. Surrounded by scenic hills and mountains, the City is a hub for citrus and avocado production and distribution. With a population of approximately 30,657, Santa Paula is 83% Latino/Hispanic and has a median age of 32 years.

2. As of 2023, the median household income was $77,130, the median home value was $559,300, and the homeownership rate stood at 53.7%. The City is home to more than 1,700 businesses, including the world’s leading marketer of California avocados.

3. The City of Santa Paula provides services through six core departments: Administration (City Council, City Manager, Human Resources, etc.), Parks & Recreation (Facilities, Recreation, Parks, etc.), Community & Economic Development (Planning, Building and Safety and Code Compliance), Finance (City Treasurer, Accounting, Utility Billing, etc.), Police and Public Works (Streets, Engineering and Utilities).

Source: Census.gov

STRATEGIC PLAN PROJECT OVERVIEW

1. In January 2025, the City of Santa Paula engaged the Mulholland Consulting Group (MCG) to facilitate the development of a new Two-Year Strategic Plan (FY 2025–2027). The planning process spanned more than 20 hours of collaborative work sessions with City Council, executive staff, and the community, resulting in a focused and forward-looking roadmap for Santa Paula's future.

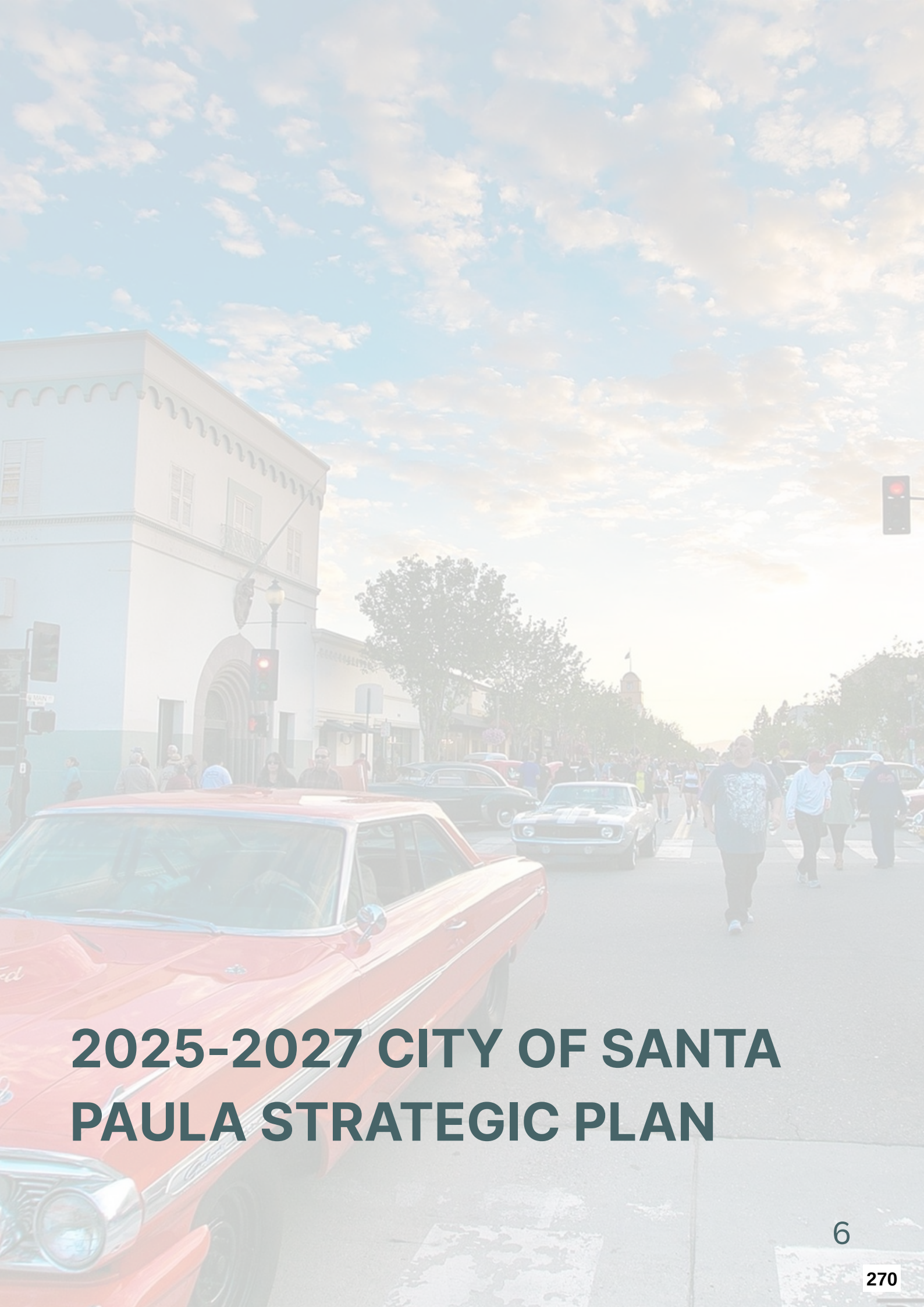
2. This update featured the most comprehensive outreach effort to date. MCG conducted in-depth interviews with Council and leadership staff, led a SWOT analysis of the previous 2023–2025 Plan, and guided the team through prioritization of goals aligned with evolving community needs.

3. To ensure broad public participation, the City launched a multi-channel outreach strategy that included five bilingual community workshops, a dedicated Strategic Plan webpage, and Santa Paula's first-ever citywide Strategic Plan survey—yielding over 1,400 resident responses. Additionally, three targeted roundtables with over 100 local business representatives helped inform economic priorities and challenges.

4. The resulting plan reflects a shared vision for Santa Paula's progress—shaped by leadership, grounded in community input, and driven by results.

Note: Some objectives overlap between different strategic plan categories, as you will see throughout this plan.





2025-2027 CITY OF SANTA PAULA STRATEGIC PLAN

2025-2027

CITY OF SANTA PAULA STRATEGIC PLAN

The Plan includes the following components:

VISION STATEMENT

The City of Santa Paula is committed to providing quality services and building a strong, inclusive economy that supports all residents, families, and businesses. We work together to create a vibrant, welcoming community for everyone.

MISSION STATEMENT

The City of Santa Paula is committed to providing and continually creating a safe, sustainable, and innovative place to live, work and thrive.

What does a thriving Santa Paula look like to you in two years?

ECONOMIC PROSPERITY | IMPROVED COMMUNITY SERVICES | COMMUNITY ENGAGEMENT

CORE VALUES

(Not in priority order)



FORWARD THINKING

We embrace innovation and smart risk-taking to improve services, empower creativity, and drive meaningful progress.



COLLABORATION/TEAMWORK

We are active and connected individuals and teams working together to advance our goals and achieve success.



BELONGING & COMMUNITY

We are an organization that embraces the range of human differences and points of view.



ACCOUNTABILITY

We value the ability of our staff and organization to honor our commitments to our community and each other, while upholding fairness and transparency in all that we do.



INTEGRITY

We are consistently open, honest, ethical and genuine.



COMMUNICATION

We value open, transparent dialogue, and fostering an environment where ideas, concerns, and feedback are freely exchanged with residents and organizations.



RESILIENCE

We prioritize safety and preparedness to ensure Santa Paula can withstand and recover from emergencies and disasters.



ADVOCACY

We build strong relationships with our residents and actively champion their needs to ensure local, state, and federal policies support quality services and a thriving community.

SIX STRATEGIC CATEGORICAL AREAS

INFRASTRUCTURE, TRANSPORTATION & MOBILITY
Goal: Maintain and accelerate the City's infrastructure to be safe, sustainable, resilient, and cost-efficient.

HEALTHY, CONNECTED & THRIVING COMMUNITY
Goal: Create a thriving and inclusive Santa Paula by delivering sustainable programs, promoting health and safety, and fostering meaningful connections among residents, businesses, and regional partners.

ECONOMIC DEVELOPMENT
Goal: Strengthen Santa Paula's economy through business attraction, retention, expansion, job creation, revenue growth, and cultivating a thriving business environment.

ARTS, CULTURE, AND ENTERTAINMENT
Goal: Become a regional leader of arts, culture, and entertainment that celebrates our unique history and community.

PUBLIC SAFETY & EMERGENCY PREPAREDNESS
Goal: Provide and maintain a thriving and resilient City that ensures safety, opportunity, and a vibrant quality of life.

OPERATIONAL EXCELLENCE
Goal: Provide excellent service to the community in a cost-effective manner with an engaged workforce with a focus on continuous improvement and outstanding customer service.

The Plan contains **49 strategic objectives**. Many objectives intersect across multiple categories, highlighting the importance of cross-departmental coordination and collaboration. Where applicable, objectives connected to the City's General Plan or Housing Element are denoted with an asterisk (*) and include references to the relevant planning documents. These ensure alignment with state and local requirements, especially for goals that require action in the near term.

BUDGET IMPACTS

Each objective identified in the Strategic Plan includes a budget impact description, where applicable. These impacts are categorized as:

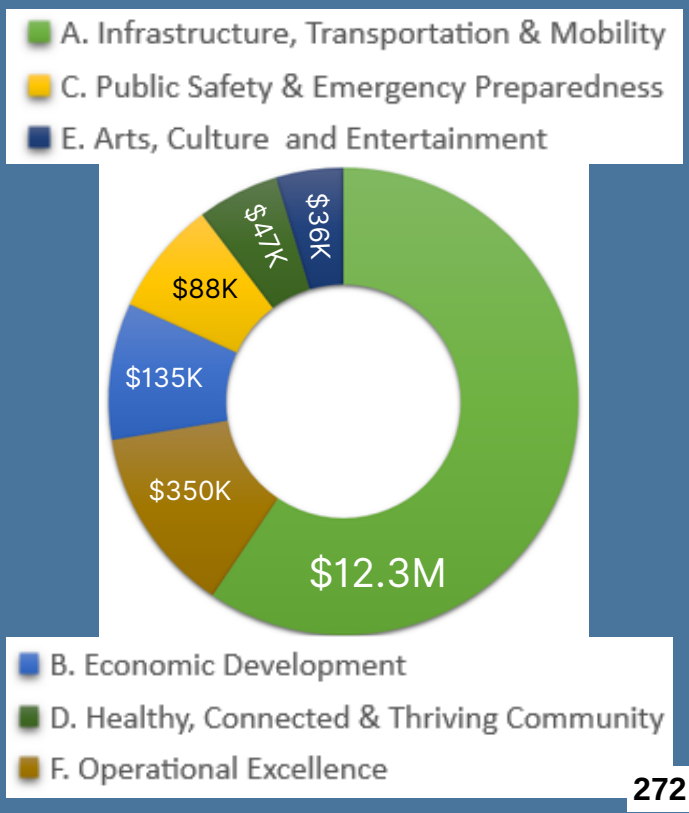
MONETARY COSTS

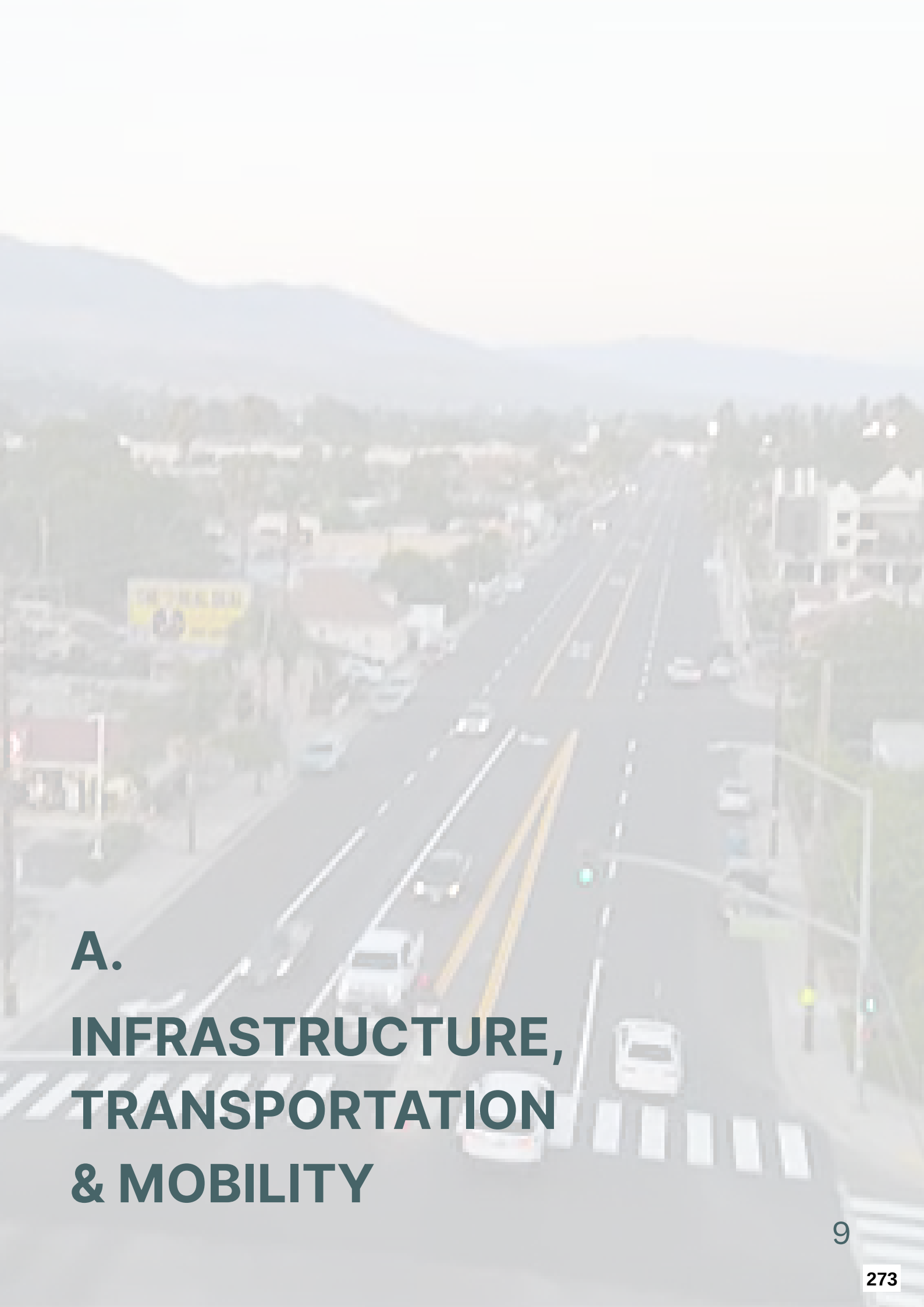
Estimated financial resources required to carry out specific objectives, including goods, services, contractor fees, and materials.

STAFF TIME

Estimated staff capacity and hours needed to implement objectives that may not have direct financial costs but still require significant staff involvement.

FY25-27 FUNDED OBJECTIVES BY CATEGORY





A.

INFRASTRUCTURE, TRANSPORTATION & MOBILITY

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
A. Infrastructure, Transportation & Mobility				
A	1	**Streets, Sidewalks, & Storm Drains –** Accelerate the City's funding and investments to improve infrastructure.	Y1 - $3,650,000 Y2 - $3,650,000 + Staff	1. Staff will provide 5-Year Pavement Management Plan updates to Council on an annual basis. 2. Review Pavement Condition Index (PCI) changes year-overyear. 3. Explore a sidewalk conditions index/dashboard. 4. Explore efficiency methods and techniques which will extend the life of our roads. 5. Conduct a storm drain assessment. 6. Secure equipment to bring more sidewalk repair in-house.
A	2	**Green Initiatives -** Explore funding opportunities and partnerships to implement Energy Efficiency projects, solar, and electric vehicle (EV) technologies.	Y1 - $1,000,000 + Staff	1. Complete street lighting project on 8th street (Phase I). 2. Apply for grant funding opportunities, provide matching City funding, and explore private/public partnerships to help fund and implement. 3. Explore and present findings related to solar options to Council. 4. Continue to seek EV funding and implementation options.
A	3	***Downtown Parking Lot Experience -** Improve and maintain lighting, safety measures, and parking lots within the downtown keeping in mind historical aesthetics. (GP ED**D 4.c.)**	Y1 - Partial Funding (Resurface/Restripe) Y2 - Partial Funding (Resurface/Restripe) + Staff	1. Number of lights identified, procured, and installed. 2. Re-pave and stripe public parking lots. 3. Explore use of shared use agreements for private lots.
A	4	**Bike Master Plan -** Create a Class I and II Bike Trail Master Plan and work towards expansion of our existing trails.	Y1 - $25,000 Y2 - $25,000 + Staff	1. Provide milestone updates on progress related to master plan. 2. Total number of miles of Class I/II bike lanes created. 3. Explore opportunity to use Safe Streets for All (SS4A) funding to assist with these efforts.
A	5	**Rail Corridor Beautification & Improvements -** Work with partners to make improvements to the existing rail corridor.	Y1 - $500,000 + Pot. TDA/CMAQ Grant Funds + Staff	1. Priority focus on area east of 10th St. 2. Collaborate with Ventura County Transportation Commission (VCTC), Sierra Northern, and Sunburst Railcars.
A	6	**Bike Trail Beautification & Improvements -** Work with partners to beautify and make improvements to the existing and future bike trail pathways.	Y1&Y2 - TDA/CMAQ/$1 M State Grant Funds + Staff	1. Coordinate with Public Works, Parks & Recreation, and Planning to identify and prioritize improvement projects (e.g., landscaping, benches, lighting, wayfinding signs). 2. Work with the Police Department and Code Enforcement to increase patrol visibility, address illegal dumping, graffiti, and encampments along the trail. 3. Apply for relevant state/federal grant

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
A. Infrastructure, Transportation & Mobility				
A	7	**Public Restrooms -** Pursue upgrades to City public restrooms.	Y1 - $8,500 Y2 - $8,500 + Staff	1. Create a priority list of restrooms to rehabilitate. 2. Implement improvements as funding permits.
A	8	**Mobility -** Engage with Ventura County Transportation Commission (VCTC) re: Short Range Transit Plan to improve mobility options for residents.	Y1 - $26,000 Y2 - $26,000 + Staff	1. Create a priority list of restrooms to rehabilitate. 2. Implement improvements as funding permits.



B. ECONOMIC DEVELOPMENT

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
B. Economic Development				
B	1	**Revenue Opportunities -** Actively pursue opportunities to increase the City's revenue base.	Staff	1. Develop a plan to diversify and enhance various types of sales tax related revenues. 2. Evaluate options to diversify city's revenue base. 3. Research, develop and implement a short term rental (STR) ordinance.
B	2	**Regional Employment -** Growth and attraction of regional employment hubs.	Staff	1. Advocate and collaborate with Ventura County on Medical Center/Hospital. 2. Advocate and collaborate with Ventura College District on East Campus Expansion. 3. Promote and collaborate with developers related to SP West Business Park and East Area 2. 4. Promote and collaborate with developers related to Lemonwood Industrial Area. 5. Produce marketing materials specific to diverse job creation in Santa Paula as an employment hub.
B	3	**Downtown Enhancements -** Develop guidelines which address architecture, landscaping, streets, and hardscape elements in partnership with the Property Business Improvement District (PBID).	Staff	1. Work with PBID to develop a list of downtown Property Business Improvement District (PBID) goals. 2. Explore expansion of the downtown PBID. 3. Identification of pavement, lighting, and parking needs, and opportunities.
B	4	**Marketing -** Work with partners to invest in the marketing of Santa Paula collectively to promote Santa Paula to increase economic vitality.	Y1 - $20,000 Y2 - $20,000 + Staff	1. Form a marketing coalition with key partners (e.g., Chamber of Commerce, Heritage Valley Tourism Bureau, PBID, local businesses, arts/culture groups). 2. Coordinate seasonal or themed campaigns to support local events, downtown promotions, and tourism (e.g., Citrus Festival, murals, agritourism). 3. Track performance data and adjust strategy based on reach, engagement, and economic impact.
B	5	**Permitting -** Streamline application and permitting processes.	Y1 - $60,000 Y2 - $20,000 + Staff	1. Review and prioritize Citygate recommendations for potential implementation. 2. Implementation of software system to reduce cycle time for application and permitting processes. 3. Evaluate, adopt, implement an online permitting system for

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
B. Economic Development				
B	6	**Navigational Signage -** Attract "passthrough" traffic by improving and implementing new wayfinding or "gateway" signage throughout the City and SR126 to promote business and tourist opportunities.	Y1 - $200,000 Y2 - $200,000 + Staff	1. Identify critical locations for wayfinding signage to be installed. 2. Fund wayfinding signage and installation. 3. Explore opportunities to place monument signage off the 126 and at key entry ways into Santa Paula. 4. Review existing highway SR-126 signage for opportunities to highlight "Santa Paula."
B	7	**Business Attraction -** Identify and attract businesses that create jobs, increase revenues, and provide services that meet consumer needs.	Y1 - $10,000 Y2 - $10,000 + Staff	1. Establish a quick response Welcome Team to engage, strategize, and streamline processes for potential businesses looking to come to Santa Paula. 2. Create Welcome Toolkit and assemble materials to better demonstrate the City and regions marketability. 3. Develop partnerships and advocate for better efficiencies with County Environmental Health to reduce permitting time. 4. Identify retail deficits and conduct outreach to representatives of potential operators. 5. Utilize data analytics capture software for informed decision making. 6. Number of jobs created or businesses opened.
B	8	**Reduce Retail Vacancy within Commercial Corridors -** Implement options for addressing empty storefronts.	Y1 - Unknown Y2 - Unknown + Staff	1. Adopt strategies related to property owner outreach, education, and enforcement. 2. Potentially modify muni-code to require active uses on main floor CBD properties. 3. Number of reduced empty storefronts Year over Year in the Downtown and Harvard Blvd. 4. Work with business property owners to improve/activate vacant storefront windows (i.e. temporary window displays).
B	9	**Economic Development Staff -** Explore the creation of a position dedicated to Economic Development and Vitality goals.	Y1 - $120,000 Y2 - $120,000 + Staff	1. Focus on filling existing department vacancies. 2. Establish and identify a need and objectives for this position. 3. Consider adding an economic development specialist position as recommended by Citygate study.



C.
PUBLIC SAFETY & EMERGENCY PREPAREDNESS

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
C. Public Safety & Emergency Preparedness				
C	1	**Cameras -** Pursue funding opportunities to expand safety cameras to cover critical infrastructure & public spaces.	Y1 - ARPA + $50,000 unfunded Y2 - $50,000 unfunded + Staff	1. Number of cameras installed. 2. Provide updates to Council on value of cameras.
C	2	**Tactical Response -** Develop and fund a tactical response program within the department.	Y1 - $4,000 Y2 - $4,000 + Staff	1. Establish a tactical response team. 2. Establish a tactical negotiations team. 3. Provide mandated tactical training to maintain
C	3	**SPPD Facility Upgrades -** Pursue funding to complete facility upgrades for Phase II.	Y1 - $60,000 Y2 - $1,400,000 + Staff	1. Identify funding and initiate construction for Phase II. 2. Report quarterly on the progression of the project.
C	4	**SPPD Community Engagement -** Develop methods and programs to connect our police with the community, local nonprofits and businesses.	Staff	1. Creation of a Community Academy. 2. Seek to host one SPPD Community Academy course in English/Spanish. 3. Creation of a Police Chief's Advisory Board and number of meetings held. 4. Increase # of Citizen Patrol volunteers. 5. Increase # of Reserve Officers.
C	5	***Emergency Plan -** Create an Emergency Preparedness, Response and Recovery Plan. (GP)	Staff	1. Update the Emergency Operations Plan Manual. 2. Update General Plan to include safety element. 3. Establish SOP for each City department. 4. Perform a table top exercise and a live scenario exercise. 5. Annually conduct CERT program training for Santa Paula residents.
C	6	**Emergency Communications -** Create community engagement strategies to educate residents prior to and during an emergency.	Staff	1. Develop and implement a plan to educate and inform residents regarding evacuation preparations and preparedness.
C	7	**Emergency Response -** Seek funds and grant opportunities to upgrade our dispatch and emergency response systems.	Staff	1. Strategize implementation through specific grants and Cal OES funding. 2. Ensure Mark 43 RMS/CAD Technology compatibility with upgraded dispatch equipment.

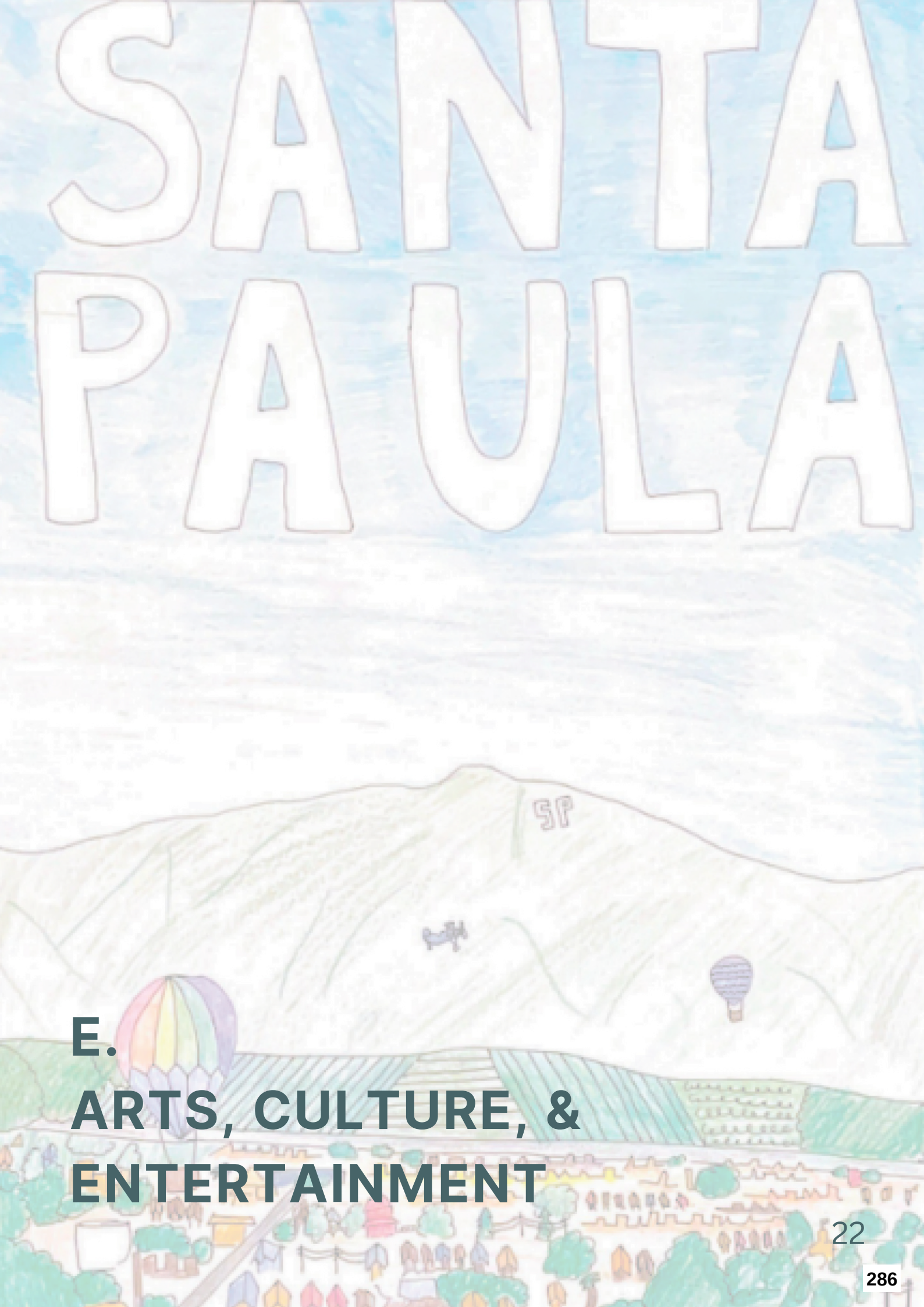
Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
C. Public Safety & Emergency Preparedness				
C	8	**Extreme Weather Mitigation -** Develop and explore ways to make the City and the residents more resilient to the impacts of extreme weather.	Staff	1. Partner with SCAG to develop best practices. 2. Partner with VC Fire Safe Council to assist in educating residents on home-hardening / mitigation.

D.
HEALTHY, CONNECTED, & THRIVING COMMUNITY

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
D. Healthy, Connected & Thriving Community				
D	1	**Service Technology Enhancements -** Improve connectivity between residents and public services.	Y1 - $20,000 Y2 - $20,000 + Staff	1. Research options, software solutions and budget requirements to address communications needs with residents and business owners. 2. Explore technology applications which track and address resident concerns. 3. Explore AI search engine enhancements for website.
D	2	**Youth Facilities -** Explore expansion of youth facilities and resources at Las Piedras Park.	Y1 - $3,000 Y2 - N/A + Staff	1. Working with an architect to provide a building design and estimated associated construction costs. 2. Conduct community outreach events to obtain feedback from multiple stakeholders. 3. Present a phased plan, which identifies potential funding options, to both Council and the community.
D	3	**Smoking -** Explore updating City's "No Smoking" Ordinance.	Staff	1. Research options and policies related to "No Smoking" ordinances. 2. Present findings to Council.
D	4	**Climate Action Plan -** Work with Ventura County to develop a plan.	Y1 - Unknown Y2 - Unknown + Staff	1. Provide updates to Council. 2. Utilize the County work to establish local metrics for the City to achieve.
D	5	**Fagan Barranca Park Master Plan -** Pursue funding and build partnerships to implement Master Restoration Plan.	Y1 - $30,000 Y2 - $300,000 CIP + Staff	1. Present master plan to City Council. 2. Identify funding to implement Master Plan. 3. Engage resident volunteer efforts around a community build plan.
D	6	**Code Enforcement -** Develop administrative hearing ordinance and public code education programs.	Y1 - $2,000 Y2 - $2,000 + Staff	1. Develop educational materials and compliance requirements through print and digital media. 2. Present processes for initiating a local code hearing officer to Council. 3. Number of educational events held. 4. Percent of tickets/fines adjudicated. 5. Percent of ticket/fines Year over Year.
D	7	**Water/Sewer Bill Assistance -** Explore options for low-to-moderate or fixed income residents with programs to assist with water/sewer bills.	Staff	1. Based on Council feedback in April 2025, conduct additional research and return to Council with more details.

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
D. Healthy, Connected & Thriving Community				
D	8	**Senior Master Plan -** Identify goals based on feedback from Senior Master Plan.	Staff	1. Present Master Plan to Council. 2. Work with the Senior Advisory Committee and staff to identify actions to be taken in the next two years.
D	9	**SPUSD Partnerships -** Work with Santa Paula Unified School District to create a joint use agreement for school and city facilities.	Staff	1. Meet with district to resume the process. 2. Provide updates to the District and Council via 2x2 Committee. 3. Bring MOU to Council.
D	10	**Pickle Ball Courts -** Explore options for community recreational pickle ball courts.	Staff	1. Research viability, associated costs and possible locations for potential activities. 2. Present findings to Council.
D	11	**Housing -** Advocate and seek resources for the implementation of the Housing Element 2029 Housing Action Plan.	Staff	1. Meet or exceed Regional Housing Needs Assessment (RHNA) numbers. 2. Seek funding sources. 3. Utilize the Housing Element as a blueprint to address housing needs of the community.
D	12	**Unhoused -** Address and support the needs of the unhoused including behavioral support.	Staff	1. Seek State funding, including Prop 1, to support local efforts. 2. Continue to work with regional partners to support the needs of the unhoused in the Santa Clara River Valley. 3. Review annual Point-in-Time count to determine if needs are being met. 4. Explore temporary and transitional housing options.
D	13	**Rent Stabilization -** Study rent stabilization options relative to current state laws.	Staff	1. Conduct a study session with Council. 2. Explore funding and processes towards creation of a landlord registry. 3. Review current rent rolls. 4. Share communications/information for owners and renters to know their rights and responsibilities.
D	14	**Broadband -** Support broadband and other forms of broadband infrastructure connectivity options for the community.	Staff	1. Maintain collaborative partnerships with the County, Ventura Council of Governments (VCOG), and EDC.

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
D. Healthy, Connected & Thriving Community				
D	15	**Community Dog Park -** Explore options for a community dog park.	Staff	1. Visit and survey dog parks in the region. 2. Identify potential locations in Santa Paula. 3. Present findings and options during a Study Session with City Council to determine feasibility. 4. Enlist community volunteers and form a working group.



E.
ARTS, CULTURE, & ENTERTAINMENT

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
E. Arts, Culture and Entertainment				
E	1	***Public Art & Murals -** Support public art and the mural program and pursue methods to increase funding. (General Plan EDD 4.c)	Y1 - $10,000 Y2 - $10,000 + Staff	1. Help facilitate production of at least one new mural per calendar year. 2. Number of grant applications vs. the number of grants won for Arts, Culture, and Entertainment. 3. Explore the potential for establishing via collaboration between the Santa Paula Arte & Cultura Collective/City, a public arts ordinance. 4. Provide funding, including in-kind support to move efforts forward. 5. Research funding options, including a Public Art Trust Fund.
E	2	***Advocacy & Education of Historic Resources -** Adopt and implement standards and guidelines for new development, alterations to existing structures, and preservation of historic resources within historic districts. (GP ECR 4.c)	Staff	1. Update the municipal code to include standards for historical preservation and resources (SPMC 816). 2. Expansion of the Mills Act to preserve historical structures. 3. Work with the community to identify properties that should be included in a historic registry. 4. Develop guidelines which address architecture, landscaping, streets, and hardscape elements within historic districts.
E	3	**Percent for the Arts -** Explore policies or programs which could establish a "percent for the arts" ordinance.	Staff	1. Research best practices and existing ordinances from peer cities to understand policy structures and funding mechanisms. 2. Conduct a study session with Council prior to steps 3-5. 3. Develop a policy framework outlining proposed percentage, project thresholds, eligible uses, and administrative structure. 4. Coordinate with Finance and Community Development to evaluate potential fiscal and legal implications. 5. Present an ordinance to City Council for consideration.
E	4	**Amphitheater Programming -** Establish partnerships and collaborations for diverse programming for the Sports Park Amphitheater.	Y1 - $8,000 Y2 - $8,000 + Staff	1. Number of partners, collaborations, or sponsorships established. 2. Number of events programmed.



F. OPERATIONAL EXCELLENCE

Category	#	Objective	Budget/Staff Impact	Tasks & Metrics
F. Operational Excellence				
F	1	**Municipal Code -** Review the City's municipal code to reduce irrelevant codes and update development codes.	$300,000 + Staff	1. Number and/or percentage of codes reduced. 2. Review Mobile Rent Control ordinance and provide a presentation to Council.
F	2	**Staff Investment -** Develop efforts related to employee retention, engagement, and career development.	Y1 - $20,000 Y2 - N/A + Staff	1. Increase employee training and learning opportunities by at least 50%. 2. Establish a comprehensive citywide employee development plan and related policies. 3. Budget and conduct for a citywide employee engagement survey. 4. # of internal promotions. 5. Percent decrease in turnover YoY by department. 6. Work towards the implementation of the Compensation study.
F	3	**Reduce Reliance on Outside Consultants -** Ensure the City is providing adequate staffing and filling key positions to reduce reliance on outside consultants.	Staff	1. Consider FTEs versus consulting services related to Public Works Engineering (including cost comparisons). 2. Survey customer satisfaction for Finance/ CEDD/ PW to gain consensus on agreed-upon standards (turnaround times). 3. Work to improve communication/coordination between divisions/departments and consultants and measure results in 6 months. 4. Adopt a fee schedule for PWE review of building permit applications so plan review can commence upon submittal. 5. Establish a flat deposit schedule.
F	4	**Artificial Intelligence (AI) -** Explore AI technology to enhance resident and staff service needs.	Y1 - $20,000 Y2 - $20,000 + Staff	1. Engage in vendor demos or pilot programs for AI solutions. 2. Number of AI tools piloted or implemented.
F	5	**Staffing -** Return to Council with a strategic staffing plan based on the City's projected growth.	Staff	1. Conduct internal exercise to develop plan. 2. Present staffing plan to City Council.

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: CONSIDERATION OF A TENDER OFFER OF LIMCO STOCK

Date: July 2, 2025

Agenda Item: 11.F

RECOMMENDATION:

Staff recommends that the City Council:
A) Consider options related to a tender offer of City held stock and,
B) Provide staff with direction on the offer.

Presented by: Dan Singer, City Manager

BACKGROUND:

In late April, 2025, the City was sent a limited partner tender offer from Limco Del Mar, Ltd for shares of the company the City holds from an endowment given to the Community Center. It is unclear when the shares were gifted to the City and whether restrictions were placed on the gift at that time. An annual distribution (dividend) is associated with the shares and accumulates in the Community Center Endowment fund.

According to the tender offer, Limoneira Company, is offering to purchase from Eligible Sellers up to an aggregate total of 224,859 Units of Limco Del Mar, Limited Partnership shares, dated as of August 31,1972.

The purchase price being offered for the Units is for a cash amount equal to $70 per Unit (the “Offer Price”), which is an amount intended to provide a 15% premium over the current estimated fair market value. The City holds 1488 shares.

At the June 4 meeting of the City Council, this action was discussed and considered, however additional time was requested. Permission was granted to the City by Limco to extend the deadline of the tender offer to July 3, 2025, rather than June 30, 2025, to accommodate additional time for the Council to give direction on this offer.

ANALYSIS:

Limco owns and/or leases and operates real property know as the Limco Del Mar Ranch (the “Ranch”). The Ranch consists of 221 gross acres, with 213 acres owned by the Company and 8 acres leased from Southern California Edison. Of this, 206 acres are actively farmed, including 138 acres of lemons and 68 acres of avocados. The remaining acreage is used for

roadways, support areas, and farmsteads. Property improvements include minor agricultural buildings, sheds, and support structures. The Company also holds 502 acre-feet of Santa Paula Basin water pumping rights.

The Ranch is located in Ventura County, bordered by Hill Street to the west, Harmon Barranca to the east, Foothill Road to the north, and Telegraph Road to the south. It is zoned Agricultural Exclusive, 40-acre minimum (AE40). While the Ranch is surrounded by the City of Ventura, it remains under Ventura County's SOAR (Save Open Space and Agricultural Resources) initiative, which restricts farmland conversion without voter approval. SOAR, which was renewed in 2016, remains in effect until 2050.

The tender offer states that the company has reached an operational crossroads. *"The 138 acres of lemon trees are nearly 40 years old, resulting in declining productivity and quality. Additionally, oversupply in the global lemon market has impacted profitability. In response, the General Partner recommends converting 105 acres from lemons to avocados to enhance long-term financial returns (the "Replanting Project"). The Replanting Project, estimated at $2.5 million, is scheduled to begin in 2026, with an initial $500,000 deposit required now to secure avocado trees from the nursery. While the long-term outlook for avocado production is strong, this transition will require significant investment and several years before full productivity is achieved (this timeline is estimated to take from 2026 to 2031)."*

"The Replanting Project will temporarily reduce available cash for distributions, at least until 2030. The General Partner anticipates that the current cash reserves will not be sufficient to fully fund the Replanting Project and the transition period and that the Company will need to borrow additional funds to finance the transition, which may further impact the cash available for distribution."

"At the same time, the General Partner continues to explore the possibility of converting the Ranch's zoning from agricultural (AE40) to residential development. While this process is challenging due to SOAR's voter approval requirement, the General Partner believes the highest and best use of the property is residential development. The entitlement process may involve significant costs and uncertainty, further impacting future cash reserves and distributions. Given these factors, the General Partner believes that proceeding with the replanting of avocados remains a prudent investment decision while continuing to evaluate long-term land use conversion opportunities."

The City has three primary options at this time as further articulated below, however a decision must be submitted to Limco by the end of the month should we wish to participate in the tender.

1) The City could tender all of our 1488 shares and receive cash compensation valued at $104,160 to be placed in the Community Center endowment fund or utilized for needed Community Center repairs or upgrades.
2) The City could tender a portion of the shares while maintaining a portion for a longer term investment, say tendering half of the shares now while holding half of the shares or selling the 488 shares while keeping 1000 shares.
3) The City could maintain all of its shares as there is no obligation to liquidate shares at this time and the long-term value of this holding may be much greater than the 15% premium currently being offered.

Should the City decide to hold all (or a portion) of the 1488 shares we own, there would be both an upside and downside. The City will see the diminishment or elimination of the annual dividend received from these shares for at least a five-to-seven year period until the new avocado groves are fully established and producing a profitable crop. Were the City to tender its shares we would earn interest on the proceeds on an on-going basis (approximately $4,000 per year). On the other hand, the long-term prospect of having ownership in avocado crops or eventually in housing development, were that to come to fruition, could have substantially higher value than $70 per share.

It should be noted that the dividend associated with the City's holdings has eroded significantly over the last 10 years as noted in the fiscal impact section below. Because the dividend is dependent on crop yield and market demands it can fluctuate significantly from year to year. The City's dividends are held in the Community Center endowment fund so the City has not been dependent on the size of the dividend and has only occasionally utilized the funds for facility upgrades. Staff is unaware of restrictions on the use of these funds or any limitations on the liquidation of the City's asset in Limco, however, Vice Mayor Juarez was going to inquire with various community members to help determine where this endowment came from and whether there were expectations or restrictions placed on the investment.

The complete tender offer has been identified as "Confidential," therefore it is not attached to this report. A complete copy is available with the City Manager should the Council wish to review it.

STRATEGIC PLAN:

This action is not identified in the City's adopted Strategic Plan.

FISCAL IMPACTS:

The City maintains an endowment fund for the Community Center, which holds the shares in Limco. The current fund balance, which also earns interest, is above $600,000.

Fiscal Year of Dividend	**Dividend Amount**
2016	$10,416
2017	$10,416
2018	$7,440
2019	$8,928
2020	$2,976
2021	Covid shutdown - no dividend
2022	$5,952
2023	$5,952
2024	$3,720
2025	$1,488

As illustrated, the dividends associated with this holding have been on the decline for the past eight years and, per the tender offer, is anticipated to stay low or be non-existent for the foreseeable future as the ranch is converted from Lemon groves to Avocado groves. It should also be noted that whereas in the past the City's reserve funds were only invested in the Local

Agency Investment Fund (LAIF), our funds are now actively invested with Chandler Asset Management and have the potential to realize much greater returns than with LAIF. Holding the cash proceeds and realizing a rate of return around 4% may more than make up for the lost dividends.

OPTIONS:

It should be noted that the City is under no obligation to sell all or some of our shares. Holding the shares could have long-term value and reward, but will result in short-term stagnation. It is at Council's complete discretion whether to participate fully, partially or not-at-all in this tender offer.

ATTACHMENTS:

CITY OF SANTA PAULA
MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: FUTURE AGENDA ITEMS

Date: July 2, 2025

Agenda Item: 12.A

RECOMMENDATION:

No action is needed at this time.

BACKGROUND:

As we head into the summer recess with only one meeting planned in early August and then not again until the first Wednesday in September, there is not yet a reliable forecast of likely agenda items. A forecast will be shared at the August meeting.

ANALYSIS:

Should a member of the City Council wish to introduce a future agenda topic, it should be done in compliance with the Council's adopted Manual of Procedural Guidelines, Section 5.1. Items introduced by a member of the Council during a Council meeting requires a second and should be reserved for time-sensitive matters needing attention within the proceeding 45 day period.

STRATEGIC PLAN:

FISCAL IMPACTS:

OPTIONS:

ATTACHMENTS: