

# Planning Commission Memorandum

**Community & Economic Development Department** 

**Planning Division** 

3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

PLANNING COMMISSION HEARING DATE: JANUARY 26, 2017 AGENDA ITEM NO.: 4

## **PROPOSED PROJECT**

Case Numbers	P16-0277 (Conditional Use Permit) and P16-0279 (Design Review)		
Request	The following entitlements are requested to permit construction of a 4,000 square foot fast food drive-thru restaurant and reconfiguration of an existing surface parking lot within the Arlington Plaza Shopping Center: 1) a Conditional Use Permit to permit a drive-thru restaurant; and, 2) a Design Review of project plans and building elevations.		
Applicant	Jeff Lochner, on behalf of Mas Realty, LLC		
Project Location	6350 Van Buren Boulevard, located at the southwest corner of Arlington Avenue and Van Buren Boulevard (Arlington Plaza)	ARLINGTONAVE	
Project area	11.99 acres	ARLINGTON AVE	
Ward	6		
Neighborhood	Arlanza		
APN	151-151-006, 151-151-008, and 151-151-009	CYPRESS AVE	
General Plan Designation	C - Commercial		
Zoning Designation	CR – Commercial Retail Zone	NORTH	
Staff Planner	Sean P. Kelleher, Associate Planner; 951-826-5712; skelleher@riversideca.gov		

## **RECOMMENDATIONS**

Staff recommends that the Planning Commission:

- 1. **DETERMINE** that the project is exempt from California Environmental Quality Act review subject to Section 15303 (New Construction or Conversion of Small Structures), as this project will not have a significant effect on the environment; and
- 2. **APPROVE** Planning Cases P16-0277 (Conditional Use Permit) and P16-0279 (Design Review), based on the findings outlined in the staff report and summarized in the attached findings and subject to the recommended conditions.

## SITE BACKGROUND

This 11.99 acre site consists of three contiguous parcels and is developed with a commercial shopping center (Arlington Plaza). The shopping center was constructed in various phases between 1961 and 2005. The commercial shopping center includes multiple tenant commercial lease spaces, totaling 126,031 square feet, and 555 parking spaces. The three parcels are owned by a single corporation that allows reciprocal parking and access to all of the tenants across the entire site.

As a matter of information, there is a remnant of the Camp Anza Railroad Spur on the north side of the site, along Arlington Avenue. A Cultural Resources Report, prepared for this project, concluded that the railroad spur was not eligible for cultural designation.

## **PROPOSAL**

The applicant requests approval of a Conditional Use Permit to permit a 4,000 square foot fast food drive-thru restaurant on the northeast area of the commercial shopping center. Design Review is also requested for the fast food drive-thru restaurant and reconfiguration of the existing shopping center surface parking lot.

The fast food drive-thru restaurant includes a drive-thru lane that wraps around the east, north, and west sides of the building. The drive-thru lane will be 215 feet in length and 12 feet in width to accommodate queuing for 11 vehicles. A menu board is proposed on the south side of the drive-thru lane, adjacent to the restaurant building. The applicant has indicated the restaurant and drive-thru lane will operate Monday through Sunday from 5:00 a.m. to 1:00 a.m. No building tenant has been identified at this time.

Building elevations reflect a contemporary architectural style with Spanish influences. Design elements include a varied roof line with a modulated building façade, finished in stucco and tile with a tile roof. The building is designed to complement the architecture of the existing commercial center.

The second component of this project involves the reconfiguration of the shopping center's existing parking lot to improve the internal vehicular circulation and pedestrian connectivity, and increase the total number of parking spaces from 555 to 625 spaces. The parking lot improvements include: restriping of the parking spaces from 60 to 90 degree spaces; removal of internal landscape planters to integrate internal drive-aisles and new parking spaces; the addition of parking spaces along the north and west sides of the site; and, minor modifications to the existing northern driveway to conform to the new parking lot configuration. Additionally, existing landscape end-row planters will be removed and new end-row and diamond-shaped planters will be installed every 4 spaces throughout the parking lot.

A 15 foot wide landscape planter is also proposed along the northwest portion of the site, adjacent to Arlington Avenue. No changes to the landscape planter fronting Van Buren Boulevard are proposed. Access to the site will not change and will continue to be provided from existing driveways along Van Buren Boulevard, Arlington Avenue, Cypress Avenue and Harold Street.

As part of this project, the applicant also proposes to retain a 30 foot segment of the railroad spur, on the north side of the site and will incorporate it within the proposed landscaped planter along Arlington Avenue. A plaque will be located in proximity to the railroad spur to depict the history of the Camp Anza Railroad Spur.

## **PROJECT ANALYSIS**

Authorization and Compliance Summary				
	Consistent	Inconsistent		
General Plan 2025  The proposed project is consistent with the underlying General Plan 2025 land use designation of C - Commercial, which will further the intent of the General Plan by facilitating in-fill development.	<b>V</b>			
Zoning Code Land Use Consistency (Title 19)  The CR - Commercial Retail Zone is consistent with the C - Commercial General Plan land use designation. Proposed Drivethru restaurants are permitted in the CR Zone, subject to the granting of a Conditional Use Permit and compliance with Site Location, Operational, and Development Standards for Drive-Thru Businesses. As proposed, the project is consistent with all development standards for drive-thru businesses and the CR Zone.	<b>V</b>			
Compliance with Citywide Design & Sign Guidelines  The buildings elevations and site design, as proposed, are consistent with the Citywide Design and Sign Guidelines. The proposed restaurant building has been designed to complement the existing architecture of the shopping center. The reconfiguration of the parking lot will improve vehicular circulation and provide pedestrian connectivity.				

## COMPLIANCE WITH APPLICABLE DEVELOPMENT STANDARDS

CR-Commercial Retail Zone Development Standards					
Standar		Proposed	Consistent	Inconsistent	
Floor Area Ratio	0.50	0.25	$\boxtimes$		
Max. Building Height	75 Feet	30 Feet	$\boxtimes$		
	Front 0 Feet (East – Van Buren Boulevard)	184 Feet	$\boxtimes$		
Min. Building Setbacks	Street Sides 0 Feet (North - Arlington Avenue) South – Cypress Avenue)	35 Feet 9 Inches 910 Feet	$\boxtimes$		
	Rear 0 Feet (West - Harold Street)	310 Feet	×		

Chapter 19.475 Drive-Thru Business Standards					
Standard		Proposed	Consistent	Inconsistent	
Frontage	Minimum 100 Feet (Arlington Avenue)	580 Feet	$\boxtimes$		
	Located on Arterial Street (Arlington Avenue)	Arlington Avenue – 120-Foot Arterial	$\boxtimes$		
Building and	Arlington Avenue - 15 Feet	18 Feet	$\boxtimes$		
Landscape Setbacks	Between Drive-Thru and Parking Lot - 5 Foot Planter	10 Feet	$\boxtimes$		
Drive-	Minimum Length: 180 Feet	215 Feet	$\boxtimes$		
Thru Lane Standards	Minimum Stacking: 10 Vehicles	11 Vehicles	$\boxtimes$		
	Minimum Width: 12 Feet	12 Feet	$\boxtimes$		

Chapter 19.580 – Parking and Loading Minimum Parking Requirement						
	Standard	Parking Required	Parking Provided	Consistent	Inconsistent	
Proposed Restaurant 4,000 Square Foot	1 space / 100 square feet of floor area	40 Spaces	405.0			
Existing Retail Uses 114,739 Square Feet	1 space / 250 square feet of floor area	459 Spaces				
Existing Medical Uses 2,492 Square Feet	1 space / 180 square feet of floor area	14 Spaces	625 Spaces			
Existing Restaurant Uses 8,800 Square Feet	1 space / 100 square feet of floor area	88 Spaces				
Total Parking		601 Spaces	625 Spaces			

Chapter 19.580 – Parking and Loading Design Standards					
Stan	ndard	Proposed	Consistent	Inconsistent	
Off Street Vehicle Parking Space Dimensions	9 feet wide by 18 feet deep	9 feet wide by 18 feet deep	$\boxtimes$		
Drive Aisle and Driveway Width Dimensions (Two - Way Traffic Parking Angle 90 Degrees	24 Feet	24 Feet	$\boxtimes$		
Landscape Setback (Arlington Avenue)	15 Feet Minimum	15 Feet Minimum	$\boxtimes$		
Landscape Screening Between Parking Lot and Street Right of Way	Three foot high shrub row	Three foot high shrub row			
Landscape Screening Between Drive-thru and Street Right of Way	Three foot high shrub row	Three foot high shrub row			
Diamond Shaped Tree Planters	One planter every four parking spaces.	One planter every four parking spaces.	$\boxtimes$		

#### **DESIGN REVIEW**

## **Drive-Thru Lane Screening**

The Municipal Code requires that restaurants with drive-thru lanes be screened from adjacent properties and the public right-of-way. A condition of approval is recommended to require the construction of a three foot high decorative masonry wall, along the outer perimeter of the drive-thru lane, to adequately screen the drive-thru lane from Arlington Avenue. In addition, landscaping is proposed in front of the wall to soften views of the wall from the surrounding streets.

#### **NEIGHBORHOOD COMPATIBILITY**

The proposed fast food drive-thru restaurant is compatible with surrounding commercial development along Arlington Avenue. The proposed drive-thru restaurant building has been designed to complement the architecture of the existing buildings within the shopping center. Adequate screening is provided for the drive-thru lane. Nonetheless, to further ensure the drive-thru lane is adequately screened from Arlington Avenue, staff is recommending a condition of approval requiring the construction of a three foot high, decorative masonry wall along the outer perimeter of the drive-thru lane. Further, the proposed parking lot reconfiguration will improve internal site circulation, enhance pedestrian access by providing pedestrian walkways, and augment the parking lot landscaping. Additionally, the parking lot improvements will provide parking spaces in excess of the minimum parking requirements. For all these reasons, the project, as conditioned, will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to the environment or to the property or improvements within the area.

#### **ENVIRONMENTAL REVIEW**

This proposal is exempt from California Environmental Quality Act (CEQA) review pursuant to Section 15303, as the project constitutes new construction.

## **PUBLIC NOTICE AND COMMENTS**

Public hearing notices were mailed to property owners within 300 feet of the site. As of the writing of this report, no responses have been received by staff.

## APPEAL INFORMATION

Actions by the City Planning Commission, including any environmental findings, may be appealed to the City Council within ten calendar days after the decision. Appeal filing and processing information may be obtained from the Planning Department Public Information Section, 3rd Floor, City Hall.

## **EXHIBITS LIST**

- 1. Staff Findings
- 2. Staff Recommended Conditions of Approval
- 3. Aerial Photo/Location
- 4. General Plan Map
- 5. Zoning Map
- 6. Project Plans (Site Plan, Preliminary Grading Plan, Building Elevations, and Conceptual Landscape Plan)
- 7. Existing Site Photos

Prepared by: Sean P. Kelleher, Associate Planner

Reviewed by: Ted White, City Planner

Approved by: Rafael Guzman, Community and Economic Development Director



#### COMMUNITY & ECONOMIC DEVELOPMENTDEPARTMENT

PLANNING DIVISION

## EXHIBIT 1 – Staff Findings

PLANNING CASES: P16-0277 (Conditional Use Permit) and P16-0279 (Design Review)

#### Conditional Use Permit Findings pursuant to Chapter 19.760.040:

- The proposed fast food drive-thru restaurant is substantially compatible with other existing and proposed uses in the area, including factors relating to the nature of its location, operation, building design, site design, traffic characteristics and environmental impacts;
- The proposed fast food drive-thru restaurant will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to the environment or to the property or improvements within the area;
- The proposed fast food drive-thru restaurant will be consistent with the purposes of the Zoning Code and the application of any required development standards is in the furtherance of a compelling governmental interest and is the least restrictive means of furthering that compelling governmental interest.

## Drive-Thru Business Findings pursuant to Chapter 19.475.050

- The proposed development will not substantially increase vehicular traffic on streets in a residential zone;
- The proposed development will not substantially lessen the usability of adjacent or nearby commercially zoned property or commercial use by interfering with pedestrian traffic;
- The proposed development will not create increased traffic hazards to pedestrians;
- The proposed project site will be adequate in size and shape to accommodate said use and to accommodate all yards, walls, parking, landscaping and other required improvements; and
- The proposed development will not substantially lessen the usability and suitability of adjacent or nearby residentially zoned property for residential use.



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## EXHIBIT 2 - STAFF RECOMMENDED CONDITIONS OF APPROVAL

#### **RECOMMENDED CONDITIONS & GENERAL INFORMATION NOTES**

Case Numbers: P16-0277 (Conditional Use Permit)

P16-0279 (Design Review)

## **CONDITIONS**

## Case Specific

#### **Planning**

- 1. The drive-thru restaurant shall be developed and operated substantially as described in the text of this report and as shown on the plot plan on file with this case, except for any specific modifications that may be required by these conditions of approval.
- 2. The applicant is advised that the business or use for which this conditional use permit is granted cannot be legally conducted on the subject property until all conditions of approval have been met to the satisfaction of the Planning Division.
- 3. Signs shall be permitted in accordance with Chapter 19.620 of the Zoning Code. Any new signs including; exterior building mounted, monument, and window signs shall be subject to separate review and assessment. A separate sign application, including fees and additional sets of plans, will be necessary prior to sign permit issuance.

### Prior to Issuance of Grading Permit:

- 4. A 40-scale precise grading plan shall be submitted to the Planning Division and include the following:
  - a. Compliance with City adopted interim erosion control measures;
  - b. Compliance with any applicable recommendations of qualified soils engineer to minimize potential soil stability problems; and
  - c. Include a note requiring the developer to contact Underground Service Alert at least 48 hours prior to any type of work within pipeline easement.

## During Grading and Construction Activities:

- 5. Construction and operation activities on the property shall be subject to the City's Noise Code (Title 7), which limits construction noise to 7:00 a.m. to 7:00 p.m. weekdays, and 8:00 a.m. to 5:00 p.m. Saturdays. No construction noise is permitted on Sundays or federal holidays.
- 6. The project shall comply with all existing State Water Quality Control Board and City storm water regulations, including compliance with NPDES requirements related to construction

- and operation measures to prevent erosion, siltation, transport of urban pollutants, and flooding.
- 7. The Construction Contractor shall place all stationary construction equipment so that emitted noise is directed away from sensitive receptors nearest the project site.
- 8. The Construction Contractor shall locate equipment staging in areas that will create the greatest distance between construction-related noise sources and noise-sensitive receptors nearest the project site during all project construction.
- 9. To reduce construction related particulate matter air quality impacts of projects the following measures shall be required:
  - a. the generation of dust shall be controlled as required by the AQMD;
  - b. trucks hauling soil, dirt or other emissive materials shall have their loads covered with a tarp or other protective cover as determined by the City Engineer;
  - c. The project contractors shall equip all construction equipment, fixed or mobile, with properly operating and maintained mufflers consistent with manufacturers' standards;
  - d. Sweep streets at the end of the day if visible soil material is carried onto adjacent paved public roads;
  - e. Wash off trucks and other equipment leaving the site;
  - f. Keep disturbed/loose soil moist at all times;
  - g. Suspend all grading activities when wind speeds exceed 25 miles per hour; and
  - h. Enforce a 15 mile per hour speed limit on unpaved portions of the construction site.
- 10. To reduce diesel emissions associated with construction, construction contractors shall provide temporary electricity to the site to eliminate the need for diesel-powered electric generators, or provide evidence that electrical hook ups at construction sites are not cost effective or feasible.

#### Prior to Building Permit Issuance:

- 11. Landscaping and Irrigation plans shall be submitted for Planning Staff review. Design modifications may be required as deemed necessary. Separate applications and filing fees are required.
- 12. Plans submitted for staff review should specify the location, design and color of all domestic water meters, backflow preventers and utility cabinets subject to the Planning and Public Utilities review and approval. The visibility of such facilities shall be minimized to Planning Division review and approval through means including but not limited to relocation, berms, landscaping, and/or installation of a screen wall.
- 13. An exterior lighting plan shall be submitted to staff for review and approval. A photometric study and manufacturer's cut sheets of all exterior lighting on the building, in the landscaped areas and in the parking lot shall be submitted with the exterior lighting plan.

All on-site lighting shall provide a minimum intensity of one foot-candle and a maximum of ten foot-candles at ground level throughout the areas serving the public and used for parking, with a ratio of average light to minimum light of four to one (4:1). The light sources shall be shielded to minimize off-site glare, shall not direct light skyward and shall be directed away from adjacent properties and public rights-of-ways. If lights are proposed to be mounted on buildings, down-lights shall be utilized. Light poles shall not exceed twenty (20) feet in height, including the height of any concrete or other base material.

- 14. Roof equipment shall be fully screened from the public right-of-way. Screening material shall be at least as high as the proposed roof mounted equipment and shall be architecturally integrated with the proposed structure.
- 15. Ground mounted equipment shall be fully screened from the public right-of-way.
- Trash Enclosure Conditions: Submit trash enclosure elevations such that the plan provided 16. for building permit plan check incorporates the following changes:
  - Trash enclosures shall be constructed with a decorative masonry block and a. decorative cap or be finished in stucco and painted to match on-site restaurant building.
- Block Wall Conditions: Submit a wall plan such that the plan provided for Building permit 17. plan check incorporates the following changes:
  - The applicant shall install a three foot tall decorative block screening wall along a. the outer perimeter of the drive-thru lane to screen the drive-thru lane from Arlington Avenue;
  - b. The block wall shall include a decorative cap; and
  - C. The block wall shall include columns at each end. Columns shall be decorative in nature and finished with a decorative cap.

Prior to Release of Utilities and/or Occupancy:

18. Install the landscape and irrigation per the approved plans and submit the completed "Certificate of Substantial Completion" (Appendix C of the water Efficient Landscaping and Irrigation Ordinance Summary and Design Manual) signed by the Designer/auditor responsible for the project. Contact Sean P. Kelleher, Associate Planner, at (951) 826-5712 or skelleher@riversideca.gov to schedule the final inspection at least one week prior to needing the release of utilities.

Site Operation Standards:

19. All operations shall be in compliance with Title 7 (Noise Control) of the Riverside Municipal Code.

Standard Conditions:

20. There shall be a 24-month time limit in which to commence construction of the project beginning the day following approval by the Planning Commission.

- 21. Within 30 days of approval of this case by the City, the developer shall execute an agreement approved by the City Attorney's Office to defend, indemnify, including reimbursement, and hold harmless the City of Riverside, its agents, officers and employees from any claim, action, or proceeding against the City of Riverside, its agents, officers, or employees to attack, set aside, void, or annul, an approval by the City's advisory agency, appeal board, or legislative body concerning this approval, which action is brought within the time period provided for in Section 66499.37 of the Government Code. The City will promptly notify the developer of any such claim, action or proceeding and the City will cooperate in the defense of the proceeding.
- 22. This project shall fully and continually comply with all applicable conditions of approval, State, Federal, and local laws in effect at the time the permit is approved and exercised and which become effective and applicable thereafter, and in accordance with the terms contained within the staff report and all testimony regarding this case. Failure to do so will be grounds for Code Enforcement action, revocation or further legal action.
- 23. This use permit may be modified or revoked by the City Planning Commission or the City Council should they determine that the proposed use or conditions under which it is being operated or maintained is detrimental to the public health, welfare or materially injurious to public safety, property or improvements in the vicinity or if the property is operated or maintained so as to constitute a public nuisance.
- 24. This permit is issued based upon the business operations plan and information submitted by the applicant, which has been used as the basis for evaluation of the proposed use in this staff report and for the conditions of approval herein. Permittee shall notify Community Development Department, Planning Division, of any change in operations and such change may require a revision to this permit. Failure to notify the city of any change in operations is material grounds for revocation of this conditional use permit.
- 25. The Project must be completed per the Conditional Use Permit and Design Review approved by the Planning Commission, including all conditions listed in this report. Any substantial changes to the Project must be approved by the Planning Commission or minor modifications by Staff. Upon completion of the Project, a Staff inspection must be requested, and UTILITIES will not be released until it is confirmed that the approved plans and all conditions have been implemented.
- The applicant herein of the business subject to this conditional use permit acknowledges 26. all of the conditions imposed and accepts this permit subject to those conditions and with the full awareness of the provisions of Title 19 of the Riverside Municipal Code. The applicant shall inform all its employees and future operators of the business subject to this permit of the restrictions and conditions of this permit as they apply to the business operations.
- 27. Failure to abide by all conditions of this permit shall be cause for revocation.
- Enumeration of the conditions herein shall not exclude or excuse compliance with all 28. applicable rules and regulations in effect at the time this permit is exercised.

### **Environmental Compliance**

Wastewater Discharge Survey to be submitted to Environmental Compliance Section and 29. approved.

If an interceptor is determined to be installed or replaced for a tenant, this requirement must be installed prior to the restaurant opening for business by the date determined by the Environmental Compliance Section.

If an interceptor is required, it shall meet specifications in R.M.C. sections 14.12.255, 260, 270, 275, and be sized in accordance with the Universal Plumbing Code, Chapter 10, Table 10-3, and be a minimum size of 750 gallons. Actual approved interceptor size depends on review of drainage fixture units and survey. Domestic waste shall not be allowed to pass through the interceptor.

- 30. If a sampling station is required—submit proposed installation on corrected plans.
- 31. All corrections to plans must be completed in order for EC Section to issue a Will-Serve Letter. Will-Serve Letter shall be sent to County of Riverside DEH by EC inspector.
- 32. Applicant must request inspection to verify the required installation or construction via inspection by EC Section representative, with a report stating that conditions have been met, and the permit card (if applicable) signed off by EC Inspector.
- 33. Applicant must completely satisfy all Notice to Complete requirements, such as meeting all noted requirements on EC plan check review and inspection reports.
- 34. Other items for correction may need to be completed after actual plans are submitted for a formal review.

### Fire Department

35. An automatic fire sprinkler system is required by City Ordinance 16.32.080. Under separate cover, submit plans for the automatic fire sprinkler system(s) and obtain approval from the Fire Department prior to installation. Systems exceeding 20 sprinkler heads shall be provided with supervisory service and shall be monitored by a UL Central Station (UUFX) and shall be UL, FM or ETL certificated for the life of the system. Post Indicator valves, Detector Check control valves and water flow switches are required to be supervised by an UL listed central station.

Have a UL, FM or ETL listed and licensed C10 fire alarm contractor submit plans and obtain approvals prior to installation. Alarm contractor shall provide a copy of a maintenance contract complying with N.F.P.A. 72.

Contact the Riverside Public Utilities Department at (951) 826-5285 for the requirements for the dedicated fire service and backflow requirements.

- 36. Requirements for construction shall follow the currently adopted California Building Code and California Fire Code with City of Riverside amendments.
- 37. Construction plans shall be submitted and permitted prior to construction.
- 38. Fire Department access shall be maintained during all phases of construction.

### Parks, Recreation & Community Services - Park Planning

39. Developer shall make payment of all applicable Park Development Impact Fees (local, aquatic, regional/reserve and trail fees) for privately developed areas.

#### **Public Works**

- 40. Removal of existing parallel frontage road and turn-out along Arlington Avenue project frontage and extension of curb, gutter and sidewalk to complete continuous segment.
- 41. Off-site improvement plans to be approved by Public Works prior to issuance of a construction permit.
- 42. A surety prepared by Public Works to be posted to guarantee the required off-site improvements prior to issuance of a building permit.
- 43. Installation of sewer lateral to serve this project to Public Works specifications.
- 44. Realignment of existing sewer main and dedication of new easement prior to issuance of a grading permit.
- 45. Reconstruction of driveway to Public Works specifications.
- 46. Planting of 24-inch Box Size Street Trees required along public street frontage.
- 47. The project is anticipated to have a significant impact at the intersection of Arlington and Harold. The study recommends that the left turn from Harold Street to Arlington Avenue is restricted via signage during peak hours of traffic (7:00-9:00 a.m., and 4:00-6:00 p.m.). The study fully assessed the impact of this restriction, and found that no additional deficiencies will occur through the local re-routing of traffic within the Arlington Plaza. The project shall complete the recommended improvements and provide 100% participation.
- 48. Prior to final inspection for the development project, the applicant shall pay the Transportation Uniform Mitigation Fee (TUMF) in accordance with the fee schedule in effect at the time of payment. If the project improvements include qualifying right-of-way dedications and/or street improvements to a TUMF regional arterial roadway as identified on the Regional System of Highways and Arterials, the developer may have the option to enter into a Credit/ Reimbursement Agreement with the City and Western Riverside Council of Governments (WRCOG) to recover costs for such work based on unit costs as determined by WRCOG.

The terms of the agreement shall be in accordance with the RMC Chapter 16.68 and the TUMF Administrative Plan requirements. Credit/reimbursement agreements must be fully executed prior to receiving any credit/reimbursement. An appraisal is required for credit/reimbursement of right of way dedications and credit/reimbursement of qualifying improvements requires the public bidding and payment of prevailing wages in accordance with State Law. For further assistance, please contact the Public Works Department.

49. Prior to issuance of a building or grading permit, the applicant shall submit to the City for review and approval, a project-specific WQMP that:

Addresses Site Design BMP's such as minimizing impervious areas, maximizing permeability, minimizing directly connected impervious areas, creating reduced or "zero discharge" areas and conserving natural areas;

Incorporates the applicable Source Control BMP's as described in the Santa Ana River Region WQMP and provides a detailed description of their implementation;

Incorporates Treatment Control BMP's as described in the Santa Ana River Region WQMP and provides information regarding design considerations;

Describes the long-term operation and maintenance requirements for BMP's requiring long-term maintenance; and

Describes the mechanism for funding the long-term operation and maintenance of the BMP's requiring long-term maintenance.

- Prior to issuance of any building or grading permits, the property owner shall record a "Covenant and Agreement" with the County-Clerk Recorder or other instrument acceptable to the City Attorney to inform future property owners of the requirement to implement the approved project-specific WQMP. Other alternative instruments for requiring implementation of the approved project-specific WQMP include: requiring the implementation of the project-specific WQMP in the Home Owners Association or Property Owners Association Conditions, Covenants and Restrictions (C,C&R's); formation of Landscape, Lighting and Maintenance Districts, Assessment Districts or Community Service Areas responsible for implementing the project-specific WQMP; or equivalent may also be considered. Alternative instruments must be approved by the City prior to the issuance of any building or grading permits.
- 51. If the project will cause land disturbance of one acre or more, it must comply with the statewide General Permit for Storm Water Discharges Associated with Construction Activity. The project applicant shall cause the approved final project-specific WQMP to be incorporated by reference or attached to the project's Storm Water Pollution Prevention Plan as the Post-Construction Management Plan.
- 52. Prior to building or grading permit closeout or the issuance of a certificate of occupancy or certificate of use, the applicant shall:

Demonstrate that all structural BMP's described in the project-specific WQMP have been constructed and installed in conformance with approved plans and specifications;

Demonstrate that applicant is prepared to implement all non-structural BMP's described in the approved project-specific WQMP; and

Demonstrate that an adequate number of copies of the approved project-specific WQMP are available for the future owners/ occupants.

#### Public Utilities - Water

Prior to Building Permit approval, the Applicant shall submit to the Public Utilities Department Water Division a water improvement plan to upgrade the various vaulted fire service to above ground services.