



City of Villa Park
17855 Santiago Boulevard
Villa Park, California 92861
(714) 998-1500

**COMMUNITY DEVELOPMENT &
PUBLIC SAFETY COMMITTEE
Monday, August 1, 2016
5:00 p.m. @ Villa Park City Hall**

The Community Development & Public Safety Committee of the City of Villa Park welcomes you to this meeting. We encourage your participation. This agenda contains a brief description of each item to be considered.

If you wish to speak on an item contained on the agenda, please approach the podium at the time the item is being considered. Upon recognition by the Chair, state your name and address for the record prior to providing your comments. Speakers will be limited to a time period set by the presiding officer.

All supporting information is available for public review in the City Hall offices.

Please Note: In compliance with the Americans with Disabilities Act, the City of Villa Park will make every reasonable attempt to accommodate attendees or participants at this meeting who need special assistance beyond what is normally provided. Please contact the City Hall at (714) 998-1500 at least 48 hours prior to this meeting to inform us of particular needs and to determine if accommodation is feasible, Please advise us at the time of your call if special assistance is required to attend or participate in meetings on a regular basis.

ORDER OF BUSINESS

1. CALL TO ORDER / ROLL CALL & INTRODUCTIONS
2. PUBLIC COMMENT
3. DISCUSSION ITEMS
 - A. Adjustment to front yard setback of 9882 Wildwood Way
 - B. Maintenance of Public Parkway
 - C. Update on coyote monitoring and data collection
 - D. Building & Safety Monthly Report – July
 - E. Monthly update on Street Maintenance Project
 - F. Monthly update on Sewer Rehabilitation Project
 - G. Monthly update on the status of key/more visible development issues
 - H. Monthly update on code enforcement issues
 - I. Review of May's minutes
 - J. Review of June's minutes
4. ADJOURNMENT

Next meeting: To be determined. (Monday, September 5, 2016, is Labor Day)

A



**CITY OF VILLA PARK
Community Development Committee (CDC) Information Sheet**

Adjustment (Per 23-20.2 of Zoning Ordinance):

- Request to decrease an existing legal non-conforming front yard setback of 25 feet (current requirement: 30 feet minimum) to 19.25 feet from the west property line (Wildwood Way) to allow the construction of a family room extension

City Council Hearing Date: -----

Applicant: Mr. Paul Mitchell, Project Architect

City Staff Recommendation: Approve Adjustment Request

Site Location: 9882 Wildwood Way

Site Size: +/- 20,000 Square Feet (Irregular)

Topography: Flat

General Plan: Estate Low Density Residential

Zoning: Single-Family Residence (E-4)

Land Use: Single-Family Detached Residential

Adjacent Zoning and Land Uses:

ZONING DESIGNATION

North: -----
South: Single-Family Residence (E-4)
East: Single-Family Residence (E-4)
West: -----

LAND USE

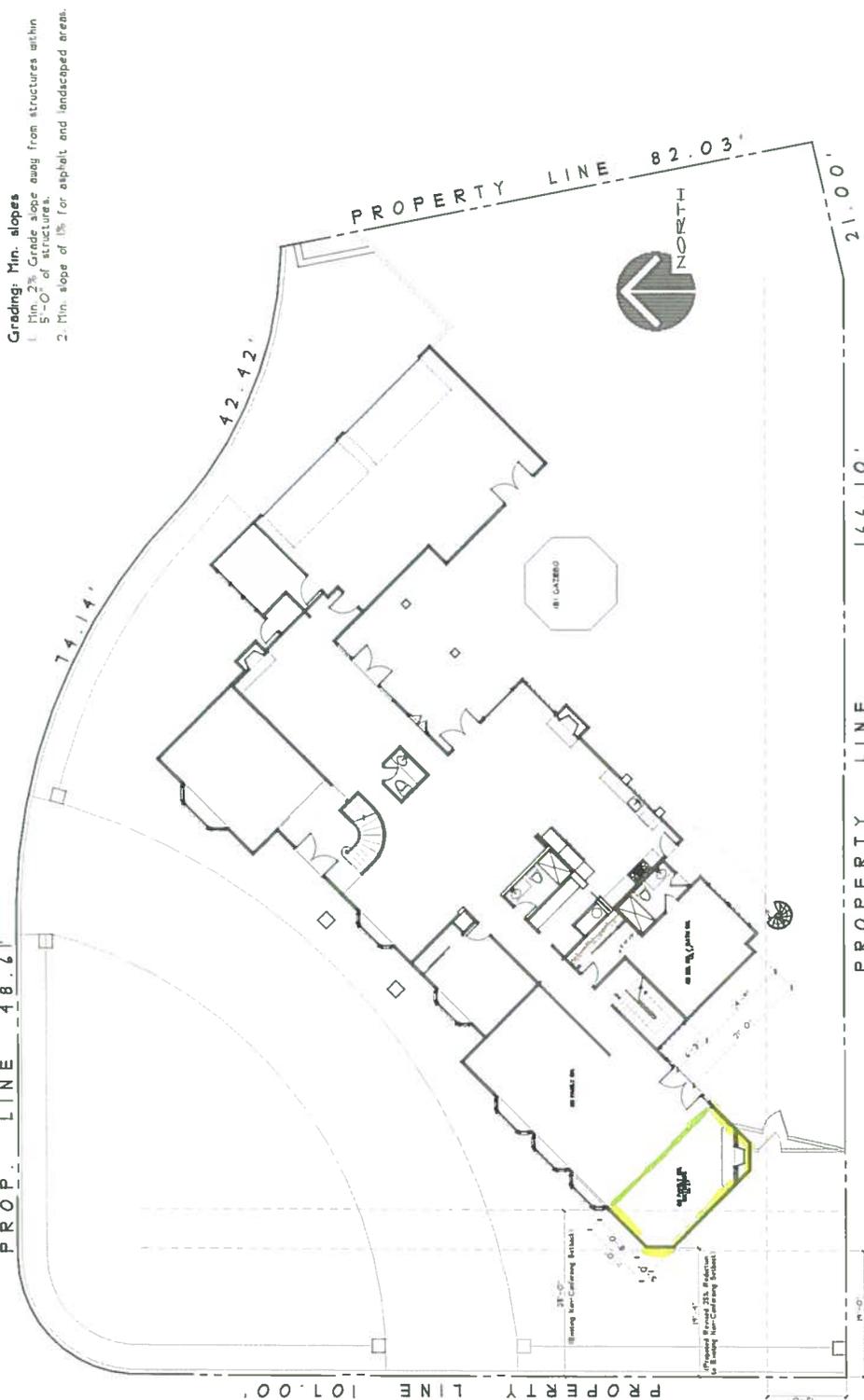
Wildwood Circle
Single Family Detached Residential
Single Family Detached Residential
Wildwood Way

NOTES:

APN: 372-182-14

WILDWOOD CIRCLE

PROP. LINE 48.61'



WILDWOOD WAY

SITE PLAN

SCALE 1/8"=1'-0"

NOTE:
THIS IS NOT A SURVEY.
PROPERTY LINE IS APPROXIMATE.

Grading: Min. slopes

1. Min. 2% Grade slope away from structures within 5'-0" of structures.
2. Min. slope of 1% for asphalt and landscaped areas.

Paul MITCHELL ARCHITECT

5750 Wilshire Blvd
Suite 1000
Beverly Hills, CA 90210
Tel: 310.274.1111
Fax: 310.274.1112
www.paulmitchell.com

NOTE:
THIS PLAN IS A PRELIMINARY DESIGN. THE CLIENT AND ARCHITECT ASSUME RESPONSIBILITY FOR THE ACCURACY OF ALL DIMENSIONS AND CALCULATIONS. NO WARRANTY IS MADE OR IMPLIED BY EITHER PARTY.

SPECIAL REMARKS

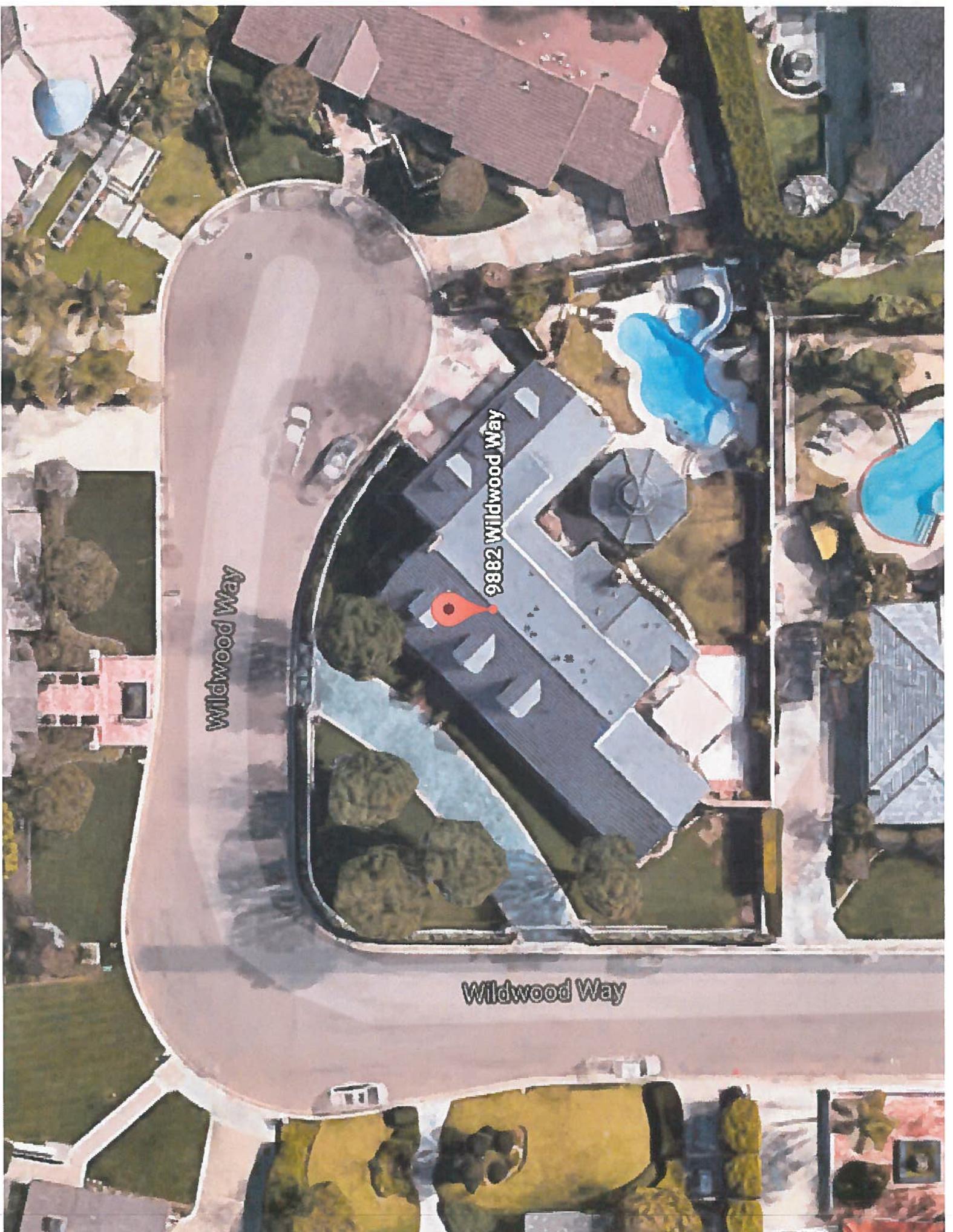
GREGORIO
ADDITION
9882 Wildwood Way
Van Nuys, Calif.

No.	Date	Description
1	08/02/2010	
2		
3		
4		

Drawings Index

SHT#	DESCRIPTION / SPECIFICATIONS
T1	SITE PLAN / SPECIFICATIONS
A1	1st FLOOR PLAN
A2	2nd FLOOR PLAN

Project No. 07007
 Date: 08/02/10
 Title: GREGORIO
 Scale: 1/8"=1'-0"



Wildwood Way

9882 Wildwood Way

Wildwood Way







City of Villa Park

B

17855 Santiago Boulevard, Villa Park, California 92861-4187
(714) 998-1500 • Fax: (714) 998-1508

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MEMORANDUM

DATE: July 28, 2016
TO: Community Development and Public Safety Committee
Meeting of August 1, 2016
FROM: Jarad Hildenbrand, City Manager
SUBJECT: Maintenance of Public Parkway

Throughout the City, public works staff has been observed mainlining some trees/ and or shrubbery located within the parkway, which is technically the property owner's responsibility to maintain.

Villa Park Municipal Code Section 16-1.7. specifically states:

"Except as may otherwise be provided herein, it shall be the duty and responsibility for every abutting property owner to water and otherwise maintain in a proper and sightly manner, all trees, plants or shrubs located in the public parkway, planting easement or right-of-way located immediately in front of, or abutting and contiguous to the property owned by said person. In this instance, "maintenance" shall not include removal unless written approval is obtained from the City provided in this Article. The City shall notify the abutting property owner in writing of the deficient maintenance and establish a reasonable time to correct the problem. If the problem is not corrected, the City may do so at the expense of the abutting property owner."

With CD&PSC concurrence, City staff will begin notifying property owners of their maintenance responsibilities in accordance with the provisions of code. In most cases, a reasonable time frame of not less than 14 days will be established to correct the problem. If the problem is not corrected within such timeframe, the City may do so at the expense of the abutting property owner.

Management understands that this is a change from past practice and that some property owners might not be receptive to this policy now being enforced, which was adopted in 2003, but the City must ensure that all property owners are treated fairly and equitably.

G

Current Open Construction Projects

As of July 15, 2016

17771 Santiago Blvd.	Tenant Improvement (T.I.) to "Dunkin Donuts". Project is 95% complete. Several minor issues pending.
17771 Santiago Blvd.	T.I. "Chase" permit issued. Site work at the framing, electrical conduit stage.
18222 Charter Road.	Remodel and Addition. Project is at the drywall and exterior lath stage.
9741 Crestview Circle.	Remodel and Addition. Project is in the drywall stage.
10532 Center Drive.	New Single Family Dwelling. Project 2 nd coat exterior stucco complete. Drywall install complete. Exterior window trim ongoing.
9322 Hunting Circle.	New Single Family Dwelling. Project is in the "FINISH" stages. Exterior finish 90% complete.
10521 Potter Circle.	Detached RV garage. Waiting for So. Cal. Edison to install underground electrical feed to new electrical panel location, then driveway install will commence.
18031 Athens Ave.	Remodel and Addition. Interior finishes on-going. Exterior stucco finish at brown coat stage.
10531 Orange Grove Cir.	Remodel and Addition. Owner is a cabinet maker. Estimate completion August of this year.
18592 Mendocino.	Addition-Remodel. No Change. Project is 80% complete. Expect completion July of this year. Site clean and neat.
18222 Sterling Ave.	This project continues to reflect several revisions by the property owner. Drywall install complete. Stucco 2 nd coat complete. Roofing complete.

Several project are in plan check waiting for design correction to be returned for re-check. Several other construction projects are in various stages of construction. Ex: Remodels and additions, swimming pools, reroofs, and solar panel installation. (These projects take up about 60% of permits issued)



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**COMMUNITY DEVELOPMENT &
PUBLIC SAFETY COMMITTEE**
Monday, May 9, 2016
5:00 p.m. @ Villa Park City Hall

MINUTES

ORDER OF BUSINESS

1. CALL TO ORDER / ROLL CALL & INTRODUCTIONS

The meeting was called to order at 5:00 PM by Chair Collacott.

Councilmembers Present: Bob Collacott and Greg Mills

Staff Present: Jarad Hildenbrand

2. PUBLIC COMMENT

None

3. DISCUSSION ITEMS

A. Discussion on coyote awareness

Chair Collacott added this discussion to the agenda. Collacott stated that he has been receiving a number of reports of coyote activity from throughout the City; some activity has been alarming. For example, he has heard of three coyotes circling two residents on separate occasions when walking large dogs. This in addition to numerous reports of loss of pets and coyote activity in neighborhoods in broad daylight. Collacott requested that staff establish a procedure for residents to report coyote sightings and activities, especially lost pets, so that the City can get a good handle on whether this is an issue warranting City action.

B. Building & Safety Monthly Report – April

City Manager Hildenbrand presented April's building and safety report.

C. Monthly report on Storm Drain Master Plan Update

City Manager Hildenbrand presented the update. Currently, the City's consultant, CNC Engineering, is investigating the drainage along Nichols Ave and Serrano Ave near Cerro Villa Middle School. In addition, CNC is updating drainage boundaries and hydrology maps based on available records from the City of Orange. The project is on schedule.

D. Monthly update on Street Maintenance Project

City Manager Hildenbrand reported the Pavement Management Plan Update should commence within the next two weeks and will be completed by June 30, 2016.

E. Monthly update on Sewer Rehabilitation Project

City Manager Hildenbrand stated there is no update.

F. Monthly update on the status of key/more visible development issues

City Manager Hildenbrand presented a status report of open construction projects within the City that was prepared by the City's Building Official.

G. Monthly update on code enforcement issues

City Manager Hildenbrand reported on code enforcement activity within the City. Many of the current open cases are minor (i.e. dead trees, lawns, and neglected yard maintenance).

4. ADJOURNMENT

Chair Collacott adjourned the meeting at 5:50 PM.

Next meeting: Monday, June 6, 2016



2

City of Villa Park
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COMMUNITY DEVELOPMENT & PUBLIC SAFETY COMMITTEE

Monday, June 13, 2016, 5:00 PM

Minutes

ORDER OF BUSINESS

1. CALL TO ORDER / ROLL CALL & INTRODUCTIONS
2. PUBLIC COMMENT
3. DISCUSSION ITEMS

A. Town Center Monument Sign

City Manager Hildenbrand reported the wing walls had to be removed to fit the planter box. Construction materials have been ordered and we should break ground in mid-to-late July.

B. CUP request for patio cover exceeding height limit

City Manager Hildenbrand reported this item was withdrawn by the homeowner.

C. Report on Housing Element update

Consultant John Douglas provided the update. After reviewing potential sites within the City that may be suitable for multi-family development, the committee recommended that the most appropriate properties to satisfy RHNA requirements are Assessor Parcels 372-232-10 and 372-232-17, which are located in the northeastern corner of Town Center and currently zoned Commercial-Professional. This zone currently allows multi-family residential by conditional use permit.

D. Update on coyote monitoring and data collection

City Manager Hildenbrand presented data collected to date: so far there have been 5 reported sightings and 3 pets killed.

E. Building & Safety Monthly Report – May

City Manager Hildenbrand presented April's building and safety report.

F. Monthly update on Street Maintenance Project

City Manager Hildenbrand reported the Pavement Management Plan Update should be completed by the end of the month, and available for review at the next committee meeting.

G. Monthly update on Sewer Rehabilitation Project

City Manager Hildenbrand stated there is no update.

H. Monthly update on the status of key/more visible development issues

City Manager Hildenbrand presented a status report of open construction projects within the City that was prepared by the City's Building Official.

I. Monthly update on code enforcement issues

City Manager Hildenbrand reported on code enforcement activity within the City. Many of the current open case are minor (i.e. dead trees, lawns, and neglected yard maintenance).

4. ADJOURNMENT

Next meeting: July 11, 2016