



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

**COMMUNITY DEVELOPMENT &  
PUBLIC SAFETY COMMITTEE  
Monday, September 19, 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. Review of August's minutes
  - B. Consideration of stop sign on Santiago at Patrician
  - C. Direction concerning dead yards now that water restrictions have been lifted
  - D. Consideration of crosswalk at Brynmar Drive and Serrano Ave
  - E. Visualizing the Code Proposal
  - F. ADA compliance of existing facilities
  - G. Update on coyote monitoring and data collection
  - H. Monthly update on Street Maintenance Project
  - I. Monthly update on Sewer Rehabilitation Project
  - J. Monthly update on the status of key/more visible development issues
  - K. Monthly update on code enforcement issues
4. ADJOURNMENT

Next meeting: Monday, October 3, 2016



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City of Villa Park  
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## COMMUNITY DEVELOPMENT & PUBLIC SAFETY COMMITTEE

Monday, August 1, 2016, 5:00 PM

### Minutes

#### ORDER OF BUSINESS

1. CALL TO ORDER / ROLL CALL & INTRODUCTIONS
2. PUBLIC COMMENT - None
3. DISCUSSION ITEMS

A. Adjustment to front yard setback of 9882 Wildwood Way

*City Manager Hildenbrand provided the report and the architect spoke in favor of the project. With committee concurrence, the adjustment was approved.*

B. Maintenance of Public Parkway

*City Manager Hildenbrand reported that 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. The Committee recommended that staff begin notifying property owners of their maintenance responsibilities in accordance with the provisions of code.*

C. Update on coyote monitoring and data collection

*City Manager Hildenbrand presented data collected to date. No action was taken.*

D. Building & Safety Monthly Report – July

*City Manager Hildenbrand presented July's building and safety report. Receive and file.*

E. Monthly update on Street Maintenance Project

*City Manager Hildenbrand reported the Pavement Management Plan Update was completed and presented to Council at July's meeting. Staff is now working on the 10-year revenue and expenditure forecast per Council's direction at July's meeting.*

F. Monthly update on Sewer Rehabilitation Project

*City Manager Hildenbrand reported the City issued an RFP for sewer cleaning services, and the award of contract will be brought to Council in August for approval.*

G. 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.*

H. 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).*

I. Review of May's minutes.

*Approved.*

J. Review of June's minutes.

*Approved.*

4. ADJOURNMENT

*Next meeting: September 19, 2016*



# City of Villa Park

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17855 Santiago Boulevard, Villa Park, California 92861-4187  
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[www.villapark.org](http://www.villapark.org)

## MEMORANDUM

**DATE:** September 15, 2016

**TO:** Community Development and Public Safety Committee  
*Meeting of September 19, 2016*

**FROM:** Jarad Hildenbrand, City Manager

**SUBJECT:** Consideration of stop sign on Santiago at Patrician

Recently, the City has received a number of complaints from residents having difficulty exiting Patrician Drive onto Santiago Blvd due to cars parked near the intersection, specifically on the south side of Santiago Blvd, east of Patrician Drive. As vehicles exit northbound from Patrician Drive and proceed left onto westbound Santiago Blvd, cars that are parked on street block line of sight of westbound traffic.



Staff considered painting the curb red east of the intersection to increase line of sight visibility; however, that would increase the number of cars parked on Patrician Drive, which residents have expressed opposition to. Residents have been receptive to the installation of a stop sign, which staff favors as the best option. A traffic count was completed and while the data does not meet the criteria for a stop sign, one is justified because of limited line of sight visibility. Stop signs/intersections may be approved by the City Council by amending the Master Parking and Traffic Resolution.

Recommendation:

That the CD&PSC recommend to the City Council approval of a stop sign at Santiago Blvd and Patrician Drive, both legs.





# City of Villa Park

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## MEMORANDUM

**DATE:** September 15, 2016

**TO:** Community Development and Public Safety Committee  
*Meeting of September 19, 2016*

**FROM:** Jarad Hildenbrand, City Manager

**SUBJECT:** Direction concerning dead yards now that water restrictions have been lifted

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Pursuant to the Villa Park Municipal Code, all landscaped areas shall be maintained in a healthy and growing condition and shall receive regular mowing and trimming. However, when the watering restrictions were implemented the City did not pursue code enforcement cases against dead yards. Staff only opened cases against properties that were not maintained, filled with weeds, and/or did not receive regular mowing and trimming. Now that the watering restriction have been lifted, though, staff is seeking Committee direction regarding dead yards. Should staff resume enforcement cases against dead yards?



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## MEMORANDUM

**DATE:** September 14, 2016  
**TO:** Jarad Hildenbrand, City Manager  
**FROM:** M. Akram Hindiyeh, City Engineer MAH  
**SUBJECT:** Serrano Avenue / Brynmar Drive Crosswalk

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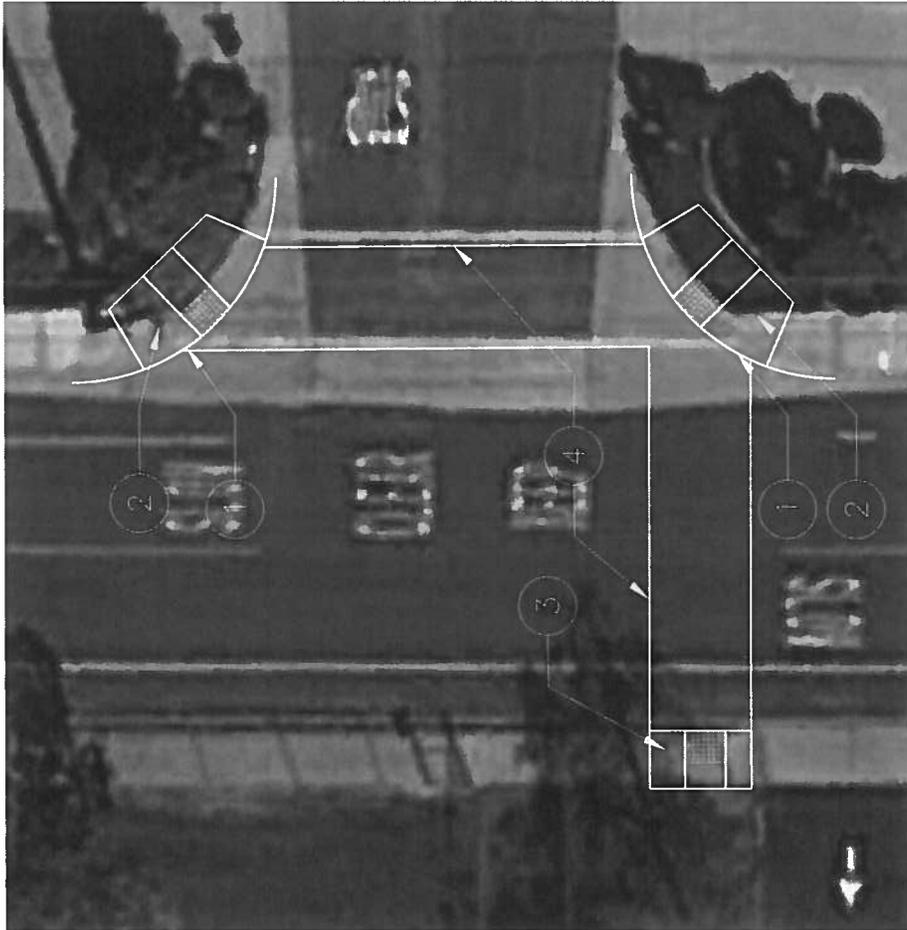
The City received a request to install a crosswalk on Serrano Avenue at Brynmar Drive. After reviewing the location in the field, and in order to provide a X-Walk on Serrano Avenue, the intersection will be required to be upgraded to comply with the ADA requirements. Therefore, Staff is recommending the following:

- Modify the curb radius on Brynmar to 20 feet to minimize the impact on the landscape of the adjacent property.
- Reconstruct the existing ramps with redesigned ADA compliant ramps. Install truncated domes on the ramps.
- Construct a new ADA ramp on Serrano at the school side adjacent to the school driveway.
- Stripe the X-Walk across Serrano Avenue

The estimated cost for the improvements is \$15,000. Attached an exhibit of the proposed improvements.

**SERRANO AVE AND BRYNMAR LANE**  
**CROSSWALK IMPROVEMENTS**

- ① MODIFY THE CURB RADIUS TO 20'
- ② RECONSTRUCT THE ADA RAMPS TO MEET ADA REQUIREMENTS
- ③ CONSTRUCT ADA RAMP
- ④ STRIPE NEW CROSSWALK



**LOCATION MAP**



NOT TO SCALE



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E

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## MEMORANDUM

**DATE:** September 15, 2016

**TO:** Community Development and Public Safety Committee  
*Meeting of September 19, 2016*

**FROM:** Jarad Hildenbrand, City Manager

**SUBJECT:** Visualizing the Code Proposal

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I agendized this item to solicit Committee feedback regarding an animated and narrated video called "Visualizing the Code," that would assist and instruct residents on basic zoning requirements.

I envision, one 10-20-minute comprehensive video that will discuss setbacks, lot coverage, floor area, height limitations, and second dwelling units. The video will offer some tips and guidelines for homeowners looking to start additions in the most common single-family zone, the E-4 Zone.

Please see the links below for examples:

<https://www.youtube.com/watch?v=QOXfQ3tC4Qw>

<https://www.youtube.com/watch?v=ZE12ruUKxZ4>

<https://www.youtube.com/watch?v=gWZpYSEsSnA>

City of Villa Park  
Coyote Tracking

Date	Location	Time of day	Coyote Action	Killed Pet
1 6/3/2016	Santiago	6:00:00 AM	spotted at Dunkin Donuts	No
2 6/4/2016	James Flood Control Channel	8:00 a.m.	Coyote spotted in residential backyard	Yes
3 6/4/2016	James west of Center	6:30 a.m.	Coyotes spotted crossing the street	N/A
4 6/7/2016	Canyon (unknown address)	Unknown (p.m.)	Coyote spotted in residential backyard	Yes
5 6/8/2016	Serrano	Unknown (p.m.)	coyote spotted	Yes
6 6/10/2016	Cerro Villa	not sure	spotted	No
7 6/13/2016	Meats/Serrano	Unknown (p.m.)	Two coyotes spotted in the street (one with rabbit in it's mouth)	N/A
8 6/16/2016	Janice	Evening	coyote spotted	not sure
9 6/21/2016	Robbie Circle	7:00:00 AM	spotted	No
10 6/22/2016	18482 Valley	8:00 AM	Coyote spotted in residential backyard	No
11 6/22/2016	18822 Ridgeview	8:00 AM	Coyote spotted in residential backyard	No
12 6/23/2016	Serrano	Unknown (a.m.)	coyote spotted	Yes
13 6/26/2016	Center/Serrano	9:15 PM	coyote spotted	No
14 6/28/2016	Santiago	6:15 AM	coyote spotted	No
15 6/28/2016	Loma/Cerro Villa	afternoon	2 young coyotes	No
16 7/6/2016	Robbie Circle	10:00:00 AM	spotted	No
17 7/6/2016	Santiago	not sure	spotted with animal in mouth	YES
18 7/8/2016	Valley and Cerro Villa	8:00 PM	coyote heard	?
19 7/9/2016	19191 Valley Drive	4:30 PM	Middle of street	No
20 7/9/2016	Robbie Circle	noon	spotted	No
21 7/9/2016	Valley	4:30:00 PM	spotted in street	No
22 7/10/2016	Ludwig & Cannon	3:00:00 PM	spotted	No
23 7/11/2016	Canyon and Loma	7:00 AM	2 running on trail	No
24 7/12/2016	Nathan Circle	9:00:00 AM	spotted	No
25 7/13/2016	Covington & Cedar Hill	midnight	spotted	Yes
26 7/17/2016	Laconia and Gloria	10:30:00 PM	Spotted	No
27 7/22/2016	9141 El Rito	2:00:00 PM	spotted	Yes
28 7/24/2016	Laconia and Gloria	11:15:00 PM	Spotted in driveway	No
29 Unknown	Serrano Elementary	11:00 p.m.	Two coyotes spotted in front of school	N/A
30 Unknown	Serrano/Cerro Villa	6:45 a.m.	Two coyotes spotted in the track area	N/A

City of Villa Park  
Coyote Tracking

31	8/12/2016	18091 Mark Circle	12:30:00 PM	Coyote on driveway ran across street	No
32	8/15/2016	Dodson Way	6:00:00 PM	Coyote seen	No
33	8/15/2016	Monocco Way	8:30am	Coyote roaming around in backyard	N/A
34	8/1/2016	Featherhill Dr	6pm	Killed cat in backyard	Yes
35	8/10/2016	Featherhill Dr	5:30am	A pack of 5-7 coyotes roaming down street	N/A
36	8/15/2016	Featherhill Dr	2:00pm	Came after dog in front yard	No
37	8/18/2016	Hummingbird Circle (Orchards)	11:10am	Coyote in their backyard shed	No
38	8/18/2016	Hummingbird Circle (Orchards)	11:20am	Coyote in neighbors backyard	No
39	8/21/2016	Henderson and Mesa	10:00 AM	Martinique Tract	No
40	8/22/2016	18262 Winn Circle	11:00 AM	Coyote attacked dog & tore out its eye	No
41	8/22/2016	Bixby Circle	9:00 PM	2 coyotes walking on the top of our concrete block fence between our property and our neighbor's	No
42	8/26/2016	Lincoln Street	6:30 AM	Running in street	NO
43	9/1/2016	Middle School Playground	11:30 AM	Running	No
44	8/31/2016	Janice Circle	morning/night	lost a number of pets	Yes
45	9/2/2016	Featherhill Dr	8:00 PM	Coyotes on the school	No
46	9/7/2016	Canyon Drive	8:15 PM	Driveway	No
47	9/12/2016	Winn Circle	morning	pair of young coyotes jumped fence	NO
48	9/14/2016	Mesa/Loma	Morning	Near horse barn, usually one or two every morning	No
49	9/15/2016	Dodson Way	6:30 AM	2 large coyotes. They were heading north on Dodson Way around 6:30 this morning. They hopped the fence of a residence on the cul-de-sac and ended up on Brynmar Lane. We lost sight of them from there.	No