City of Signal Hill
Project Development Guide
2016

(04/20/16)

City of Signal Hill
Community Development Department
2175 Cherry Avenue
Signal Hill, CA 90755
(562) 989-7340
www.cityofsignalhill.org

City of Signal Hill
Project Development Guide

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City of Signal Hill
Project Development Guide

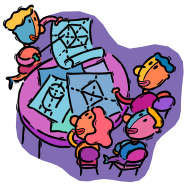
INTRODUCTION

This Project Development Guide is intended as a guide for developers of new buildings or large additions to existing buildings. It contains information on constraints to development in the City of Signal Hill such as oil wells, contaminated soils and seismic hazards as well as cost considerations including developer impact fees, public works improvements, street widening dedication requirements and plan check and building permit fees. The Guide includes an overview of the planning process – Site Plan & Design Review and View Analysis - leading to project entitlement and concludes with submittal requirements for Building, Grading and Street Improvement plan check and estimates on permit fees including developer impact fees for water, traffic, parks and schools. *The fees listed in this guide are estimates only based upon the latest available information; the fee schedules are updated throughout the year at different times by the various governing agencies.* ***Final fee assessments are determined at time of plan check and/or building permit issuance.***

Residential buildings including second story additions to existing dwellings and additions more than 500 square feet, and new commercial or industrial buildings or additions more than 10,000 square feet require Planning Commission public hearing review and approval. In "view" sensitive areas development is subject a view analysis process to access potential impacts and attempt to mitigate view impacts.

Developers of small projects like walls/fences, patio covers, small tenant improvements and single-story room additions less than 500 square feet need not review the Project Development Guide and will find the information needed for a small project available "over the counter" at the Community Development – Public Works/Engineering Department public information counter at City Hall.

The Project Development Guide and additional information is also available on the City of Signal Hill website at www.cityofsignalhill.org. For additional information on California Building Standards Codes please visit their website at www.bsc.ca.gov.



Community Development Department and the Division of Building Safety
General Information (562) 989-7340

Public Works/Engineering Department
General Information (562) 989-7351

City Hall is located in the Signal Hill Civic Center at the southwest corner of Cherry Avenue and Hill Street. Take Cherry Avenue south from the San Diego (405) freeway. Hill Street is located between Willow Street and Pacific Coast Highway. Parking is available adjacent to City Hall on Jesse Nelson Circle. The public information counter is located on the lower level. Use the door on the west side of the City Hall building.

Proof of worker's compensation insurance and state contractor's license are required when pulling permits. A state contractor's license can be verified by visiting the State Contractor's Board website at www.cslb.ca.gov. A city business license is also required, please call (562) 989-7315 for fee schedule.

Inspection request hotline (24 hours) (562) 989-7348. Please note the following:

Building permit issuance, plancheck submittals and counter/phone hours will be conducted Monday through Friday from 11:00 a.m. to 12:00 p.m. and afternoons by appointment.

Inspection hours will be conducted Monday through Friday from 8:00 a.m. to 11:00 a.m. Please call 24 hours in advance

John Hartley (562) 989-7348, jhartley@cityofsignalhill.org

Planning office hours: 7:30 a.m. to 5:30 p.m. Monday through Thursday
7:30 a.m. to 4:30 p.m. Fridays

Selena Alanis, Associate Planner (562) 989-7341, salanis@cityofsignalhill.org
Colleen Doan, Senior Planner (562) 989-7344, cdoan@cityofsignalhill.org
Scott Charney, Planning Director (562) 989-7343, scharney@cityofsignalhill.org

Engineering office hours: 7:30 a.m. to 5:30 p.m. Monday through Thursday
7:30 a.m. to 4:30 p.m. Fridays

Anthony Caraveo, Senior Engineering Technician (562) 989-7352, acaraveo@cityofsignalhill.org
Glenn Kriechbaum, Public Works Inspector (562) 989-7358, gkriechbaum@cityofsignalhill.org

DEVELOPING IN THE CITY OF SIGNAL HILL

Special situations and constraints to development

Oil Wells - Oil wells are an important consideration when developing in the City of Signal Hill. Active or inactive oil wells located on your property or on neighboring properties may affect what can be developed on your property because of Fire Code access and setback requirements. Most remaining vacant land in the city is vacant because of oil well related issues. The State Department of Conservation, Division of Oil, Gas and Geothermal Resources (DOGGR) maintains a map showing the general location of wells and files containing survey coordinates for locating wells.

State of California Department of Conservation
Division of Oil, Gas and Geothermal Resources (DOGGR)
5816 Corporate Avenue, #200
Cypress, CA 90630-4731
(714) 816-6847
www.conservation.ca.gov

Oil Field Lease Agreements – property ownership does not always include the right to develop vacant land especially in the oil field where land may be subject to an oil field lease. Some of these lease agreements date from the 1920s when property owners gave up their right to develop their property to oil field operators. A property owner may have no legal standing to develop the land until the lease is renegotiated or removed from the property. Persons interested in buying oil field land should obtain comprehensive title reports and seek legal advice regarding oil field leases and pipeline easements listed on the title. Developers should contact the oil field operator/leaseholder regarding development plans. Sometimes leaseholds can be renegotiated to allow for the joint or shared use of an oil field parcel.

Inactive or Abandoned Oil or Gas Wells / ***Abandonment or Re-abandonment of Oil or Gas Wells*** - see pages 39 and 40.

Soils Contamination – most oil field land has soils contamination due to past oil production activity. Sumps, tank bottoms and drilling mud contamination may be found on oil field land and must be remediated as a part of the development process. Registered soils or environmental engineers are qualified to sample soils and make recommendations on remediation action plans.

Earthquake Faults - may also affect the viability of developing your property. The City of Signal Hill is located in the Newport Inglewood fault zone and traversed by many surface expressions of seismic activity. The State Geologist has mapped the area as part of the Alquist-Priolo Special Studies zone project. Registered geologists are qualified to investigate properties within the study zone and prepare compliance reports and plans. A map showing the location of the earthquake fault zone is included in this package along with information regarding the Alquist-Priolo Special Studies Act.

City of Signal Hill Requirements

Public Works Improvements – projects must dedicate land for street and alley widening as shown on the Official Plan Lines Map, and construct or repair curb, gutter, sidewalks and pave to the centerline al streets and alleys adjacent to the development parcel if they exceed the valuation level (adjusted annually). In addition, developers are responsible for construction or upgrading of sewer and water mains, storm drains, streetlights, fire hydrants, street trees and street signs. Construction is required concurrent with project development and a performance bond for the construction must be obtained before the issuance of building permits. In certain situations where construction is infeasible, the City may accept an in lieu fee equal to the cost of construction.

Underground Utilities – The City has established an underground utility district. When feasible, the City requires undergrounding of existing overhead utilities. Undergrounding is not required for high-voltage power lines or when utility poles are located “off-site” (not located on the development site). Undergrounding of utility services is required from a utility pole located on the site to the new building.

City of Signal Hill Deposits & Fees

Developer Planning Review Deposit – Developers receive 1-hour free planner’s consultation then establish a Developer Planning Review Deposit with the City before entering into the planning review process. The deposit is used to pay for the City staff time to review preliminary plans, meet with developers, engineers and architects regarding plans, conduct field work including view analysis and preparation of the Planning Commission agenda Public Works Improvement Report. The planning and engineering staff blended hourly rate (adjusted annually), includes administrative and overhead costs. The deposit is used to pay the actual costs for the following: public notification mailing address labels, publication of notices in the local newspaper, staff and consultant fees associated with development on properties within the Long Beach Oil Field, including development on properties with abandoned oil and gas wells. Methane assessment and mitigation consultant fees, leak testing of abandoned well fees, City petroleum engineer fees and Oil Services Coordinator fees, landscape plan review by City’s consulting landscape architect, and City Attorney costs beyond the cost of standard review of the Planning Commission’s agenda staff report, resolutions and conditions of approval related to the project.

Developer Engineering Review Deposit – The City's consulting registered engineers, including the city's petroleum engineer, plan check, grading, erosion control and street improvement plans and abandoned well Equivalency Assessment Report review. Actual costs for these services are passed through to the developer. Developers establish a Developer Engineering Review Deposit before submitting plans for review.

Well Abandonment Report Review – When developing on properties with abandoned oil and gas wells, development standards referenced in Chapter 16.24 of the Signal Hill Municipal Code require documents and data be prepared and submitted as prerequisites to site plan and design review. A Well Abandonment Report is required which will contain well discovery and NAD 83 survey documents, a leak testing report and a well access exhibit. Most importantly, an Equivalency Standard Assessment Report is required for all abandoned wells where development is proposed over or in "close proximity" to the well. The City's methane assessment and petroleum engineer consultants, the Oil Services Coordinator and Community Development staff will have oversight and review of the procedures and required documentation. Actual costs for these services are passed through to the developer by way of the Developer Deposit. City Standards for access, methane testing and mitigation are publicly available at the Community Development counter and are attached to this document.

Building Plan Check and Permit Fees – The City's consulting structural engineer plan checks building construction plans and specifications for conformance with California Building Codes. Plan check fees are 85% of the building permit fee. Building permit fees are based on standard building valuation data and include the cost of building inspection.

Grading Plan and Erosion Control Plans – grading and erosion control plans prepared by a registered civil engineer are required for all projects including additions to single family dwellings in hillside areas. Erosion control mitigation for graded construction sites – sandbags and detention basins – must be maintained to prevent erosion during the October through April rainy season.

***California Environmental Quality Act (CEQA*)** – All new development projects must demonstrate compliance with CEQA regulations. Developers may be required to complete an environmental information questionnaire and pay costs associated with the environmental review. Planning staff may prepare documentation including mitigated negative declarations for routine projects. The City's consulting traffic engineer may prepare support documentation for staff prepared environmental documents. For complex projects, the City requires that developers establish a separate Environmental Report Deposit or the preparation of environmental documents by an outside consultant under contract with the City.

Fire Protection - applicants are responsible for submitting plans to the County of Los Angeles Fire Department for plan check approval. Plans must be approved before the issuance of building permits. The Fire Department website describes submittal requirements. See the following page for submittal information.

Tenant improvements, special events, residential fire sprinklers, inspections and other similar projects should be submitted for approval to:

LA County Fire
19030 Pioneer Blvd.
Cerritos, CA 90701
(562) 860-8014

All other projects, including new projects, should be submitted to:

LA County Fire
Fire Prevention Engineering
5823 Rickenbacker Road
Commerce, CA 90040
(323) 890-4125, 4243
www.fire.lacounty.gov

See also the *Fire Department Requirements* handout.

Water Meter Plan Check – to assure the correct sizing of water meters the City requires a water plan for new development projects. Projects must be sized in conformance with the California Plumbing Code. A plan showing the fixture count and estimated domestic, fire and irrigation systems demand may be required.

Los Angeles County Sanitation District
1955 Workman Mill Road
Whittier, CA 90607
(562) 699-7411
www.lacsd.org

Sanitation -Projects that requires a new connection to the public sewer must pay a sewer connection fee to the Los Angeles County Sanitation District. Permits must be obtained before the issuance of City building permits.

Special Projects

Hazardous Materials - projects involving hazardous materials may be reviewed by the Fire Department at alternative locations. Please call in advance or visit the County Fire Department website at www.fire.lacounty.gov to determine if your project requires special review and where to take your plans.

Storm Water Pollution Control -National Pollution Discharge Elimination System (NPDES) regulations apply to projects involving substantial grading and many types of businesses including automotive repair, restaurants, etc. The City's consulting engineer will assist developers with plans for projects subject to NPDES regulations.

John Hunter & Associates
6131 Orangethorpe Avenue, Suite 350
Buena Park, CA 90620
(562) 802-7880
info@jlha.net

Restaurants and Swimming Pools – new or remodeled restaurants, proposed grease traps and grease interceptors in food preparation areas, and swimming pools for multi-unit residential buildings must be plan checked by the Los Angeles County Health Department.

LA County Health Department - Plancheck
Restaurants (626) 430-5560
Pools (626) 430-5360
www.lapublichealth.org/eh

Underground Storage Tanks – all tank installations or removals must be plan checked by the Los Angeles County Department of Public Works.

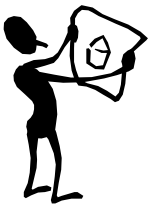
L. A. County Public Works Department
900 South Fremont Avenue
Alhambra, CA 91803
(626) 458-5100
www.ladpw.org

Flood Zone – The City of Signal Hill is located in Flood Zone "C", Community number 060161, No "panel" number. The City of Signal Hill does not have any identified Flood Hazard Areas and therefore does not have a published FIRM.

Climate Zone – The City of Signal Hill is located in Climate Zone "6".

Seismic Hazard Zone – The City of Signal Hill is located in Seismic Hazard Zone "4".

Wind Size Load: 110 mph Exposure: C Snow Load: None



The Planning Review Process

Site Plan and Design Review - The planning staff may approve certain small projects, but most new buildings including all new dwellings, additions more than 500 square feet and second story additions to existing dwellings must be approved by the Planning Commission at a duly noticed public hearing. The review process is known as Site Plan and Design Review (see Signal Hill Municipal Code Section 20.52). This process is used by the City to determine acceptability of design, architecture, materials, colors, parking, landscaping, lighting, fences, signs and other factors affecting the appearance of the project and its compatibility with surrounding existing development.

NOTE: A Site Methane Assessment Report and Mitigation Plan (if needed) is required for *ALL* projects prior to issuance of building permits (see Methane Assessment Standard attached).

Planning review begins with a free 1-hour consultation at the public counter, by phone or email. Thereafter, all time working on a development project will be billed to the developer's planning review deposit. Note that separate deposits are required for Public Works Engineering division grading and street improvement plan check. In addition, building plan check is paid separately when plans are submitted for building code plan check.

Developers are encouraged to submit plans to the Fire Department for comments that may affect final project design.

Planners will review plans for conformance to the zoning ordinance including any specific plans and assist developers by providing comments and corrections necessary to prepare a plan suitable for review by the Planning Commission.

A complete submittal will generally include the following: architectural rendering, site plan, architectural elevations, floor plan, preliminary grading plan, preliminary landscape plan, and materials color board. View sensitive projects will include view analysis exhibits.

Prerequisites to Site Plan and Design Review - When developing on properties with abandoned oil and gas wells, development standards referenced in Chapter 16.24 of the Signal Hill Municipal Code require documents and data be prepared and submitted as prerequisites to site plan and design review. A Well Abandonment Report is required which will contain well discovery and NAD 83 survey documents, a leak testing report and a well access exhibit. Most importantly, an Equivalency Standard Assessment Report is required for all abandoned wells where development is proposed over or in "close proximity" to the well. The City's methane assessment and petroleum engineer consultants, the Oil Services Coordinator and Community Development staff will have oversight and review of the procedures and required documentation. Actual costs for these services are passed through to the developer by way of the Developer Deposit. City Standards for access, methane testing and mitigation

are publicly available at the Community Development counter and are attached to this document.

The *Planning Commission* – Meetings are monthly on the 3rd Tuesday at 7:00 p.m. in the City Hall Council Chambers. Applicants should attend all Commission meetings related to their project and be prepared to answer questions from the Planning Commissioners. Agenda packets are distributed to the Commissioners the Thursday before the Commission meeting. Accordingly, the deadline for submitting completed view analysis materials, architectural plans, brochures, letters, and materials color display boards is approximately one month before the meeting date. This is the minimum time necessary to complete environmental documents, public notices and prepare reports, resolutions and conditions of approval for the Commission's consideration.

Developers are encouraged to meet on their own with nearby neighbors who may be affected by proposed new development. These "community outreach" meetings will help to identify development issues early in the planning process. Planning Commission workshop meetings may be used to present preliminary plans for complex projects to the Commission for early input and advice on final plans.

When new development has potential view impacts, the planners will coordinate the view notice, story pole and photo session procedure and assist the developer in preparing view analysis materials suitable for presentation to the Planning Commission.

Decisions made by the Planning Commission may be appealed to the City Council. Accordingly, decisions become final 10 days after the date of the Commission's decision.

The Plan Check Process

Building, Grading and Street Improvement Plan Check - Following approval of the project at a Planning Commission public hearing, plans will be accepted for building, grading and street improvement plan check. The Building Division serves as the overall project coordinator for building plans and planning approvals, and issues, well discovery, methane testing and oil code related permits, building and grading permits. The Public Works Department, Engineering Division plan checks grading, street and alley, and sewer and water improvement plans. At time of submittal for building plan check, applicants pay a plan check fee equal to 85% of the building permit fee. The City uses Building Valuation Data as published in Building Standards Magazine to determine building valuation. Permit and plan check fees are adopted from time-to-time by City Council resolution. A separate plan check deposit is collected by the Public Works, Engineering Division for grading, erosion control, street, water, and sewer improvement plans. Plans are check by licensed structural or civil engineers under contract to perform plan checks for the City. The costs for these services are passed through to the applicant.

Public Works/Engineering Division
(562) 989-7351

Submittal Requirements - Submit 4 sets of building and grading plans and 2 sets of the following: Structural calculations, energy calculations, soils report, water plan, grading plan, erosion control plan, retaining wall plan, street improvement plan, seismic report (if seismic report is required, submit $3,000 deposit for consulting geologist review).

First plan check review may take 3 to 4 weeks depending on the complexity of the plans. Subsequent rechecks take 2 to 3 weeks. As mentioned above, developers must submit plans to the Fire Department for review and approval separate from the City building plan check process.

The Building Division will coordinate with Planning and Engineering reviews and will require that these divisions approve final plans before the issuance of building permits.

Any conditions of approval attached to the project during the Planning review process including any environmental document mitigation measures that state “before issuance of building permit” must be completed before the City will issue building permits.

Construction Time Limits - Time limits start when the first permit is issued. Time limits are based on project size and project type. Please see the Construction Time Limits section for additional information.

Building pad height and building height certification – before pouring foundations the developer’s civil engineer or registered surveyor must submit written verification of conformance of the pad height to the approved grading and building plans. Before roofing, the framing height must be certified in conformance with the building plans.

Payment of Developer Impact Fees – must be made before the issuance of Certificates of Occupancy.

Business Licenses – Any contractor working in the City is required to obtain a City of Signal Hill business license. General contractors will be asked to submit a list of all contractors and verification of business permits.

CONSTRUCTION TIME LIMITS

The purpose of establishing construction time limits is to establish reasonable completion times for projects. The City wants to encourage property owners to start construction when they are ready and can complete the project in a timely manner.

Did you know your neighbors will be notified of permit issuance?

For projects where construction time limits apply, upon issuance of the first building, grading or demolition permit notification of permit issuance shall be provided to all property owners within a one-hundred-foot radius (or per the City View policy) of the subject property.

What are the time limits?

The Building Official or Director of Community Development may deem any building, grading, or demolition permit issued to be null and void if:

1) the building or work authorized by such permit is not commenced within one hundred eighty days from the date of permit issuance;

2) the building or work authorized by such permit is suspended or abandoned for a period of one hundred eighty days or more; or

3) Starting from the date of the demolition, grading or building permit issuance, if the project is not completed within the time limit set in the table below.

Project Size	**Construction Time Limit**
Residential Additions, Alterations, Repairs and Accessory Structures 200 SF and less 201 SF and over	 180 days 360 days
New Dwelling Units 1 to 2 units	 540 days
3 or More Units 3 to 10 units 10 to 50 units 50 units and over	 720 days 1,080 days 1,440 days
Non-Residential & TIs Tenant Improvements and 10,000 SF and less 10,001 SF and over	 540 days 720 days

Note: Square footage for this table is defined as the gross floor area.

In addition, the Site Plan and Design Review approval expires if the demolition, grading or building permit(s) expires.

For additional information regarding construction time limits, extensions and penalties, please refer to Section 20.52.

BUILDING CODES ADOPTED

The 2013 California Building Codes became effective January 1, 2014.

The City of Signal Hill is now operating under the following codes with noted amendments:

- 2013 California Administrative Code
- 2013 California Code for the Abatement of Dangerous Buildings
- 2013 California Electrical Code - Based on the 2011 National Electric Code (NEC)
    - Electrical work on commercial, industrial, or multi-family (more than two units) structures is required to be performed by a state-licensed electrical contractor
- 2013 California Fire Code
- 2013 California Housing Code
- 2013 California Mechanical Code - Based on the 2012 Uniform Mechanical Code
- 2013 California Plumbing Code - Based on the 2012 Uniform Plumbing Code
    - Pressure regulators are required on all water systems
    - Use of asbestos-cement in potable water systems is prohibited
- 2013 California Building Code, Volumes 1 and 2 - Based on the 2012 International Building Code
- 2013 California Residential Code
    - Grading requirements are modified
    - Installation and construction of fences and walls shall not be exempt from building permit requirements
- 2013 California Green Building Standards Code

APPLICATION SUBMITTAL DEADLINE DATES

The Planning Commission meetings are held on the 3rd Tuesday of the month.

Completed applications and plans (including grading and stormwater treatment plans), as determined by the Director of Community Development, or his designee, are due at a minimum **30 days** prior to the next regularly scheduled meeting (SHMC 20.52.030C).

OVERVIEW OF FEES

Attention Developers and Owners

Any and all fees included in this guide may be required for your project:

CITY FEES

- Permit Fees – Well Discovery, Methane Testing and Related Oil Code fees, Building, Grading, Plumbing, Electrical, Mechanical and Demolition
- Plan Check Fees - Note: Plumbing, Electrical and Mechanical Fees are collected at Permits
- Impact Fees
- Public Works Fees
- LA County Sanitation Fees
- Long Beach Developer Fees
- Public Works Bond
- Grading Bond
- Developers Deposit
- CEQA Document Filing Fees

OUTSIDE AGENCIES

- **Consultant Fees:**
    - NPDES review and permit
    - Oil Code review and inspection
    - Methane Mitigation review
    - Alquist-Priolo plan review
- **Other Requirements may include:**
    - Undergrounding of all utilities
    - Alquist-Priolo Seismic Study
    - Asbestos Report
    - Methane Mitigation
    - Fire Sprinklers

DEVELOPER'S DEPOSIT POLICY

There is no charge for the first hour of preliminary public counter information or plan review, dissemination of information and answering questions in person or by phone or e-mail related to the development review process.

Thereafter, a developer deposit is required and professional planner and engineering staff time shall be billed in quarter hour increments at an hourly blended rate (adjusted annually) for all matters related to the processing of the developer's project including:

1. Responses to citizens' questions about the developer's proposed project that result from the citizen's receipt of a view notice or public hearing/workshop notice including meetings, telephone calls and emails.
2. Research directly related to the project including general plan, zoning, well abandonment reports and CEQA research.
3. Fieldwork directly related to the project including view analysis, site analysis abandoned well leak testing and venting and site methane assessment.
4. Preliminary plan review for conformance with general plan, zoning, specific plans, CEQA compliance.
5. Review and analysis of Well Abandonment Reports for properties with abandoned oil wells.
6. Meetings and correspondence with the developer or developer's agents, architects or engineers.
7. Preparation of CEQA compliance documents.
8. Preparation of public notices, graphics or displays related to the public hearing process.
9. Preparation of view analysis exhibits and presentation materials.
10. Site methane assessment and mitigation for all development projects, large or small. **NOTE:** A Site Methane Assessment Report and Mitigation Plan is required for *ALL* projects prior to issuance of building permits.
11. Subsequent plan checks and fieldwork to verify conformance with Planning Commission approvals and conditions of approval, subsequent research, review of modifications, conformity reports and appeals.

Actual cost for abandoned well leak testing, venting and site methane assessment and mitigation by the City's methane consultant.

Actual cost for review of the Equivalency Standard Assessment Report by the City's consulting Petroleum Engineer.

Actual cost for landscape plan review by the City's consulting landscape architect.

Actual cost for review of legal issues that are directly related to the developer's project by the consulting City Attorney's office.

DEVELOPER'S DEPOSIT POLICY (cont.)

Actual cost for purchase of certified mailing list and gummed labels for public notices.

Actual cost for publication of workshop and public hearing notices in the *Signal Hill Tribune* newspaper.

Actual cost for reproduction services required for presentation exhibits.

Complex projects may require more than one mailing and publication of public notices.

Administrative Assistant time is included in the blended fee.

After normal business hours fieldwork such as view analysis shall be billed at one and one half of the hourly rate.

Applicants will be notified if the initial deposit becomes insufficient to pay for costs billed against the deposit. Before project approval, the deposit account must be adequate to pay for associated projected costs. Upon final project approval, excess deposits will be refunded to the applicant.

The Public Works Engineering Department collects a separate deposit for services related to outside engineering consultant review of grading and erosion control plans, street, water, sewer and industrial waste plan checking.

Effective: F/Y 2015/2016 the hourly rate is billed at $104.00*

Residential Deposit Fees (minimum initial deposit)

2nd story and additions of more than 500 sf	$ 4,000
1 story and additions of less than 500 sf	$ 500
New SFD or Duplex dwellings	
View Analysis (required)	$ 6,000
View Analysis (not required)	$ 5,000
Additional staff and consultant fees for properties with abandoned wells (per well fee) plus actual cost for well review per # of wells	$ 1,000
Multi-Family and Tract Development	
Fewer than 10 dwelling units	$ 8,000
More than 10 dwelling units	$12,000
Additional staff and consultant fees for properties with abandoned wells (per well fee) plus actual cost for well review per # of wells	$ 1,000
All other applications (parcel map, parcel map waiver, lot line adjustments, lot mergers, variances, zoning ordinance amendments)	$ 4,000

DEVELOPER'S DEPOSIT POLICY (cont.)

Commercial Deposit Fees (minimum initial deposit)

Additions to existing and Tenant Improvement Projects	$1,500
Minor Tenant Improvements	$ 208 (2 hour fee)
New buildings less than 10,000 sf	$6,000
New buildings greater than 10,000 sf	$8,000
All other applications (CUP, etc.)	$4,000
Additional staff and consultant fees for properties with abandoned wells (per well fee) plus actual cost for well review per # of wells	$1,000

DEVELOPMENT IMPACT FEES

2016

The City collects Developer Impact Fees for parks, traffic and water infrastructure improvements. **These fees are subject to change annually.**

Residential - Parks

Single-Family Dwelling	$ 19,332/unit
Multi-Family Dwelling	$ 13,334/unit
Commercial - Parks	$ 0.62/sq. ft.

Residential - Water

Dwelling Unit with 5/8" – 3/4" meter*	$ 11,292/unit
Dwelling Unit with 1" meter	$ 18,941/unit
Commercial - Water	$ 3.37/sq. ft.

***Detailed information for larger size meters available upon request**

Residential - Traffic

Single/Multi-family dwelling unit	$ 478.00/unit

Commercial - Traffic

High-Intensity Use	$ 5.65 sq. ft.
Office Uses	$ 1.10 sq. ft.
All Other Uses	$ 2.83 sq. ft.

Industrial - Traffic

Industrial Uses	$0.68 sq. ft.

Public Works Valuation Threshold $67,763 (subject to change annually)

BUILDING VALUATION DATA

The determination of a project valuation is computed from these figures, which were established in April 2002, and are adjusted annually based on the Building Cost Index as published by *McGraw-Hill Construction ENR*.

Occupancy and Type	**Cost per square foot**
Apartment Houses	$ 112.85
Single-Family Dwellings	$ 121.17
Private Garages (detached)	
Wood Frame	$ 33.45
Open Carports	$ 23.32
Decks	$ 33.45
Patio Covers (solid)	$ 22.85
Patio Covers (open) 75% of solid	$ 17.14
Warehouses	
Type II or V-N	$ 37.86
Type III-N	$ 43.49
Restaurants	
Type V-N	$ 117.93
Offices	
Type V-N	$ 93.73
Type III-N	$ 101.57
Type III-N Medical	$132.04
Stores	
Type V-N	$ 65.64
Type III-N	$ 79.14
Tenant Improvements	
Office/Warehouse	$ 31.83
Office/Warehouse Retail	$ 32.45
Medical	$ 39.01

If the proposed occupancy and/or type are not listed, please contact the Division of Building Safety at (562) 989-7348 or contact us by email at jhartley@cityofsignalhill.org.

Improvement	Unit Value
Pools	$ 104.79/sq ft
Roofing:	
Composition (all)	$ 73.83/sq
Cedar Shingle	$ 110.74/sq
Light Tile	$ 119.08/sq
Heavy Tile	$ 159.56/sq
Rock	$ 159.56/sq
One Square = 100 sq ft	
Signs:	
Wall (non-illum)	$ 16.67/sq ft
Wall (illum)	$ 30.96/sq ft
Roof, Pole and Project	
Non-Illum, one face	$ 25.01/sq ft
Non-illum, two face	$ 30.96/sq ft
Illuminated, one face	$ 33.34/sq ft
Illuminated, two face	$ 42.87/sq ft
Fences:	
Wood	$ 17.86/lin ft
Chain Link	$ 22.63/lin ft
Walls:	
Block 6”	$ 30.96/lin ft
Block 8”	$ 34.53/lin ft
Retaining Walls:	
Block 8”	$ 22.63/sq ft
Block 12”	$ 30.96/sq ft
Concrete	$ 30.96/sq ft
Pavement:	
AC: 3” over 4”	$ 3.10/sq ft
Concrete: 6” (4” + $3.52)	$ 5.84/sq ft
Seismic Retrofit	$ 2.38/sq ft

PERMIT AND PLAN CHECK FEES

Resolution No. 82-08-3564

Contractor's Business License Fee:

6 months	$104
12 months	$154

1. Residential: Minimum Permit Fee is $73.00, plus $10.00 issuance

Valuation	Permit Fee
Up to $25,000	$32.50 for first $2,000, plus $6.00 for each additional $1,000 (or fraction thereof) up to and including $25,000
$25,001 - $50,000	$170.50 for the first $25,000, plus $5.00 for each additional $1,000 (or fraction thereof) up to and including $50,000
$50,001 - $100,000	$295.50 for the first $50,000, plus $4.00 for each additional $1,000 (or fraction thereof) up to and including $100,000
$100,001 and up	$495.50 for the first $100,000, plus $3.50 for each additional $1,000 (or fraction thereof)
Permit Issuance Fee	$10.00

2. Non-residential: Minimum Permit Fee is $73.00, plus $10.00 issuance

Valuation	Permit Fee
Up to $25,000	$32.50 for first $2,000, plus $6.50 for each additional $1,000 (or fraction thereof) up to and including $25,000
$25,001 – $50,000	$182 for the first $25,000, plus $5.50 for each additional $1,000 (or fraction thereof) up to and including $50,000
$50,001 - $100,000	$319.50 for the first $50,000, plus $4.50 for each additional $1,000 (or fraction thereof) up to and including $100,000
$100,001 and up	$544.50 for the first $100,000, plus $4.00 for each additional $1,000 (or fraction thereof)
Permit Issuance Fee	$10

3. Plan Check Fee: 85% of Building Permit Fee

4. State Mandated Fees for Building Permits

Seismic Fee	
Residential	$0.13 per $1,000 valuation with a minimum of $0.50
Non-Residential	$0.28 per $1,000 valuation with a minimum of $0.50
Building Standards Commission (BSC)	$1.00 per every $25,000 in valuation

SB 1473 requires that each city and county collect a fee from an applicant for a building permit, assessed at the rate of $4.00 per $100,000.00 in valuation, with appropriate fractions thereof ($1.00 per every $25,000.00 in valuation), but not less than $1.00. Fees are submitted quarterly to the California Building Standards Commission.

5. Oil Code Related Permit Fees

Well Discovery Permit	$150 plus $10 issuance per well*
Well Leak Testing & Observation Permit	$225 plus $10 issuance per well*
Methane Site Testing and Mitigation Permit	$150 plus $10 issuance per well (no mitigation)* $225 plus $10 issuance per well (mitigation)*
Written Notices and Fees	TBD – Based upon required radius and number of notices

*** An initial deposit is required. All fees are based on time and materials and may be greater for complex projects. Final fees will be calculated upon completion of the project.**

6. Oil Code Related Plan Check Fees

Methane Mitigation	$231 per hour

LONG BEACH UNIFIED SCHOOL DISTRICT
DEVELOPER FEE SCHEDULE

Residential level 1 (additions over 500 sq.ft)	$3.36/sq ft
Residential level 2 (new construction)	$4.52/sq ft
Industrial or commercial	$0.54/sq ft

Long Beach Unified School District Facilities Development & Planning
2525 Webster Avenue
Long Beach, CA 90810
(562) 997-7550
www.lbschools.net/developerfees

Please visit the Long Unified School District's website for the most current information and complete fee schedule.

Eff: 4/20/16

California State Law Says, You Must Call Before You Dig!
811
www.digalert.org

Failure to do so can result in fines up to fifty thousand dollars and you could be charged with the repair costs of damaged underground facility. Why risk it? Contact DigAlert before you dig and they will notify all of its members having underground facilities in the area.

Here are the important highlights of the law:

- Delineation of the proposed excavation site is mandatory. Mark the area to be excavated with water-soluble or chalk based white paint on paved surfaces or with other suitable markings such as flags or stakes on unpaved areas.
- Contact DigAlert at least two (2) full working days prior to digging.
- Your permit for digging will not be valid without a DigAlert ticket number.
- If the members have facilities within the work area, they will mark them prior to the start of your excavation and if not, they will let you know there is no conflict.
- The Law requires you to hand expose to the point of no conflict 24" on either side of the underground facility, so you know its exact location before using power equipment.

But I have an emergency and I need to dig now!

California law requires that you call two (2) working days before your planned excavation. However, if you are digging because of an EMERGENCY, you are not required by law to call. You should still consider calling in order to prevent damaging any other underground lines near your EMERGENCY dig site. An EMERGENCY situation does not relieve you of financial responsibilities for damaging underground facilities.

However keep in mind that under the law an emergency is defined as...

(d) "Emergency" means a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services. "Unexpected occurrence" includes, but is not limited to, fires, floods, earthquakes or other soil or geologic movements, riots, accidents, damage to a subsurface installation requiring immediate repair, or sabotage.

Know what's below. Call 811 before you dig.

GRADING PERMIT ISSUANCE FEES

Effective 10/19/78
Ordinance No. 78-09-805

(Based on Volume of Material Handled)

Flat Fee

1 – 50 cubic yards ..... $ 36

51 – 100 cubic yards ..... $ 60

101 – 1,000 cubic yards ..... $ 60
plus $15/100 cubic yards or fraction thereof in excess
of 100 cubic yards

1,001 – 10,000 cubic yards $195
plus $15/1,000 cubic yards or fraction thereof in excess
of 1,000 cubic yards

10,001 – 100,000 cubic yards ..... $ 330
plus $11/1,000 cubic yards or fraction thereof in excess
of 10,000 cubic yards

100,001 – 500,000 cubic yards $1,320
plus $30/10,000 cubic yards or fraction thereof in excess
of 100,000 cubic yards

More than 500,000 cubic yards $2,520
plus $18/10,000 cubic yards or fraction thereof in excess
of 500,000 cubic yards

FOR EACH ISSUING PERMIT ..... $ 10

Note: Grading plan check and plan check fees are coordinated by the Public Works Department.

STATE ENERGY PLAN CHECK FEES

(Title 24 Compliance)

Occupancy	New Construction
R-3	$25 plus $10 for each 1,000 square feet (or fraction thereof)
R-1	$30 plus $10 for each 1,000 square feet (or fraction thereof)
A, B & H	$35 plus $10 for each 1,000 square feet (or fraction thereof)
Change of Occupancy	$35 inspection fee, plus plan check fee (if required)
Redesign or Alter Existing	$30 inspection fee, plus plan check fee (if required)

*State Energy Plan check fees are in addition to fees required for Building Permit plan check fees and shall be paid when plans are submitted for plan check.

State of California
Governor's Office of Planning and Research
State Clearinghouse and Planning Unit
1400 Tenth Street
P. O. Box 3044
Sacramento, CA 95812-3044
(916) 445-0613

CEQA DOCUMENT FILING FEES

On September 26, 2006, Senate Bill 1535 was passed increasing the amounts of filing fees collected by the State Department, and requires the Department to adjust the fees annually, pursuant to Fish and Game Code Section 713. The annual fee adjustments are based on changes in the implicit Price Deflator for State and Local Government Purchases of Goods and Services, as published by the U.S. Department of Commerce. The bill also eliminates the fee exemption for projects determined to have a "de minimis" effect on fish and wildlife (Section 711.4 of the Fish and Game Code).

The table below contains the CEQA filing fees, and the adjusted fees effective on January 1, 2016.

The Fish and Wildlife filing fees are as follows (subject to annual increase):

<u>CEQA Document (increase effective 1/1/2016)</u>

Negative Declaration	$ 2,210.25
Mitigated Neg. Dec	$ 2,210.25
Environmental Impact Report	$ 3,070.00
County Clerk Processing Fee	$75.00

Information regarding the updated Environmental Filing Fees is also available at the Department of Fish and Wildlife at http://www.dfg.ca.gov/habcon/ceqa/ceqa_changes.html and the OPR website at www.opr.ca.gov.

LOS ANGELES COUNTY SANITATION DISTRICT NO. 29

The applicant will submit in person or by mail the Sewerage System Connection Fee Application directly to the Sanitation District.

In Person:

1955 Workman Mill Road, Room 130
Connection Fee Counter
Whittier, CA 90601

(northeast corner of the intersection of the Pomona (60)
and San Gabriel River (605) Freeways

By Mail:

County Sanitation Districts of Los Angeles County
P. O. Box 4998
Whittier, CA 90607-4998
Attn: Room 130 – Connection Fee Counter

Any questions regarding the sewer connection fee program should be directed to the County Sanitation District of Los Angeles County (562) 699-7411, ext 2727 or by visiting their website at www.lacsd.org, then select:

Connect to the Sewer System – right side of page
Connection Fee, Service Charge and more – left side of page
Rates, Forms and Ordinances by District
District 29
Down arrow at the field in the center of the page to **Connection Fee – Rate Sheet District No. 29**

CONNECTION FEE SCHEDULE FOR COUNTY SANITATION DISTRICT NO. 29

EFFECTIVE JULY 1, 2015

USER CATEGORY	UNIT OF USAGE	CONNECTION FEE
Residential		
Single Family Home	Parcel	4,530.00
Condominium	Unit	3,398.00
Multi-Unit Residential	Unit	2,718.00
Mobile Home Park	Space	2,718.00
Commercial		
Hotel/Motel/Rooming House	Room	2,174.00
[1]Store	1000 sq ft	1,721.00
[2]Supermarket	1000 sq ft	3,986.00
Shopping Center	1000 sq ft	6,795.00
Regional Mall	1000 sq ft	3,715.00
Office Building	1000 sq ft	3,443.00
Medical/Dental/VeterinaryClinic or Building	1000 sq ft	5,164.00
Restaurant	1000 sq ft	25,685.00
Indoor Theatre	1000 sq ft	2,174.00
Car Wash: Tunnel - No Recycling	1000 sq ft	63,782.00
Car Wash: Tunnel - Recycling	1000 sq ft	46,704.00
Car Wash: Wand Type	1000 sq ft	12,095.00
Bank/Credit Union	1000 sq ft	1,721.00
[3]Service/Vehicle Maintenance/Repair Shop	1000 sq ft	1,721.00
Gas Station / Auto Sales	1000 sq ft	1,721.00
Animal Kennel	1000 sq ft	1,721.00
Wholesale Outlet	1000 sq ft	1,721.00
Nursery/Greenhouse	1000 sq ft	453.00
[4]Warehousing	1000 sq ft	544.00
Open Storage	1000 sq ft	544.00
Light Manufacturing	1000 sq ft	544.00
Lumber Yard	1000 sq ft	544.00
Drive-In Theatre	1000 sq ft	362.00
Club & Lodge Halls (Fraternal or Civic)	1000 sq ft	2,129.00
Nightclub	1000 sq ft	6,025.00
Bowling/Skating	1000 sq ft	3,307.00
Auditorium/Amusement	1000 sq ft	6,025.00
Golf Course/Park (Structures & Improvements)	1000 sq ft	1,721.00
Campground/Marina/RV Park	Site/Slip/Space	997.00
[5]Laundromat	1000 sq ft	65,957.00
Mortuary/Funeral Home	1000 sq ft	2,673.00
Health Spa/Gym (without showers)	1000 sq ft	5,164.00
Health Spa/Gym (with showers)	1000 sq ft	10,328.00
[6]Convalescent Home	Bed	2,174.00
Convention/Fairground/Racetrack/Sports Center	Person in Attendance	181.00
Institutional		
[7]College/University	Student	362.00
[7]Private School	1000 sq ft	3,443.00
Library/Museum	1000 sq ft	1,721.00
Post Office (Local)	1000 sq ft	1,721.00
Post Office (Regional)	1000 sq ft	544.00
Church	1000 sq ft	861.00

INDUSTRIAL
The connection Fee for an Industrial discharger will be calculated by the Los Angeles County Sanitation Districts based on projected wastewater quantity and strength contained in the Application for Permit for Industrial Wastewater Discharge and you will be billed separately.

* Including, but not limited to, Convention Center, Fairground, Racetrack, Sport Stadium/Arena

[1] Bakeries which sell the majority of their products off-site and have wastewater flows greater than 500 gallons per day are classified as industrial waste dischargers.

[2] Centralized food processing facilities for distribution to supermarkets are classified as industrial waste dischargers.

[3] Radiator shops are classified as industrial waste dischargers.

[4] Warehouses which store hazardous chemicals and have floor drains are classified as industrial waste dischargers.

[5] Laundries which are not coin operated are classified as industrial waste dischargers.

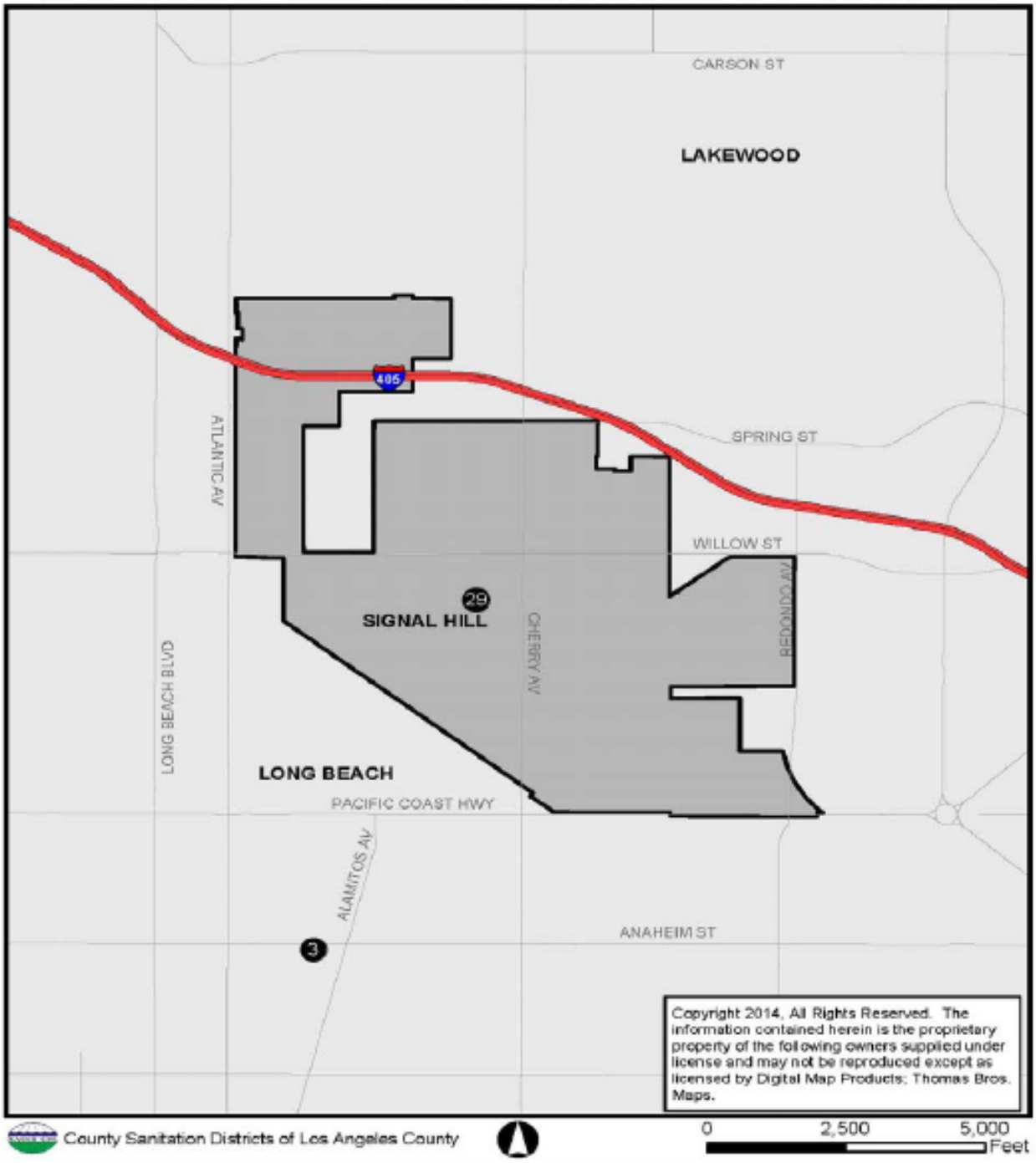
[6] Hospitals which provide acute care services are classified as industrial waste dischargers. Senior citizen housing with individual cooking facilities are classified under the multi-unit residential category.

[7] Student residences are classified as rooming houses unless individual units have separate cooking facilities in which case they are classified under the multi-unit residential category.

County Sanitation Districts of Los Angeles County

Connection Fee Counter, Room 104
Financial Management Department
1955 Workman Mill Road
Whittier, CA 90601
Tel (562) 908-4288 Extension 2727

BOUNDARY MAP DISTRICT NO. 29



THE COUNTY OF LOS ANGELES FIRE DEPARTMENT SERVES THE CITY OF SIGNAL HILL

For New Projects submit for plan check to

Fire Prevention Division Headquarters
5823 Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4125

For Tenant Improvement submit for plan check to

East Region Cerritos
19030 Pioneer Blvd.
Cerritos, CA 90701
(562) 860-8014 Fax (562) 403-1452
Hours: 7:30 a.m. to 9:00 a.m.

To access forms required for residential and commercial building plan check requirements, please visit their website at www.fire.lacounty.gov at the top of the tool bar, select "Doing Business" then select the link (on the left) "Fire Prevention-Engineering" or link to it from the City of Signal Hill website.

The County of Los Angeles Fire Department has implemented a new computer plan check process. The new Electronic Data and Permit Tracking System (eDAPTS) requires the input of the Assessor's Parcel Number (APN) in order to start the plan check process.

Effective November 8, 2004, all Building, Sprinkler and Alarm permits submitted for review shall be required to have the correct address, as well as the Assessor's Parcel Number. We understand this may be a hardship to obtain, but the system requires this information to process the plan check. This information may be obtained at http://assessormap.co.la.ca.us/mapping/viewer.asp.

Effective January 1, 2005, all plan submittals that do not include the correct address and Assessor's Parcel Number will not be accepted in for plan check.

Please follow the link below for additional information and directions to their offices.
www.fire.lacounty.gov.

See also the *Fire Department Requirements* handout.

VIEW POLICY

Section 1. Purpose

The hillsides in Signal Hill provide the City with its most identifying feature. The views, both from and of the hill, are a limited natural resource, enjoyed by residents and visitors. The City's General Plan discusses the importance of views in several of the General Plan Elements. The Environmental Resources Element states that one of the City's goals is to "maintain and enhance the identity and aesthetic quality of Signal Hill as a City with striking view potential." That Element also includes Policy 1.1, which states that the City will "protect views both to and from the Hill and other scenic features. This will extend to all new development and to major rebuilding and additions."

Specifically, this View Protection Policy accomplishes the following:

1. Clarifies the circumstances under which a view analysis is required.
2. Establishes procedures for providing proper notice of potential view impacts.
3. Establishes guidelines against which views will be determined eligible for preservation.
4. Establishes acceptable methods of analysis and provides guidelines for evaluation of results.
5. Establishes guidelines for the recommendations of modifications to proposed projects in order to protect views.

Section 2. Procedures and Requirements for Level 1 View Analysis

Any person proposing to develop a project which requires Site Plan and Design Review, as specified in Chapter 20.52 of the Signal Hill Municipal Code, shall submit with the Site Plan and Design Review application, a Level 1 view analysis. The Level 1 view analysis shall contain the following information:

1. A description of the topography of the project site and of all sites within 500 feet of the subject site.
2. A description of all uses and structures within 500 feet of the subject site.
3. A description of the potential view impacts of the proposed project on any property within 500 feet of the subject site.

The applicant may use a variety of methods to provide the information required, including, but not limited to: photographs, plot plans, grading plans, streetscapes, pad elevations, written descriptions, and documentation from neighboring residents and /or property owners.

The Planning Department shall verify the accuracy of the information provided through site visits and comparison of data with existing City records concerning the site.

Section 3. Procedures and Requirements for Level 2 View Analysis

A. Circumstances Requiring Level 2 View Analysis

A Level 2 view analysis shall be required when the following conditions exist:

1. A Level 1 view analysis indicates that a proposed project may impact existing views.
2. A Level 1 view analysis indicates a proposed project will not impact existing views, but staff is unable to verify the accuracy of that analysis.

B. Noticing for Level 2 View Analysis

All projects which require a Level 2 view analysis shall be noticed in the following manner:

1. The applicant shall take reasonable steps established by the City to consult with owners and residents or property located within 500 feet of the subject site. The applicant shall submit to the Planning Department the signatures of all individuals whom the applicant consulted.
2. The City shall mail written notices to property owners, residents, and homeowners' associations within 500 feet of the subject site. Associated fees will be charged to the developer's deposit. Such notice shall contain a deadline for written comments.
3. The applicant shall post a copy of the view impact notice on the property. The notice shall be readable and/or readily accessible from the public right-of-way.
4. The Director of Planning may reduce the noticing requirements, if a Level 1 view analysis clearly indicates that limited numbers of existing structures will be affected by the proposed development. In such instance, only the affected owners/residents would require special notice.

C. Preparation of Level 2 View Analysis

1. An applicant shall provide a description of all existing views from an affected unit. Such description may include photography and/or narrative.
2. The applicant shall evaluate each affected view to determine if each view qualifies as a "primary view," or a "secondary view," eligible for preservation. Standards for evaluation are contained in Section 3, D.
3. Staff shall verify the accuracy of the evaluation completed by the applicant.
4. A Level 3 analysis shall be completed for all views determined to be primary or secondary views.

D. Designation of Primary and Secondary Views

1. An applicant shall designate the primary and secondary-viewing areas in each affected building.

2. A viewing area shall be designated a "primary viewing area," if two or more of the following conditions exist:

a. The view is the only view in the structure.

b. The view is the resident's most important view.

c. The subject of the view is a unique landmark, such as the Queen Mary, Long Beach skyline, Palos Verdes, the ocean, Los Angeles, San Gabriel/Santa Ana Mountains.

3. A viewing area shall be designated a "secondary viewing area," if only one of the above conditions exists.

4. A viewing area excludes bathrooms, hallways, garages, closets and outdoor required setback areas.

5. The following view subjects are not eligible for analysis or preservation.

a. Buildings on neighboring lots

b. The sky

c. Vacant land that is developable under City code

d. Alleys or streets

E. Preparation of Level 3 View Analysis

1. The applicant shall consult with the Planning Department to determine the appropriate methods of analysis based on the site location, the type of proposed project, the potential view impacts, and the topography. Acceptable methods for a Level 3 view analysis may include one or more of the following:

a. The applicant should photograph the existing view, use on-site markers to establish scale and perspective, and superimpose (draw) the outline of the proposed structure on the photographs.

b. The applicant should use a plot plan to show the location of the proposed structure relative to existing units and indicate the horizontal view area.

c. The applicant should photograph and/or sketch a streetscape showing pad elevations of existing and proposed structures and indicate existing vertical views.

d. The applicant should prepare a computer-generated analysis.

2. An applicant may be required to prepare more than one analysis for each view, if the Director of Planning determines that one analysis may not accurately represent the potential impact. For example, an applicant may be required to analyze the view from an outdoor balcony, and analyze the same view from a location within the unit. All analyses should be taken between 4 feet and 6 feet above floor level.

3. Any affected property owner or resident who challenges the accuracy of an applicant's analysis may prepare a view analysis for review by the Planning Commission.

Section 4. Evaluation of View Analysis

A. All projects shall preserve, to the extent possible, all views designated as “primary views,” and “secondary views,” with greater emphasis placed on the preservation of “primary views.”

B. In an effort to preserve existing views, an applicant may be required to make any or all of the following modifications to the proposed project:

- ❑ Reduce square footage
- ❑ Increase setbacks
- ❑ Eliminate bedrooms
- ❑ Revise roofline including decreasing the area of a 2nd story
- ❑ Revise floor plan

Section 5. Amendments

To the extent the Planning Commission finds that changes to this policy are necessary to effectuate or enhance the purposes of this policy as stated in Section 1, the Planning Commission may amend this policy at any time.

EARTHQUAKE FAULT MAP

ALQUIST-PRIOLO SPECIAL STUDIES ZONE ACT

Development projects located within the Special Studies Zone, which includes the City of Signal Hill, are required to submit a geologic investigation report, in addition to a soils report. Please visit the State of California website at www.conservation.ca.gov for further information on the Alquist-Priolo Earthquake Fault Zoning Act.

GUIDELINES FOR REQUIRING A GEOTECHNICAL REPORT

Type of Project	Report Required	Exceptions
New Commercial	Yes	None
New Commercial Additions	Yes	Small addition w/minor structural changes
Multi-Family Units (4 or more units)	Yes	None
SFD on Vacant Lot	Yes	Two story SFD of standard construction
Any hillside development	Yes	None
SFD or Second Unit	Yes	Two story SFD of standard construction
Addition to SFR	No	Evidence of problematic soils
Decks, patio covers,	No	
Small accessory buildings	No	

A geotechnical report may be required for any project to fully complete the approval process.

PROPERTIES WITH ABANDONED OIL WELLS

For development of properties with abandoned or re-abandoned wells on site the following items and procedures must be completed and documentation submitted to the Oil Services Coordinator to prior to scheduling the project for Planning Commission or City Council review.

Prerequisites to Site Plan and Design Review

O WELL DISCOVERY

- Obtain a permit for site work
- 100' radius notice required prior to work
- Schedule well survey and excavation

O WELL SURVEY FOR AREA OF DEVELOPMENT (see attached City Standards)

- Licensed Surveyor – stamped and signed
- All active, idle and abandoned wells shown
- Comply with Close Proximity Specifications (attached)
- NAD 83 or equivalent (well location and depth)

O WELL ACCESS EXHIBIT/WELL SURVEY

- Combines NAD 83 well survey with all active, idle and abandoned wells with proposed site plan
- Includes use and location of all structures within 100' of property boundary
- Depicts access to abandoned wells following development per the City Close Proximity Standard
- Labels all abandoned wells "access provided", or "no access and methane mitigation required"

O ABANDONED WELL METHANE LEAK TEST

The owner or responsible party is required to apply for a leak testing permit for the City to witness the testing. Since leak testing and inspection time varies, a $10 permit will be initially issued. The owner will be responsible for the full inspection fees after the inspection has been completed and all consultant fees.

- DOGGR complete oil well files for each oil well to be methane gas leak tested must be provided to the contractor responsible for testing the oil wells and must be included in the methane gas leak test report to be submitted to the City.
- Leak test – test and visual documented with photos that must be included in the methane gas leak test report to be submitted to the City
- Photos of the well head must include all visible casing and the plate to be tack-welded onto the casing
- The plate or cap to be tack welded onto the casing must identify the API number of the well, the name of the well and the date the well was last entered
- GT-43 gas detection meter or equivalent as approved by the City
- State licensed geotechnical or civil engineer or state registered environmental assessor
- Lower explosive limit of 500 parts per million by volume
- Leak test report is valid for 24 months from City acceptance

- **VENT CONE AND RISER INSTALLATION**
  - Cement vent cones and risers per Oil Services Coordinator
  - City inspection required
  - Backfill holes and secure site with fencing or other per Oil Services Coordinator

- **CITY EQUIVALENCY STANDARD FOR DEVELOPMENT OVER OR IN CLOSE PROXIMITY TO ABANDONED WELLS**
  - Cement plug at depth of last production zone
  - Cement plug at depth of base of fresh water
  - Cement plug at surface

- **WELL ABANDONMENT REPORT**
  - Letter of Intent and proposed timeline to develop property, abandon or reabandon wells
  - City abandonment and restoration permit for all wells to be abandoned or reabandoned
  - All data, reports and exhibits associated with survey, leak test and well access
  - Equivalency Standard Assessment Report with DOGGR data prepared by registered professional engineer, geologist or equivalent per Oil Services Coordinator
  - Abandonment Activities Plan
  - Waste Management Plan
  - Ongoing Development Plan
  - Site Restoration Plan
  - At Risk Letter for any future abandonments

- **SITE PLAN**
  - Well location / Identification
  - Property boundaries
  - Proposed and Existing Structures
  - Proposed roads and streets
  - Plot all existing and proposed oil field facilities that will operate after completion of development
  - Comply with Exhibit A / Close Proximity Specifications – Indicating vehicle and/or rig access to the well (provide actual dimensions)

- **NOTE:** A Site Methane Assessment Report and Mitigation Plan is required for *ALL* projects prior to issuance of building permits

- **DOGGR**

  The State of California Department of Conservation Division of Oil, Gas & Geothermal Resources (DOGGR) has maps and information about the oilfield. Signal Hill is located within District 1. For maps or more information visit: www.conservation.ca.gov.

  After City Council/Planning Commission approval, applicant will be required to submit a Methane Assessment Report along with formal plan check submittal. The Methane Assessment Report shall comply with the Los Angeles City Standards.

- The property owner shall be required to record a Declaration of Covenants, Conditions and Restrictions, in a form subject to the review and approval of the City Attorney regarding the existence of abandoned or re-abandoned oil wells on the property as required by SHMC 16.24.020.G.(2).

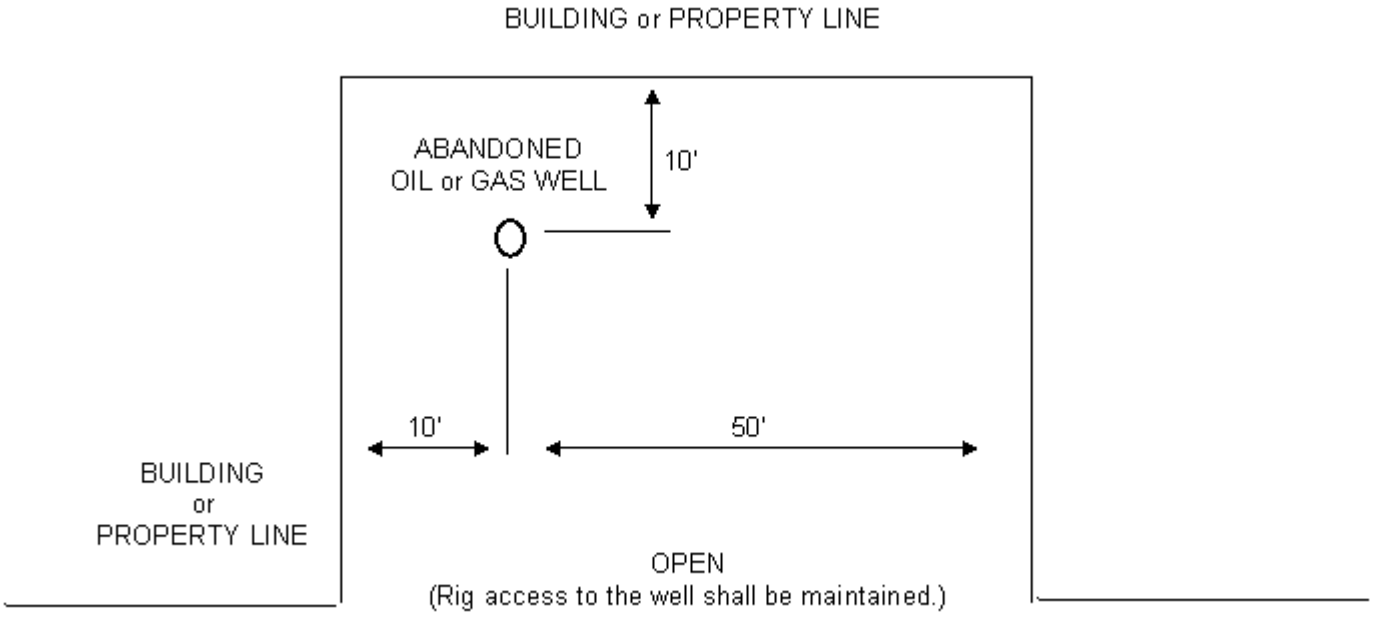
City of Signal Hill Access Standard

Abandoned Oil Wells

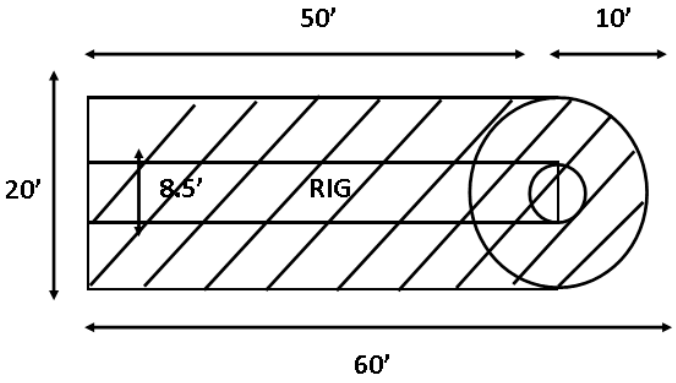
Community Development Department

Close Proximity Specifications

"Close proximity" to a well may be generally described as being within ten feet from the property line and/or any structure to the well. The distance may be measured from the center of the well extending out to the side of the property line and/or structure. To be considered not in close proximity to a well, two adjacent sides should be free of structures or property lines for no less than ten feet, with the third side free for no less than 50 feet to allow room for equipment required for reabandonment operations. The fourth side should remain open to the well for vehicle and/or rig access to the well (see figure below).



Standard Rig Footprint



Methane Assessment

All Properties

Community Development Department

Minimum Requirements Standard

Per City of LADBS "Site Testing Standards for Methane" (P/BC 2002-101, November 30, 2004):

- Schedule methane assessment prior to or a minimum 30 days after site grading or soil disturbance such as (but not limited to) daylighting oil wells
- A Methane Assessment Workplan shall be submitted to the City for review and approval prior to commencing the methane assessment
- Using DOGGR oil well files, historical aerial photographs and historical site use information place soil gas probes at areas most likely to generate methane for the methane assessment, such as (but not limited to) adjacent to previously abandoned oil wells and/or underground piping runs, oil wells sumps, oil well cellars, dry holes, injection wells, historic locations of aboveground or below ground storage tanks, overhead piping, etc.; such historical information shall be included in the Methane Assessment Report
- Conduct shallow soil gas tests, not less than 4-feet below ground surface (bgs), or if groundwater is found at 4-feet bgs, then the shallow soil gas probe shall be placed above groundwater; one shallow soil gas probe location per 10,000 square feet, or portion thereof of site area, with a minimum of two shallow soil gas probe locations per site
- Two sequential soil gas measurements shall be taken using appropriate methane detection field instruments from each location with a minimum 24-hour interval between each measurement; samples shall not be collected during increasing barometric pressure; field measurements shall include fixed gases such as (but not limited to) hydrogen sulfide, carbon dioxide, oxygen, carbon monoxide and other gases, and pressure (measured as inches of water pressure) and shall be included in tabular form in the Methane Assessment Report
- The results of the shallow soil gas test will identify areas where high methane gas may be found and where the deep nested probe sets shall be located
- Conduct deep soil gas tests with nested probe sets installed at 5-feet, 10-feet and 20-feet below the elevation of the lowest building slab or footing and a minimum of 12-inches above groundwater, one deep nested probe set per 20,000 square feet or portion thereof of site area; regardless of area a minimum of two deep nested probe sets shall be placed per site
- Two sequential soil gas measurements shall be taken using appropriate methane detection field instruments from the 5-feet, 10-feet and 20-feet probes (nested probe set) from each location with a minimum 24-hour interval following placement of the nested probe sets and a minimum 24-hour interval between each measurement; samples shall not be collected during increasing barometric pressure; field measurements shall include fixed gases such as (but not limited to) hydrogen sulfide, carbon dioxide, oxygen, carbon monoxide and other gases, and pressure (measured as inches of water pressure) and shall be included in tabular form in the Methane Assessment Report

- A minimum of two soil gas samples shall be collected using Tedlar bags (or equivalent) from the probes (one from each nested probe set) with the greatest detected concentration of methane as measured in the field using appropriate field equipment and methodology and submitted to a certified laboratory for analysis of methane

METHANE MITIGATION SYSTEM PER LA CITY DBS STANDARDS

Per City of LADBS Ordinance No. 175790, specifically, but not limited to Table 71, Minimum Methane Mitigation Requirements shall be implemented in conjunction with the results of the methane assessment conducted pursuant to the City of LADBS Site Testing Standards for Methane (referenced above).

The methane mitigation system site plans shall contain the locations of the previously abandoned oil wells (if any), the building footprints(s), the square footage of the building(s), the square footage of paved areas in addition to design detail of the proposed methane mitigation system including but not limited to: type of subslab barrier, trench dam detail, conduit seal detail, wellhead vent detail, vent riser detail, venting plan, gravel blanket thickness, sand pack, vapor lock, membrane boot, membrane lap joint, membrane termination, footings, warning signage, and smoke testing specifications.

Methane Mitigation System

Community Development Department

Minimum Requirements Standard

Development Over or in Close Proximity to Previously Abandoned Wells: If development is proposed over or in close proximity to a previously abandoned well, a methane mitigation plan shall be prepared to the satisfaction of the Oil Services Coordinator and shall include both a vapor barrier and a modified active methane mitigation system in accordance with the Methane Assessment Minimum Requirements Standard on file in the Community Development Department and publicly available.

Vapor Barrier: A "liquid boot" type spray on vapor barrier is required to the satisfaction of the Oil Services Coordinator for all development as follows:

- Development is proposed over or in close proximity to previously abandoned wells.
- Any time a Passive or Modified Active methane mitigation system is required.

The concentrations of methane detected and the measured pressure in the subsurface dictate whether a passive system or modified active system is warranted.

Passive Methane Mitigation System: Concentrations between 10-5000 ppmv warrant a Passive methane mitigation system as follows:

- An impermeable membrane such as liquid boot is required subslab and shall be placed in between geotextile and geo cloth per manufacturer's specifications to protect it from the gravel blanket below and sand above
- Methane concentrations less than 5000 ppmv require a 2" gravel blanket thickness if methane pressure is measured in the field (during the methane assessment) as less than 2" water pressure
- Methane concentrations between 101-5000 ppmv require a 3" gravel blanket thickness if methane pressure is measured in the field (during the methane assessment) greater than 2" water pressure.
- Horizontal slotted vent pipe(s) shall be placed in the gravel blanket.
- The horizontal vent pipe(s) shall be tied into vertical cast iron vent pipe risers (typically placed in between the interior and exterior walls of the structure), less than 100-feet apart.
- Vertical vent risers shall extend a minimum of 3-feet above slope of roof line and shall terminate not less than 10-feet from any opening into the structure in every direction
- Install conduit and cable seal and trench dam
- Signage on vertical vent pipe risers identifying the vent risers as a methane mitigation system shall be required

Modified Active Methane System: Concentrations of methane 5001ppmv or greater **and** methane pressure is measured in the field greater than 2" water pressure and concentrations greater than 12,000 ppmv (regardless of methane pressure) warrant a Modified Active methane mitigation system as follows:

- An impermeable membrane such as liquid boot is required subslab and shall be placed inbetween geotextile and geo cloth per manufacturer's specifications to protect it from the gravel blanket below and sand above
- A 4" gravel blanket is required underneath the impermeable membrane.
- Horizontal slotted vent pipe(s) shall be placed in the gravel blanket.
- The horizontal vent pipe(s) shall be tied into vertical cast iron vent pipe risers (typically placed inbetween the interior and exterior walls of the structure), less than 100 feet apart.
- The number of vertical vent pipe risers shall be doubled from the requirements of the passive system; vertical vent risers shall extend a minimum of 3-feet above slope of roof line and shall terminate not less than 10-feet from any opening into the structure in every direction
- Install conduit and cable seal and trench dam.
- Signage on vertical vent pipe risers identifying the vent risers as a methane mitigation system shall be required

Hardscape and Landscape Treatments: Hardscape and landscape areas shall provide methane mitigation as follows:

- Paved areas greater than 5000 SF within 15-feet of the exterior of the proposed development require venting.
- The surface level vents shall be spaced no greater than 100 feet apart and shall consist (subgrade) of a minimum of 12-inches (width) of exposed ¾" rock on top of exposed soil; the exposed rock shall have a minimum height of 1-foot; the rock shall be contained vertically subgrade and shall be protected at the surface
- Surface level vents shall not be placed at areas of low site elevation
- Landscaped areas contiguous to the exterior of the proposed development may eliminate the need to vent continuous paving.
- Vertical vent risers to allow methane to vent from well-heads shall extend a minimum of 10-feet above grade
- Signage indicating surface level vents and landscaped areas are for purposes of methane mitigation shall be posted

COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION

01/04

CONSTRUCTION ADJACENT TO OIL WELLS

The 2013 Los Angeles County Fire Code Section 5706.3 requires the buildings not necessary to the operation of the well shall not be constructed within 100 feet of the oil well and 300 feet if the building is used as a place of assembly, institution or school. The Fire Code allows the Chief to approve the use of alternate materials and methods, provided that he finds that the proposed design meets the intent of the code and is at least equivalent to that which is prescribed by the code. Due to the uniqueness of the oil field and pumping operations in the City of Signal Hill the following alternate methods of protection are approved. Mitigation may be provided at the well **or** at the structure as listed below:

Mitigation at the well (all occupancies)

- Maintain a minimum 50-foot setback from the building to the oil well wellhead.
- Install an in ground concrete cellar box around each wellhead.
- Install steel plate covers on the cellar boxes with a maximum open area around the wellhead of 3 feet by 3 feet.
- Install float controlled automatic shut off switches in the cellar boxes to turn off the oil well pump should a leak develop. In the event the pump should become shut off reactivation of the pump must occur at the pump location.
- Activation of the float-controlled shut off switch shall initiate an alarm at an approved central station or a constantly attended location. The float control switch shall be tested at least once a month.
- A six-foot high concrete block wall shall be constructed between the oil well and the proposed structure.
- The well shall not be located in any required yard used for allowable area increase.

Mitigation at the structure (R-1 and R-3 occupancies)

- Maintain a minimum 50-foot setback from the building to the oil well wellhead.
- The exterior wall facing the oil well shall be one-hour fire resistive construction.

- All openings on the exterior wall shall be protected by ¾ hour fire assemblies.

- The building shall be fire sprinklered throughout.

<u>Mitigation at the structure (all other occupancies)</u>

Location between 75 and 100 feet from the well:

- The exterior wall facing the oil well shall be one-hour fire resistive construction.
- All openings on the exterior wall shall be protected by ¾ hour fire assemblies.

Location between 50 and 75 feet from the well:

- The exterior wall facing the oil well shall be two-hour fire resistive construction.
- No glazed openings allowed. All other openings shall be protected by 1-1/2 hour fire assemblies.
- The building shall be fire sprinklered throughout.
- No combustible storage (or vegetation over 36" high) shall be allowed between the building and the oil well.
- The well shall not be located in any required yard used for allowable area increase.

Location between 35 and 50 feet from the well:

- Use all the "Mitigation at the well" measures listed above.
- The exterior wall facing the oil well shall be non-combustible four-hour fire resistive construction.
- No openings allowed.
- The building shall be fire sprinklered throughout.
- The well shall not be located in any required yard used for allowable area increase.
- There shall be a minimum distance between the well and pumping unit to the structure equal to 125% of the height of the exterior wall.

STORM WATER POLLUTION CONTROL

Storm Water Pollution Control - National Pollution Discharge Elimination System (NPDES) regulations apply to projects involving substantial grading and many types of businesses including automotive repair, restaurants, etc. The City's consulting engineer will assist developers with plans for projects subject to NPDES regulations.

Applicants must complete the Form PC (below) and the project will be reviewed prior to Planning Commission review of the project and permit issuance.

STORMWATER PLANNING PROGRAM LID PLAN CHECKLIST

FORM PC

Project Name	Owner Name	Developer Name
Project Address	Owner Address	Developer Address
Owner Phone	Owner Fax	Developer Phone

Does the proposed project fall into one of the following categories? Please check Yes/No	YES	NO
PRIORITY LID* PROJECTS		
1. Construction* of a new restaurant (SIC 5812) with 5,000 square feet or more of surface area		
2. Construction* of a new industrial park with 10,000 square feet or more of surface area		
3. Construction* of a new commercial mall with 10,000 square feet or more surface area		
4. Construction* of a new retail gasoline outlet with 5,000 square feet or more of surface area		
5. Construction* of a new parking lot with either 5,000 ft^2 or more of impervious* surface or with 25 or more parking spaces		
6. Construction* of a new automotive service facility (SIC 5013, 5014, 5511, 5541, 7532-7534 and 7536-7539) with 5,000 square feet or more of surface area		
7. Construction* of a new project equal to 1 acre or greater of disturbed area and adding more than 10,000 square feet of impervious* surface area		
8. Projects located in or directly adjacent to, or discharging directly to a Significant Ecological Area (SEA), where the development will: a. Discharge stormwater runoff that is likely to impact a sensitive biological species or habitat; and b. Create 2,500 square feet or more of impervious surface area		√
9. Redevelopment* of 5,000 square feet or more in one of the categories listed above		

If any of the boxes are checked YES, this project will require the preparation of a Low Impact Development (LID) Plan with a Maintenance Agreement*

A LID Plan containing special provisions is required for all private & public projects that 1) <u>do not qualify as a Priority LID Project</u> and 2) <u>satisfy any of the following</u>:

SPECIAL PROVISION LID PROJECTS		
10. Small site LID with 500 square feet or more of soil disturbance *		
11. Green street* project with 10,000 square feet or more of impervious surface area		
12. Single family hillside* home		

If any of the boxes are checked YES, this project will require the preparation of a plan with special provisions associated with the type of development

* Defined on back

Applicant Name _____ Applicant Signature _____

Applicant Title _____ Date _____

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DEFINITIONS:

LID: Low Impact Development (LID) is a stormwater management strategy that emphasizes conservation and the use of existing natural site features integrated with distributed, small-scale stormwater controls to more closely mimic natural hydrologic patterns in residential, commercial, and industrial settings.

Construction: Construction includes any construction or demolition activity, clearing, grading, grubbing, or excavation or any other activity that results in land disturbance.

Impervious: Surfaces that do not allow stormwater runoff to percolate into the ground. Typical impervious surfaces include: concrete, asphalt, roofing materials, etc. However, some specially designed concrete/asphalt allow water to percolate (i.e. pervious pavers).

Redevelopment: Land-disturbing activities that result in the creation, addition, or replacement of 5,000 ft^2 or more of impervious surface area on an already developed site.

Redevelopment does not include routine maintenance activities that are conducted to maintain the original line and grade, hydraulic capacity, or original purpose of facility, nor does it include modifications to existing single family structures, or emergency construction activities required to immediately protect public health and safety.

Maintenance Agreement: All developments subject to LID requirements must provide verification of maintenance for Structural and Treatment Control BMPs, including but not limited to legal agreements, covenants, CEQA mitigation requirements, and/or conditional use permits. Verification at a minimum shall include:

- The developer's and/or owner's signed statement accepting responsibility for maintenance until the responsibility is legally transferred; and
- A signed statement from the public entity assuming responsibility for Structural or Treatment Control BMP maintenance and conduct a maintenance inspection at least once a year; or
- Written conditions in the sales or lease agreement, which requires the recipient to assume responsibility for maintenance and conduct a maintenance inspection at least once a year; or
- Written text in project conditions, covenants and restrictions (CCRs) for residential properties assigning maintenance responsibilities to the Home Owners Association for maintenance of the Structural and Treatment Control BMPs; or
- Any other legally enforceable agreement that assigns responsibility for the maintenance of post-construction Structural or Treatment Control BMPs.

BMP: Best Management Practices (BMPs) are practices or physical devices or systems designed to prevent or reduce pollutant loading from stormwater or non-stormwater discharges to receiving waters, or designed to reduce the volume of stormwater or non-stormwater discharged to the receiving water.

Small Site LID: A residential, commercial or industrial development that does not fall into any of the above categories and will result in a soil disturbance equal to or greater than 500 square feet. These projects required to develop a Small Site LID Plan which follows the City of West Hollywood's *Small Site LID Manual*. See Form PC-2.

Green Streets: Any street and road construction of 10,000 square feet or more of impervious surface area. Street and road construction applies to standalone streets, roads, highways, and freeway projects, and also applies to streets within larger projects. These sites are required to develop a Green Streets Plan with the following provisions:

a. Follow an approved green streets manual to the maximum extent practicable. Stormwater mitigation measures must be in compliance with the approved green streets manual requirements.

Hillside: A property where the slope is 25% or greater and where grading contemplates cut or fill slopes. Single family hillside homes will require a less extensive plan. These sites are required to develop a Hillside Protection Plan showing the following measures are to be implemented:

a. Conserve natural areas
b. Protect slopes and channels
c. Provide storm drain system stenciling and signage
d. Divert/direct runoff to vegetated areas before discharge unless the diversion would result in slope instability

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EXCAVATION PERMIT REQUIREMENTS

1. Contractor must obtain a “Dig Alert” identification number two (2) working days in advance of the excavation by calling (800) 422-4133 or by visiting their website at www.digalert.org.

2. Traffic control plans shall be submitted to the City Engineer prior to excavation.

3. No water or liquids shall be discharged onto city streets at any time for any reason without proof of an NPDES permit.

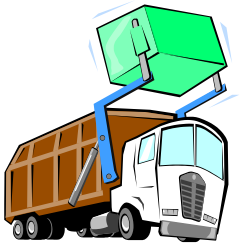
4. All trenches shall be backfilled per City standard plan 301.

5. Parkway street trees are not to be removed without the prior approval of the Public Works Director.

6. Replacement of parkway street trees shall conform to the street tree master plan and Signal Hill standard plan 212 or 212A.

7. Inspection must be requested 24 hours in advance.

**Utility companies and/or their contractors not required by SB 846 to backfill per Signal Hill Standard Plan 301 must guarantee their trench(es) against failure for three years.



DUMPSTER PERMITS

1. Signal Hill Waste and Recycling (EDCO) is the City's exclusive franchisee for dumpsters within the City of Signal Hill. Arrangements for dumpsters shall be coordinated with their office (562) 597-0608. Developers must use an EDCO dumpster if they do not own one themselves.
2. In general, dumpsters should be located on private property, outside of public right-of-way.
3. When a dumpster is to be located in public right-of-way (such as a city street), a Public Works encroachment permit shall be obtained prior to delivery.
4. The permit fee shall be $25 and the permit shall expire in two calendar weeks unless renewed by the Contractor or extended by the City.
5. Lighted barricades shall be set-up and maintained at each end of the dumpster. In addition, dumpsters shall have reflective tape on the ends.
6. Dumpster wheels shall be blocked (inhibited to prevent rolling, especially on sloped incline streets).
7. Location of dumpster is subject to the approval of the Public Works Engineer. The dumpster shall not be placed adjacent to "no parking" zones, within curb return areas, across sidewalks, or adjacent to fire hydrants.
8. Public Works Permit shall be obtained at the Public Works Department, 2175 Cherry Avenue, Signal Hill, California 90755 during normal working hours of 7:30 a.m. to 5:30 p.m. Monday through Thursday, and 7:30 a.m. to 4:30 p.m. Fridays.

Recycling of Construction and Demolition Debris

A. Construction and demolition debris generated within the city shall be recycled to the greatest extent feasible to comply with State mandated waste diversion requirements.

B. A contractor producing construction and demolition debris shall either contract with the City's refuse contractor for the removal of the debris, or self-haul the debris to an approved disposal site.

C. Prior to receiving a permit from the City for construction or demolition, the contractor shall develop and submit a plan to recycle and salvage the projected construction and demolition debris to the greatest extent feasible. The recycling plan may include source-separated recycling, mixed debris recycling, salvaging and disposal of non-recyclable and non-salvageable debris.

DATE: May 15, 2012

REVISION NO.:

City of Signal Hill Policy & Procedure **APPROVED:**

Municipal Green Building Policy **DEPARTMENT:** Administration

I. Purpose

The purpose of this policy is to provide guidance and leadership in the development of sustainable green building practices by:

A. Promoting conscientious environmental practices.
B. Encouraging development that improves energy and resource efficiency.
C. Conservation of natural resources.
D. Developing cost-effective strategies.
E. Minimizing environmental impacts.
F. Ensuring the public welfare, health and safety.

II. Definitions

A. Building: As defined under SHMC 20.04.090.

B. CALGreen Code: California Green Building Standards Code, in short known as the CALGreen Code.

C. Green Building: Sustainable building and design practices which are environmentally conscious through cost efficient and energy saving measures.

D. LEED: Leadership in Energy and Environmental Design; a nationally recognized program developed by the US Green Building Council

E. LEED Rating System: A rating system developed by the USGBC based on 100 points that review the five categories: Sustainable Sites, Water Efficiency, Energy and Atmosphere, Materials and Resources, Indoor Environmental Quality, plus an additional 6 points for Innovation in Design and an additional 4 points for Regional Priority. The buildings can qualify under four certification categories:

1. Certified: 40–49 points
2. Silver: 50–59 points
3. Gold: 60–79 points
4. Platinum: 80 points and above

F. USGBC: United States Green Building Council; formed in 1993 as a national non-profit to accelerate the adoption of green building practices, technologies, policies, and standards.

III. Policy

A. The City shall incorporate USGBC green building standards in the construction of municipal buildings as follows:

   i. All new buildings greater than 2,000 square feet.

   ii. All new additions exceeding 50% or more of a building's total square footage.

   iii. New construction will strive for a USGBC LEED Certification Silver level rating.

   iv. The City Council may allow exceptions to this policy on a case by case basis.

B. The City shall encourage and provide guidance to encourage the utilization of green building practices in the private sector.

   i. The City will promote the application of USGBC LEED standards and rating system.

C. All projects shall comply with the CALGreen Code.

IV. Implementation

A. The City will ensure the management and implementation of the guidelines set forth in this policy.

B. Application of the policy shall become effective on the date it is adopted by the City Council.