



City Council
 Mayor John W. Minto
 Vice Mayor Rob McNelis
 Council Member Ronn Hall
 Council Member Laura Koval
 Council Member Dustin Trotter

CITY OF SANTEE
 REGULAR MEETING AGENDA
 Santee City Council

City Manager | Marlene D. Best
 City Attorney | Shawn D. Hagerty
 City Clerk | Annette Fagan Ortiz

MEETING INFORMATION

Wednesday, February 24, 2021
6:30 p.m.
Council Chambers | Building 2 (Virtual Meeting)**
10601 Magnolia Ave • Santee, CA 92071

Staff
 Assistant to the City Manager | Kathy Valverde
 Community Services Director | Bill Maertz
 Development Services Director | Melanie Kush
 Finance Director/Treasurer | Tim McDermott
 Fire & Life Safety Director/Fire Chief | John Garlow
 Human Resources Director | Erica Hardy
 Law Enforcement | Captain Christina Bavencoff

GOVERNOR’S EXECUTIVE ORDER N-29-20
RE: CORONAVIRUS COVID-19

This meeting will be conducted pursuant to the provisions of the Governor’s Executive Order which suspends certain requirements of the Ralph M. Brown Act.

In an effort to protect public health and prevent the spread of COVID-19, the City Council meeting on Wednesday, February 24, 2021, will be conducted via webinar and telephonically.

VIRTUAL MEETING OPTIONS**

TO WATCH (via online)

<https://attendee.gotowebinar.com/register/2416074960516138508>

TO LISTEN (via telephone)

(619) 678-0714, a pin number will be required, please enter 690-558-400#.

LIVE PUBLIC COMMENT

Members of the public who wish to comment on matters on the City Council agenda or during Non-Agenda Public Comment may register for the webinar with the link above and email the City Clerk at CITYCLERK@CITYOFSANTEECA.GOV with the name that you registered with and the item(s) you wish to speak on. The City Clerk will call the name when it is time to speak.

NOTE: Public Comment will be limited to 3 minutes and will continue to be accepted until the item is voted on. The timer will begin when the participant begins speaking.



The City Council also sits as the Community Development Commission Successor Agency and the Santee Public Financing Authority. Any actions taken by these agencies are separate from the actions taken by City Council. For questions regarding this agenda, please contact the City Clerk’s Office at (619) 258-4100 x114

ROLL CALL: Mayor John W. Minto
Vice Mayor Rob McNelis
Council Members Ronn Hall, Laura Koval, and Dustin Trotter

LEGISLATIVE INVOCATION: Gary Lawton – Calvary Chapel of Santee

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR:

PLEASE NOTE: Consent Calendar items are considered routine and will be approved by one motion, with no separate discussion prior to voting. The public, staff or Council Members may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be presented to the City Clerk at the start of the meeting. Speakers are limited to 3 minutes.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the February 10, 2021, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (4) **Approval of the Expenditure of \$54,508.11 for January 2021 Legal Services and Reimbursable Costs. (Finance – McDermott)**

NON-AGENDA PUBLIC COMMENT (15 minutes):

Persons wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the Agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda. This first Non-Agenda Public Comment period is limited to a total of 15 minutes. Additional Non-Agenda Public Comment is received prior to Council Reports.

PUBLIC HEARING:

- (5) **Continued Public Hearing to Assess Community Development Needs and to Solicit Proposals for Program Year 2021 Community Development Block Grant (CDBG) and Home Program Funding Consistent with the Consolidated Plan. (Development Services – Kush)**

Recommendation:

1. Re-open, conduct and close the Public Hearing; and
2. Direct staff to publish a summary of the Annual Action Plan; and
3. Adopt the Resolution for Program Year 2021 CDBG funds.



- (6) **Public Hearing and Introduction and First Reading of an Ordinance Amending Title 13 of the Santee Municipal Code (“SMC”), “Zoning” (Case File: ZA2021-1), and Introduction and First Reading of Ordinances Amending Title 2 of the SMC, “Administration and Personnel,” Title 3 of the SMC, “Revenue and Finance,” Title 5 of the SMC, “Health and Safety,” Title 9 of the SMC, “Public Services” and Title 10 of the SMC, “Vehicles and Traffic”. (City Attorney – Hagerty)**

Recommendation:

Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13. Introduce and Conduct the First Reading of all of the Ordinances, and set the Second Reading for all of the Ordinances for March 10, 2021.

NEW BUSINESS:

- (7) **Fiscal Year 2020-21 Operating Budget Update and Resolution Amending the Fiscal Year 2020-21 Budget. (Finance – McDermott)**

Recommendation:

Adopt the Resolution amending the Fiscal Year 2020-21 budget, and provide direction to staff.

NON-AGENDA PUBLIC COMMENT (Continued):

All public comment not presented within the first Non-Agenda Public Comment period above will be heard at this time.

CITY COUNCIL REPORTS:

- (8) **Possible Letter to San Diego County Board of Supervisors Regarding a Proposed Needle Exchange Program. (City Council – Council Member Trotter)**

Recommendation:

The City Council should discuss any proposed response to the County and provide direction to staff.

CITY MANAGER REPORTS:

CITY ATTORNEY REPORTS:



CLOSED SESSION:

- (9) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Gov. Code §54956.9(d)(2))
Significant Exposure to Litigation: One case based on correspondence with
Legal Aid at Work and California Women’s Law Center regarding AB 2404 (Fair
Play in Community Sports Act)**

ADJOURNMENT:



BOARDS, COMMISSIONS & COMMITTEES
FEBRUARY & MARCH MEETINGS

Feb	04	SPARC	Virtual/Telephonic
Feb	08	Community Oriented Policing Committee	Virtual/Telephonic
Feb	10	Council Meeting	Virtual/Telephonic
Feb	24	Council Meeting	Virtual/Telephonic
Mar	04	SPARC	TBD
Mar	08	Community Oriented Policing Committee	TBD
Mar	10	Council Meeting	TBD
Mar	18	SMHFPC	TBD
Mar	24	Council Meeting	TBD

The Santee City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

For your convenience, a complete Agenda Packet is available for public review at City Hall and on the City's website at www.CityofSanteeCA.gov.

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 12132 of the American with Disabilities Act of 1990 (42 USC § 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's Office at (619) 258-4100, ext. 112 at least 48 hours before the meeting, if possible.

MEETING DATE February 24, 2021

ITEM TITLE APPROVAL OF READING BY TITLE ONLY AND WAIVER OF READING IN FULL OF ORDINANCES AND RESOLUTIONS ON THE AGENDA.

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk

SUMMARY

This Item asks the City Council to waive the reading in full of all Ordinances on the Agenda (if any) and approve their reading by title only. The purpose of this Item is to help streamline the City Council meeting process, to avoid unnecessary delay and to allow more time for substantive discussion of Items on the agenda.

State law requires that all Ordinances be read in full either at the time of introduction or at the time of passage, unless a motion waiving further reading is adopted by a majority of the City Council. (Gov. Code, § 36934). This means that each word in each Ordinance would have to be read aloud unless such reading is waived. Such reading could substantially delay the meeting and limit the time available for discussion of substantive Items. Adoption of this waiver streamlines the procedure for adopting the Ordinances on tonight's Agenda (if any), because it allows the City Council to approve Ordinances by reading aloud only the title of the Ordinance instead of reading aloud every word of the Ordinance.

The procedures for adopting Resolutions are not as strict as the procedures for adopting Ordinances. For example, Resolutions do not require two readings for passage, need not be read in full or even by title, are effective immediately unless otherwise specified, do not need to be in any particular format unless expressly required, and, with the exception of fixing tax rates or revenue amounts, do not require publication. However, like Ordinances, all Resolutions require a recorded majority vote of the total membership of the City Council. (Gov. Code § 36936).

FINANCIAL STATEMENT

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

It is recommended that the Council waive the reading of all Ordinances and Resolutions in their entirety and read by title only.

ATTACHMENT

None



MEETING DATE February 24, 2021

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE FEBRUARY 10, 2021 REGULAR MEETING.

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk

SUMMARY

Submitted for your consideration and approval are the minutes of the above meetings.

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

Regular Meeting Minutes

- February 10, 2021

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
February 10, 2021**

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 6:30 p.m.

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Rob McNelis and Council Members Ronn Hall, Laura Koval and Dustin Trotter – 5.

Due to technical difficulties, Mayor Minto left the meeting at 6:44 p.m. and returned at 6:47 p.m., he subsequently left the meeting at 7:13 p.m. and returned at 7:23 p.m.

Officers present: City Manager Marlene Best, City Attorney Shawn Hagerty, and City Clerk Annette Ortiz

INVOCATION was given by Pastor Marshall Masser – Lakeside Christian Church

PLEDGE OF ALLEGIANCE was led by Mayor Minto

PROCLAMATION: Retired 2nd District County Supervisor Dianne Jacob Recognition

Mayor Minto read the Proclamation.

CONSENT CALENDAR:

Council Member Trotter requested Item 4 be pulled for discussion.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the January 27, 2021, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (4) **Item pulled for discussion.**
- (5) **Approval of a Joint Exercise of Powers Agreement (JEPA) Among the County of San Diego, State of California, Cities of Poway and Santee for the Operation and Maintenance of Goodan Ranch Regional Park. (Community Services – Maertz)**

ACTION: Vice Mayor McNelis moved approval of the Consent Calendar and Agenda as amended.

Council Member Koval seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

Item Pulled from Consent Calendar:

- (4) **Resolution Awarding the Construction Contract for the Citywide Crack Sealing Program 2021 Project (CIP 2021-06) and Determining a Categorical Exemption Pursuant to Section 15301(c) of the California Environmental Quality Act. (Development Services – Kush) (Reso 010-2021)**

The Director of Development Services and the Principal Civil Engineer provided a brief presentation.

ACTION: Council Member Trotter moved approval of staff recommendation.

Vice Mayor McNelis seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Robert Leholm expressed concerns with free speech and censorship.
(B) Mary Hyder expressed support for the needle exchange program.

PUBLIC HEARING:

- (6) **Public Hearing to Assess Community Development Needs and to Solicit Proposals for Program Year 2021 Community Development Block Grant (CDBG) and Home Program Funding Consistent with the Consolidated Plan. (Development Services – Kush)**

The Public Hearing was opened at 6:57 p.m. The Director of Development Services introduced the Item and the Senior Management Analyst provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKERS:

- Stephanie Chapel Yoo, Cameron Family YMCA
- Estela De Los Rios, CSA San Diego County
- Andrea Garcia, Crisis House
- Anya Delacruz, Elderhelp of San Diego
- Tim Ray, Meals on Wheels

- Dennis Martins, Santee Food Bank
- Tonya Hendrix, Santee Santas Foundation
- Kelly Douglas, Voices for Children

The Public Hearing was continued at 7:38 p.m. to February 24, 2021.

NEW BUSINESS:

- (7) **Resolution Authorizing a Seventh Amendment to the Agreement with West Coast Arborists, Inc. for Urban Forestry Services and Appropriating Funds. (Community Services – Maertz) (Reso 011-2021)**

The Director of Community Services introduced the Item and the Public Services Manager provided a PowerPoint presentation.

ACTION: Council Member Hall moved approval of staff recommendation.

Council Member Koval seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

- (8) **License Agreement for Wireless Installations on Public Structures with Crown Castle Fiber, LLC for the Installation and Operation of Wireless Telecommunication Equipment within the City of Santee. (Development Services – Kush)**

The Director of Development Services introduced the Item and the Principal Civil Engineer provided a PowerPoint presentation and responded to Council questions.

Mr. Elton Stolze with Crown Castle also responded to Council questions.

ACTION: Council Member Hall moved approval of staff recommendation.

Vice Mayor McNelis seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

- (9) **Authorize the Second Amendment to the Contract with Prizm Janitorial Services, Incorporated for Custodial Services (Parks). (Community Services – Maertz)**

The Director of Community Services presented the Item.

ACTION: Council Member Hall moved approval of staff recommendation.

Council Member Koval seconded the motion, which carried by the following roll call vote:

Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

(10) Authorize a Professional Services Agreement with Spicer Consulting Group for Assessment Engineering and Community Facilities District Administration Services. (Finance – McDermott)

The Director of Finance presented the Item and responded to Council questions.

ACTION: Vice Mayor McNelis moved approval of staff recommendation.

Council Member Trotter seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

(11) Appointment of Citizen Members to Various Boards, Commissions and Committees with Expiring Terms According to LPM 2018-01 and Pursuant to Government Code 54974. (Council – Mayor Minto)

Mayor Minto announced his recommended appointments.

ACTION: Vice Mayor McNelis moved approval of staff recommendation.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT: (Continued)

None.

CITY COUNCIL REPORTS:

(12) Letter Condemning Comments by San Diego County Supervisor Nathan Fletcher. (Council – Vice Mayor McNelis)

Vice Mayor McNelis presented the Item.

PUBLIC SPEAKERS:

- Robert Leholm stated he supports the letter drafted by Vice Mayor McNelis.
- Mary Hyder stated she does not support the letter to Supervisor Nathan Fletcher.
- Daniel Bickford stated he supports the letter drafted by Vice Mayor McNelis.

ACTION: Vice Mayor McNelis moved approval of the letter.

Council Member Trotter seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Koval: Aye; and

Trotter: Aye. Ayes: 4. Noes: 0. Abstain: Council Member Hall – 1.

Vice Mayor McNelis requested a meeting with the City Council and the Santee Elementary School District Conference Committee as soon as possible.

Council Member Hall stated he helped out at a vaccination center in Grossmont.

Council Member Koval stated she attended the San Diego Economic Regional Development Council meeting and reported that innovation jobs was a main topic, as well as, last mile delivery centers and bringing them into the community.

Council Member Trotter stated he would like to bring forth to the next Council Meeting, a letter in opposition of the needle exchange program in the City of Santee; he would like the letter to be forwarded to the San Diego County Board of Supervisors.

Mayor Minto concurred with Council Member Trotter, and added that he would like the San Diego County Board of Supervisors to do a study on where the best location for the needle exchange program would be; he stated he attended the New Mayors and Council Members Academy; he also reported that he is now the primary representative on regional planning for San Diego Association of Governments (SANDAG) and the alternate for the executive committee.

CITY MANAGER REPORTS:

The City Manager stated that the County of San Diego will provide a COVID testing site at the City of Santee and informed the public to check the County website for more details; she introduced Chief Garlow to report on the efforts being made to help seniors with vaccinations.

Chief Garlow provided a brief presentation regarding vaccination information.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:01 p.m.

Date Approved:

Annette Ortiz, CMC, City Clerk

MEETING DATE February 24, 2021

ITEM TITLE **PAYMENT OF DEMANDS**

DIRECTOR/DEPARTMENT Tim K. McDermott, Finance *tm*

SUMMARY

A listing of checks that have been disbursed since the last Council meeting is submitted herewith for approval by the City Council.

FINANCIAL STATEMENT *tm*

Adequate budgeted funds are available for the payment of demands per the attached listing.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the payment of demands as presented.

ATTACHMENT

- 1) Summary of Payments Issued
- 2) Voucher Lists

Payment of Demands
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
01/21/2021	Accounts Payable	\$ 1,792.00
01/25/2021	Accounts Payable	27,133.45
01/26/2021	Accounts Payable	1,657,080.16
02/01/2021	Accounts Payable	138,870.20
02/02/2021	Accounts Payable	121,259.31
02/04/2021	Accounts Payable	377,436.14
02/10/2021	Accounts Payable	124,026.29
02/11/2021	Payroll	390,333.56
02/11/2021	Accounts Payable	<u>215,119.96</u>
	TOTAL	<u><u>\$3,053,051.07</u></u>

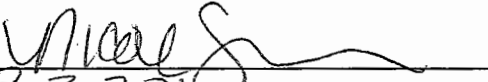
I hereby certify to the best of my knowledge and belief that the foregoing demands listing is correct, just, conforms to the approved budget, and funds are available to pay said demands.

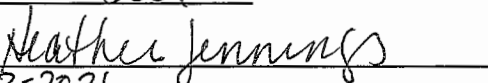


Tim K. McDermott, Director of Finance

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
891	1/21/2021	10402 BANK OF NEW YORK MELLON	8900606738		CDBG SEC 108 LOAN PMT	1,792.00	
						Total :	1,792.00
1 Vouchers for bank code : ubgen						Bank total :	1,792.00
1 Vouchers in this report						Total vouchers :	1,792.00

Prepared by: 
Date: 2-3-2021

Approved by: 
Date: 2-3-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
895	1/25/2021	10482 TRISTAR RISK MANAGEMENT	111765		WORKERS' COMPENSATION	27,133.45	
						Total :	27,133.45
1 Vouchers for bank code : ubgen						Bank total :	27,133.45
1 Vouchers in this report						Total vouchers :	27,133.45

Prepared by: 

Date: 2-3-2021

Approved by: 

Date: 2-3-2021

Bank code : ubgen


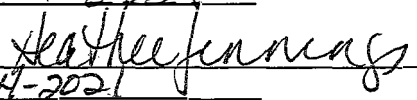
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
897	1/26/2021	10401 US BANK TRUST	1712327		DEBT SERVICE TARB 2016A	1,657,080.16
Total :						1,657,080.16

1 Vouchers for bank code : ubgen

Bank total : 1,657,080.16

1 Vouchers in this report

Total vouchers : 1,657,080.16

Prepared by: 
Date: 2-4-2021
Approved by: 
Date: 2-4-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
73718	2/1/2021	10955 DEPARTMENT OF THE TREASURY	PPE 01/20/21		FED WITHHOLD & MEDICARE	78,687.58
					Total :	78,687.58
73725	2/1/2021	10956 FRANCHISE TAX BOARD	PPE 01/20/21		CA STATE TAX WITHHELD	26,671.15
					Total :	26,671.15
475733	2/1/2021	10959 VANTAGE TRANSFER AGENT/457	PPE 01/20/21		ICMA - 457	29,458.00
					Total :	29,458.00
475738	2/1/2021	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 01/20/21		RETIREE HSA	4,053.47
					Total :	4,053.47

4 Vouchers for bank code : ubgen

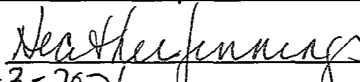
Bank total : 138,870.20

4 Vouchers in this report

Total vouchers : 138,870.20

Prepared by: 

Date: 2-2-2021

Approved by: 

Date: 2-3-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
1214	2/2/2021	10353 PERS	01 21 4		RETIREMENT PAYMENT	121,259.31	
						Total :	121,259.31
1 Vouchers for bank code : ubgen						Bank total :	121,259.31
1 Vouchers in this report						Total vouchers :	121,259.31

Prepared by: Nicole J

Date: 2-2-2021

Approved by: Heather Jennings

Date: 2-3-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126749	2/4/2021	14203 A & J TRAINING TRUST FUND	GRD1298A		REFUNDABLE DEPOSIT	2,085.91
Total :						2,085.91
126750	2/4/2021	10006 AMERICAN PLANNING ASSOCIATION	299361-2113		MEMBERSHIP RENEWAL	579.00
Total :						579.00
126751	2/4/2021	14193 ARTHUR BALOURDAS	Ref000069456		CORRECT LICENSE TYPE - REFUN	41.00
Total :						41.00
126752	2/4/2021	10412 AT&T	301053963		MAST PARK	93.09
Total :						93.09
126753	2/4/2021	14202 AVB DEVELOPMENT PARTNERS	GRD1068A		REFUNDABLE DEPOSIT	6,834.59
Total :						6,834.59
126754	2/4/2021	10021 BOUND TREE MEDICAL LLC	83909815	53230	EMS SUPPLIES	570.10
			83909816	53230	EMS SUPPLIES	175.74
			83913392	53230	EMS SUPPLIES	48.25
			83913393	53230	EMS SUPPLIES	2,876.93
			83913394	53230	EMS SUPPLIES	258.39
			83913395	53230	EMS SUPPLIES	0.06
			83913397	53230	EMS SUPPLIES	174.08
			83913398	53230	EMS SUPPLIES	209.01
Total :						4,312.56
126755	2/4/2021	10022 BRAUN NORTHWEST INC	30518	53234	AMBULANCE REMOUNT	160,068.34
Total :						160,068.34
126756	2/4/2021	13511 CAL UNIFORMS	10311	53082	CLASS A UNIFORM	672.58
			10312	53082	CLASS A UNIFORM	672.58
			10313	53082	CLASS A UNIFORM	672.58
Total :						2,017.74
126757	2/4/2021	14197 CAL WEST GENERAL ENGINEERING	MOV7942S/MOV7953S		REFUNDABLE DEPOSIT	3,000.00
Total :						3,000.00
126758	2/4/2021	10958 CATERPILLAR FINANCIAL SERVICES	30581227		LEASE PYMNT #15-VACTOR 2110	0.20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
126758	2/4/2021	10958	10958 CATERPILLAR FINANCIAL SERVICES (Continued)			Total : 0.20	
126759	2/4/2021	10031	CDW GOVERNMENT LLC	6526824	53290	ANTIVIRUS SOFTWARE RENEWAL	2,412.00
						Total : 2,412.00	
126760	2/4/2021	11448	CHEN RYAN ASSOCIATES INC	2020.2958	52503	SANTEE ATP	6,656.25
						Total : 6,656.25	
126761	2/4/2021	10032	CINTAS CORPORATION #694	4072812597	53084	UNIFORM/PARTS CLEANER RNTL	65.64
						Total : 65.64	
126762	2/4/2021	10234	COUNTY OF SAN DIEGO	02462-1982-RI-2021	52995	GENERATOR AIR POLLUTION CON	446.00
						Total : 446.00	
126763	2/4/2021	10333	COX COMMUNICATIONS	063453006 112256001		9534 VIA ZAPADOR 9130 CARLTON OAKS DR	94.00 93.09
						Total : 187.09	
126764	2/4/2021	10142	CSA SAN DIEGO COUNTY	669-rev	53215	CDBG SUBRECIPIENT	1,179.23
						Total : 1,179.23	
126765	2/4/2021	11168	CTE INC CLARK TELECOM AND	2599 2603 2632	53157 53157 53157	DIG ALERT MARK-OUTS STREET LIGHT REPAIRS STREET LIGHT KNOCK DOWN	373.20 231.82 2,015.71
						Total : 2,620.73	
126766	2/4/2021	11521	DFM ASSOCIATES	1222021		2021 CA ELECTIONS CODE	59.26
						Total : 59.26	
126767	2/4/2021	11295	DOKKEN ENGINEERING	37703 38005 38006	52440 52440 52440	CULVERT ASSESSMENT REPORT SANTEE LAKES STORM DRAIN SCHOOL AREA STREETLIGHTS	2,430.00 10,462.50 6,721.75
						Total : 19,614.25	
126768	2/4/2021	13442	EBBIN MOSER + SKAGGS LLP	4858 4860	52777 52777	MSCP SUBAREA PLAN MSCP SUBAREA PLAN	14,445.00 3,210.00
						Total : 17,655.00	

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126769	2/4/2021	10251 FEDERAL EXPRESS	7-246-36713		SHIPPING CHARGES	35.74
					Total :	35.74
126770	2/4/2021	10196 FIRE PREVENTION SERVICES INC	012621		WEED ABATEMENT	1,299.44
					Total :	1,299.44
126771	2/4/2021	12760 FOCUS PSYCHOLOGICAL	SANTEE2020-12	53032	COUNSELING SERVICES	750.00
					Total :	750.00
126772	2/4/2021	11030 GOLDEN PROPERTY DEVELOPMENT	GRD1179A		REFUNDABLE DEPOSIT	641.34
					Total :	641.34
126773	2/4/2021	13606 IDIBRI CONSULTING, LP	449164	52941	CHAMBER TECHNOLOGY UPGRAD	2,500.00
					Total :	2,500.00
126774	2/4/2021	11108 IN-N-OUT BURGER	GRD1170A		REFUNDABLE DEPOSIT	3,599.96
					Total :	3,599.96
126775	2/4/2021	10997 LAKESIDE FIRE PREVENTION	180	53134	SOFTWARE SUBSCRIPTION	548.00
					Total :	548.00
126776	2/4/2021	14186 LEARNSOFT CONSULTING	165243	53291	UNCONCIOUS BIAS TRAINING	4,500.00
					Total :	4,500.00
126777	2/4/2021	10508 LIFE INSURANCE COMPANY OF	January 2021		LIFE/LTD INSURANCE	2,748.08
					Total :	2,748.08
126778	2/4/2021	14199 MANNEH FAMILY TRUST	GRD0934A		REFUNDABLE DEPOSIT	4,201.70
					Total :	4,201.70
126779	2/4/2021	10079 MEDICO PROFESSIONAL	20338880 20338882	53090 53090	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.62 13.01
					Total :	33.63
126780	2/4/2021	14200 MOEIN TRUST 03-29-05	GRD1013A		REFUNDABLE DEPOSIT	305.70
					Total :	305.70
126781	2/4/2021	14198 MOUNTAIN MATERIALS	MOV8370S		REFUNDABLE DEPOSIT	1,500.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126781	2/4/2021	14198 14198 MOUNTAIN MATERIALS	(Continued)			Total : 1,500.00
126782	2/4/2021	10218 OFFICE DEPOT	149149709001	53107	OFFICE SUPPLIES	421.18
						Total : 421.18
126783	2/4/2021	10308 O'REILLY AUTO PARTS	2968-386918	53013	VEHICLE SUPPLIES	51.46
			2968-387641	53013	VEHICLE SUPPLIES	11.84
						Total : 63.30
126784	2/4/2021	12919 PARCELQUEST	8732-1-2021		SOFTWARE RENEWAL	1,199.00
						Total : 1,199.00
126785	2/4/2021	12904 PAT DAVIS DESIGN GROUP, INC	6302	53108	GRAPHIC DESIGN WORK	1,537.50
						Total : 1,537.50
126786	2/4/2021	10161 PRIZM JANITORIAL SERVICES INC	27004	53075	CUSTODIAL SERVICES - PARKS	2,580.01
						Total : 2,580.01
126787	2/4/2021	14201 PSR WEST COAST BUILDERS, INC	GRD1196A/GRD1196S		REFUNDABLE DEPOSIT	22,674.52
						Total : 22,674.52
126788	2/4/2021	12062 PURETEC INDUSTRIAL WATER	1857405	53061	DEIONIZED WATER SERVICE	52.09
						Total : 52.09
126789	2/4/2021	10830 SAN DIEGO COMMUNITY COLLEGE	REVISED 19623	53296	ANNUAL FTES REGISTRATION	4,968.00
						Total : 4,968.00
126790	2/4/2021	10407 SAN DIEGO GAS & ELECTRIC	0422 970 321 8		STREET LIGHTS	31,484.96
			2237 358 004 2		TRAFFIC SIGNALS	5,190.36
			3422 380 562 8		ROW / MEDIANS	261.04
			4394 020 550 9		LMD	4,647.25
			7990 068 577 7		PARKS	13,230.74
			8509 742 169 4		CITY HALL GROUP BILL	8,129.33
						Total : 62,943.68
126791	2/4/2021	10107 SANTEE MINISTERIAL COUNCIL	CV AMEND 3	52846	CDBG SUBRECIPIENT - CV RESPO	2,481.47
						Total : 2,481.47


Bank code : ubgen

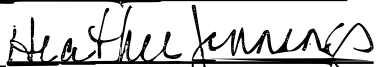
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126792	2/4/2021	13171 SC COMMERCIAL, LLC	1788524-IN 1789865-IN	53077 53077	DELIVERED FUEL DELIVERED FUEL	203.09 242.85 Total : 445.94
126793	2/4/2021	13554 SC FUELS	0338137 0338137-A	53078	FLEET CARD FUELING FUEL	1,213.18 101.80 Total : 1,314.98
126794	2/4/2021	10110 SECTRAN SECURITY INC	21010441	53176	ARMORED CAR TRANSPORT SVC	141.67 Total : 141.67
126795	2/4/2021	14191 SHAINA MCCOLLUM	Ref000069395		CORRECT LICENSE TYPE - REFUN	41.00 Total : 41.00
126796	2/4/2021	10314 SOUTH COAST EMERGENCY VEHICLE	502076	53096	VEHICLE SERVICE	1,278.15 Total : 1,278.15
126797	2/4/2021	10217 STAPLES ADVANTAGE	3464532697 3464765991 3466461934	53100 53099 53124	OFFICE SUPPLIES OFFICE SUPPLIES - CLERKS OFFICE SUPPLIES - DDS	7.38 112.05 50.33 Total : 169.76
126798	2/4/2021	10027 STATE OF CALIFORNIA	488002		FINGERPRINT COSTS	32.00 Total : 32.00
126799	2/4/2021	10880 TERRYBERRY COMPANY LLC	J33087		SERVICE AWARD PINS	121.69 Total : 121.69
126800	2/4/2021	14194 JULIE CAMACHO	Ref000069457		CORRECT LICENSE TYPE REFUND	41.00 Total : 41.00
126801	2/4/2021	10515 THE SAN DIEGO UNION - TRIBUNE	3072864		SUBSCRIPTION RENEWAL	367.82 Total : 367.82
126802	2/4/2021	12480 UNITED SITE SERVICES	114-11477423	53173	PORTABLE TOILET	159.79 Total : 159.79
126803	2/4/2021	12888 VINYARD DOORS	102241	53233	APPARATUS GATE & DOOR REPAIF	2,125.00

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126803	2/4/2021	12888 VINYARD DOORS	(Continued) 102242	53233	APPARATUS DOOR REPAIRS	2,755.00
					Total :	4,880.00
126804	2/4/2021	14097 VOICES FOR CHILDREN	2	53249	CDBG SUBRECIPIENT	1,302.21
					Total :	1,302.21
126805	2/4/2021	13996 WESTERN AUDIO VISUAL	4 4R	53179	CITY COUNCIL CHAMBER AV UPGI RETENTION	16,027.55 -801.38
					Total :	15,226.17
126806	2/4/2021	10537 WETMORE'S	06P3628 06P3660	53029 53029	VEHCILE REPAIR PARTS VEHICLE REPAIR PART	335.42 66.32
					Total :	401.74
58 Vouchers for bank code : ubgen						Bank total : 377,436.14
58 Vouchers in this report						Total vouchers : 377,436.14

Prepared by: 
 Date: 2-4-2021

Approved by: 
 Date: 2-4-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126807	2/10/2021	11859 AIRGAS USA LLC	9107757634	52981	EQUIPMENT REPAIR PART	292.10
Total :						292.10
126808	2/10/2021	14094 AMERICAN SOLUTIONS FOR	INV05008309-2		PARKING TICKETS	1,369.09
Total :						1,369.09
126809	2/10/2021	14066 BAUER COMPRESSORS, INC	0000274894	53223	MSA THERMAL IMAGING CAMERA	7,467.08
Total :						7,467.08
126810	2/10/2021	10021 BOUND TREE MEDICAL LLC	83913396	53230	EMS SUPPLIES	29.63
			83916797	53230	EMS SUPPLIES	50.24
			83916798	53230	EMS SUPPLIES	82.94
			83922603	53230	EMS SUPPLIES	1,525.00
			83922604	53230	EMS SUPPLIES	534.64
			83922605	53230	EMS SUPPLIES	410.50
Total :						2,632.95
126811	2/10/2021	10032 CINTAS CORPORATION #694	4073467234	53084	UNIFORM/PARTS CLEANER RNTL	80.64
Total :						80.64
126812	2/10/2021	10033 CITY ELECTRIC SUPPLY COMPANY	STE/068449	52993	ELECTRICAL SUPPLIES	107.75
Total :						107.75
126813	2/10/2021	10050 CITY OF EL CAJON	0000015156		HFTA FEES - 3RD QUARTER	12,258.00
Total :						12,258.00
126814	2/10/2021	10039 COUNTY MOTOR PARTS COMPANY INC	504918	52994	VEHICLE SUPPLIES	21.20
Total :						21.20
126815	2/10/2021	10234 COUNTY OF SAN DIEGO	05871-2006-RI-2021	52995	GENERATOR PERMITS	446.00
Total :						446.00
126816	2/10/2021	10486 COUNTY OF SAN DIEGO	02/10/2021		CEQA NOE FILING FEE	50.00
Total :						50.00
126817	2/10/2021	10333 COX COMMUNICATIONS	038997401		10601 N MAGNOLIA AVE #8	107.42

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126817	2/10/2021	10333 10333 COX COMMUNICATIONS	(Continued)			Total : 107.42
126818	2/10/2021	11450 CREATIVE METAL INDUSTRIES INC	12730	53264	DEDICATION PLAQUE	693.91
						Total : 693.91
126819	2/10/2021	10608 CRISIS HOUSE	548	53214	CDBG SUBRECIPIENT	601.12
						Total : 601.12
126820	2/10/2021	13129 DAVID TURCH AND ASSOCIATES	01142021	53130	HIGHWAY 52 COALITION SUPPORT	5,000.00
						Total : 5,000.00
126821	2/10/2021	10449 DAY WIRELESS SYSTEMS	INV661714		COMM EQUIPMENT	93.28
						Total : 93.28
126822	2/10/2021	13565 FAILSAFE TESTING LLC	11235	53197	ANNUAL LADDER INSPECTION	3,937.88
						Total : 3,937.88
126823	2/10/2021	10066 GLOBALSTAR USA LLC	000000010579523		SATELLITE PHONE SERVICE	94.84
						Total : 94.84
126824	2/10/2021	13378 GROSSMAN PSYCHOLOGICAL	01152021		EMPLOYEE EVALUATION	975.00
						Total : 975.00
126825	2/10/2021	11807 IMPERIAL SPRINKLER SUPPLY	4508842 4545040	53185 53185	IRRIGATION SUPPLIES IRRIGATION SUPPLIES	122.36 866.12
						Total : 988.48
126826	2/10/2021	14092 KOA CORPORATION	JC02060-3	53242	LOCAL ROADWAY SAFETY PLAN	9,740.00
						Total : 9,740.00
126827	2/10/2021	10997 LAKESIDE FIRE PREVENTION	181	53134	SOFTWARE SUBSCRIPTION	548.00
						Total : 548.00
126828	2/10/2021	10079 MEDICO PROFESSIONAL	20342610 20342612	53090 53090	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.62 13.01
						Total : 33.63
126829	2/10/2021	10507 MITEL LEASING	903030636		MONTHLY RENTAL 122670	1,878.80

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126829	2/10/2021	10507 MITEL LEASING	(Continued) 903030667 903030728 903030742		MONTHLY RENTAL 124690 MONTHLY RENTAL 130737 MONTHLY RENTAL 131413	312.66 276.33 266.16 Total : 2,733.95
126830	2/10/2021	10416 NATIONAL PETROLEUM INC	371569	53091	VEHICLE SUPPLIES	40.95 Total : 40.95
126831	2/10/2021	10308 O'REILLY AUTO PARTS	2968-389190	53013	VEHICLE SUPPLIES	8.81 Total : 8.81
126832	2/10/2021	10344 PADRE DAM MUNICIPAL WATER DIST	29700016		CONSTRUCTION METER	497.52 Total : 497.52
126833	2/10/2021	10092 PHOENIX GROUP INFO SYSTEMS	122020031	53158	FY 20/21 PARKING CITE PROCESS	417.58 Total : 417.58
126834	2/10/2021	14117 PLANCOM, INC	CUP1501A		REFUNDABLE DEPOSIT	835.52 Total : 835.52
126835	2/10/2021	10770 PREHOSPITAL EMS GROSSMONT	01122021		FF/PM ACLS CERT EXAM	740.00 Total : 740.00
126836	2/10/2021	12062 PURETEC INDUSTRIAL WATER	1858609	53061	DEIONIZED WATER SERVICE	104.18 Total : 104.18
126837	2/10/2021	10095 RASA	5473	53221	MAP CHECK	895.00 Total : 895.00
126838	2/10/2021	14204 ASHLEE ARGAEZ	Ref000069566		CORRECTED LICENSE TYPE REFU	41.00 Total : 41.00
126839	2/10/2021	14173 RELIANCE FOUNDRY CO LTD	41476	53287	MAST PARK BOLLARD REPLACEME	811.00 Total : 811.00
126840	2/10/2021	10097 ROMAINE ELECTRIC CORPORATION	12-051892 12-051937	53095 53095	VEHICLE SUPPLIES VEHICLE SUPPLIES	646.87 403.48

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126840	2/10/2021	10097 ROMAINE ELECTRIC CORPORATION	(Continued) 12-051946	53095	CR-VEHICLE SUPPLIES RETRND	-243.39
					Total :	806.96
126841	2/10/2021	10768 SANTEE SCHOOL DISTRICT	8878	53137	JOINT USE FIELDS - RIO SECO	428.82
					Total :	428.82
126842	2/10/2021	13171 SC COMMERCIAL, LLC	1785693-IN 1793158-IN 1794891-IN	53077 53077 53077	DELIVERED FUEL DELIVERED FUEL DELIVERED FUEL	373.94 486.49 343.70
					Total :	1,204.13
126843	2/10/2021	13554 SC FUELS	0343083	53078	FLEET CARD FUELING	1,732.30
					Total :	1,732.30
126844	2/10/2021	10837 SOUTHWEST TRAFFIC SIGNAL	80755 80756 80757	53159 53159 53159	USA MARKOUTS KNOCKDOWN CALLS TRAFFIC SIGNAL SERVICE CALLS	160.00 152.50 710.31
					Total :	1,022.81
126845	2/10/2021	11403 ST. JOHN, LYNNE	01012021-78 02012021-78		MEADOWBROOK HARDSHIP PROC MEADOWBROOK HARDSHIP PROC	61.81 61.81
					Total :	123.62
126846	2/10/2021	11056 STANDARD ELECTRONICS	S44920	53147	SECURITY SYS - MONITOR	1,425.00
					Total :	1,425.00
126847	2/10/2021	10217 STAPLES ADVANTAGE	3464689739 3464765992 3466461935 3466911401 3467185972	53098 53098 53098 53097 53124	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES-FINANCE OFFICE SUPPLIES - DDS	21.00 109.36 16.88 112.99 89.72
					Total :	349.95
126848	2/10/2021	10119 STEVEN SMITH LANDSCAPE INC	46088 46089 46090	53069 53044 53068	A 1 LANDSCAPE SERVICES A2 LANDSCAPE SERVICES A3 LANDSCAPE SERVICES	6,816.00 270.00 945.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
126848	2/10/2021	10119 10119 STEVEN SMITH LANDSCAPE INC	(Continued)		Total :	8,031.00	
126849	2/10/2021	10250 THE EAST COUNTY	00102117	53127	INVITATION TO BID - CITYWIDE CR.	847.00	
			00102343	53127	NOTICE OF PUBLIC HEARING - ZOI	175.00	
			00102493	53127	NOTICE OF PUBLIC MEETING - HOI	360.50	
			102495		INVITATION TO BID	115.50	
					Total :	1,498.00	
126850	2/10/2021	11193 TMAN TRAFFIC SUPPLY	11759	53062	TRAFFIC SIGNS & SUPPLIES	927.16	
					Total :	927.16	
126851	2/10/2021	11434 TYLER BUSINESS FORMS	54553	53261	1095B & 1095C YEAR END FORMS	61.16	
					Total :	61.16	
126852	2/10/2021	10232 XEROX CORPORATION	12307569	53161	COPIER LEASE & CHARGES-PSD	318.10	
					Total :	318.10	
126853	2/10/2021	10318 ZOLL MEDICAL CORPORATION	3205861	53228	MANUAL MONITOR/DEFIBRILLATOR	36,111.35	
			3209462	53228	AUTOPULSE® SYSTEM	15,322.05	
					Total :	51,433.40	
47 Vouchers for bank code : ubgen						Bank total :	124,026.29
47 Vouchers in this report						Total vouchers :	124,026.29

Prepared by: Michael J. [Signature]


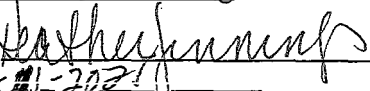
Date: 2-10-2021

Approved by: [Signature]

Date: 2-11-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
126854	2/11/2021	12903 AMERICAN FIDELITY ASSURANCE CO	2093190		FLEXIBLE SPENDING ACCOUNT	1,743.48	
					Total :	1,743.48	
126855	2/11/2021	10208 ANTHEM EAP	79908		EMPLOYEE ASSISTANCE PROGRAI	279.72	
					Total :	279.72	
126856	2/11/2021	10334 CHLIC	2774790		HEALTH/DENTAL INSURANCE	208,733.45	
					Total :	208,733.45	
126857	2/11/2021	10785 RELIANCE STANDARD LIFE	February 21		VOLUNTARY LIFE INSURANCE	657.67	
					Total :	657.67	
126858	2/11/2021	10424 SANTEE FIREFIGHTERS	PPE 02/03/21		DUES/PEC/BENEVOLENT/BC EXP	2,806.92	
					Total :	2,806.92	
126859	2/11/2021	10776 STATE OF CALIFORNIA	PPE 02/03/21		WITHHOLDING ORDER	308.30	
					Total :	308.30	
126860	2/11/2021	10001 US BANK	PPE 02/03/21		PARS RETIREMENT	590.42	
					Total :	590.42	
7 Vouchers for bank code : ubgen						Bank total :	215,119.96
7 Vouchers in this report						Total vouchers :	215,119.96

Prepared by: 
 Date: 2-11-2021
 Approved by: 
 Date: 2-11-2021

MEETING DATE February 24, 2021

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$54,508.11 FOR JANUARY 2021 LEGAL SERVICES AND REIMBURSABLE COSTS

DIRECTOR/DEPARTMENT Tim K. McDermott / Finance *TKM*

SUMMARY

Legal services invoices proposed for payment for the month of January 2021 total \$54,508.11 as follows:

1) General Retainer Services	\$ 15,510.00
2) Labor & Employment	5,030.30
3) Litigation & Claims	8,602.10
4) Special Projects - General Fund	14,379.20
5) Third-Party Reimbursable Projects	10,986.51
Total	\$ 54,508.11

FINANCIAL STATEMENT *TKM*

	AMOUNT	BALANCE
General Fund:		
Adopted Budget	\$ 717,120.00	
Revised Budget	\$ 757,120.00	
Prior Expenditures	(243,178.39)	
Current Request	(43,521.60)	\$ 470,420.01
Other Funds (excluding third-party reimbursable items):		
Adopted Budget	\$ 1,000.00	
Revised Budget	\$ 85,000.00	
Prior Expenditures	(2,729.20)	
Current Request	-	\$ 82,270.80

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the expenditure of \$54,508.11 for January 2021 legal services and reimbursable costs.

ATTACHMENTS

1. Legal Services Billing Summary January 2021
2. Legal Services Billing Recap FY 2020-21



LEGAL SERVICES BILLING SUMMARY
January 2021

Attachment 1

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer 1001.00.1201.51020	\$ 15,510.00 <u>15,510.00</u>	897313	
Labor & Employment: Labor & Employment Employee Benefits 1001.00.1201.51020	3,991.30 1,039.00 <u>5,030.30</u>	897328 897334	
Litigation & Claims: Litigation & Claims Zulauf Receivership Climate Action Plan (CAP) Litigation Parcel 4 Litigation Brooks Receivership 1001.00.1201.51020	5,329.70 23.90 167.30 2,342.20 739.00 <u>8,602.10</u>	897329 897332 897315 897316 897319	
Special Projects (General Fund): Community Oriented Policing CEQA Special Advice Water Quality Community Choice Aggregation Housing Element 1001.00.1201.51020	1,314.50 2,692.10 2,055.40 215.10 6,978.80 <u>13,255.90</u>	897330 897323 897333 897335 897314	
Special Projects - COVID-19 (General Fund) COVID-19 Emergency Response 1001.99.9001.51020	<u>1,123.30</u>	897317	
Third-Party Reimbursable: Parcel 4 Hotel MSCP Subarea Plan HomeFed Project Fanita Ranch Referendum Rockvill Self Storage Redevelopment of Carlton Oaks Golf Course Tyler St. Subdivision All Right Storage	501.90 185.50 1,093.31 5,664.30 61.40 3,295.90 61.40 122.80 <u>10,986.51</u>	897336 897320 897321 897318 897322 897324 897325 897326	excelena.10.05 spp2101a.91.05 spp1704a.10.05 spp1704a.10.05 mr20001a.10.05 cup1906a.10.05 tm17001a.10.05 cup1905a.10.05
Total	<u><u>\$ 54,508.11</u></u>		

**LEGAL SERVICES BILLING RECAP
FY 2020-21**

<u>Category</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Previously Spent Year to Date</u>	<u>Available Balance</u>	<u>Current Request Mo/Yr</u>	<u>Amount</u>
General Fund:						
General / Retainer	\$ 186,120.00	\$ 186,120.00	\$ 93,391.83	\$ 92,728.17	Jan-21	\$ 15,510.00
Labor & Employment	60,000.00	60,000.00	17,184.10	42,815.90	Jan-21	5,030.30
Litigation & Claims	210,000.00	210,000.00	41,649.10	168,350.90	Jan-21	8,602.10
Special Projects	261,000.00	301,000.00	90,953.36	210,046.64	Jan-21	14,379.20
Total	<u>\$ 717,120.00</u>	<u>\$ 757,120.00</u>	<u>\$ 243,178.39</u>	<u>\$ 513,941.61</u>		<u>\$ 43,521.60</u>
Other City Funds:						
Highway 52 Coalition	\$ 5,000.00	\$ 5,000.00	\$ 95.60	\$ 4,904.40		\$ -
MHFP Commission	5,000.00	5,000.00	23.90	4,976.10		-
Capital Projects	-	75,000.00	2,609.70	72,390.30		-
Total	<u>\$ 10,000.00</u>	<u>\$ 85,000.00</u>	<u>\$ 2,729.20</u>	<u>\$ 82,270.80</u>		<u>\$ -</u>
Third-Party Reimbursable:						
Total			<u>\$ 450,288.61</u>			<u>\$ 10,986.51</u>

Total Previously Spent to Date FY 2020-21	
General Fund	\$ 243,178.39
Other City Funds	2,729.20
Applicant Deposits or Grants	<u>450,288.61</u>
Total	<u>\$ 696,196.20</u>

Total Proposed for Payment	
General Fund	\$ 43,521.60
Other City Funds	-
Applicant Deposits or Grants	<u>10,986.51</u>
Total	<u>\$ 54,508.11</u>

MEETING DATE February 24, 2021

ITEM TITLE CONTINUED PUBLIC HEARING TO ASSESS COMMUNITY DEVELOPMENT NEEDS AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2021 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM FUNDING CONSISTENT WITH THE CONSOLIDATED PLAN

DIRECTOR/DEPARTMENT Development Services, Melanie Kush *say for MK*

SUMMARY

At the public hearing during the February 10th meeting the City Council received a staff report and public testimony from applicants for Program Year 2021 (July 2021 through June 2022) Community Development Block Grant (CDBG) funding. This hearing is a continuation of the February 10, 2021 public hearing and its purpose is to allocate CDBG program funding for Program Year 2021. Based on direction provided by the City Council during this hearing, staff will prepare a Draft Annual Action Plan for Program Year 2021. The Annual Action Plan is subject to public review and a separate public hearing prior to submittal to the federal Department of Housing and Urban Development (HUD) by May 15, 2021.

Since the February 10th public hearing, the amount of CDBG funding that will be available to the City for Program Year 2021 has not been announced; however, the timeline for submission of an annual CDBG application requires the City to complete the process of prioritizing CDBG-funded activities in February. For planning purposes, it is assumed that the City's PY 2021 allocation will be \$272,215. In addition, program income (\$10) from Program Year 2019 and unexpended funds from Program Year 2020 (\$5,876) bring the total estimated amount available for allocation in Program Year 2021 to \$278,101.

HOME funds would continue to support the First Time Homebuyer Program administered on the City's behalf by the San Diego HOME Consortium.

ENVIRONMENTAL REVIEW

This item is exempt from environmental review under the California Environmental Quality Act ("CEQA") by CEQA Guidelines section 15061(b)(3).

FINANCIAL STATEMENT *m*

For planning purposes, it is assumed that the City's PY 2021 allocation will be \$272,215. In addition, \$5,886 in program income and the carry forward of prior-year unexpended funds would bring the estimated total amount available for allocation in PY 2021 to \$278,101.

CITY ATTORNEY REVIEW N/A • Completed



RECOMMENDATION *MAB*

1. Re-open, conduct and close the public hearing; and
2. Direct staff to publish a summary of the Annual Action Plan; and
3. Adopt the Resolution for Program Year 2021 CDBG funds.

ATTACHMENTS

Staff Report Resolution Summary of Requests/Applications Worksheets

STAFF REPORT

CONTINUED PUBLIC HEARING TO ASSESS COMMUNITY DEVELOPMENT NEEDS AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2021 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM FUNDING CONSISTENT WITH THE CONSOLIDATED PLAN

CITY COUNCIL MEETING
FEBRUARY 24, 2021

A. CDBG BACKGROUND

The Community Development Block Grant (CDBG) program is administered by the U.S. Department of Housing and Urban Development (HUD). Cities with over 50,000 in population are provided the opportunity to apply for “entitlement” monies. Entitlements are based on a formula that weighs population, the extent of poverty, housing overcrowding, and age of housing. To receive its annual CDBG entitlement grant, a grantee must develop and submit to HUD a Consolidated Plan, which is a jurisdiction’s comprehensive planning document and application for funding under Community Planning and Development grant programs.

A required part of the City of Santee’s 5-Year Consolidated Plan is an annual Action Plan. Each year the Action Plan is updated to reflect City Council’s allocations to public services, public facilities and administration activities, consistent with the goals and objectives contained in the Plan. A synopsis of the annual Action Plan must be published community-wide in order to afford affected citizens an opportunity for review and comment. After review of public comments, the plan is forwarded to HUD with the required grant applications by May 15th of each year.

HUD Review and Reporting: HUD performs annual Program Year reviews based upon the City’s “Consolidated Annual Performance and Evaluation Report” (called a “CAPER”) which is submitted to HUD in September at the end of each Program Year.

B. CDBG PROGRAM GUIDELINES

CDBG activities proposed by the City must meet CDBG regulations regarding program objectives and eligibility criteria. Determination of project eligibility is basically a two-step process. Each program/project must meet one of the three National Objectives of the CDBG program and must be consistent with program regulations as an appropriate activity.

The primary CDBG objective is the development of viable communities, including decent housing and a suitable living environment, and the expansion of economic opportunity, principally for persons of low- and moderate-income. Each activity must meet one of the following three national objectives:

1. Benefit low- and moderate-income families.

At least 70% of the grantee’s allocation must be spent for activities

benefiting low- and moderate-income residents. The three most common ways of meeting this objective are:

- a. Activities that benefit an area in which low-income households are prevalent.
- b. Activities requiring income data for each applicant to demonstrate eligibility.
- c. Activities that benefit a limited clientele who are generally presumed to be principally low- and moderate-income. Categories of limited clientele allowed by HUD include abused children, battered spouses, elderly persons, handicapped persons, homeless persons, illiterate persons and migrant farm workers.

2. Aid in the prevention or elimination of slums or blight.

Activities considered to aid in the prevention or elimination of slums or blight are activities within a delineated area which meets a definition of slum, blighted, deteriorated, or deteriorating under state or local law, or where there is a substantial number of deteriorating or dilapidated buildings and improvements are needed throughout the area.

3. Address community needs having a particular urgency.

This national objective is extremely restrictive and rarely used. The urgent condition must be recent and pose a serious and immediate threat to the health or welfare of the community. There can be no other source of financing available to meet the needs in this category.

C. AVAILABLE FUNDS AND REQUESTS FOR FUNDING

As of February 12, 2021, HUD had not announced the amount that the City of Santee will be allocated for Program Year 2021. However, the schedule for preparation of annual Action Plans by the City of Santee requires that public input be solicited at this time and a tentative plan for funding activities in Program Year 2021 be approved and submitted to HUD no later than May 15th. Due to uncertainty regarding the budget for HUD programs, for planning purposes, staff estimates that the City of Santee's Program Year 2021 allocation will be \$272,215, which is the average of the three prior Program Year allocations and 1.2% less than the PY 2020 allocation. In addition, program income (\$10) from Program Year 2019 and prior-year unexpended funds (\$5,876) bring the total estimated amount available for allocation in Program Year 2021 to \$278,101.

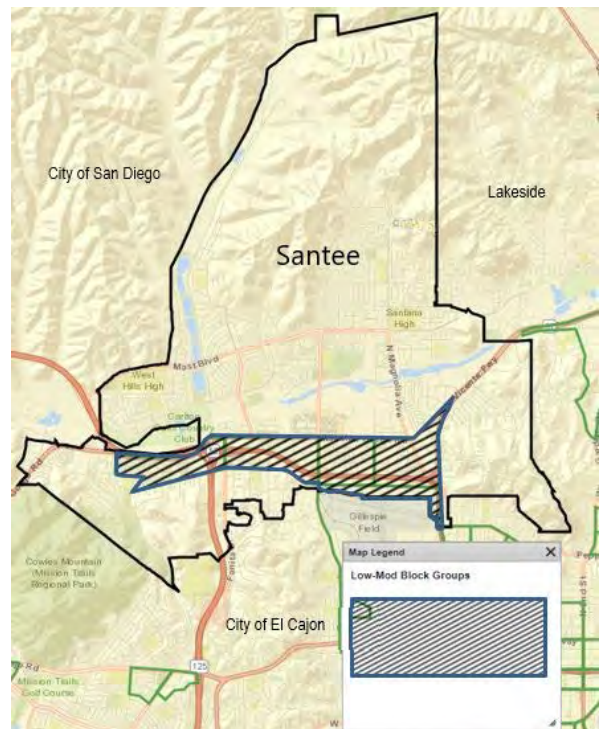
HUD regulations impose a 15% cap on the amount of current-year CDBG funds and prior year program income which can be allocated to Public Service activities and a 20% cap on Administrative activities.

A request for proposals was published on December 11, 2020, with applications due on January 11, 2021. The City has received seven applications for PY 2021 CDBG Public Services funding totaling \$55,500 and one application for Administrative funding in the amount of \$15,500 as detailed in the attached Summary of Requests.

Public Facilities Funding

In October 2011, the City Council approved a Section 108 loan (a loan secured by future allocations of CDBG funding) in the amount of \$1.4 million. The Section 108 loan funded improvement to Buena Vista Avenue and Railroad Avenue. The final debt service payment is scheduled to be made on August 1, 2021. However, funding for the final payment has been allocated from the current CDBG budget, so no funding for the final loan payment needs to be allocated in Program Year 2021.

Based on the payoff of the Section 108 Loan used for the Buena Vista/Railroad Avenue project staff is evaluating different options for future CDBG funded public facility improvements. Options eligible for CDBG funding include the construction, reconstruction, and the rehabilitation of public infrastructure. Maintenance costs for public infrastructure are not eligible. Eligible projects include streets, sidewalks, curbs and gutters, parks, playgrounds, flood and drainage improvements, parking lots, and the installation of trees. Additionally, any project selected should be located in the Low- and Moderate-Income Census Block area of Santee (see map).



Staff is currently evaluating options for CDBG public facilities funding, which may include another Section 108 Loan for a large project, or funding smaller improvements on an annual basis.

SUMMARY OF ESTIMATED EXPENDITURES

ACTIVITY	CAP	AMOUNT AVAILABLE PER CAP	AMOUNT REQUESTED
Public Service Activities	15%	\$ 40,831	\$ 55,500
Administrative Activities	20%	\$ 54,440	\$ 54,440
Public Facilities	None	\$ 182,830	\$ 182,830
		\$ 278,101	\$ 292,770

Requested in excess of projected funding

\$ 14,669

D. PUBLIC PARTICIPATION AND ALLOCATION PROCESS

Public participation is an important part of the CDBG process. Two public hearings are required to meet the HUD requirements for citizen participation. In accordance with the Code of Federal Regulations (CFR) Title 24, "Housing and Urban Development", Section 570.704, the City initiated the CDBG application process by publishing a Notice of Funding Availability (NOFA) for Program Year 2021 on December 11, 2020 in the East County Californian, as well as posting the NOFA, Request for Proposals and Application on the City's website. Applications were due on January 11, 2021.

Notice of the February 10 public hearing was published in East County Californian on January 29, 2021. All applications which were received were made available for public review and comment. In this way, citizens are afforded an opportunity to examine the contents of all applications received and to provide comments prior to City Council decision on the funding of qualified applications, in compliance with CFR Title 24.

E. RECOMMENDATIONS

- 1) Re-open, conduct and close the public hearing; and
- 2) Direct staff to publish a summary of the Annual Action Plan; and
- 3) Adopt the Resolution for Program Year 2021 CDBG funds.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA ON THE ASSESSMENT AND PRIORITIZATION OF
COMMUNITY DEVELOPMENT NEEDS, ALLOCATION OF COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR
PROGRAM YEAR 2021 AND AUTHORIZATION TO PREPARE AND PUBLISH
A DRAFT ANNUAL ACTION PLAN FOR PROGRAM YEAR 2021**

WHEREAS, for Program Year 2021, the City of Santee anticipates receiving an allocation of \$272,215 in CDBG funds; and

WHEREAS, the City of Santee has an unexpended prior year allocation of \$5,876 available for allocation in Program Year 2021; and

WHEREAS, the City of Santee has \$10 in Program Income funds available for allocation in Program Year 2021, resulting in an estimated total amount available for allocation of \$278,101; and

WHEREAS, the City of Santee is required to prepare and adopt an Annual Action Plan to implement the Consolidated Plan and submit a grant application to HUD prior to receiving funds; and

WHEREAS, the City of Santee has followed the prescribed format prior to submission of the required documents.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Santee, California, does hereby:

1. Direct staff to prepare a Draft Annual Action Plan reflecting the funding priorities identified in the City Council hearing of February 24, 2021; and
2. Direct staff to proportionately adjust allocations among Public Services, Public Facilities and Administrative activities to accommodate any shortfall or surplus between the projected Program Year 2021 CDBG allocation of \$272,215 and the actual CDBG grant received by the City of Santee for Program Year 2021; and
3. Direct staff to publish a Summary of the Draft Annual Action Plan as required for the Consolidated Plan.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 24th day of February, 2021.

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

ATTACHMENT 3

SUMMARY OF REQUESTS

PUBLIC SERVICES		AMOUNT OF PY 2021 REQUEST	PROPOSED USE	PY 2019 ACCOMPLISHMENTS/ PY 2020 GRANT*
1	Cameron Family YMCA / Santee Aquatics Center	\$5,000	Scholarships for day camp, swim lessons, gymnastics and enrichment activities.	35 persons assisted/ PY 2020 Grant: \$0
2	Crisis House	\$8,500	Services to assist victims of domestic violence and prevent homelessness	180 persons assisted/ PY 2020 Grant: \$6,852
3	ElderHelp	\$5,000	Support home-bound seniors to maintain their independence.	46 persons assisted/ PY 2020 Grant: \$3,000
4	Meals-on-Wheels	\$5,000	Delivery of 2 meals per day to homebound seniors	104 persons assisted/ PY 2020 Grant: \$4,500
5	Santee Food Bank	\$20,000	Emergency food assistance for LMI Santee residents.	13,757 persons assisted PY 2020 Grant: \$14,000
6	Santee Santas	\$7,000	Provide food assistance to LMI Santee families through the Holiday Food Program.	641 persons assisted/ PY 2020 Grant: \$5,500
7	Voices for Children	\$5,000	Provide Court Appointed Special Advocates (CASAs) to assist income qualified foster children	Not a Subrecipient in PY 2019 PY 2020 Grant: \$4,000

Total Requests: \$ 55,500

Projected Cap Amount \$ 40,831

*Program Year 2020 Grant amounts do not include CDBG funds that were redirected to coronavirus response activities.

ATTACHMENT 3

SUMMARY OF REQUESTS

ADMINISTRATION		AMOUNT OF PY 2021 REQUEST	PROPOSED USE	PY 2019 ACCOMPLISHMENTS/ PY 2020 GRANT
1	CSA San Diego County	\$15,500	On behalf of the City of Santee, conduct fair-housing testing and counseling. Provide tenant/landlord mediation services	160 persons assisted with housing services/ PY 2020 Grant: \$15,500
2	City of Santee	\$ 38,940	Administration of CDBG Program and Subrecipient Agreements	Maintained compliance with program regulations. PY 2020 Grant: \$39,588

Total Requests: \$ 54,440 (Projected cap amount)

PUBLIC FACILITIES		AMOUNT OF PY 2021 REQUEST	PROPOSED USE	PY 2019 ACCOMPLISHMENTS/ PY 2020 GRANT
1	City of Santee - Section 108 Loan Debt Service	\$ 0	Debt services for Buena Vista/ Railroad Avenue Neighborhood Road Improvements	Project complete.
2	City of Santee - Section 108 Loan Debt Service Reserve	\$ 0	Provide for a reserve fund to cover debt service should future CDBG allocations fall below required amount.	PY 2020 Reserve: \$85,390
3	City of Santee - To Be Determined	\$ 182,830	Provide funding for sidewalk or ADA improvements in LMI Census Blocks or to be re-allocated to Coronavirus response activities, if allowed.	Not Applicable

Total Requests: \$ 182,830 (Projected available balance)

GRAND TOTAL: \$ 292,770

ATTACHMENT 3
APPLICATIONS FOR FUNDING

PUBLIC SERVICES

Cameron Family YMCA..... 1

Crisis House.....5

ElderHelp of San Diego..... 12

Meals-On-Wheels Greater San Diego County..... 17

Santee Food Bank.....21

Santee Santas Foundation Inc.24

Voices for Children.....30

ADMINISTRATION

CSA San Diego County.....36

**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021**

GENERAL INFORMATION: Date: 1/11/2021

Agency Name: Cameron Family YMCA
Agency Address: 10123 Riverwalk Dr, Santee, CA 92071

Phone: (619) 449-9622 Fax: (619) 449-9624
E-mail: cameronfeedback@ymcasd.org

Project/Program Contact Person (Name and Title): Stephanie Chapel Yoo
Project/Program Location: Cameron Family YMCA

Phone: (619) 550-8360 Fax: (619) 449-9624
E-mail: schapelyoo@ymcasd.org

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ \$5,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

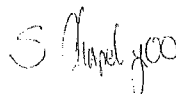
Total Project/Program Budget: \$22,913.00

Source of Other Funds: 2021-2022 Annual Campaign contributions from individuals, companies and foundations recruited by YMCA staff, volunteers and our Board of Advisors comprised of local leaders will also seek funding for the scholarship program.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Stephanie Chapel Yoo
Type or Print Your Name and Title



Signature

RECEIVED

JAN 11 2021

Dept. of Development Services
City of Santee

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

CDBG funds to the Cameron Family YMCA would provide scholarship assistance for low-to-moderate income children ages 5-13 years old living in Santee to participate in youth programs such as day camp, gymnastics, aquatics and enrichment activities. YMCA youth programs not only provide positive, engaging and healthy activities for children that have experienced gaps in academic, social and safety stability before and heightened by the COVID-19 pandemic, it also serves as reliable, trusted and experienced childcare support to families. Funding in the amount of \$5,000 could support approximately 79 scholarship registrations at an average assistance rate of 30-40% off normal fees.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The YMCA shares the same fiscal year as the City's timeline: July 2021 – June 2022. During this period, the YMCA will offer youth programs on a daily basis, year-round, with day camp (the highest used program area for scholarship support) specifically running from late June to mid-August 2021 and in limited scope during fall, winter and spring breaks. YMCA programs are executed by highly qualified, background-checked, skilled and thoroughly trained YMCA staff. The day camp counselors, swim instructors, gymnastics coaches and other frontline staff executing the youth activities report directly to their department leadership staff and the Executive Director. All are employees of the YMCA of San Diego County association, which has been providing safe and enriching youth programs for 138 years. All programs will take place on site at the Cameron Family YMCA.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

YMCA youth programs meet the objectives and priorities because they are made available to youth of all economic levels, backgrounds, abilities and life circumstances. The YMCA never turns a child away from participating because of an inability to pay. Our scholarship program – and the donors that support it – levels the playing field for children of all families, such as low-to-moderate income, military, special needs and other diverse backgrounds, to participate, engage and thrive. All participants registering with scholarship support for youth programs are considered low-to-moderate income as defined by the median family income levels of the area.

D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

The YMCA of San Diego County is a California nonprofit public benefit corporation, incorporated in 1959. The East County Family YMCA, a branch of the YMCA of San Diego County, began in the 1950s, providing the entire East County with valuable YMCA programming in order to meet the growing needs of the community. The East County YMCA has now grown into three branches: John A. Davis Family YMCA in La Mesa, Cameron Family YMCA in Santee and the McGrath Family YMCA in Spring Valley. The Cameron facility of Santee was built in 2003 in partnership with the City of Santee to build the YMCA and City of Santee Aquatics Center. This facility is managed by the YMCA which also includes a gymnastics center that dates back to 1982 under the name Cuyamaca YMCA. YMCA programs and services for the local community include day camps, swim lessons and swim teams, recreational and competitive gymnastics, sports, inclusion programs for individuals with disabilities, senior programs, teen programs, and wellness programs for all ages to promote the spirit, mind and body and help all people realize their fullest potential. At the Y, no one is ever turned away from participation due to an inability to pay through our scholarship program. Offering scholarships on a sliding scale based on income level and family size, as well as subsidizing valuable programs that benefit our community are made possible through funds generously contributed by individuals, companies and funders on an annual basis. The East County Family YMCA has received funding from the CDBG program beginning the 1997-1998 fiscal year with relative continuity totaling over 20 years. This past year, the Cameron Family YMCA was extremely honored to steward additional funds made available through CDBG-CV for essential childcare in response to the Coronavirus pandemic and stay-at-home orders impacting school closures and support for essential workers.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

The Cameron Family YMCA, as a branch of the YMCA of San Diego County, practices generally accepted accounting methods, utilizing cost centers to ensure grant funds are used as required by the City. Financial audits are performed annually by an independent accounting agency and on-going financials are monitored on a daily basis

by the YMCA accounting department and Executive Director. A volunteer Finance Committee and the Cameron Family YMCA Board of Advisors monitor the branch budget monthly, as well as the YMCA of San Diego County Board of Directors. Internal financial audits are performed twice annually by an independent auditing firm. Financial need for participating youth will be determined by the scholarship application process with records kept and data managed according to best practices. CDBG funds will be provided only to qualifying Santee residents.

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

YMCA programs are executed by highly qualified, background-checked, skilled and thoroughly trained YMCA staff. The day camp counselors, swim instructors, gymnastics coaches and other frontline staff executing the youth activities report directly to their department leadership staff and the Executive Director. All are employees of the YMCA of San Diego County association, which has been providing safe and enriching youth programs for 138 years. The usage of grant funds and reporting will be overseen by Stephanie Chapel Yoo, Executive Director and Emily Figueiredo, Area Development Director with assistance from YMCA accounting specialists and data management specialists for reporting.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

Executive Director, Stephanie Chapel Yoo, sits on Mayor Minto's newly formed Blue Ribbon Committee alongside city staff in order to accomplish his goal of unifying "to explore how to get Santee moving again while following any new guidelines" in the wake of the coronavirus crisis.

**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021**

RECEIVED

JAN 04 2021

Dept. of Development Services
City of Santee

GENERAL INFORMATION: Date: 1/4/2020

Agency Name: Crisis House
Agency Address: 9550 Cuyamaca Street Suite 101, Santee, CA 92071

Phone: 619-444-3132 Fax: 619-444-1422
E-mail: mcase@crisishouse.org

Project/Program Contact Person (Name and Title): Kathleen Houck, Director of Programs
Project/Program Location: 9550 Cuyamaca Street Suite 101, Santee, CA 92071

Phone: 619-444-3133 Fax: 619-444-1422
E-mail: kathleen@crisishouse.org

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 8,500

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 2,394,549

Source of Other Funds: Government Grants, Corporations & Foundations, Individuals & Organizations, Rental Income, and In-kind goods

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Mary Case, Executive Director
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Crisis House's Emergency Services Project has served families, abused youth, seniors, veterans experiencing homelessness and domestic violence (a special needs subset of homelessness), with housing and wrap-around services for the past 50 years.

The agency's collective of domestic violence programs, referred to as the Journey Programs, consists of four models each designed to meet the survivor's needs at various stages of their journey towards renewing their lives. Crisis House provides a comprehensive continuum of emergency, transitional and permanent housing to 217 families, including 435 children, fleeing domestic violence in our Journey Programs annually. Our Journey Programs specifically serve families experiencing intimate partner violence with minor children. In addition to providing housing services, our agency offers wrap-around social services, such as information, referrals, case management, counseling and crisis intervention, among other crucial services promoting transitions to self-sufficiency.

In support of our Journey Programs, Crisis House also prioritizes the needs of our community's children through Camp HOPE, our recent programmatic development addressing child abuse. This program provides trauma-informed camperships, year-round mentorship, counseling and other activities to 125 children each year. This cost-free programming provided to underserved children in San Diego has a reputation of accomplishment in healing children struggling with the effects of trauma as a result of domestic violence.

Crisis House's East County Housing Connections (ECHC) program directly addresses the needs of those experiencing chronic homelessness. The ECHC, of which all services are conducted off site, employs a housing navigator and mobile outreach team to connect with and meet the immediate needs of 570+ unsheltered homeless people on the street in need of services. Thirty-Five (35) families and individuals will end their homelessness and receive wrap-around services through our ECHC program.

As Crisis House has recently relocated from El Cajon to a new building on Cuyamaca Street in Santee, our agency considers the issues of homelessness as a regional challenge, requiring collective effort and resources to ensure an effective impact for all of East County. Crisis House provides services for over 1,385 people annually (not including services from phone calls received), of which approximately 163 are City of Santee residents at or below low/moderate income levels.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The period of service delivery will be over twelve months starting July 1, 2021 through June 30, 2022. The Director of Programs is responsible for the project oversight and compliance of the proposed project. This position also assumes direct oversight of East County Housing Connections (EHC). The EHC staffing includes a Housing Navigator/Case Manager and two outreach workers. The Housing Navigator provides rapid rehousing, connecting individuals and providing financial assistance to acquire permanent housing. The Mobile Outreach Team provides supportive services in the East County community where homeless populations gather, including Santee. This team administers the VI-SPDAT housing assessment, the region-wide entry connecting individuals to housing opportunities. Our Outreach Team prioritizes building relationships with those in the homeless community to connect them to resources and services. The Outreach Team distributes water, snacks, meals (donated by the Lucky Duck Foundation), and hygiene kits to all of East County week-long, including those living on the streets of Santee. The Crisis House Outreach Team partners with the East County Mental Health Outreach Team (every Thursday morning from 8:30-11:30) to provide homeless assistance in the Santee riverbed area. Every Monday morning (8:00 to 12:00), the Outreach Team partners with the Homeless Assistance Resource Team (HART - Sheriff's initiative), including law enforcement, nurses, and other outreach workers, to provide services including housing opportunities, food and water, hygiene products, and connections to referral services for homeless individuals in East County, San Diego. Our team will soon partner with the Meridian Baptist Church in El Cajon (every Saturday morning) to offer the homeless community showers and hygiene services, as well as identify those in need of housing. The Outreach Team and Housing Navigator also attend regional case conferencing addressing the current status of the homeless we serve and other homeless services in the region. The Domestic Violence Program manager is responsible for client placements among our existing programs. The Intake & Referral Specialist screens all incoming calls for domestic violence and sends potential clients to the Advocate and Emergency Housing Coordinator. The Advocate and Emergency housing coordinator further assesses and, with the Program Manager, determines appropriate programmatic fit for each client. They also connect clients to community resources or shelters if they don't meet Crisis House's program criteria. This position receives referrals from 211, law enforcement, and the Domestic Violence Shelter Network. The frequency at which services will be delivered will vary based on service type, severity of need, and client's level of engagement. For example, emergency housing is for brief stays of up to two weeks in motels, and transitional housing for typically six to eight months in master lease units in El Cajon and Poway.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The project meets the National Objective of benefiting a majority of extremely low and low income (LMI) residents as defined as persons or households who earn at or below 80% of the Area Median Income (AMI). The Crisis House Emergency Services Project addresses the City of Santee Priorities, according to the City of Santee Consolidated Plan 2015-2019, by providing services for seniors, Special Needs populations, those experiencing homelessness, and individuals requiring prevention services.

D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Crisis House was established as a social service agency in Santee in 1970, incorporated as a Public Benefit Corporation in 1987 and received 501 (c) (3) IRS Determination in 1988. Our mission is to respond immediately to stop the cycle of domestic violence and homelessness and connect families and individuals to crucial resources that empower them to renew their lives. To achieve our mission, Crisis House offers comprehensive housing and "wrap-around" services (case management, counseling, referrals) for the region's survivors of domestic violence with children, Veteran families, and social services and housing targeting the homeless and extremely low-income populations. The agency administers four (4) Domestic Violence programs and one (1) homeless program that includes mobile outreach and rapid rehousing/housing navigation. Additionally, Crisis House coordinates the annual Homeless Point-In-Time Count (PITC) and plans to continue to host the annual Project Homeless Connect - East County depending on Covid-19 safety precautions. Prior to the pandemic, in 2019 this event was attended by over 48 providers and more than 200 homeless individuals who accessed 1,485 services in 4-hours. Crisis House, along with our community partners, helped 251 households with nearly 500 children with housing and crucial services. Due to Covid-19 complications, Crisis House was not able to host these events this past year; however, as soon as it is safe to gather, we will continue to host these annual events. Crisis House has been a recipient of City of Santee CDBG funds for over sixteen (16) years. Although we collaborate with various agencies and organizations, this is not a collaborative application.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

Crisis House has policies, procedures and an automated accounting software system in place to ensure proper designation, support, control, and accounting of all funds, property, expenses, revenues, and assets for each contract and grant received. Each contract, grant, or program is assigned a cost center numerical code. Expenditures are supported by a corresponding invoice or receipt and attached to a check request that is authorized by a program manager/supervisor. The check request is coded with the proper cost center numerical code. The expenditure is then entered into our Quick Books Premier for Nonprofits Version 2000 accounting software, an accounting package specifically designed for nonprofit agencies and utilized to properly track revenue and expenditures for multiple funds, contracts, grants and programs. Crisis House procedures and records conform to General Accepted Accounting Principles (GAAP) as well as 2 CFR 84.21(b)(2), 24 CFR 85.20 (b)(2), 24 CFR 583.330(c) and the OMB Super Circular. Crisis House undergoes an independent federal single audit by an outside CPA firm each year. As part of our annual audit, the CPA evaluates and reports on our policies, procedures, and internal controls. All expenditures are supported by source records, which clearly identify the cost as allowable contract expenditure. Bank statements are reconciled monthly by an employee who is not able to authorize disbursements or sign checks and are approved by the Executive Director. All checks require two (2) signatures. All canceled and voided checks are retained. All revenues are receipted. Deposits are prepared and made by someone other than the person writing the receipts and receipt books are reconciled against the deposits.

Crisis House maintains the following records:

Cash Receipts Journal - For recording all cash receipts.

Cash Disbursements/Check Run Journal - For the recording of all cash disbursements.

General Journal - For recording transactions that are not normally recorded in the Cash Receipts and Cash Disbursements Journals.

General Ledger - This ledger maintains the various accounts. Posting is performed on an on-going basis as needed to the general ledger.

Payroll Records - Crisis House currently contracts with ADP payroll services to prepare all paychecks and to complete and file all appropriate payroll deposits, taxes, and reports. Employee time cards are approved by their immediate supervisor and submitted for payroll processing. All time sheets clearly show earned, used and remaining leave balances.

Bank Reconciliation - All bank accounts are reconciled monthly to the cash account in the General Ledger and include the signatures and dates of person preparing, reviewing, and approving.

Petty Cash Fund - A small petty cash fund is kept in a locked box in a lock file cabinet in a locked room.

Requests for reimbursements from petty cash must be signed by an authorized supervisor and must be accompanied by a receipt.

Supporting Documentation - Files that contain paid check requests, invoices, time and attendance records, canceled checks, bank statements and other supporting documentation are maintained. Paid check requests include information on check number, date paid, amount paid, and the initials of the person making the payment.

Quarterly Payroll Tax Returns - Copies of Federal and State Quarterly Tax Returns are kept on file at Crisis House.

Checks- Check request with supporting documentation must be completed for all

checks. The Executive Director, Assistant Executive Director or an authorized supervisor must approve vouchers before a check can be written. All checks require two (2) signatures. Blank checks are not pre-signed and no checks can be written payable to "cash". Voided checks are marked "Void", the signature section mutilated, and kept in numerical sequence with the canceled checks after initialed by Executive Director. Stale Dated Checks – Checks issued by Crisis House that have not cleared the bank within six months will be voided and removed from our books. During the bank reconciliation and review process each month stale dated checks will be examined and adjusted as needed.

Mileage Claims - staff claiming mileage reimbursement prepare mileage claims. The claim is signed by the person requesting reimbursement and checked and authorized by program manager/supervisor. All claims show dates, places, miles and purpose for each.

In the eight and a half years under the leadership of the current executive director, Mary Case, there have been no "findings."

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director has a Master's degree in Social Work with a concentration in Social Services Administration. She has over 38 years of experience working in the Non-Profit Sector as a Vice President of Programs for the largest multi-service homeless organization in San Diego and as Director of Housing for another international non-profit organization prior to serving as the Executive Director to Crisis House for nearly nine years. She is also a member of the San Diego County Continuum of Care and Program Evaluation Advisory Committee, and a member of the Steering Committee of the East County Homeless Taskforce. The Agency's Director of Programs has over 20 years of experience with homeless program administration and is responsible for oversight and operational compliance of all Crisis House programs and services. She has worked with HUD and City partners in program monitoring on the local, regional, and national levels. The Accounting Manager, has an AS degree in accounting and bookkeeping and additional coursework in managerial accounting. She has worked for Crisis House for over eleven years and has managed three HUD Transitional Housing grants, one with 2 subcontractors, County and State contracts, and worked directly with our internal auditors for nearly nine years. Our Crisis House Program Manager has a Bachelor's degree in Human Development and is bilingual and bicultural in English/Spanish. She was hired as the Journey Home Housing Navigator/Case Manager on May 2018 and was recently promoted to her current role in September of 2020. Prior to Crisis House, she worked for Home Start as a Housing Navigator and also worked as a care manager for elderly individuals suffering from dementia. The Camp HOPE Program Manager has a Bachelor's degree in Public Health and is bilingual and bicultural in English/Spanish. Prior to being the Camp HOPE Program Manager, she served as a Camp HOPE counselor for four years. She was recently awarded the sole Alliance for Hope International HOPE award, recognizing her ability to help youth exposed to trauma and domestic violence find pathways to hope and

healing. This position is responsible for the implementation of direct services, including counselor and volunteer trainings, events and local partnerships, program activities, and volunteer participation.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No member, officer, or employee of Crisis House is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has interest or holdings which could be affected by any action taken in execution of this application.

He suggested in section A, where we talk about ECHC that we add - ALL of these services are off site

I think we need to build up the Santee Outreach Team presence.

Let say that that we go out 2's a week in Santee and always on Thursdays.

Add back the 2nd Saturday morning to the Santee riverbed with a volunteer nurse from Kaiser Permanente.

It think we should add that the showers will be the only showered service in east county and therefore will be a draw for homeless in Santee as well as other areas in east county.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

RECEIVED

GENERAL INFORMATION: Date: 1/8/2021

JAN 08 2021

Agency Name: ElderHelp of San Diego
Agency Address: 3860 Calle Fortunada, San Diego CA 92123

Dept. of Development Services
City of Santee

Phone: 629-284-9281 Fax: 619-284-0214
E-mail: info@elderhelpofsandiego.org

Project/Program Contact Person (Name and Title): Anya Delacruz, Associate Executive Director
Project/Program Location: Most of San Diego County with emphasis on central and eastern regions.

Phone: 858-380-4966 Fax: 619-284-0214
E-mail: adelacruz@elderhelpofsandiego.org

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 5,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

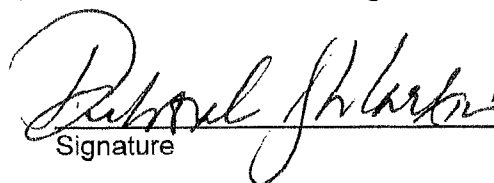
Total Project/Program Budget: \$ 1,097,899

Source of Other Funds: ElderHelp pursues a diversified funding strategy, which currently includes approximately 48% from grants, 27% from government and non-government contracts, 4% from corporate support, 14% from individuals, 5% from events, and 2% in client contributions.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Deborah Martin, CEO/Executive Director
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The mission of ElderHelp is to provide personalized services and information that help seniors remain independent and live with dignity in their own homes. Our primary program, Care Coordination, delivers a blend of options to meet the basic needs of each senior client. Our interventions provide the necessary attention to social factors that, if unaddressed, lead to declining health. ElderHelp is a fundamental contributor to client-centered health, through vital services that include grocery shopping for nutritious food, home safety inspections and minor home repairs to reduce falls and injury, and companionship for those experiencing loneliness and attendant mental health issues. Complementing Care Coordination, Seniors A Go Go provides escorted rides to medical and non-medical appointments, vital to keeping seniors healthy and connected to family and friends, and our Housing Services offers various options for seniors experiencing housing insecurity or other challenges to their independent living.

With the advent of the pandemic in March 2020, we completely revamped our service delivery, focusing on the most urgent needs of seniors who were, and still are, confined to shelter in place. We have provided groceries, meals, and supplies to more than 900 senior clients throughout the county. Although most transportation has been halted, we provide rides to medical appointments. Beyond that, we are responding to hundreds of calls and emails from seniors, family members, and the community at large to provide information, resources and reassurance that help is at hand. Of growing concern is the issue of housing instability, as seniors are confronted with loss of income, rising rents, and threat of eviction. At this point, we can offer advice and suggestions, and we are eager to return to our more comprehensive Housing Service program once the coronavirus is controlled. Our operations are now almost entirely devoted to streamlining our evolving programs, to managing the reassignment of all program staff, and to coordinating the recruitment and training of additional volunteers.

Our clientele are older adults, with an average age of 79, in predominantly Central and Eastern San Diego County. Most of our clients (96%) are either low income or very low income, and many in this underserved population are disabled, are at risk of falls, or have more than one chronic health conditions. Although many local agencies deliver services to the LMI senior population, ElderHelp meets a unique need – keeping them healthy, safe and stable in their own homes and, just as important, providing relief to their inadequate pocketbooks by providing our assistive services at no cost.

ElderHelp currently has 6 clients residing in Santee who receive services on an ongoing basis at least monthly, some more frequently. We estimate that costs to serve these

seniors are \$250 a month. Since the beginning of the pandemic, we have provided food and home supplies to up to 50 additional residents (without having the capability to identify them individually). In addition, we provide information and referrals to an additional 45 Santee residents. With this funding, we will serve a minimum of 60 Santee residents through our programs and services. That number may be greater as the fallout from the coronavirus becomes more apparent.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

We have five ongoing programs serving Santee that are administered on a daily basis throughout the year. 1) Since March, ElderHelp has been on the forefront of the COVID response for isolated seniors who are unable to leave their homes or get necessary food and supplies while sheltering in place. COVID Relief Services is now the dominant component to our overall Care Coordination picture. We currently offer contactless delivery of food and essential supplies from ElderHelp's food pantry or the grocery store. Our food pantry has become the principal activity of our operation for the last 10 months. 2) Our traditional Care Coordination program continues to provide high-level case management, where Care Coordinators work with clients to develop care plans and connect to services, including volunteer services. Even though home visits have been suspended, we are diligent in providing the support and interventions necessary for their continued well-being. Volunteers support clients telephonically, providing relief from isolation and depression. 3) Transportation is managed by Transportation Coordinators, and in response to social distancing has been restricted to those needing essential medical services. 4) Information & Referral service is provided by front desk staff member and trained volunteers. Calls average 25-35 minutes as callers are dealing with complex issues, more so than ever with the economic impact of the coronavirus. The Information & Referral team provides resources and access to information to meet a variety of elder care needs. 5) RUOK Daily check-in calls are made by ElderHelp staff and trained volunteers who provide check-in calls to isolated and frail seniors, giving them peace of mind that their welfare is being attended to.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

Our clients' income levels correspond to the CDBG Program National Objectives of serving low to moderate income persons. In fact, 96% of our clients are low or very low income. ElderHelp also meets the City of Santee priorities of assisting low to moderate income homeowners, since our mission is to assist seniors to remain living independently in their own homes. ElderHelp serves socially isolated senior members, aged 60 and older, predominantly living in LMI households, the combination of which makes it difficult for them to adequately meet critical daily needs.

- D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the

type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

The agency was founded in 1973 and incorporated as a 501(c)(3) organization in 1974. ElderHelp has offered a comprehensive mix of services for seniors to help them remain independent in their own homes. Care Coordination (formerly Concierge Club), our umbrella program, has been part of the agency's mission for most of its existence and was formalized in 2008. Care Coordination services expand as new needs are identified. Seniors A Go Go, formalized in 2009, was a much-needed outgrowth of a need identified. HomeShare began in 1982, and remains a very attractive program with minor improvements and modifications. Nearly 235,000 seniors have found advice and support here, but most of all, the agency developed a reputation as the place for any senior, regardless of income, to turn for help. ElderHelp's reputation continues to this day. We have positioned ourselves at the forefront of the aging in place movement and consistently strive to build collaborations and raise awareness that advance this goal and provide solace for the low-income, aging population in San Diego. ElderHelp has received CDBG funding from the City of Santee every year since 2004. That adds up to 17 years of support, strong evidence of a successful partnership.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

ElderHelp follows Board-approved accounting policies that are consistent with GAAP, using Quickbooks accounting software. The agency maintains an accounting procedures manual, which is updated as necessary and reviewed annually by an outside, independent auditor. Disbursement and payment procedures require that invoices and check requests be submitted/reviewed by the end user/spender, approved by a department manager and reviewed by the Executive Director. Checks are processed by the Accounting Specialist and signed by the Executive Director or the Associate Executive Director. Checks over \$5,000 require two signatures. Bank statements are reconciled monthly by the Accounting Specialist and approved by the Executive Director. Restricted revenues are accounted for separately. Expenses are tracked by budget line item, specific to each program or revenue stream to ensure that designated funds are spent appropriately. Each month, the Board of Directors is presented with a complete set of financial statements which includes a Statement of Income & Expense Current Month and Year to Date showing the budget to actual, a Statement of Financial Position and a Cash Flow report. All accounting is performed by staff, and financial records are kept in the main office. While not a requirement, each year ElderHelp submits to an independent audit, which is presented to the Board by the auditor. The ultimate responsibility for financial oversight of CDBG expenditures will be

Deborah Martin, CEO/Executive Director, and the Accounting Specialist, Lori Schmitz. In addition, we keep a spreadsheet to track Santee participation, including phone inquiries, and report client numbers to the City of Santee on a quarterly basis.

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Deborah Martin, CEO/Executive Director, has her Bachelor's Degree in Business Law. Prior to ElderHelp, Deborah spent over 24 years in the hospitality/tourism/event management industry. As ElderHelp's Chief Executive Officer, her role involves overseeing the operations of ElderHelp including financials, legal, program implementation and oversight, fundraising, technology, growth planning and long-range strategic planning. Anya Delacruz, Associate Executive Director, has over 17 years' experience working with seniors. She joined ElderHelp in 2008 and has played an integral role in developing the organization's programs. She has accountability for program performance and deliverables, as well as staff morale. In her role as strategic planner, she positions Care Coordination, and all programs, to meet future demands for long-term support services. The Care Coordination Manager, Elizabeth Wagner, oversees the daily operations of the Care Coordination and Seniors A Go Go programs. Elizabeth has supported all of ElderHelp's service programs and her gentle handling of any situation produces the best outcomes for our clients.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There is no conflict of interest involved with ElderHelp and the execution of this application.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

RECEIVED

JAN 08 2021

GENERAL INFORMATION: Date: 1/8/2021

Dept. of Development Services
City of Santee

Agency Name: Meals On Wheels Greater San Diego, Inc. dba: Meals on Wheels
San Diego County
Agency Address: 2254 San Diego Avenue, Ste. 200, San Diego, CA 92110

Phone: 619-278-4012 Fax: 619-260-6373
E-mail: aduarte@meal-on-wheels.org

Project/Program Contact Person (Name and Title): Tim Ray, East County Service Center
Manager
Project/Program Location: El Cajon

Phone: 619-447-8782 Fax: 619-260-6373
E-mail: tray@meals-on-wheels.org

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 5,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 82,034.82

Source of Other Funds: Clients pay, on average, 40% of the actual meal cost - depending on income levels (average is \$3.80 per meal - equating to an estimated \$5,472). Private donors will contribute the remaining \$77,034.82 of this project through MOWSDC's robust charitable giving program. To ensure all programs are fundable from multiple sources, additional grant applications are planned for FY2021 along with robust corporate campaigns and fundraising events to meet any unexpected shortfall.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Brent Wakefield
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Meals on Wheels San Diego County's (MOWSDC) mission is to support the independence and well-being of seniors. Many seniors experience chronic illnesses and disabilities making activities of daily living difficult. In many cases, seniors will become temporarily and/or permanently homebound. Becoming homebound prevents seniors from performing the most basic activities of daily living such as obtaining food, healthcare, support services, and engagement in social activities. MOWSDC is part of the community safety net serving older adults in the home with care services that include the delivery of up to two fresh meals a day accompanied by daily in-home social visits, safety checks, and care navigation support with referrals to other social service providers, if necessary.

Many seniors experience chronic illnesses and disabilities making activities of daily living difficult. In many cases, seniors will become temporarily and/or permanently homebound. Becoming homebound prevents seniors from performing the most basic activities of daily living such as obtaining food, healthcare, support services, and engagement in social activities. Home delivery of meals, with daily safety and wellness checks, enables seniors experiencing these difficulties to more successfully navigate these challenges, avoid negative health impacts and maintain their preferred residence.

MOWSDC serves all of San Diego County, including the 3,049 square miles of rural and unincorporated areas. MOWSDC subsidizes 60% of the costs for meals, delivery, and other services provided, regardless of a senior's ability to pay. Further subsidies are provided for seniors who are experiencing severe financial difficulties.

The area to be served with this request is the entire City of Santee, including City of Santee's LMI Census Tracts. The service population includes older adults 62+ who are homebound and fall within the extremely low- to moderate-income bracket established by the Department of Housing and Urban Development (2019). In the last completed City of Santee CDBG program year (7/1/2019-6/30/2020), MOWSDC provided nutritious meals to 104 Santee seniors. Historically, the seniors served in the City of Santee by MOWSDC have the following characteristics: 37% are aged 85+ and 37% are between 75 and 84 years of age; 30% fall within the extremely low-income bracket (<30% of AMI); 60% fall in the very low-income bracket (30-80% of AMI) and 7% fall in the moderate-income bracket (80-120% of AMI); 42% are female head of household; 24% are veterans; 40% live alone and 20% have disabilities.

For the City of Santee Program Year 2020 (July 1, 2020 – June 30, 2021), MOWSDC is contracted to serve 63 unduplicated homebound seniors. Per the Quarter 1 Report, MOWSDC had already served 63 unduplicated homebound seniors putting MOWSDC at 100% of its goal. For the City of Santee's Program Year 2021 (July 1, 2020 – June 30, 2021) MOWSDC will again serve 63 unduplicated homebound seniors with the delivery of up to two meals a day accompanied by a safety check and in-home social visit. CDBG funding will provide for food and packaging costs of 2,222 (\$2.25 direct cost per meal) meals reducing the overall cost of each delivered meal. This will ensure a minimum subsidy of 60% from the total per-meal-delivered costs for every senior, and further subsidies will be offered to those who qualify.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The MOWSDC East County Service Center located at 131 Chambers Street in El Cajon services the City of Santee. The East County Service Center is managed by Mr. Tim Ray. (Please see details on his qualifications in Section F.) Daily meal deliveries are coordinated through a complex routing system to individual senior homes across the City of Santee using 400 volunteer delivery drivers coordinated by eight program staff. Fresh meals are produced for the program at the MOWSDC meal center and are packaged for delivery. Across the county, four service centers coordinate deliveries of hot and cold meal packages and beverages to 19 different drop-sites across the county. Volunteer drivers collect individualized meals at these drop sites and cover 127 weekday routes and 64 weekend routes to senior residences - ensuring between 1,000 and 1,800 daily, personal meal deliveries. The City of Santee's program is a component of the countywide services. The period in which the activities will be carried out will be during the City of Santee's CDBG Program Year 2021-2022 (July 1, 2021 to June 30, 2022). MOWSDC delivers meals and corresponding services to homebound seniors for everyday of the week (Sunday's meals delivered on Saturday). MOWSDC is the only meal delivery program that delivers on weekends and holidays.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

MOWSDC's project for the City of Santee meets CDBG Program National Objective 1 by providing services to seniors considered extremely low- to moderate-income. One-hundred percent of seniors served in the City of Santee fall qualify the HUD LMI income levels. Additionally, the services provided are considered a high priority, as stated in the City of Santee's 2020-2024 Consolidated Plan under Public Services for LMI-Resident, ensuring improved quality of life for seniors and other persons with special needs through supportive services. MOWSDC's program supports improved health and safety for seniors and veterans while they age in place.

- D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the

type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

MOWSDC was established in 1960 and incorporated as a 501 (3)(c) in 1970. MOWSDC serves all of San Diego County, including the 3,049 square miles of rural and unincorporated areas. MOWSDC provides services to adults over the age of 60 who are homebound due to age, illness or disability. Care services include the delivery of up to two fresh meals a day, a social visit, a safety check, and care navigation with referrals to other social service providers if necessary. All services are subsidized for all seniors at 60%, and further subsidies are provided to those who qualify. MOWSDC has been receiving CDBG funds from the City of Santee since 2009 (eleven years).

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

MOWSDC has a fully staffed Finance Department and uses QuickBooks Premium for Nonprofits. Each grant is assigned a unique identifier making it possible to track grant expenditures. MOWSDC also has an Accounting Policies and Procedures Manual that is updated regularly. MOWSDC uses Quickbooks for general ledger, accounts payable and financial recordkeeping and reporting. The chart of accounts structure provides for adequate segregation and tracking of separate funding sources. All vendor invoices and other expenses are paid by check. Contributions and grants are recorded and managed in Raisers Edge. Program fee billing and tracking is managed through SERVtracker, our client service software. All clients are required to complete an intake interview with a MOWSDC Service Center employee. Information collected on the Intake Form is entered into the SERVtracker database. The intake form documents all demographic information including address, age, gender, ethnic background, income level and all other important information. The database is updated daily and reports are run on regular intervals to ensure data integrity. As a registered 501 (c)(3) non-profit, MOWSDC financial statements are audited annually by an independent auditor and Form 990 is filed annually with the Internal Revenue Service as required. Internal financial reports are also produced monthly by the CFO, issued to the Board Finance Committee for review and presented quarterly to the full MOWSDC Board of Trustees.

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Mr. Ray, East County Manager, has extensive management experience in the senior care field and hospitality industry. Mr. Ray was the Administrator at Inn on the Boulevard Assisted Living for thirteen years. He holds a B.S. in Business Administration. Mr. Topper, CFO, has extensive non-profit experience including as Director of Finance and Administration for the Northern Arizona University Foundation, a \$43M privately funded endowment, Director of Finance and Controller for Ameri Tribes, and an accounting manager with the Hotel Group. Mr. Topper is a fully licensed CPA (AZ), and was a finalist for San Diego Business Journal CFO of the Year 2011. He holds a B.S. in Accountancy from Northern Arizona University.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No member, officer, or employee of our organization is an officer or employee of the City of Santee or member of any of its boards, commissions, or committees or has any conflict of interest or holding.

**City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021**

RECEIVED

JAN 11 2021

Dept. of Development Services
City of Santee

GENERAL INFORMATION: Date: 1/6/2021

Agency Name: The Santee Food Bank
Agency Address: P.O. Box 712054

Phone: 619-449-2096

Fax: [\[Click here to enter text\]](#)

E-mail: info@thesanteefoodbank.org

Project/Program Contact Person (Name and Title): Pastor Dennis Martins, President
Project/Program Location: 9715 Halberns Blvd., Santee CA 92071

Phone: 619-248-3570

Fax: [\[Click here to enter text\]](#)

E-mail: info@friendscc.org

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	

FUNDING INFORMATION:

Amount Requested from Santee: \$20,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

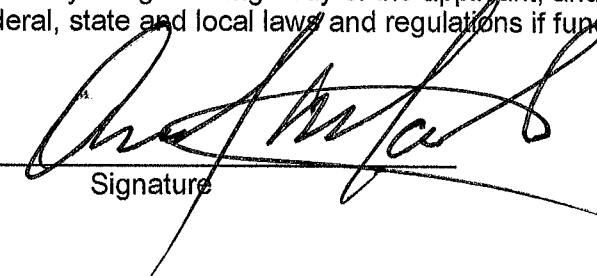
Total Project/Program Budget: \$53,000

Source of Other Funds: Grants, local churches, local businesses, community at large

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Dennis Martins, President
Type or Print Your Name and Title



Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The sole mission of the Santee Food Bank is to provide food assistance to low to moderate income residents.

Due to the onset of COVID19 and, a new partnership with the San Diego Food Bank that began on July 1, 2020, the Santee Food Bank has been providing emergency food assistance to low to moderate income residents who live in San Diego County. During program year 2019-20 food was provided to 13,719 individuals who live in Santee and the total for the county was 16,437. Looking at Program Year 2021, we expect to see an increase in the number of Santee residents to 14,500 individuals plus those who live outside of Santee.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

We have a very committed volunteer staff who donate 18,000 hours of their time and talents each year. Starting with our board of directors who put in numerous hours networking with the community, applying for grants, monitoring, and overseeing the organizations operation. Our volunteers work 7 days per week picking up fresh rescue donations from our local stores. Open on Wednesday, Friday, and every Saturday of each month from 8am to 11am, our volunteers arrive early to set up and stay late to meet the demands. In addition to the Food Bank program, we continue to partner with the San Diego Food Bank and provided commodities to 10,957 individuals during program year 2019-20.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The Santee Food Bank is a DBA under the auspices of the Santee Ministerial Council operating as a 501(c) 3. Established in 1983 and incorporated in 1990 the council provides oversight of the Santee Food Bank. Our purpose is to help alleviate hunger in the community of Santee.

- D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is

submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Established in 1983 and incorporated in 1990 as a non-profit organization, the Santee Food Bank gathers and then distributes food to Santee residents of low to mid-level incomes. Our organization has been receiving CDBG funding since 2007 and with those funds, we are able to pay utility bills and occasionally purchase food.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

There are no paid employees, so operating expenses are minimal. Internal financial reporting is maintained by our manager, treasurer, and administrator. Client intake sheets record the number of clients served and provide demographic information. We have employed a certified tax preparer and have an independent review of our yearly financial records. Ongoing over-site is provided by the public as well as the City of Santee

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

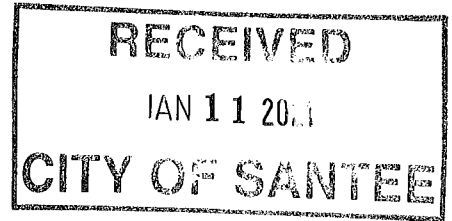
Pastor Dennis Martins, Friends Christian Church; Vice President, Marty Smothermon; retired cost analyst; Secretary, Julie Harper, Director of Public Affairs LDS Church; Treasurer, Donna Daum, retired actuary; Site Manager, Marty Smothermon.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There are no known conflicts between the Santee Food Bank and the City of Santee.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021



GENERAL INFORMATION: Date: 1/1/2021

Agency Name: Santee Santas Foundation, Inc
Agency Address: P.O. Box 7100033, Santee, CA 92072

Phone: 619-258-5947

Fax: [\[Click here to enter text\]](#)

E-mail: santeesantas@gmail.com

Project/Program Contact Person (Name and Title): Tonya V. Hendrix, President
Project/Program Location: Location varies. Santee Santas organization depends on donation of empty retail space for the month/s of November and/or December.

Phone: 619-301-0745

Fax: [\[Click here to enter text\]](#)

E-mail: LadyTVH2019@gmail.com

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	

FUNDING INFORMATION:

Amount Requested from Santee: \$ 7000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ \$38,600

Source of Other Funds: **Business and private donations. Grants (as available)**

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Tonya V. Hendrix, President
Type or Print Your Name and Title

Tonya V. Hendrix
Signature

✓

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The purpose of the project is to provide holiday assistance in the form of food and children's gifts for families and food and gifts for seniors qualifying in the low to moderate income level.

Santee Santas provides each qualifying family with fresh and non-perishable foods for a complete holiday meal and to supplement their pantry for the two-week holiday break. The foods provided include potatoes, fruit, milk, butter, a turkey, potatoes, dressing, vegetables, cranberry sauce, pancake mix, soups, pasta and sauce, etc. In addition, all children receive wrapped holiday gifts, including age-appropriate books and family games.

The 2020 Holiday program was modified due to COVID-19 restrictions. We did not accept food or toy donations for this year's program. Santee Santas purchased canned, boxed and bagged foods for families. Families were provided gift cards to local grocers for the purchase of fresh foods. Each family with children received a family box which included books, a family game, a Christmas treat (cookies, candy) and a \$35 gift card for each child 0 to 17 years of age.

The holiday program benefits up to 300 families living within the Santee School District attendance boundaries and that fall within the eligibility criteria outlined by the U.S. Department of Housing and Urban Development (HUD). The 2020 program served 189 families, totaling 710 individuals which included 365 children and 35 seniors.

As part of the Senior program, gifts of lap blankets and poinsettias were distributed to seniors residing alone in Santee mobile home parks.

When funds are available and a need is identified, Santee Santas may provide food assistance to qualifying families during the spring holiday.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The activities of the program are managed by the Santee Santas Foundation Board of Directors and Committee Volunteers. Community volunteers, totaling 180 individuals collect, sort, box and distribute food and assist in selecting wrapping, boxing and distributing the toys, books, and games. The program

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

The only member of the Santee Santos Foundation who has a conflict with the City of Santee, its boards, commissions or committees or has any interest or holding which could be affected by any action taken in the execution of this application is Channing Dawson, a Santee Firefighter.

Sharon Bullard, Member (March 2014)
Board member since 2014; Business Mailer Coordinator, Website Coordinator,
Toy Coordinator, Delivery Day Team
San Diego National Bank (now US Bank) Vice President (retired)
Grossmont Cuyamaca College Foundation -Treasurer
Mt Helix Park Foundation -Vice President of Development
Citizens' Bond Oversight Committee Prop R and Prop V
East County Chamber of Commerce- Vice President of Finance (former)
East County YMCA Board Member

Channing Dawson, Member (October 2018)
Board member since 2018; Fire Department/Board Liaison, Delivery Day Team-
Woodglen Vista
City of Santee Fire Department

Terry Johnson, Member (October 2020)
Board member since 2020; Book Coordinator; Toy volunteer, Senior Outreach
Assistant Coordinator
Santee School District Foundation - VP, fundraising
Shriners (45 yrs) fundraising, planning events, working on committees
Santee School District Teacher (retired)

Diana Meza, Member (April 2010)
Board member since 2010; School Collections Coordinator, Assistant Toy
Coordinator, Delivery Day Team-Woodglen Vista Coordinator, Senior Outreach
Volunteer
Santee School District Custodian

Ginger Owens, Member, (March 2020)
Board member since 2020; Toy Volunteer, Assistant to Treasurer
Graphic Designer (retired)
ARC East County Board Member and President
ARC San Diego Executive Board Member

Kyle Whissel, Member (May 2019)
Board member since 2019; Facilities Coordinator, Delivery Day Team-Woodglen
Vista
Business Owner Whissel Realty

Dave Whitacre, Member (March 2020)
Board member since 2020; Social Media Coordinator, Collection Box/Donation
Box Coordinator, Food Volunteer, Delivery Day Team
Homeland Security Agent (retired)
Kiwaniis Advisor Santana High School

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

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JAN 08 2021

Dept. of Development Services
City of Santee

GENERAL INFORMATION:

Date: 1/11/2021

Agency Name: Voices for Children
Agency
Address: 2851 Meadow Lark Dr., San Diego, CA 92123

Phone: 858-569-2019 Fax: 858-569-7151
E-mail: voicesforchildren@speakupnow.org

Project/Program Contact Person (Name and Title): Christina Piranio, Director of
Philanthropy
Project/Program Location: San Diego County

Phone: 858-598-2216 Fax: 858-569-7151
E-mail: christinap@speakupnow.org

Type of Project (check one):
Public Service Activity
Public Improvement (Construction)
Acquisition of property
Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 5,000

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 3,954,308

Source of Other Funds: State/Local: We currently receive a Victims of Crime Act grant administered through the California Department of Emergency Services (CalOES). We anticipate that the Judicial Council of California will provide approximately \$70,000 in FY21-22. We will also seek city CDBG funding for FY21-22 from City of San Diego, Chula Vista, Santee and Escondido. We will aim to renew local grants from County Supervisors. During FY21-22, we plan to raise \$900,000 in government funds. Private: We are growing our partnerships with foundation and corporate partners and have received funding over multiple years from organizations including the In-N-Out Burger Foundation, the David C. Copley Foundation, Price Philanthropies, Sempra, and Qualcomm, among others. We plan to continue to steward these partnerships and seek out new opportunities in order to reach our annual goal of securing \$650,000 in foundation grants and \$80,000 in corporate funding. Finally, our organization solicits financial support from individuals through mail

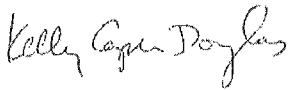
✓

campaigns and special events. These unrestricted gifts support our program expenses and complete our budget.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Kelly Capen Douglas, Esq., President & CEO
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Voices for Children (VFC) transforms the lives of foster children by providing them with Court Appointed Special Advocates (CASAs). CASAs are volunteers who provide a single child or sibling group with comprehensive advocacy in court and in the community. An estimated 15-25 children who reside in the City of Santee will spend time in the foster care system during FY 2021-2022. VFC will assess the cases of each child, and provide CASA or staff advocacy to three (3) children living in the City of Santee who have the greatest needs. These three children will be the beneficiaries of this CDBG project.

Children served by VFC range in age from 0-20 years of age, and boys and girls are represented equally. According to the County of San Diego, 45% of children in foster care are Hispanic, 26% Caucasian, 11% African American, 4% Asian, 1% Native American, and 13% are of other ethnic origins. Foster youth are presumed to be low- and moderate-income (LMI) under HUD's definition. VFC staff complete a self-certification form for each program participant to document their LMI status.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

Activities will be carried out by CASAs with the support and supervision of VFC staff members called Advocacy Supervisors. CASAs are community volunteers who receive 35 hours of training and are then matched with a single child or sibling group in foster care to provide comprehensive, individualized advocacy in court and in the community. CASAs ensure that the needs of children and youth do not slip through the cracks of the overburdened foster care system. CASAs serve for a minimum of 18 months and spend 10-15 hours per month getting to know their case child, identifying necessary services and resources, and advocating for her/him in court, at school and in the community. Monthly, CASAs speak with some or all of the key stakeholders in a child's life, including biological family members, caregivers, therapists, and teachers. They gain a holistic understanding of a child's situation and gather information about their child's education, mental and physical healthcare, placement, and overall well-being. Every six months, CASAs provide this information to the court through a written report, which helps judges to make critical decisions about a child's future. When CASAs identify unmet needs, they alert a child's social worker, attorney, and judge, and advocate for solutions. CASA advocacy typically happens in the following ways: 1) Educational Advocacy: CASAs attend school conferences, interface with educators, request educational assessments, and monitor a child's academic progress. 2) Mental and

Physical Health Advocacy: CASAs ensure that foster children get consistent access to mental and physical healthcare services. They communicate with medical providers; track a child's health needs, medications, and referrals; and prevent health needs from being overlooked when children change placements or spend time in emergency shelters. 3) Placement Advocacy: CASAs advocate for children to be placed with their siblings whenever possible. CASAs advocate for caregivers to receive in-home services to address challenging behaviors. If a particular placement is not equipped to provide a child with the support they need, a CASA can advocate in court for a placement change. 4) Vocational Support/Financial Literacy: CASAs help youth explore career options, complete job applications, and prepare for interviews. CASAs assist youth in completing basic financial planning steps such as opening a bank account, creating a budget, and saving. In short, CASAs ensure that their assigned child or youth obtain access to the services and resources they need to heal from trauma and reach their potential.

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The CASA program meets the CDBG Program National Objectives by providing a critical service to low and moderate income persons, which includes children and youth in foster care. Our program also supports the goals outlined in the City of Santee priorities as well as the Eligible Activities because we provide a public service that addresses health care, education, public safety, counseling and recreation for children in foster care. Additionally, for the older youth that we serve, our program supports crime prevention and deters homelessness by providing a CASA volunteer who helps youth to understand and access housing options as they prepare to exit foster care. This year, approximately 3,500 children will spend time in the San Diego County foster care system after experiencing abuse or neglect. Foster youth face many challenges beyond the abuse that originally brought them into the system. At a time when they need consistency the most, they encounter changing home placements, school transfers, unaddressed health and developmental needs, and educational setbacks. Children in foster care are more likely to have mental and physical health conditions including anxiety, depression, behavior challenges, learning disabilities, asthma, and speech, hearing, and vision problems when compared to the general population (Turney and Wildeman, 2016). They disproportionately come from families beset by overlapping obstacles, which may include poverty, homelessness, inadequate housing, low wages, and systemic racism. They are also at risk for numerous negative outcomes later in life. Studies by the Child Welfare League show that, of children who age-out of foster care between the ages of 18 and 21, 25% will become homeless, 50% will never obtain a high school diploma or GED, and fewer than 3% will earn a college degree. Ultimately, the system that was designed to create safety and stability for foster children can cause them significant harm. The COVID-19 crisis created additional uncertainties for children in foster care. Public health restrictions have made it more challenging for biological parents to create a safe and stable home environment, which is a requirement they must meet in order to reunify with their children. It has been more difficult for parents to secure reliable childcare due to school and daycare closures. Families involved in foster care are also more likely to be impacted by job loss, which makes it challenging for

parents to secure and retain adequate housing. Court delays related to the pandemic have also disrupted pending adoptions, causing excruciating delays for children who are still waiting for a permanent family. The pandemic has also made it difficult for children to access essential therapeutic and educational services while they are in the foster care system. Although foster caregivers may have the best intentions, the complicated effects of childhood trauma are difficult to address without the supportive services, including counseling, behavioral therapy, and allied health services such as physical therapy, speech therapy, and occupational therapy. The transition to distance learning has made it more difficult for children to access educational support services typically provided by the school such as physical therapy, speech therapy, and counseling. It has also created delays in access to special education assessments. These factors combined are causing children to remain in the foster care system for longer periods of time, thereby increasing the harm caused to children by long-term instability and impermanency. Though the local foster care system is made up of many dedicated professionals, there are not enough resources to give every child the individual attention they need. Social workers and other child welfare professionals who were overburdened before the onset of the pandemic have struggled to address the increased needs of children in foster care during the current public health crisis. Through the CASA program, VFC provides children with a reliable and consistent adult who will ensure that they receive the support they need to heal from trauma and reach their potential.

D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Voices for Children's mission is to transform the lives of abused, abandoned, or neglected children by providing them with trained volunteer Court Appointed Special Advocates (CASAs). VFC believes that every child deserves a safe and permanent home and, to that end, will seek to provide a trained CASA volunteer to every abused, abandoned, or neglected child who needs one, and advocate to improve the lives of children in the foster care system. VFC has been providing life-changing advocacy services to foster youth for 40 years. In 1980, VFC's founders began reviewing case files and identifying the unmet needs of San Diego foster youth for the first time. In 1982, VFC adopted the CASA volunteer model and began training community volunteers to serve as CASAs. Since then, VFC has provided services to children throughout San Diego County, including the City of Santee. VFC's CASA program fills a gap in the foster care system by ensuring that the needs of foster youth do not get lost in a complex and bureaucratic system. CASAs get to know their case child's situation, and advocate in court, at school, and in the community to ensure that each child receives the developmental, educational, physical, and mental health services they need. San Diego County Juvenile Court judges depend on CASAs' formal reports for

detailed case information that helps them to make better-informed decisions on behalf of each child about their court-ordered services, placement, and permanent plan. CASAs provide foster youth with safety, stability, recovery, and the opportunity for a better life. VFC anticipates providing more than 1,600 foster children in San Diego County with a CASA volunteer during FY 21-22. VFC was incorporated and recognized as exempt under section 501(c)3 of the Internal Revenue Code in December of 1982. VFC received its first CDBG grant from the City of Santee last year, FY 20-21 and we are currently providing CASA services to youth in the City of Santee.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

VFC is subject to annual financial statement audit by an independent CPA firm. During the audit process, they review our policies concerning personnel, financial reporting, record-keeping, financial management, internal controls, accounting systems, and payment procedures. VFC also uses a financial accounting system called Finance Edge. Through Finance Edge, VFC expends grant dollars in support of the targeted group. Then, VFC invoices the grantor to ensure that funds were spent on the project beneficiaries. Additionally, client records are maintained in our program database, CASA Manager, where efforts and outcomes are tracked according to funding source. Through all of these fiscal and program management procedures, VFC is able to ensure that the project benefits the targeted group. Finally, our Board of Directors has governance responsibilities to ensure that all policies and procedures are adhered to by staff.

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

Stephen Moore, Chief Program Officer, will take responsibility for project management if awarded. He has been instrumental in the development of the CASA program team since he began with Voices for Children in 2008 as an Advocacy Supervisor. Over the last 12 years, Stephen has assumed various positions within Voices for Children with increasing responsibility, and has a vast depth of institutional knowledge. Under his direction, the CASA program continues to discover new ways to fulfill our mission of changing the trajectory of the children's lives we serve. Stephen is an important liaison between Voices for Children and the Court, dependency judges, and other service organizations we partner with. Finally, Stephen has taken the lead on all CDBG grant awards and has successfully stewarded each one to meet or exceed goals.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

Not applicable.

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

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Dept. of Development Services
City of Santee

GENERAL INFORMATION: Date: 1/8/2021

Agency Name: CSA San Diego County
Agency Address: 327 Van Houten Avenue, El Cajon, CA 92020-5128

Phone: 619-444-5700
E-mail: estela@c4sa.org

Fax: [\[Click here to enter text\]](#)

Project/Program Contact Person (Name and Title): Estela De Los Rios, Executive Director
Project/Program Location: #27 Van Houten Avenue, El Cajon, CA 92020-5128

Phone: 619-444-5700
E-mail: estela@c4sa.org

Fax: [\[Click here to enter text\]](#)

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	<input type="checkbox"/>

FUNDING INFORMATION:

Amount Requested from Santee: \$ \$15,500

Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.


Total Project/Program Budget: \$ 169,000

Source of Other Funds: Other Cities CDBG funds, volunteers, donations

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Estela De Los Rios, Executive Director
Type or Print Your Name and Title


Signature

City of Santee
Community Development Block Grant Program
APPLICATION FOR FUNDING
Program Year 2021

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

CSA San Diego County is a HUD approved agency that aims to provide fair housing and tenant/landlord services to address housing discrimination and tenant-landlord conflicts for our San Diego communities. Our services have been primarily available to low and moderate-income residents. We anticipate serving up to 150 residents in Santee during FY 2021-2022 through direct phone contact, in-person mediation, distribution of bilingual Fair Housing handbooks, our website, and through participation in the Santee Collaborative.

CSA participates in the Santee Collaborative, East County Action Network, and the East County Senior Service Providers. Through these organizations and the Santee library, our staff distributes information in regard to housing so that our services are fully utilized. The services we provide are available in English, Spanish, and Arabic.

Goals

Our primary program goal is to assist the City of Santee by helping provide discrimination-free housing where conflicts between tenants and landlords are addressed in a fair and satisfactory manner and where adequate planning occurs to address needs as they develop.

Objectives and Services

Our Program Objectives (numbered) and Services (bullets) below will meet these goals:

1.) Eradicate discrimination in housing

- Provide consultation and respond to all fair housing and tenant/landlord calls from residents*
- Provide advocacy for equal housing opportunities*
- Assist victims of discrimination under state and federal law and process violations*
- Make referrals when necessary to the Department of Fair Employment and Housing and/or HUD.*
- Conduct Fair Housing Testing within the City of Santee when deemed necessary*
- Assist in and be responsive to addressing the recommendations of the Analysis of Impediments to Fair Housing Choice*
- Address the City of Santee's Housing Element and Consolidated Plan*

2.) Diminish tenant/landlord conflicts

- Provide conflict resolution counseling*
- Offer mediation services where other interventions have been unsuccessful*

3.) Increase the knowledge of tenants and landlords about rental housing rights and responsibilities as well as other issues

- *Conduct education, outreach activities, training*
- *Provide resource information outside the area of fair housing*
- *Publish and disseminate a Handbook on Renting (English, Arabic, Spanish)*
- *Provide up-to-date fair housing information on our web site*
- *Develop other materials and programs as necessary*
- 4.) *Provide well documented and accessible services*
 - *Provide quarterly and annual reports to the CDBG Administrator*
 - *Provide data that is informative and useful*
 - *Respond punctually to calls from tenants and landlords*
 - *Respond punctually and effectively to programmatic or administrative requests from the CDBG Administrator or staff*
 - *Provide web links to local and regional housing services and information*
- 5.) *Assist Santee in developing and maintaining regional resources and utilizing best practices*
 - *Attend the Santee Collaborative and serve on its committees*
 - *Participate in the San Diego Regional Alliance for Fair Housing (SDRAFFH)*
 - *Develop and maintain relationships with other fair housing organizations that have the potential to increase the capacity of Santee to maintain housing that is free of discrimination and tenant/landlord conflict.*

B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

Activities detailed in this proposal will be carried out by the multi-lingual CSA San Diego County counselors who are available by phone Monday-Friday between the hours of 8:00AM and 4:30PM. The counselors are responsible for receiving housing calls and providing assistance, information, and referrals that lead to a resolution of fair housing discrimination and tenant-landlord calls. All activities will be performed during the fiscal year July 1st, 2021 through June 30, 2022.

C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

CSA San Diego County has provided high quality and reliable housing and human relations services in San Diego County for nearly 50 years. Our services aim to address both national and local CDBG objectives. • On the national level, our services provide a direct benefit to low and moderate-income persons to develop and sustain a reasonable urban community, including decent housing and suitable living environments through the prevention or elimination of slum and decay. • On the local level, we provide public services that promote affordable, habitable, discrimination-free, and equal opportunity housing which reduces homelessness and leads to improved quality of life for seniors and other persons with special needs.

D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

CSA San Diego County is a private, non-profit agency that was founded in 1969 under the name Heartland Human Relations and Fair Housing then incorporated in 1972. In 2010, our organization was renamed as CSA San Diego County and incorporated under that name. Our mission is "To promote positive attitudes and actions that ensure respect, acceptance and equal opportunity for all people." The agency works cooperatively with community groups, local government bodies, law enforcement, and state and federal fair housing enforcement agencies in a collaborative effort to advocate for and promote the concept of fair treatment, the provision of affordable and habitable housing and equal opportunity for all persons regardless of race, religion, color, ethnicity, age, sexual preference, marital status, familial status, disability or source of income. CSA has provided fair housing and human relations services to low and moderate-income households since the early 1970's. CSA has provided housing services to the City of Santee since 1993.

E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

CSA's Board of Directors is legally and fiduciary responsible for the organization on a monthly basis. The Board President, Jose Preciado, supervises the Executive Director who is responsible for the finances of the organization on a day-to-day basis. In turn, the Executive Director supervises the agency's accountant, Tyrone Spencer, who maintains a QuickBooks accounting and payroll system. Invoices and fiscal documentation is provided to Santee monthly. All records are kept either as computer files or in a hard copy that is filed and stored on-site. CSA is anticipating our first annual audit per OMB Circular A-133.

F. Personnel:

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director, Estela De Los Rios, is solely responsible for directing and overseeing the daily operations of CSA San Diego County and its programs. She is responsible for the implementation of program services, outreach, and reporting. George Ibarra, the Senior Housing Counselor supervises the agency's fair housing

counselors and oversees accurate completion of contract deliverables. The management of the Executive Director and the Senior Housing Counselor assures that the quality of services performed adheres to all local, state, and federal regulations. The day-to-day fair housing and tenant-landlord services are performed by a multilingual staff with over 40 accumulated years of expertise in the area of housing.

G. Conflict of Interest:

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No employee of CSA San Diego County is an officer or employee of the City of Santee. No member of any of its boards, commissions, or committees has any interest or holding which could be affected by any action in execution of this application.

PY 2021 PUBLIC SERVICES ACTIVITIES (CDBG)

Maximum Amount \$40,831 (15% CAP)

Agency	Request	Minto	McNelis	Hall	Koval	Trotter	Approved
Cameron Family YMCA	5,000	-	-	-	-	-	-
Crisis House	8,500	-	-	-	-	-	-
Elderhelp	5,000	-	-	-	-	-	-
Meals on Wheels	5,000	-	-	-	-	-	-
Santee Food Bank	20,000	-	-	-	-	-	-
Santee Santas	7,000	-	-	-	-	-	-
Voices for Children	5,000	-	-	-	-	-	-
Total	55,500	-	-	-	-	-	-

Balance to Allocate

40,831

40,831

40,831

40,831

40,831

40,831

MEETING DATE February 24, 2021

ITEM TITLE PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING TITLE 13 OF THE SANTEE MUNICIPAL CODE (“SMC”), “ZONING” (CASE FILE: ZA2021-1), AND INTRODUCTION AND FIRST READING OF ORDINANCES OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AMENDING TITLE 2 OF THE SMC, “ADMINISTRATION AND PERSONNEL,” TITLE 3 OF THE SMC, “REVENUE AND FINANCE,” TITLE 5 OF THE SMC, “HEALTH AND SAFETY,” TITLE 9 OF THE SMC, “PUBLIC SERVICES” AND TITLE 10 OF THE SMC, “VEHICLES AND TRAFFIC”

DIRECTOR/DEPARTMENT City Attorney

SUMMARY In 2019, the City Council approved a comprehensive update of the Santee Municipal Code. In order to ensure that the Municipal Code remains consistent with current law and City practice, we plan to present a Municipal Code update each year. This item is the first of these annual updates, and seeks to amend portions of Titles 2, 3, 5, 9, 10 and 13 of the Municipal Code. Each proposed change is discussed in the attached Staff Report.

Proposed changes to Title 13 include clarifying and expanding current standards for street parking, home occupations, parking lot and sidewalk sales, trash enclosures, accessory structures, automotive repair in residential districts, signs for residential care and congregate care facilities, and correcting outdated references within these chapters. In addition, the proposed changes to Titles 9 and 13 reflect updates to the California Green Building Standards Code and implement the Sustainable Santee Plan. Other notable changes include incorporating new language to provide standards for sea cargo containers, metal finish buildings, on-site parking for recreational vehicles, decrease the rear yard setbacks for residential zones, and allow for one additional story within the multi-family residential district.

Government Code section 65854 requires the planning commission to hold a public hearing on certain proposed amendments to a zoning ordinance, including regulations relating to the use of buildings, structures, and land; regulation of building heights; and regulation of signs. Where there is no independent planning commission, as in the City, the City Council carries out the functions of the planning commission. For that reason, the Council must conduct a public hearing on the Ordinance Amending Title 13. No other proposed Ordinance requires a public hearing.

ENVIRONMENTAL REVIEW The amendment of various titles of the Santee Municipal Code, as set forth in the attached Ordinances, is exempt from environmental review under the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines, sections 15061(b)(3) and 15378(b)(5). The Ordinances do not have the potential to result



in either a direct or reasonably foreseeable indirect physical change in the environment, and represents an administrative activity. Moreover, approval of the Ordinances constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).)

FINANCIAL STATEMENT *jm*

There is no material direct fiscal impact to the City from this action.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATIONS *MSB*

Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13.
Introduce and Conduct the First Reading of all of the Ordinances, and set the Second Reading for all of the Ordinances for March 10, 2021.

ATTACHMENTS

Staff Report
Ordinances Amending Titles 2, 3, 5, 9, 10 and 13
Redline (strikeout/underline) of the text, indicating all proposed revisions

STAFF REPORT

PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING TITLE 13 OF THE SANTEE MUNICIPAL CODE (“SMC”), “ZONING” (CASE FILE: ZA2021-1), AND INTRODUCTION AND FIRST READING OF ORDINANCES OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AMENDING TITLE 2 OF THE SMC, “ADMINISTRATION AND PERSONNEL,” TITLE 3 OF THE SMC, “REVENUE AND FINANCE,” TITLE 5 OF THE SMC, “HEALTH AND SAFETY,” TITLE 9 OF THE SMC, “PUBLIC SERVICES” AND TITLE 10 OF THE SMC, “VEHICLES AND TRAFFIC”

CITY COUNCIL MEETING February 24, 2021

INTRODUCTION

In 2019, the City Council approved a comprehensive update of the Santee Municipal Code. In order to ensure the Municipal Code remains consistent with current law and City practice, we plan to conduct annual Municipal Code updates to ensure any necessary revisions are completed in a timely manner. This agenda item is the first of these annual updates, and seeks to amend portions of Titles 2, 3, 5, 9, 10 and 13 of the Municipal Code. The proposed revisions to Titles 2 and 5 make small clerical changes to ensure consistency within the Municipal Code. The proposed changes to Title 3 revise provisions related to the City Manager’s contracting authority, and add a preference for local vendors in City contracting. The proposed changes to Title 9 update the City’s construction and demolition ordinance to be consistent with current state law, as discussed below. The proposed changes to Title 10 update requirements related to parking, including prohibiting vehicle fleet businesses and vehicle repair businesses from storing vehicles on public streets. The proposed changes to Title 13 include clarifying and expanding current standards for street parking, home occupations, parking lot and sidewalk sales, trash enclosures, accessory structures, automotive repair in residential districts, signs for residential care and congregate care facilities and correcting outdated references within these chapters.

In addition, the proposed changes to Titles 9 and 13 reflect updates to the California Green Building Standards Code (“CalGreen Code”) and implement the Sustainable Santee Plan (“SSP”). Other notable changes include incorporating new language to provide standards for sea cargo containers, metal finish buildings, on-site parking for recreational vehicles (RVs), decrease the rear yard setbacks for residential zones and allow for one additional story within the multi-family residential district.

CalGreen Code

Title 9 has been updated to comply with the CalGreenCode which includes requiring a minimum diversion of 65 percent, specifying how low-rise and high-rise residential buildings can satisfy the diversion requirement, and increasing the requirements for the debris management plan (DMP). These changes are also consistent with SSP Measure 9.1, which requires the City to require all development to recycle construction and demolition waste, and calls for 70 percent diversion by 2030.

Sustainable Santee Plan

Chapters 13.10 Residential Districts, 13.12 Commercial, 13.14 Industrial, 13.24 Parking, have been updated to comply with the SSP measures for new residential and commercial buildings which include the following:

1. Measure 2.1: Require all new residential units to be built to California Green Buildings Standards Tier 2.
2. Measure 4.1: Require all new commercial units to be built to California Green Building Standards Tier 2.
3. Measure 5.2: Require cool roofs on commercial buildings.
4. Measure 6.1: Require new or redeveloped commercial centers within ¼ mile of the Santee Light Rail Transit station to reduce the parking space requirements by 10 percent from the current requirements.
5. Measure 7.1: Require electric vehicle chargers for new development.
6. Measure 10.1: Require photovoltaic solar systems for all new development.

Sea Cargo Containers

The use of sea cargo containers is not listed as a use in Title 13 and the Department of Development Services' (DDS) policy has been to temporarily allow sea cargo containers located on construction sites. The changes to Chapter 13.06 include regulations for this type of use.

Metal Finish Buildings

There has been an increase of interest for metal finish buildings in residential and commercial districts. To maintain residential character, the proposed changes include prohibiting metal finish buildings over 120 square feet in the residential district and residential business district. Proposed changes also include allowing metal finish buildings in the commercial and industrial districts with approval of a Development Review Permit and compliance with certain criteria.

On-Site Parking for RVs

The proposed changes to Chapter 13.10 clarify that one operable RV may be parked in the front, street, or side yard. However, if the RV is parked in the front yard, the RV must

be placed perpendicular to the front property line. The intent of the proposed changes is to minimize the number of RVs stored outdoors within in a residential district and prohibit inoperable RVs (defined as unregistered, wrecked, or dismantled) from being stored outdoors.

Rear Yard Setbacks

To reduce constraints for construction in the single-family districts, the proposed changes reduce the rear yard setbacks by five feet in the R-1, R-1A, and R-2 single-family districts, resulting in 15- and 20-foot rear setbacks. The proposed changes also reduce the rear setback in the HL zone by 10 feet, resulting in a 25-foot rear setback.

Additional Story

The current height requirements in the multi-family residential districts also include a maximum number of stories. The proposed changes include allowing one additional story in the multi-family residential districts within the maximum height requirement. Common practice has been to allow an additional story within the maximum height requirement since the building envelope will not change.

Public Hearing for Title 13

Government Code section 65854 requires the planning commission to hold a public hearing on certain proposed amendments to a zoning ordinance, including regulations relating to the use of buildings, structures, and land; regulation of building heights; and regulation of signs. Where there is no independent planning commission, as in the City, the City Council carries out the functions of the planning commission. For that reason, the Council must conduct a public hearing on the Ordinance amending Title 13. The Notice of Public Hearing for the Ordinance Amending Title 13 was published in the *East County Californian* on February 12, 2021, in compliance with state law. None of the other Ordinances require a public hearing.

SUMMARY OF PROPOSED REVISIONS

Below is a summary of the revisions to be made to Titles 2, 3, 5, 9, 10 and 13 by the adoption of the Ordinances. A full strikeout and underlined “redline” version of the text, which indicates all of the proposed changes, is attached to the Council Agenda Statement.

TITLE 2 ADMINISTRATION AND PERSONNEL

The proposed substantive revision to Title 2 is generally as follows:

Chapter 2.40 Election Campaign Finance and Control

Section 2.40.120 Enforcement authority—Duties, complaints, legal action, investigatory powers. Revised Subsection (B) to clarify that the special elections counsel (enforcement authority) is appointed by the City Manager in consultation with the City

Attorney, rather than appointed by the City Attorney. This revision is consistent with the definition of “Enforcement Authority” in Section 2.40.030.

TITLE 3 REVENUE AND FINANCE

The proposed substantive revisions to Title 3 are generally as follows:

Chapter 3.24 Purchasing

Section 3.24.170 Contracts to be paid directly from deposits posted by development project applicants or from grant funds. Revised the current language to add authorization for the City Manager to approve agreements funded by grant funds (when the application for or acceptance of the grant funds has been approved by Council), in addition to the existing authorization for developer-funded contracts.

Section 3.24.180 Awarding authority. Added new Subsection (a) to provide that for contracts approved by Council, the City Manager is authorized to execute amendments in a cumulative amount not to exceed the lesser of 10% of the City Council-approved amount or \$25,000.

Section 3.24.200 Local vendors preference. Added new section to provide that vendors based in the City shall be solicited for purchases whenever feasible. When determining the lowest responsible bidder, the amount of local sales tax to be received by the City that is included in the bid submitted by a local vendor shall be credited by the City against the bid. The local preference is not applicable to construction agreements or other contracts required by state or federal statutes or regulations to be awarded to the lowest responsible bidder.

TITLE 5 HEALTH AND SAFETY

The proposed substantive revision to Title 5 is generally as follows:

Chapter 5.04 Noise Abatement and Control

Section 5.04.150. Vehicle Repairs. Deleted this entire section, which prohibited vehicle repair in a residential zone between 10 p.m. and 7 a.m. in a manner that causes discomfort or annoyance to others. This is covered in Section 5.04.040, General Noise Regulations.

TITLE 9 PUBLIC SERVICES

The proposed substantive revisions to Title 9 are generally as follows:

Chapter 9.04 Construction and Demolition Debris Recycling

- Section 9.04.030 Definitions. Added definitions for “High-Rise Residential Building,” “Low-Rise Residential Building,” and “Universal Waste” in accordance with the updates to the subsequent sections.
- Section 9.04.040 Covered projects. Revised existing language to clarify that the requirements of this chapter apply to accessory dwelling units (ADUs). Removed the minimum square footage for covered residential projects. Added language to provide that additions or accessory structures to existing commercial or industrial structures that involve 1,000 square feet or more of floor area, and alterations with a permit valuation of \$200,000 or more, are covered projects.
- Section 9.04.050 Exempt activities. Added construction of a junior ADU to the list of activities exempt from the requirements of this chapter.
- Section 9.04.060 Diversion requirements. Revised the construction and demolition (“C&D”) waste diversion requirement from 50% to 65% in accordance with current law and the SSP, and added methods of meeting that requirement, as allowed under the CalGreen Code. Added disposal requirements for Universal Waste materials, which include fluorescent lamps and ballast and thermostats containing mercury.
- Section 9.04.080 Submittal of C&D debris management plan. Added requirements for the content of a debris management plan (DMP). A DMP must now include whether the C&D debris will be sorted on site, to which diversion facility it will be taken, and the construction methods taken to reduce the amount of C&D debris generated by the project.
- Section 9.04.100 Submittal of C&D debris recycling report. Revised existing language to clarify that the amount of debris is measured by weight, not volume. Made small clerical revisions.

TITLE 10 VEHICLES AND TRAFFIC

The proposed substantive revisions to Title 10 are generally as follows:

Chapter 10.10 Stopping, Standing and Parking

Section 10.10.245(B) Use of streets for storage prohibited. The existing language prohibits a person from parking a vehicle on any public street in the same location, defined as within 300 feet of the original or previously documented location, for more than 72 consecutive hours. This revision adds a definition of “documented” consistent with Code Compliance Department practices of marking or photographing vehicles.

Section 10.10.245(D)-(H) Use of streets for storage prohibited. Added new sections to prohibit vehicle fleet businesses and vehicle repair businesses from storing vehicles on public streets; and to prohibit any person from parking a vehicle on a public street while advertising it for sale; parking an inoperable vehicle on a public street for more than 12 hours; or parking an unattached semi-trailer or auxiliary dolly on any public street except while actively loading and unloading it.

Section 10.10.285 Fire hydrants. Revised to correct a clerical error that occurred between the first and second readings of the previous ordinance related to required parking distance from a fire hydrant. The correct distance is ten feet. This was informally corrected in the online version of the Municipal Code in 2019.

Chapter 10.26 Food Trucks and Mobile Food Merchants

Section 10.26.080 Exception. Revised to remove the requirement for a regulatory permit in addition to a business license, because City practice is to require only a business license for mobile food trucks.

TITLE 13 ZONING

The proposed substantive revisions to Title 13 are generally as follows:

Chapter 13.04 Administration

Section 13.04.110 Nonconforming Uses and Structures. Added language to Subsection (G), to allow minor building additions to a nonconforming single-family residence by right if they cumulatively do not exceed 50% of the square footage of the existing residence, and do not exceed 40% lot coverage. This by-right use was previously allowed only in the Residential

Business Overlay in the Light Industrial zone, and will now be applicable to all non-conforming single-family residences.

Section 13.04.140 Definitions. Revised the definitions of “Fleet storage,” “Yard, corner side,” “Lot coverage,” and “Height,” and added definitions for “Billboard,” “Vehicle, inoperable” and “Vehicle, operable,” to conform to changes made throughout this chapter, and to be consistent with City practice.

Chapter 13.06 Permits

Section 13.06.060(A) Home Occupations, Purpose and Intent. Revised to specify that a home occupation must be an accessory use that is clearly incidental and a secondary use of the residential site.

Section 13.06.060(E) Home Occupations, Mandatory Conditions for Operation. Revised Subsection (E)(4) to provide that home occupations must not host customers on the premises more frequently than one customer within a two-hour time period. Added new Subdivision (E)(5)(d) to prohibit the use of special equipment, cabinetry, fixtures, plumbing or electrical wiring. Added new Subsections (E)(12) and (13) to require home occupations to comply with the City’s noise ordinance and best management practices relating to storm water.

Section 13.06.070(C) Temporary Uses, Temporary Uses—Allowed. Revised language to clarify that parking lot and sidewalk sales are allowed on private property, for the outdoor display of merchandise accessory to the current on-site business, subject to certain restrictions. Added language requiring temporary uses to implement the City’s best management practices relating to solid waste.

Section 13.06.070(E) Temporary Uses, Temporary Uses—Permit Required. Added new Subdivision (E)(4)(f) to require outdoor storage areas to prevent storm water run on and run off. Added new Subdivision (E)(5) to allow the temporary use of a sea cargo container for temporary storage of building materials or merchandise for the duration of construction projects, subject to certain requirements. Revised former Subsection (E)(5) (now (E)(6)) to clarify that trailers, RVs, etc., used as temporary office space are allowed only on private property, unless otherwise approved by the Director, and subject to certain conditions. Deleted former Subsection (E)(7) relating to temporary religious services, as that use would be covered under Subsection 13.06.070(C)(7) or (10).

Chapter 13.08 Development Review Criteria

- Section 13.08.070(C) Development Review Criteria, Landscaping. Added language clarifying that native and drought tolerant landscaping shall be used to the maximum extent practicable.
- Section 13.08.070(I) Development Review Criteria, Additional Criteria for Multiple Family Residential Developments. Deleted this subsection and moved the language in its entirety to Section 13.10.040, Site Development Criteria in the Residential District.

Chapter 13.10 Residential Districts

- Table 13.10.040A Site Development Criteria, Basic Development Standards—Residential. Reduced rear setback requirements by ten feet for HL, and by five feet for R-1, R-1A, and R-2 zones. Added one additional story within the maximum height for R-7, R-14, R-22, and R-30 zones.
- Section 13.10.040(G) Site Development Criteria, Building Separation. Added requirement that detached ADUs maintain a minimum separation of six feet from main buildings.
- Section 13.10.040(I) Site Development Criteria, Trash Enclosures. Added new requirements for trash enclosures and trash bins, including that trash enclosures be surrounded by a solid decorative masonry wall with a solid roof and solid metal gate; and that the enclosures prevent rainfall from entering the enclosure, and prevent wind dispersal and offsite transport of trash and recycling. Also added the requirement that trash enclosures be properly sized to include containers for trash, recyclable, and organic waste, and that anti-graffiti surfaces be provided.
- Section 13.10.040(J) Site Development Criteria, Energy Conservation. Added requirement that all new residential units, including ADUs, meet California Green Building Standards Tier 2 Voluntary Measures. This revision implements SSP Measure 2.1.
- Section 13.10.040(K) Site Development Criteria, Photovoltaic Solar. Inserted language regarding photovoltaic solar that was moved from Section 13.10.050. Added new requirements, including that new residential projects shall provide future passive heating and cooling opportunities (giving consideration to particular lot characteristics); that roof mounted solar collectors must comply with building and fire regulations, and with setback requirements; and that all dwelling units in subdivisions shall have a minimum of 100 square feet of solar access. Also added requirements that photovoltaic solar systems shall

utilize equipment consistent with the current Green Building Code and California Code of Regulations, Title 24 ("Title 24") energy conservation standards, and requiring that new single-family homes shall include at least a 2 kilowatt system and new multi-family units shall each include at least a 1 kilowatt system. Lastly, added language providing that if solar installation is infeasible, a solar feasibility study must be submitted to the Department of Development Services. These revisions implement requirements of SSP Measure 10.1.

- Section 13.10.040(M) Site Development Criteria, Additional Criteria for Multiple-Family Residential Developments. Inserted (without change) the language regarding additional criteria for multiple family residential developments that was moved from Section 13.08.070(I).
- Section 13.10.050(A) Special Development Criteria, Attached and Detached Residential Accessory Structures. Increased maximum height for accessory structures to match ADU maximum height of 16 feet. Eliminated the maximum 30% building coverage in the rear setback area in favor of using requirements of Subsection (A)(1)(e) that govern coverage generally. Revised rear and side yard setbacks to match ADU setback requirements, allowing four foot setbacks from the property line. Added prohibitions on metal finish buildings over 120 square feet and sea cargo containers, to conform to current practice.
- Section 13.10.050(D) Special Development Criteria, Solar Access. Removed this subsection and moved the language to Section 13.10.040.
- Section 13.10.060(A) General Provisions, Property Maintenance. Moved language from former Subsection (A)(4) dealing with repair of automobiles at a residence to Subsection (B)(2).
- Section 13.10.060(B) General Provisions, Vehicle and Equipment Repair and Storage. Changed references from "cement" to "concrete" to conform to City practice and terminology. Inserted language from Subsection (A)(4) dealing with repair of automobiles, and added language to specify that minor repairs must be conducted within a garage or accessory building, and that assembling, wrecking, modifying, etc., vehicles is prohibited.
- Section 13.10.060(C) General Provisions. Added new subsection allowing one of the following vehicles: RVs, travel trailers, boats, ATVs, etc., to be parked outdoors in the required front, side, or street side yard on lots with a side yard of less than 10 feet, with no

access to the rear yard, and with no other on-site parking areas located outside of the front or side yard. Requires that such vehicles must be maintained in operable condition, and that vehicles be placed perpendicular to the front property line when parked in the required front yard.

Chapter 13.12 Commercial

Table 13.12.030A Use Regulations for Commercial/Office Districts. Added dash marks to formerly blank spaces to indicate impermissible uses in commercial districts. Removed limousine services from permissible uses and added to the definition of fleet storage. Revised permitted laundry use to include dry cleaning services.

Table 13.12.040A Site Dimensions and Height Limitations. Revised to clarify that height limitations within the table pertain to “structures” within 50 feet of a residential district.

Section 13.12.040(C) Site Development Criteria, Energy Conservation. Added new Subsection (C) requiring all commercial buildings to meet or exceed California Green Building Standards Tier 2 Voluntary Measures and to utilize high-efficiency equipment consistent with Title 24 energy standards. Also requires that new commercial buildings have cool roofs pursuant to Title 24, and have at least 1.5 watts of photovoltaic system per square foot of building area. This revision implements SSP Measures 4.1, 5.2, and 10.1.

Chapter 13.14 Industrial

Table 13.14.030A Use Regulations for Industrial Districts. Removed cleaning and dyeing plants from allowable uses because the use has become obsolete.

Section 13.14.040(D) Site Development Criteria, Energy Conservation. Added subsection (D) requiring all new commercial and industrial buildings to meet or exceed California Green Building Standards Tier 2 Voluntary Measures and to utilize high-efficiency equipment consistent with Title 24 energy standards. Also requires that new commercial buildings have cool roofs pursuant to Title 24, and have at least 1.5 watts of photovoltaic system per square foot of building area. This revision implements SSP measures 4.1, 5.2, and 10.1.

Chapter 13.16 Park/Open Space District

Section 13.16.020 Park/open space use regulations. Made a minor clerical correction to change the reference to “Table 13.16.030A” to “Table 13.16.020A.”

Chapter 13.21 Residential Business District

Section 13.21.070(D) Performance standards for commercial/office use. Added language to Subsection (D) to specify that electronic message signs are not permitted as the one permanent, wall-mounted sign for commercial/office buildings in the residential business district.

Section 13.21.070(G) Performance standards for commercial/office use. Added new Subsection (G) to prohibit metal finish buildings over 120 square feet.

Section 13.21.080(D) Residential use within the IL light industrial base district. Added new Subsection (D) to prohibit metal finish buildings over 120 square feet.

Chapter 13.24 Parking Regulations

Section 13.24.040(B) Parking Requirements, Nonresidential. Added new Subsection (B)(2) to provide that for new or redeveloped shopping centers within ¼ mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10% from current requirements. This revision implements SSP Measure 6.1.

Section 13.24.040(C) Parking Requirements, Special Requirements. Revised to add new Subdivision (C)(4), relating to electric vehicle charger and parking space requirements. For example, the garage of a new single-family home shall be installed with complete 40 Amp electrical service and minimum AC Level 2 electrical vehicle charging station. This revision implements SSP Measure 7.1.

Chapter 13.30 General Development and Performance Standards

Section 13.30.020(D) General Development Standards, Auxiliary Structures. Changed maximum height of auxiliary structures to 16 feet from 15 feet to match standards for ADU height.

Section 13.30.020(G) General Development Standards, Fencing and Walls in the Open Space and Resort Recreation Zones. Removed

references to “Resort Recreation” because that zone no longer exists.

Section 13.30.020(H) General Development Standards. Added new Subsection (H) providing that primary buildings for commercial and industrial development cannot have an exterior metal finish without a comprehensive design and a Development Review Permit. The project must also comply with development criteria and performance standards of Sections 13.08.070 and 13.30.030.

Section 13.30.020(K) General Development Standards, Trash Enclosures. Added language that requires trash enclosures for commercial and industrial developments to include containers for trash, recyclable, and organic waste, to be surrounded by a masonry wall and solid roof to prevent rainfall from entering the enclosure and to prevent wind dispersal and offsite transport of trash and recycling. Enclosures must also comply with anti-graffiti measures and solid waste and storm water requirements.

Section 13.30.020(M) General Development Standards, Low Impact Development (LID) Standards. Added language requiring that project design incorporate LID standards and site design to minimize directly connected impervious areas and promote infiltration using the County of San Diego’s LID handbook. Added language requiring parking areas and roads to drain to landscape and vegetated areas. Added language requiring priority development projects to direct runoff into a treatment control best management practice (BMP) prior to discharging to the MS4. Revised language to require that source control and treatment control BMPs be designed to address current highest priority pollutants as identified in the San Diego River Water Quality Improvement Plan.

Chapter 13.32 Signs

Section 13.32.045 Prohibited Signs. Added new Subsection (M) to prohibit new billboard signs.

Section 13.32.050 Sign Regulations, Signs Permitted in the Residential Zones. Added language to Table 13.32.050B and Subsection (C)(4)(a) to clarify that residential care facilities and congregate care facilities are subject to the sign regulations located in Table 13.32.050(B). Added language to Subsection (C)(4) clarifying that electronic message center signs are permitted in the commercial and industrial districts,

(except within the Residential Business Overlay District)
subject to the listed requirements.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING TITLE 2 OF THE SANTEE MUNICIPAL CODE,
“ADMINISTRATION AND PERSONNEL”**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have determined that certain updates to the Code are required; and

WHEREAS, the proposed revision is detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendment. The amendment to Title 2 of the Santee Municipal Code (“Code”) is set forth below.

Section 2.40.120 of the Code is amended to read as follows:

2.40.120 Enforcement authority—Duties, complaints, legal action, investigatory powers.

A. The City Attorney must not investigate or prosecute any alleged violation of this chapter, but will defend the constitutionality and legality of this chapter in any civil proceeding in which the City or the City Council is a party.

B. Review of complaints of violation of this chapter and criminal prosecution thereof may be commenced only by the enforcement authority appointed by the City Manager. The enforcement authority is authorized to commence and prosecute civil litigation to compel compliance with this chapter or to enjoin conduct in violation of this chapter. At least 120 days prior to a City election, the City Manager, in consultation with the City Attorney, will appoint an enforcement authority for that election. If the appointment of an additional enforcement authority becomes necessary or appropriate, the City Manager, in consultation with the City Attorney, will appoint such additional enforcement authority

ORDINANCE NO. _____

as may be required. No enforcement or prosecution or action of the enforcement authority is subject to the review or control of the City Council or the City Attorney.

C. Any person residing in the City who believes that a violation of this chapter has occurred may file a written complaint requesting investigation of such violation by the enforcement authority. If the enforcement authority determines that there is reason to believe a violation of this chapter has occurred, the enforcement authority conduct an investigation and may commence such administrative, civil or criminal legal action as it deems necessary for the enforcement of this chapter. The enforcement authority must decline to investigate any alleged violation hereof which is also an alleged violation of State law and is the subject of a complaint filed with the Fair Political Practices Commission, until the investigation of that complaint is complete.

D. The enforcement authority has such investigative powers as are necessary for the performance of duties described in this chapter and may demand and be furnished records of campaign contributions and expenditures of any person or committee at any time. In the event that production of such records is refused, the enforcement authority may commence civil litigation to complete such production.

E. The enforcement authority is immune to liability for its enforcement of this chapter.

F. Any action alleging violation of this chapter must be commenced within two years of the time the alleged violation occurred.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendment of the Santee Municipal Code as set forth in this Ordinance is exempt from environmental review under the California Environmental Quality Act ("CEQA") (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has "the potential for causing a significant effect on the environment." (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA "[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." (*Ibid.*) Here, the amendment of the Santee Municipal Code as set forth in this Ordinance does not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the "City of Santee Municipal Code Editorial Guidelines," and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

ORDINANCE NO. _____

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING TITLE 3 OF THE SANTEE MUNICIPAL CODE,
“REVENUE AND FINANCE”**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required; and

WHEREAS, the proposed revisions are detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. The amendments to Title 3 of the Santee Municipal Code (“Code”) are set forth below.

Section 3.24.170 of the Code is amended to read as follows:

3.24.170 Other supplies, materials, equipment or services not subject to the provisions of this chapter.

The following types of contracts are not subject to the provisions of this chapter:

A. Public projects as defined in Section 20161 of the California Public Contract Code, except for the issuing of a purchase order, by the purchasing agent for encumbrance of funds;

B. Contracts to be paid directly from deposits posted by development project applicants or from grant funds. The City Manager has the authority to approve contracts (and amendments thereto) to be paid directly from deposits posted by development project applicants for professional services required in conjunction with the processing or review of development applications, or by grant funds received by the City when the application for or acceptance of said grant funds has been approved by the City Council;

ORDINANCE NO. _____

- C. Utility services and related charges;
- D. Real property purchases and related title and escrow fees;
- E. Insurance and bond premiums;
- F. Real property leases;
- G. Professional services, except as otherwise provided.

Section 3.24.180 of the Code is amended to read as follows:

3.24.180 Awarding authority—Contracts and amendments.

A. The awarding authority for contracts and amendments to contracts subject to this chapter is as follows:

1. A department director is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$10,000.00 or less in any single fiscal year and is on behalf of his or her department only.

2. The purchasing agent is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$10,000.00 or less in any single fiscal year and is on behalf of more than one department.

3. The City Manager is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$25,000.00 or less in any single fiscal year.

4. City Council approval is required on contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) exceeds \$25,000.00 in any single fiscal year. For any contract approved by the City Council pursuant to this section, the City Manager is authorized to execute amendments in a cumulative amount not to exceed the lesser of 10% of the City Council-approved amount or \$25,000.

B. No change in an agreement, contract or purchase order may be made without issuance of a written change order, amendment or purchase order, and no payment for any such change may be made unless a written change order, amendment or purchase order has first been approved and executed in accordance with this section designating in advance the work to be done and the amount of additional compensation to be paid.

New Section 3.24.200 is added to the Code to read as follows:

3.24.200. Local Vendor Preference.

ORDINANCE NO. _____

Local vendors based in the City shall be solicited for purchases whenever feasible. When determining the lowest responsible bidder, the amount of local sales tax to be received by the City that is included in the bid submitted by a local vendor shall be credited by the City against said bid. The local preference is not applicable to construction agreements or other contracts required by state or federal statutes or regulations to be awarded to the lowest responsible bidder.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments of the Santee Municipal Code as set forth in this Ordinance are exempt from environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has “the potential for causing a significant effect on the environment.” (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” (*Ibid.*) Here, the amendments of the Santee Municipal Code as set forth in this Ordinance do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

ORDINANCE NO. _____

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING TITLE 5 OF THE SANTEE MUNICIPAL CODE,
“HEALTH AND SAFETY”**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required; and

WHEREAS, the proposed revision is detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendment. The amendment to Title 5 of the Santee Municipal Code (“Code”) is set forth below.

Section 5.04.150 of the Code is deleted in its entirety.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendment of the Santee Municipal Code as set forth in this Ordinance is exempt from environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has “the potential for causing a significant effect on the environment.” (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” (*Ibid.*) Here, the amendment of the Santee Municipal Code as set forth in this Ordinance does not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

ORDINANCE NO. _____

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING TITLE 9 OF THE SANTEE MUNICIPAL CODE,
“PUBLIC SERVICES”**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required; and

WHEREAS, the proposed revisions are detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. The amendments to Title 9 of the Santee Municipal Code (“Code”) are set forth below.

Section 9.04.030 of the Code is amended to read as follows:

9.04.030 Definitions.

In this chapter:

...

“High-Rise Residential Building” means a residential building that is four stories or greater in height.

“Low-Rise Residential Building” means a residential building that is three stories or less.

...

“Universal Waste” means batteries, electronic devices, mercury-containing equipment, lamps, cathode ray tubes or glass, and aerosol cans.

ORDINANCE NO. _____

Section 9.04.040 of the Code is amended to read as follows:

9.04.040 Covered projects.

The requirements set forth in this chapter apply to all construction and demolition permits issued for any project types set forth in subsections A through D.

- A. Demolition. Any demolition of a structure.
- B. Residential.
 - 1. The construction of new residential structures, including accessory dwelling units, single-family, multifamily, and condo conversions, regardless of the square footage of the floor area.
 - 2. Additions or accessory structures to existing residential structures where the addition or alteration increases the building's conditioned area, volume or size. The requirements shall apply only to and/or within the specific area of the addition or alteration.
- C. Commercial/Industrial.
 - 1. The construction of all new commercial/industrial buildings.
 - 2. Additions or accessory structures to existing commercial or industrial structures that involve 1,000 square feet or more of floor area.
 - 3. Alterations to existing commercial or industrial structures with a permit valuation of \$200,000 or more.
 - 4. Tenant improvements that involve demolition.
- D. City-Sponsored Projects. City-sponsored projects for which the City provides funding in excess of \$100,000.00, or which fall within one of the above categories.

Section 9.04.050 of the Code is amended to read as follows:

9.04.050 Exempt activities.

The following activities are exempt from the requirements of this chapter when alone or in combination with one another, except if the activity or activities is/are undertaken in conjunction with a project that is otherwise subject to this chapter:

- A. Projects for which a construction or demolition permit is not required;
- B. Projects for which only a plumbing, electrical or mechanical permit is required;

ORDINANCE NO. _____

- C. Installation or repair of a retaining wall;
- D. Installation, replacement or repair of a carport, patio cover, balcony, trellis or fireplace;
- E. Installation, replacement or repair of a deck;
- F. Installation, replacement or repair of a fence;
- G. Installation, replacement, demolition or repair of a single-family residential swimming pool or spa;
- H. Installation, replacement, or repair of a pre-fabricated sign or the structure to which the sign is attached;
- I. Installation, replacement or repair of storage racks;
- J. Installation of any solar photo-voltaic system;
- K. Replacement of any roofing system.
- L. Construction of a junior accessory dwelling unit.

No exemption set forth above excuses compliance with the California Green Building Standards Code, as applicable.

Section 9.04.060 of the Code is amended to read as follows:

9.04.060 Diversion requirements.

A. Covered. Applicants for covered projects must divert from landfills a minimum weight of C&D debris generated from the covered project or other amount established by State law, whichever is higher, by using recycling, reuse, and diversion programs, as follows:

1. For projects subject to Sections 9.04.040(A) and 9.04.040(B)(2), the C&D waste diversion requirement shall be satisfied by a minimum diversion of 65% by weight of C&D debris.

2. For projects subject to Section 9.04.040(B)(1), the C&D waste diversion requirement shall be satisfied by any of the following:

a. A minimum diversion of 65% by weight of C&D debris;

b. For low-rise residential buildings, the C&D debris generated by the project does not exceed 3.4 pounds per square foot of the building area; or,

c. For high-rise residential buildings, the C&D debris generated by the project does not exceed 2 pounds per square foot of the building area.

ORDINANCE NO. _____

3. For projects subject to Section 9.04.040(C)(1), the C&D waste diversion requirement shall be satisfied by any of the following:

- a. A minimum diversion of 65% by weight of C&D debris; or,
- b. The C&D debris generated by the project does not exceed 2 pounds per square foot of the building area.

4. For projects subject to Section 9.04.040(C)(2)-(4), the C&D waste diversion requirement shall be satisfied by a minimum diversion of 65% by weight of C&D debris. In addition, for projects subject to Section 9.04.040(C)(2)-(4), Universal Waste items, including fluorescent lamps and ballast and mercury containing thermostats shall be disposed of properly and diverted from the landfills. A list of prohibited Universal Waste materials shall be included in the construction documents.

B. Non-covered or Exempt. Applicants for non-covered and exempt projects within the City are encouraged to divert 65% by weight of C&D debris generated from the covered project or other amount established by State law, whichever is higher, by using recycling, reuse, and diversion programs.

C. In the event of any type of disaster, the above stated diversion goals apply to all relief clean-up efforts. Tracking of disaster debris disposal data is the responsibility of the City through the methods provided for in this chapter.

Section 9.04.080 of the Code is amended to read as follows:

9.04.080 Submittal of C&D debris management plan.

A. Except as otherwise provided in this chapter, applicants for any covered project must submit a properly completed C&D debris management plan (DMP), identifying all waste materials expected to be generated as a result of the project at the time of demolition or building permit application.

B. No building or demolition permit may be issued for a covered project unless the applicant has submitted a properly completed DMP to the satisfaction of the Director.

C. For covered projects, with the exception of those projects that will satisfy diversion requirements under Sections 9.040.060(A)(2)(b)-(c), the DMP must contain, at minimum, the following:

1. The type of project;
2. The total square footage of the project;

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3. The estimated weight of project C&D debris to be generated by material type;
4. The C&D debris materials that will be diverted from disposal by recycling, reuse on the project or salvage for future use or sale;
5. If C&D debris will be sorted on-site (source-separated) or bulk mixed (single stream);
6. Diversion facilities where the C&D debris will be taken;
7. Construction methods taken to reduce the amount of C&D debris generated; and,
8. A statement that specifies that the amount of C&D debris diverted shall be calculated by weight.

D. The City will provide a conversion rate table for the purpose of calculating the weight of C&D debris. The applicant must use the conversion rate table in estimating the weight of materials identified in the DMP.

E. An applicant for a project involving the removal of all or part of an existing structure must consider deconstruction to the maximum extent feasible, and make the materials generated available for salvage before placing in a landfill. These salvaged materials must be included as part of the overall diversion rate.

F. Acknowledgment of Responsibility. The DMP must be signed by the applicant and/or property owner indicating: (1) an understanding of consequences of not meeting the diversion requirement, and (2) that they are responsible for the actions of their subcontractors with regard to this diversion requirement.

Section 9.04.100 of the Code is amended to read as follows:

9.04.100 Submittal of C&D debris recycling report.

Documentation. Within 90 days after completing a covered project, the applicant must submit a C&D debris recycling report (DRR) and documentation to the Director, showing how C&D debris generated by the covered project was diverted at the rates set forth in Section 9.04.060. Such documentation for compliance must include the following:

- A. A copy of a completed C&D DRR;
- B. A copy of any previously approved C&D DMP for the project;
- C. Receipts from the vendor or facility which collected or received each material showing the actual weight of that material, or if the improvements are part of a larger construction project, evidence of cumulative weight of C&D material;

ORDINANCE NO. _____

D. For materials reused on site (e.g., crushed concrete for base material, wood for mulch) photographs are encouraged;

E. Any additional information the applicant believes is relevant in demonstrating efforts to comply in good faith.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments of the Santee Municipal Code as set forth in this Ordinance is exempt from environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has “the potential for causing a significant effect on the environment.” (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” (*Ibid.*) Here, the amendments of the Santee Municipal Code as set forth in this Ordinance do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

ORDINANCE NO. _____

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING
TITLE 10 OF THE SANTEE MUNICIPAL CODE,
“VEHICLES AND TRAFFIC”**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required; and

WHEREAS, the proposed revisions are detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. The amendments to Title 10 of the Santee Municipal Code (“Code”) are set forth below.

Section 10.10.245 of the Code is amended to read as follows:

Section 10.10.245 Prohibition of Use of Streets for Storage or Sale of Vehicles.

A. It is unlawful for any person who owns or has possession, custody or control of any vehicle to park that vehicle on any street or alley for more than 72 consecutive hours.

B. It is unlawful for any person who owns or has possession, custody or control of a recreational vehicle to park that vehicle on any public street in the same location, defined as within 300 feet of the original or previously documented location, for more than 72 consecutive hours. A location may be documented by marking the vehicle, taking a photograph of the vehicle, or by other method deemed appropriate by the City.

C. It is unlawful for any person to leave any object on any street or alley so as to obstruct traffic flow or parking without a permit per Chapter 8.02 provided, however, that trash and recycling containers complying with a temporary use permit not subject to this prohibition.

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- D. It is unlawful for any person who deals in, or whose business involves the sale, lease, rental, or charter of vehicles to store, park, or leave standing any such vehicle upon any public street, except while such vehicle is under lease, rental, or charter by a customer.
- E. No operator or owner of any vehicle shall park said vehicle upon any public street in the City advertising or displaying it for sale.
- F. It is unlawful for any person whose business involves the repair, or servicing of vehicles or vehicle components, to store, leave standing, or park any vehicle on any public street after that person has accepted custody of the vehicle from the customer.
- G. It is unlawful for any person to leave standing, or cause or allow to be left standing, any inoperable vehicle on any street for more than 12 consecutive hours.
- H. It is unlawful for any person to park an unattached semi-trailer or auxiliary dolly on any street except while actively loading or unloading.
- I. The City may enforce violations of this section by any means set forth in Title 1 and as set forth in this chapter.

Section 10.10.285 of the Code is amended to read as follows:

Section 10.10.285 Fire hydrants.

It is unlawful for any person to park a vehicle within an overall distance of 10 feet (five feet on either side) of the hydrant as measured along the curb or edge of the street.

Section 10.26.080 of the Code is amended to read as follows:

Section 10.26.080 Exception.

Any mobile food merchant identified in an application for a special event or farmers' market or any City sponsored or approved event is required to obtain a business license, but is otherwise exempt from the requirements of this chapter pertaining to mobile food vending, provided that the vending vehicle is parked for the duration of the special event to conduct its business and conducts no other business within the City.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments of the Santee Municipal Code as set forth in this Ordinance are exempt from environmental review under the California Environmental Quality Act ("CEQA") (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has "the potential for causing a significant effect on the environment." (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA "[w]here it can be seen with certainty that there is

ORDINANCE NO. _____

no possibility that the activity in question may have a significant effect on the environment.” (*Ibid.*) Here, the amendments of the Santee Municipal Code as set forth in this Ordinance do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

ORDINANCE NO. _____

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING TITLE 13 OF THE SANTEE MUNICIPAL CODE, "ZONING"**

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code ("Code"); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required; and

WHEREAS, the proposed revisions are detailed in the Staff Report provided to the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. The amendments to Title 13 of the Santee Municipal Code ("Code") are set forth below.

Subsection (G) of Section 13.04.110 of the Code is amended to read as follows:

Section 13.04.110 Nonconforming Uses and Structures.

...

G. Expansion or Restoration of Nonconforming Uses and Structures. Minor building additions to a nonconforming single-family residence that cumulatively do not exceed 50 percent of the square footage of the existing residence, and do not exceed the maximum permitted lot coverage of 40 percent, are allowed by right. A request for expansion or restoration of a nonconforming use or structure other than a single-family residence may be granted subject to the approval of a minor conditional use permit by the Director. The approval authority may grant the request, grant the request with modification, or deny the request. The approval authority may require as a condition of a use permit that a specific termination date be set for the use and/or structure which is being expanded or restored. Before granting a conditional use permit for the expansion or restoration of a nonconforming use or structure, the approval authority shall make the following findings:

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1. That strict or literal interpretation and enforcement of the specified regulations within this section would result in practical difficulty or unnecessary hardship.

2. That the granting of the conditional use permit or minor conditional use permit will not significantly extend the expected life of the use or structure.

3. That the granting of the conditional use permit or minor conditional use permit will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.

Section 13.04.140 of the Code is amended to read as follows:

Section 13.04.140 Definitions.

...

“Billboard” means a permanent structure sign used for the display of offsite commercial messages, commonly called outdoor advertising.

...

“Fleet storage” means storage or parking of one or more vehicles used regularly in business operations where the parking of vehicles constitutes the principal use on the site. Examples of fleet vehicles include, but are not limited to, limousine fleets, taxi fleets, mobile catering trucks, moving van fleets or delivery truck fleets. Excluded are sales/rentals of vehicles.

...

“Height” means the vertical distance of a structure measured from the average elevation of the finished grade within 20 feet of the structure to the highest point of the structure.

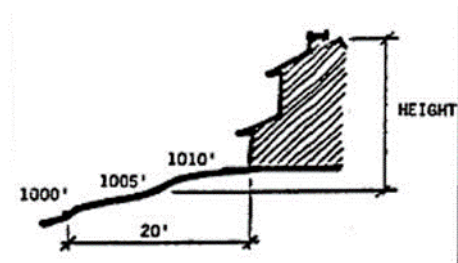


Diagram 13.04.140A

...

“Lot coverage” means the amount (typically expressed in a percentage) of the area of a lot covered by buildings. Lot coverage calculations do not include open carports, porches, open patio covers, or other similar open structures.

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...

“Vehicle, inoperable” means a vehicle that is unregistered; wrecked; burned; dismantled; lacks a motor, transmission, or wheels; is on blocks; or is otherwise incapable of being driven upon the highways in conformity with the requirements of the Vehicle Code.

“Vehicle, operable” means a vehicle that is currently registered and able to be driven upon the highways in conformity with the requirements of the Vehicle Code.

...

“Yard, exterior side” means a side yard which faces a public street on a corner lot and extends from the front yard to the rear yard.

Section 13.06.060 of the Code is amended to read as follows:

13.06.060 Home Occupations.

A. Purpose and Intent. A home occupation is allowed as an accessory use in a residential neighborhood (residential-business district excepted) when it is a clearly incidental and secondary use of the site and is compatible with the surrounding neighborhood.

B. Authority. The Director is authorized to approve, impose reasonable conditions upon such approval, or deny such requests.

C. Allowed Home Occupations. Subject to the requirements of this section, the following are authorized home occupations:

1. Office use for professional services that involve the use of a computer, telephone, and other electronic equipment;

2. Music lessons, art lessons, academic tutoring, and similar uses as determined by the Director with limited clientele visits;

3. Hairdresser services with limited clientele visits;

4. On-line sales for art and craft work and similar uses as determined by the Director;

5. Cottage Food Operations and Microenterprise Home Kitchen Operation as authorized by the California Retail Food Code and subject to conditions established by the County of San Diego Department of Environmental Health;

6. Other uses may be permitted by the Director if the intensity of the activity is not detrimental to the surrounding neighborhood.

D. Prohibited Home Occupations.

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1. Automotive repair and/or engine rebuilding;
2. Upholstering;
3. Machine or welding shop;
4. Other similar commercial uses that are not compatible with residential uses as determined by the Director of Development Services.

E. Mandatory Conditions for Operation of Home Occupations. Home occupations may be permitted on property used for residential purposes based on the following conditions:

1. No persons, other than residents of the dwelling unit, shall be engaged in such activity.
2. There shall be no change in the outward appearance of the building or premises, or other visible evidence of the activity, nor shall it cause an undue amount of vehicular traffic or parking within the neighborhood.
3. There shall be no sales of products on the premises, except produce (fruit or vegetables) grown on the subject property.
4. Home occupations shall not host customers on the premises more frequently than one customer within a two-hour time period.
5. The home occupation operation shall be consistent with the permitted residential use, and shall not:
 - a. Create any conditions that are detrimental to the residential neighborhood such as significantly increased traffic; or
 - b. Cause increased noise, dust, lighting, odor, smoke, fumes, vibration, electrical, radio or television disturbances or violate any applicable ordinances or laws; or
 - c. Cause a change in the building code occupancy in the structure where it is located. Examples of uses that do not qualify as home occupation include automotive repair and/or engine rebuilding, upholstery, machine or welding shop or similar uses that are not compatible with residential uses. The activities conducted and equipment, material or hazardous materials used shall be identified on the business license application and shall not change the fire safety or residential occupancy classifications of the premises.
 - d. Involve the use of special equipment, cabinetry, fixtures, plumbing, or electrical wiring not ordinarily or customarily used in a dwelling.
6. No home occupation shall be conducted in an accessory building. Normal use of the garage may be permitted if such use does not obstruct required parking.

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7. The use shall not involve outdoor storage of materials or supplies or storage of materials in an accessory building.

8. No signs shall be displayed in conjunction with the home occupation.

9. A home occupation is not valid until a current City business license is obtained.

10. The use shall not involve the use of commercial vehicles for delivery of materials to or from the premises, other than one vehicle not to exceed a capacity of one and one-half tons owned by the operator of such home occupation.

11. If an applicant is not the owner of the property where a home occupation is to be conducted, then a signed statement from the owner approving such use of the dwelling must be submitted with the application.

12. The home occupation shall comply with the noise regulations in Chapter 5.04.

13. The home occupation shall comply with the best management practices outlined in Chapter 9.06.

Subsection (C) of Section 13.06.070 of the Code shall be amended to read as follows:

13.06.070 Temporary Uses.

...

C. Temporary Uses—Allowed. The following temporary uses shall be exempt from the permit requirements of this section, with the exception of any temporary use to be located on City property. The uses listed in this section, however, require compliance with the criteria contained in subsection D of this section.

1. Parking lot and sidewalk sales on private property for outdoor display of merchandise accessory to a current on-site business located within a commercial or industrial zoned property, are limited to 15 days per calendar year. Such temporary uses are subject to additional regulations in Section 13.12.030 G.

2. Outdoor art and craft shows or sales subject to not more than 15 days of operation or exhibition in any 90-day period;

3. Seasonal retail sale of agricultural products raised on the premises, limited to periods of 90 days in a calendar year. A minimum of 10 off-street parking spaces shall be provided;

4. Patriotic, historic, or similar displays or exhibits subject to not more than 30 days in a calendar year;

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5. Holiday display sales, that include pumpkins, Thanksgiving-related items, Christmas trees, decorations and other related accessory items, limited to no more than 90 days of operation, commencing October 15th of any given year and ending no later than January 15th of the following year;

6. Trade fairs limited to not more than 15 days of operation or exhibition in any 90-day period;

7. Charitable special events subject to not more than 15 days of operation in any 90-day period;

8. Recreational vehicles for use by guests or visitors of residents of the City are allowed subject to the conditions below. Recreational vehicles shall have the same meaning as defined in Section 13.04.140 of this title, except that boats and boat trailers are excluded:

a. The use shall not be permitted for more than 30 calendar days in any calendar year, and

b. The recreational vehicle must be parked outside the public right-of-way on a paved surface pursuant to Section 13.10.060(B)(1) of this title on property owned or leased by the host and on which there is located a permanent single-family dwelling unit occupied by the host, and

c. The location of the recreational vehicle shall not conflict with Fire Department access requirements, and

d. Water, sewer, and/or gas hook-ups except as otherwise permitted by Section 10.10.275 of this code, are not permitted. The recreational vehicle must be self-contained or water and sanitary facilities must be available within 200 feet of the vehicle, and

e. Temporary electrical service is permitted for the duration of the permit;

9. Pony rides, not more than 15 days in any 90-day period;

10. Additional uses determined to be similar to the foregoing, by the Director.

11. All temporary uses shall implement minimum best management practices as outlined in Chapter 9.02.

Subsection (E) of Section 13.06.070 of the Code shall be amended to read as follows:

13.06.070 Temporary Uses.

...

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E. Temporary Uses—Permit Required. An application for a temporary use permit shall be required for the following activities and shall be subject to conditions established by this section and any other additional conditions as may be prescribed by the Director.

1. Circuses, carnivals, rodeos, or similar traveling amusement enterprises subject to the following guidelines and conditions:

a. All such uses shall be limited to not more than 15 days, or more than three weekends, of operation in any 180-day period. To exceed this time limitation shall require the review and approval of a conditional use permit as prescribed in Section 13.06.030;

b. All such activities shall have a minimum setback of 100 feet from any residential area. This may be waived by the Director if in his or her opinion no adverse impacts would result;

c. Adequate provisions for traffic circulation, off-street parking, and pedestrian safety shall be provided to the satisfaction of the Director;

d. Restrooms shall be provided;

e. Security personnel shall be provided;

f. Special, designated parking accommodations for amusement enterprise workers and support vehicles shall be provided;

g. Noise attenuation for generators and carnival rides shall be provided to the satisfaction of the Director;

h. Comply with stormwater pollution prevention policies and best management practices;

i. Implement any other conditions the Director deems necessary to ensure compatibility with the surrounding uses and to preserve the public health, safety and welfare.

2. Model Homes. Model homes may be used as offices solely for the first sale of homes within a recorded tract subject to the following conditions:

a. The sales office may be located in a garage, trailer or dwelling;

b. Approval shall be for a two-year period, at which time the sales office use shall be terminated and the structure restored back to its original condition. Extensions may be granted by the Director in one year increments up to a maximum of four years or until 90% of the development is sold, whichever is less;

c. A cash deposit, letter of credit, or any security determined satisfactory to the City shall be submitted to the City, in an amount to be set by council resolution, to ensure the restoration or removal of the structure;

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d. The sales office is to be used only for transactions involving the sale, rent or lease of lots and/or structures within the tract in which the sales office is located, or contiguous tracts;

e. Failure to terminate the sales office and restore the structure or failure to apply for an extension on or before the expiration date will result in forfeiture of the cash deposit, a halt in further construction or inspections activity on the project site, and enforcement action to ensure restoration of the structure;

f. Street improvements and temporary off-street parking at a rate of two spaces per model shall be completed to the satisfaction of the City Engineer and Director prior to commencement of sales activities or the display of model homes;

g. All fences proposed in conjunction with the model homes and sales office shall be located outside the public right-of-way;

h. Flags, pennants, or other on-site advertising shall be regulated pursuant to the sign regulations of the municipal code;

i. Use of signs shall require submission of a sign permit application for review and approval by the Department prior to installation;

j. Each major subdivision proposing a model home complex consisting of two or more models shall provide a four square foot sign in the front yard of one or more of the models indicating that the model provides a water saving landscape and irrigation design pursuant to current City codes. A drawing or drawings shall be displayed in the model, or models, which shows the landscaping design and includes a key identifying the common name of the plants used in the design. It is encouraged that additional literature describing water conserving landscaping and irrigation be made available to prospective buyers or referenced in the interior display.

3. Travel trailers, recreational vehicles, or mobilehomes shall be permitted on active construction sites for use as either temporary living quarters for security personnel, or as a temporary residence of the subject property owner. Recreational vehicle shall have the same meaning as defined in Section 13.04.140 of this title, except that boats and boat trailers are excluded. The following conditions shall apply:

a. The Director may approve the temporary use for the duration of the construction project or for a specified period, but in no event for more than two years. If exceptional circumstances exist, a one-year extension may be granted, provided that the building permit for the first permanent dwelling or structure on the same site has also been extended; and

b. Prior to placement of the travel trailer, mobilehome or recreational vehicle on the site, any required permits from the City building division shall be obtained; and

c. Any travel trailer or recreational vehicle used pursuant to this section, shall have a valid California Vehicle license; and

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d. Any mobilehome used pursuant to this section shall meet the requirements of the State Health and Safety Code and show evidence of approval by the State Department of Housing and Community Development; and

e. Any permit issued pursuant to subdivision 3 of this subsection in conjunction with a construction project shall become invalid upon cancellation or completion of the building permit for which this use has been approved, or the expiration of the time for which the approval has been granted. The invalid use is then subject to the permits and regulations stated within Section 13.10.030(E).

4. Temporary outdoor storage is permitted in the industrial zones for industrial uses and storage and wholesale trades as identified in Table 13.14.030A, subsections A and B, subject to the following guidelines and conditions.

a. No temporary storage shall encroach into essential parking or on required handicap spaces. "Essential parking" will be an amount equal to 1.1 times the number of employees on the site. For businesses which operate in shifts or have seasonal changes in the number of employees, the number of employees on the largest shift or the highest number of employees at any time during the previous year shall be used to compute the essential parking. All employment figures must be verifiable to the satisfaction of the Director. For showroom or retail uses, essential parking will also include additional spaces provided at the rate of one space for each 250 square feet of showroom or retail floor area. Fractions of parking spaces shall be rounded up to the next whole parking space;

b. The stored materials shall be limited to those items normally associated with the principal use on the site. The provisions of this section shall not be construed as allowing a use by right which is conditionally permitted or prohibited by Table 13.14.030A subsections A through H, Use Regulations, nor shall it apply to those uses which are legal nonconforming in nature;

c. The permit may be issued for a maximum period of one year. The applicant shall notify the Director of any change to the characteristics of operation or use, tenant or occupancy that occur prior to any permit renewal;

d. Prior to establishment of the temporary outdoor storage the property owner shall record a covenant which discloses the conditions of the temporary use permit to future property owners. The form and content of the covenant is to be approved by the Director prior to recordation. A copy of the recorded document must be submitted to the City prior to establishment of use;

e. No storage may be located in a front or corner side yard frontage area and shall be located in the area on the site which is least visible from the public right-of-way, as determined by the Director;

f. All outdoor storage areas shall be designed to prevent both storm water run on and run off.

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g. Fencing must be view obscuring and cannot exceed eight feet in height from grade and would be subject to the following standards:

i. Fences must be constructed of coated chain-link with slats, solid wood fences with panels facing outward, wood with stucco, block, brick or painted metal panels. Design of fencing would be subject to the approval of the Director,

ii. If a fence is located on a property line, or the storage is visible from a common property line, and the adjacent land use is other than residential, the applicant must obtain written approval from the adjoining property owner to erect a chain-link fence. In the absence of an agreement only a solid fence of a type described in subparagraph (i) of this subdivision may be installed facing the adjoining property,

iii. If the adjoining use is residential, a solid decorative block wall will be required on the common property line,

iv. Fencing shall comply with the requirements of the Uniform Building Code;

h. No outdoor storage may exceed the height of the fence;

i. In accordance with Section 13.14.030(G)(1), no work may take place in the outdoor storage area;

j. No permit may be issued to a property for a one-year period if upon application for renewal it is found that within the previous temporary use permit period a notice of violation(s) was issued for a violation(s) of the temporary use permit;

k. Storage may not encroach into required driveways, setbacks or landscaped areas, or impede overall vehicular or pedestrian site circulation. Gates must be rolling unless otherwise approved by the Director and shall be equipped with a Knox-type security device to allow for emergency vehicle access at all times;

l. Upon expiration or termination of the permit, the property owner is required to remove all temporary fencing, unless constructed of solid wood with stucco, decorative block or brick. Any damaged landscaping or site improvements must be repaired or replaced within 30 days of the date of expiration or termination of the temporary use permit.

5. Sea cargo containers may be allowed temporarily on active construction sites, unless otherwise approved by the Director, subject to the following:

a. Sea cargo containers may only be used to temporarily store building materials or merchandise for the duration of the construction project pursuant to an active building permit.

b. Upon expiration, termination, or completion of the building permit and/or temporary use permit, the sea container and screening material must be removed.

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6. Mobile storage units or prefabricated structures, trailers, mobilehomes or recreational vehicles for temporary office use are allowed on private property, unless otherwise approved by the Director, subject to the following:

a. The temporary use is allowed for a maximum of 90 days in any calendar year. If exceptional circumstances exist, additional time may be granted by the Director;

b. Adequate parking shall be provided and the structure shall not obstruct any required driveway or be located within a required landscape area;

c. The structure shall not be visually prominent when viewed from the public right-of-way;

d. The structure shall comply with applicable fire and building codes.

7. Additional uses determined to be similar to the foregoing by the Director.

Section 13.08.070 of the Code is amended to read as follows:

13.08.070 Development review criteria.

Development review plans shall be reviewed for compliance with the purposes of the development review procedure as stated in Section 13.08.010, with the following approval criteria:

A. Relationship of Building and Site to Surrounding Area. A development review plan shall be designed and developed in a manner compatible with existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter shall give consideration to protection of the property from adverse surrounding influences, as well as, protection of the surrounding areas from potentially adverse influences within the development by such means as landscaping buffers, screens, site breaks, and use of compatible building colors and materials.

B. Relationship of Building to Site. Building designs shall include variations in rooflines and wall planes, and incorporate windows, doors, projections, recesses, arcades and/or other building details to avoid large wall surfaces.

C. Landscaping. The removal of significant native vegetation shall be minimized and the replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area and shall harmonize with the natural landscaping. Native and drought landscaping and plantings shall be used to the maximum extent practicable and shall screen those features listed in subsections D and E of this section and shall not obstruct significant views, either when installed or when they reach mature growth.

D. Roads, Pedestrian Walkways, Parking, and Storage Areas. Any development involving more than one building, or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible by existing topography, by the placement of

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buildings and structures, or by landscaping and plantings. The screening shall be designed in conformance with law enforcement community policing standards, by providing view corridors into the site from adjacent streets and properties to the satisfaction of the Director. Surveillance cameras may also be required if deemed necessary for public safety.

E. Grading. Natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site.

F. Signs. The number, size, location and design of all signs shall comply with zoning regulations and shall not detract from the visual setting of the designated area or obstruct significant views.

G. Lighting. Light fixtures for walks, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. The lighting shall be stationary, directed away from adjacent properties and shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

H. Additional Criteria for Commercial Developments. Buildings shall be sited and designed in a manner which visually and functionally best enhances their intended use for permitted office, retail or service commercial activities

Section 13.10.040 of the Code is amended to read as follows:

13.10.040 Site Development Criteria.

A. The site development criteria are intended to provide minimum standards for residential development. This section shall not be construed to supersede more restrictive site development standards contained in the conditions, covenants and restrictions of any property or dwelling unit. However, in no cases shall private deed restrictions permit a lesser standard in the case of a minimum standard of this section or permit a greater standard in the case of a maximum standard of this section.

Table 13.10.040A

Basic Development Standards—Residential

	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Minimum Net Lot Area (in square feet)	Avg. 40,000 Min. 30,000	Avg. 20,000 Min. 15,000	Avg. 10,000 Min. 8,000	6,000	none	none	none	none
Density Ranges (in du/gross acre)	0-1	1-2	2-4	2-5	7-14	14-22	22-30	30
Minimum Lot Dimensions (width/depth) (feet)	150 ¹ /150	1001/100	801/100	60/90	none	none	none	none
Minimum Flag Lot Frontage	20 feet	20 feet	20 feet	20 feet	36 feet	36 feet	36 feet	36 feet
Maximum Lot Coverage	25%	30%	35%	40%	55%	60%	70%	75%
Minimum Setbacks (in feet)								
Front ^{5, 6}	30	20	20	20	20	10	10	10
Exterior side yard	15	15	15	10	10	10	10	10
Interior side yard	10	10	8	5	10	10	10	10 or 15 ²
Rear	25	20	20	15	10	10	10	10 or 15 ²
Maximum Height (in feet)	35 (two stories)	35 (two stories)	35 (two stories)	35 (two stories)	35 (three stories)	45 (four stories)	55 (five stories)	55 (five stories)
Private Open Space (in sq. ft. per unit)	—	—	—	—	100	100	60	60
Common Open Space (sq. ft. per unit) ^{3, 4}	—	—	—	—	150	150	100	100

Notes:

¹For lots located on cul-de-sacs and 90-degree radius turn streets (knuckles), the minimum lot frontage shall be 60% of the above minimum lot width, measured at the front property line. All lots on cul-de-sacs and knuckles must meet the minimum lot width for the zoning district, as identified in the table above, at a distance from the property line equal to 50% of the minimum lot depth.

²15 feet when abutting a Single-family Residential Zone and buildings exceed 35 feet (two stories).

³A minimum of 50% of the required common open space must be consolidated in one area with a minimum dimension (width and length) of 20 feet; however, a minimum of 500 sq. ft. of common open space in one area with a minimum dimension (width and length) of 20 feet must be provided. Refer to Section 13.10.040(F) for recreational amenities.

⁴ Refer to Section 13.30.020(K) for senior housing usable open space.

⁵ Refer to Section 13.10.040(D) for front setbacks along mobility element streets.

⁶ Refer to Section 13.10.050 for variable front yard provisions.

B. Ultimate Density. The ultimate density allowed in any residential district shall be determined through the review process and public hearing process as described in this code. The Director or the Planning Commission shall have the authority to reasonably condition any residential development to ensure proper transition and compatibility to adjacent residential developments, existing or proposed.

C. Basic Development Standards. Table 13.10.040A sets forth minimum development standards for residential development projects.

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D. **Front Setbacks Along Mobility Element Streets.** It is the intent of this section to create streetscape standards for building and parking setbacks that help to identify the function of streets and to improve the scenic quality and compatibility of residential development within the community. The following table, Table 13.10.040B sets forth the minimum setbacks based upon the street classification in the mobility element of the General Plan. These setbacks shall be required for all new residential development projects located on major arterials, prime arterials or collector streets, which entail new construction on undeveloped property. Building additions subsequently done by property owners in single-family residential districts will be allowed to standard setbacks.

Table 13.10.040B
Front Setbacks¹ Along Mobility Element Streets

Feature	Building	Parking
1. Detached SFR		
a. Major/Prime Arterials	35 ft.	10 ² ft.
b. Collector Street	25 ft.	10 ² ft.
2. Attached SFR and MFR		
a. Major/Prime Arterials	25 ft.	10 ft.
b. Collector Street	20 ft.	10 ft.

Notes:

¹Setbacks contained in Table 13.10.040B shall be measured from the ultimate right-of-way location.

² For parking other than that provided by private driveways.

E. **Planned Residential Developments.** Planned Residential Developments are created by approval of a tentative map or tentative parcel map and are subject to all development requirements of the applicable zone, except as modified in Table 13.10.040E.

**Table 13.10.040E
Development Standards for Residential Lots Within a Planned Residential
Development**

	R-7	R-14
1. Minimum Net Lot Area (in square feet)	none	none
2. Minimum Lot Dimensions ² (width/depth) (feet)	none	none
3. Maximum Lot Coverage	55%	60%
4. Minimum Setbacks (in feet)		
Front ¹	10	10
Exterior side yard	5	5
Interior side yard	5	5
Rear	10	10

Notes:

¹Flag lots are prohibited within a planned residential development.

²For new PRDs, a minimum 10-foot setback shall apply along the property line between adjacent development.

F. Recreation Area/Facility. For all development within the R-7, R-14, R-22 and R-30 districts, the developer shall provide recreational amenities in conjunction with common open space, such as, but not limited to, swimming pools and spas, and court facilities (e.g., tennis, basketball, volleyball). In addition, enclosed tot lot facilities with play equipment, and large open lawn areas are required. All recreation areas or facilities required by this section shall be maintained by private homeowners' associations or private assessment districts.

G. Building Separation. Main buildings must maintain a minimum separation of 10 feet from each other. Accessory Dwelling Units must maintain a minimum separation of six feet from main buildings. Accessory structures must maintain a minimum separation of five feet from all structures.

H. Storage Space. In the R-7, R-14, and R-22 districts, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. Substitutions meeting the intent of this requirement may be approved. In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents which may be located in common areas.

I. Trash Enclosures and Trash Bins. Trash enclosures or individual trash bins must be provided for all developments.

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1. When trash enclosures are provided, a minimum of two must be provided on-site when dumpsters and commercial waste disposal are to be provided for the development. Additional trash enclosures shall be provided as needed to meet the requirements of Chapter 9.06 and Chapter 13.36 of the City of Santee Municipal Code. The enclosures shall be designed to the satisfaction of the Director and shall include:

a. A minimum six-foot high solid decorative masonry wall with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.

b. All dumpsters shall have an attached waterproof cover that shall be kept closed at all times.

c. All gaps between walls and roof of the enclosure must be screened with a 5 mm gauge.

d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible, shall not be located within any required setback or landscape area and shall not block any required parking area or driveway.

e. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

2. When individual trash bins are provided, an additional 10 square feet of storage area shall be provided in addition to the required garage space for each unit. Curbside trash collection for individual units is an acceptable alternative when access to receptacles is adequate, subject to the satisfaction of the Director.

3. All developments must also comply with the current stormwater requirements in Section 9.06.250 (C)(1) and Section 9.06.220 (B)(2).

J. Energy Conservation. This section sets forth requirements for energy conservation features.

1. All appliances and fixtures shall be energy conserving (e.g., reduced consumption showerheads, water conserving toilets, etc.). The requirements for the energy efficiency of buildings are set forth in the current California Energy Code for Climate Zone 10 in which the City is located.

2. All new residential units, including accessory dwelling units, shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures.

K. Photovoltaic Solar. This section sets forth provisions for solar access and systems. The provisions of this section shall apply to all residential districts.

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1. Photovoltaic Access

a. All new residential development projects, except condominium conversions, shall provide for future passive or natural heating or cooling opportunities.

(i) Consideration shall be given to lot size and configuration, orientation of a structure in an east-west alignment for southern exposure, lot size and configuration permitting orientation of a structure to take advantage of shade or prevailing breezes, topography, and other design and improvement requirements or constraints.

(ii) Consideration shall be given to provide the long axis of the majority of individual lots within 22.5 degrees east or west of true south for adequate exposure for solar energy systems.

b. The location of a roof mounted solar collector is required to comply with building and fire regulations. A ground mounted solar collector is required to comply with the height and setback requirements in this section.

c. All dwelling units within subdivisions shall have a minimum of 100 square feet of solar access for each dwelling unit.

2. Photovoltaic (PV) System. PV systems shall utilize high-efficiency equipment and fixtures consistent with the current Green Building Code and California Code of Regulations, Title 24 energy conservation standards.

a. A new single-family home and a detached accessory dwelling unit shall include at least a 2 kilowatt (kW) PV system.

b. Multi-family residential units shall each include at least a 1kW PV system.

c. A solar feasibility study, prepared by a qualified solar consultant shall be submitted to the Department of Development Services if the installation is infeasible due to poor solar resources.

L. Equipment Screening. Any equipment, whether on the roof, side of building, or ground, shall be screened. The method of screening shall be architecturally integrated in terms of material, color, shape and size. The screening design shall blend with the building design. Where individual equipment is provided, a continuous screen is desirable.

M. Additional Criteria for Multiple-Family Residential Developments.

1. **Site Buildings to Avoid Crowding.** Where multiple buildings are proposed, the minimum building separation shall be 10 feet in accordance with Section 13.10.040(G).

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2. Site and Design Buildings to Avoid Repetitions of Building or Roof Lines. This may be achieved through: variation in building setback; wall plane offsets; use of different colors and materials on exterior elevations for visual relief; and architectural projections above maximum permitted height in accordance with Section 13.10.050(C).

3. In the Urban Residential (R-30) zone, for each five-foot increase in building height over 45 feet, the wall plane shall be stepped back an additional five feet.

4. Where adjacent to a single-family residential zone, design buildings to ensure a transition in scale, form, and height with adjacent residential properties. Setbacks are required in accordance with Table 13.10.040A. Designs may incorporate elements such as building massing and orientation, location of windows, building story stepbacks, building materials, deep roof overhangs, and other architectural features that serve to further transition the scale.

5. Projects shall be designed so that assigned parking spaces are located as close as practicable to the dwelling units they serve. Refer to Section 13.24.030(B) for additional parking standards.

6. The visual impact of surface parking areas adjacent to public streets shall be minimized through the use of mounded or dense landscape strips or low decorative masonry or stucco walls no more than three and one-half feet in height. Parking areas shall be treated with decorative surface elements to identify pedestrian paths, nodes and driveways.

7. In accordance with the "Crime Prevention through Environmental Design" program, site and building design shall incorporate at a minimum, the following additional elements:

a. Access control by defining entrances to the site, buildings and parking areas with landscaping, architectural design, lighting, and symbolic gateways; dead-end spaces shall be blocked with fences or gates or otherwise prohibited.

b. Natural surveillance by designing buildings and parking structures so that exterior entrances/exits are visible from the street or by neighbors, and are well lit; windows shall be installed on all building elevations; recreation areas, elevators and stairwells shall be clearly visible from as many of the units' windows and doors as possible; playgrounds shall be clearly visible from units and not located next to parking lots or streets.

c. Territorial reinforcement by defining property lines with landscaping and decorative fencing; individually locking mailboxes shall be located next to the appropriate units and common mailbox facilities shall be well lit. All buildings shall be clearly addressed and visible from the adjoining street(s).

d. Architecturally designed wayfinding signs shall be installed on the premises.

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e. Maintenance of the site and common areas by regular pruning of trees and shrubs back from windows, doors and walkways; exterior lighting shall be used and maintained and inappropriate outdoor storage shall be prohibited.

Section 13.10.050 of the Code is amended to read as follows:

13.10.050 Special Development Criteria

The special development criteria set forth in this section are intended to provide minimum standards for residential development.

A. Attached and Detached Residential Accessory Structures.

1. Attached and detached residential accessory structures which require a building permit (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:

a. Height. The maximum height for accessory structures is 16 feet (one story).

b. Rear Yard Setback. Attached and detached residential accessory structures or additions may be located four feet from the rear property line, excluding eave overhang.

c. Side Yard Setback. Attached or detached residential accessory structures may be located four feet from the side interior property line, excluding eave overhang. Attached and detached residential accessory structures may not encroach into required exterior side yard setbacks.

d. Front Yard and Corner Side Yard. No detached residential accessory structure shall be placed in front of the main structure.

e. Size. The maximum allowable gross floor area for all detached residential accessory structures in conjunction with an existing single-family residence shall not exceed 50% of the living area of the primary residence. A 400-square-foot detached garage is permitted in all cases if a garage does not currently exist on site.

f. Additional Standards for Accessory Structures.

1. The following items may be allowed in an accessory structure, such as a garage, workshop, cabana, or similar structure, with recording of a City-approved deed restriction:

i. Wetbar/kitchen.

ii. Wash basin (sink and drain).

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iii. Bathroom.

2. Metal finish buildings over 120 square feet are prohibited.
3. Sea cargo containers are prohibited.

B. Projections into Yards.

1. Eaves, roof projections, awnings, and similar architectural features may project into required yards a maximum distance of two feet, provided such appendages are supported only at, or behind, the building setback line.

2. Fireplace chimneys, bay windows, balconies, fire escapes, exterior stairs and landings and similar architectural features and equipment for pools and air conditioning may project into required yards a maximum distance of two feet, provided such features shall be at least three feet from a property line. Equipment must be screened with materials and colors that blend with the building design.

3. Uncovered decks, platforms, uncovered porches, and landing places which do not extend above the first floor level of the main building and are not at any point more than 32 inches above grade, may project into any front or corner side yard a maximum distance of 10 feet, and project into any rear or interior side yard up to the property line. Where not extending above the first floor level but where greater than 32 inches above grade, must be at least five feet from all side property lines and 10 feet from the rear and front property lines.

4. Projections Over a Slope. If a structure is constructed such that it projects over a slope, and the structure is visible from a public street, the underside of the structure shall either be enclosed or landscaping shall be provided to screen the structure from public view to the satisfaction of the Director.

5. Two-story additions may encroach a maximum of five feet into the required rear yard setback if the Director determines that the encroachment is necessary for a continuation and extension of the architectural design, style, and function of the structure.

C. Projections Above Height Limits. Except as provided for in Chapter 13.34, flues, chimneys, antennas, elevators, other mechanical equipment, utility, and mechanical features may exceed the height limit of the base district in Table 13.10.040A by no more than 15 feet, provided such feature shall not be used for habitable space and appropriate screening is provided as determined by the Director. Architectural appurtenances to churches and other religious institutions involving a steeple, or cross combination thereof, and clock towers, may exceed the maximum height of the base district if it is determined through the development review permit or conditional use permit process that architectural compatibility and appropriate building scale are achieved and maintained.

D. Variable Front Yard Provisions. Front setbacks required by the base district may be averaged on the interior lots within a new single-family detached or detached condominium subdivision. Additions to single-family homes in established residential

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subdivisions shall be allowed to build to the pre-established front yard setback of the subdivision without the need for a variance.

E. Fences, Walls and Hedges. The following provisions regarding fences, walls and hedges shall apply to all residential districts.

1. Fences, walls, hedges, or similar view obstructing structures or plant growth that reduce visibility and the safe ingress and egress of vehicles or pedestrians shall not exceed a height of three and one-half feet in the front yard. A combination of solid and open fences (e.g., wrought iron, chain link, Plexiglas) not exceeding six feet in height may be located in a required front yard or visibility clearance area, provided such fences are constructed with at least 90% of the top two and one-half feet of their vertical surface open, and non-view-obscuring.

2. Fences or walls, not exceeding six feet in height, may be located in a required exterior side yard, rear, or interior side yard. Walls required by the City for noise mitigation may be up to eight feet in height and may be located within the exterior side yard setback or rear setback adjacent to a street. The noise wall shall be designed such that it does not reduce visibility and the safe ingress and egress of vehicles or pedestrians.

3. A visibility clearance area shall be required on corner lots in which nothing shall be erected, placed, planted or allowed to grow exceeding three and one-half feet in height. Such area shall consist of a triangular area bounded by the street right-of-way lines of such corner lots and a line joining points along said street lines 20 feet from the point of intersection.

4. Outdoor recreation court fences not exceeding 12 feet in height shall be located five feet from any rear or side property lines, except when adjacent to outdoor recreation courts on adjacent properties.

5. Barbed wire, concertina wire, or similar security devices are not allowed in residential zones.

6. Walls constructed next to a Mobility Element Street shall be constructed with decorative materials to the satisfaction of the Director. Anti-graffiti surfaces shall be provided pursuant to Chapter 7.16.

F. Swimming Pools, Spas and Recreational Courts.

1. Swimming pools, spas, tennis courts, basketball courts, or similar paved outdoor recreational courts, shall not be located in any required front yard, and shall be located no closer than three feet from any rear, side or corner side property line.

2. Outdoor lighting poles and fixtures are permitted not to exceed 12 feet in height. Any such lighting shall be designed to project light downward and shall not create glare on adjacent properties.

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G. Mobile Home Parks. For mobile home park development provisions, refer to Chapter 13.22.

H. Use of Required Yards.

1. Street Yards. Except as otherwise permitted, a street yard shall be used only for landscaping, pedestrian walkways, driveways, or off-street parking.

2. Rear and Interior Side Yards. Except as otherwise permitted, these yards shall be used only for landscaping, pedestrian walkways, driveways, off-street parking or loading, recreational activities or similar accessory activities.

I. Lights. All public parking areas shall be adequately lighted. All lighting shall be designed and adjusted to reflect light away from any road or street, and away from any adjoining premises. All lights and illuminated signs shall be shielded or directed so as to not cause glare on adjacent properties or to motorists.

Section 13.10.060 of the Code is amended to read as follows:

13.10.060 General Provisions.

A. Property Maintenance. All buildings, structures, yards and other improvements shall be maintained in a manner which does not detract from the appearance of the immediate neighborhood. The following conditions are prohibited:

1. Dilapidated or deteriorating structures, including, but not limited to, fences, roofs, doors, walls, and windows.

2. Accumulation of scrap lumber, junk, trash, debris, or inoperative vehicles is prohibited.

3. Parking of vehicles on an unpaved surface.

4. Swimming pools that are not properly treated with chemicals as well as pools, with or without water, that are not properly fenced to prohibit access, thereby creating a threat to the public health and safety.

B. Vehicle and Equipment Repair and Storage. The following provisions shall apply to any vehicle, motor vehicle, camper, camper trailer, trailer, unmounted camper, trailer coach, motorcycle, boat or similar conveyance in all residential districts, and to all sites in any other district used for residential occupancy:

1. Off-street parking, driveways, and storage of the above conveyances shall be conducted on an approved surface only, including concrete, concrete pavers, asphalt, and gravel. The entire area beneath the conveyance must be covered with an approved surface. Such conveyances shall be prohibited to be parked or stored on unpaved surfaces, such as lawns or dirt surface, subject to the following:

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a. Paved areas shall not exceed 50% of the required front yard area including all areas used for parking of vehicles and the area providing access to such parking areas. This section shall not prohibit the paving of a standard width driveway (20 feet) to a required off-street parking area on a cul-de-sac lot, or other similar narrow lot as determined by the Director.

b. Approval of more than 50% pavement coverage with the exception of a cul-de-sac lot or other similar narrow lot described above is subject to a minor exception permit pursuant to Section 13.06.050 of this title.

2. Minor repair of automobiles or other vehicles shall only be conducted within a garage or accessory building and be limited to incidental work on personal vehicles legal owned by the resident. Assembling, disassembling, wrecking, modifying, restoring, or otherwise working on any of the above conveyances shall be prohibited.

3. Storing, placing or parking any of the above conveyances, or any part thereof, which is disabled, unlicensed, unregistered, inoperative, or from which an essential or legally required operating part is removed, shall be prohibited unless conducted within a garage or accessory building.

4. Notwithstanding the provisions of subdivisions 1 and 2 above, emergency and short-term or temporary parking of any of the above conveyances, when owned by a person residing on the lot, may be conducted for an aggregate period of up to 24 hours in any continuous period of 48 hours exclusive of the screening requirements.

5. For the purpose of this section, references to types of conveyances shall have the same meaning as defined in the Vehicle Code of the State of California, where such definitions are available.

C. On lots with a side yard of less than 10 feet, with no access to the rear yard, and with no other on-site parking areas located outside of the front or side yard, one of the following vehicles may be parked outdoors in the required front, side, or street side yard subject to the requirements contained in this section: recreational vehicles, travel trailers, trailers, boats, all-terrain vehicles, motorcycles, and similar equipment.

1. Vehicles and equipment shall be maintained in an operable condition. An operable, self-propelled vehicle may be parked in the same manner as any other operable vehicle.

2. Parked vehicles and equipment shall be placed perpendicular to the front property line when the item is located within the required front yard.

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D. Unless otherwise specified within this code or by conditional use permit, all activities, work and storage of materials within residential districts shall entirely be within an enclosed building.

Table 13.12.030A of Section 13.12.030 of the Code is amended to read as follows:

13.12.030 Commercial and office use regulations.

Uses listed in Table 13.12.030A shall be allowable in one or more of the commercial districts as indicated in the columns beneath each district heading. Where indicated with the letter "P," the use shall be a permitted use in that district. Where indicated with the letter "C," the use shall be a conditional use subject to a conditional use permit in that district. Where indicated with the letters "MC," the use shall be a conditional use subject to a minor conditional use permit in that district. Where indicated with a dash "—," or if the use is not specifically listed in Table 13.12.030A and is not subject to the use determination procedures contained in Section 13.04.040, the use shall not be permitted in that district. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants, and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the use determination procedure outlined in Section 13.04.040 shall be followed.

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**Table 13.12.030A
Use Regulations for Commercial/Office Districts**

e	OP	NC	GC
Offices and Related Uses			
Administrative and executive offices	P	P	P
Bail bonds office	P	—	P
Clerical and professional offices	P	P	P
Financial services and institutions	P	P	P
Medical, dental and related health administrative and professional offices services (nonanimal related) including laboratories and clinics; only the sale of articles clearly incidental to the services provided shall be permitted	P	P	P
Accessory commercial uses when incidental to an office building or complex (blueprinting, stationery, quick copy, etc.)	P	P	P
General Commercial Uses			
Antique shops	—	P	P
Animal care facility, small animal only (animal hospital, veterinarian, commercial kennel, grooming)			
Excluding exterior kennel, pens or runs	—	P	P
Including exterior kennel, pens or runs	—	—	C
Apparel stores	—	P	P
Art, music and photographic studios and/or supply stores	P	P	P
Dance, gymnastics, martial arts, or fitness / sports school or studio	—	P	P
Appliance repair and incidental sales including, but not limited to small household appliances, computers and vending machines, and provided all work activities and storage occurs entirely within an enclosed building	—	P	P
Arcades, more than amusement devices (see special requirements per Section 13.12.030(F); also subject to the provisions contained in Title 4 of this code)	—	MC	MC
Athletic and health clubs	P	P	P
Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	—	—	P
Automotive services including automobiles, trucks, motorcycles, boats, trailers, mopeds, recreational vehicles or other similar vehicles as determined by the Director			
Sales	—	—	C
Rentals			
With on-site vehicle storage	—	MC	MC

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No on-site vehicle storage	P	P	P
Repairs including painting, body work and services	—	—	P
Washing (coin and automatic)	—	MC	P
Service or gasoline dispensing stations including mini-marts, accessory car washes, and minor repair services accessory to the gasoline sales	—	C	C
Parts and supplies excluding auto recycling or wrecking	—	P	P
. Bakeries	—	P	P
. Barber and beauty shops and/or supplies	P	P	P
. Bicycle sales and shops (nonmotorized)	—	P	P
. Blueprint and photocopy services	P	P	P
. Book, gift and stationery stores (other than adult related material)	P	P	P
. Candy stores and confectioneries	—	P	P
. Catering establishments (excluding mobile catering trucks)	—	—	P
. Cleaning and pressing establishments, retail	P	P	P
. Cemeteries	—	—	—
. Commercial recreation facilities			
Indoor uses including, but not limited to, bowling lanes, theaters, and billiard parlors	—	—	P
Outdoor uses, including, but not limited to, golf, tennis, basketball, baseball, trampolines, and drive-in theaters	—	—	C
. Contractor (all storage of material, equipment within an enclosed building)	—	—	P
. Dairy products stores	—	P	P
. Department stores	—	P	P
. Drive-in business (excluding theaters and fast food restaurants)	—	P	P
. Drug stores and pharmacies	P	P	P
. Equipment sales/rental yards (light equipment only)	—	—	MC
. Farmer's market (See Section 13.12.030(G)(4))	—	MC	MC
. Feed and tack stores (all supplies and materials within an enclosed building)	—	—	P
. Florist shops	P	P	P
. Food and beverage sales or service			
Cocktail lounge, bar or tavern			
Not accessory to a restaurant and with or without entertainment, other than adult related	C	C	C
Accessory to a restaurant, coffee shop and with or without entertainment, other than adult related	P	P	P
Nightclubs or dance halls, not including adult related entertainment	—	C	C

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Snack bars, delicatessens, or refreshment stands, take-out only, and accessory to an office use	P	P	P
Fast food restaurants with drive-in or drive-through service	—	C	C
Restaurants or coffee shops, other than fast food with or without alcoholic beverages and without entertainment	P	P	P
Supermarkets (including the sale of alcoholic beverages)	—	P	P
Convenience markets	—	P	P
Liquor stores	—	C	C
Clubs and lodges with alcoholic beverage service	—	C	C
. Furniture stores, repair and upholstery	—	P	P
. General retail stores	—	P	P
. Hardware stores	—	P	P
. Home improvement centers			
Material stored and sold within enclosed buildings	—	P	P
Outdoor storage of material such as lumber and building materials	—	—	MC
. Hotels and motels	C	—	C
. Interior decorating service	P	P	P
. Janitorial services and supplies	—	P	P
. Jewelry stores	—	P	P
. Kiosks for general retail and food sales, key shops, film drops, automatic teller machines, etc. in parking lots	MC	MC	MC
. Laundromat and dry cleaning services	—	P	P
. Locksmith shop	—	P	P
. Mining	C	C	C
. Mobile home sales	—	—	C
. Mortuaries, excluding crematoriums	—	—	P
. Newspaper and magazine stores	P	P	P
. Nightclub, teenage	—	—	C
. Nurseries (excluding horticultural nurseries) and garden supply stores; provided all equipment, supplies and material are kept within an enclosed building	—	P	P
with outdoor storage and supplies	—	MC	MC
. Office and business machine stores and sales	P	P	P
. Parking facilities (commercial) where fees are charged	P	—	P
. Pawnshop	—	—	P
. Parcel delivery service (excluding on-side truck storage and truck terminals)	—	—	P

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. Political or philanthropic headquarters	P	P	P
. Pet shop ¹	—	P	P
. Plumbing shop and supplies (all materials stored within an enclosed building)	—	P	P
. Printing and publishing	P	—	P
. School, business or trade (all activities occurring within an enclosed building)	P	P	P
. School, commercial (all activities occurring within an enclosed building)	—	P	P
. Second hand store or thrift shop	—	P	P
. Shoe stores, sales and repair	—	P	P
. Shopping center subject to provisions in Section 13.12.030(F)	—	C	C
. Small collection facility	P	P	P
. Spiritualist readings or astrology forecasting	—	—	P
. Sporting goods stores	—	P	P
. Stamp and coin shops	—	P	P
. Swimming pool or spa sales and/or supplies	—	P	P
. Tailor or seamstress	P	P	P
. Tanning salon, massage, and other body conditioning services	—	P	P
. Tattoo parlor or body piercing salon	—	—	—
. Taxidermist	—	—	P
. Television, radio sales and service	—	P	P
. Tire sales and installation, not including retreading and recapping	—	—	P
. Toy stores	—	P	P
. Travel agencies	P	P	P
. Transportation facilities (train, bus, taxi depots)	C	C	C
. Variety stores	—	P	P
Public and Semi-Public Uses			
Ambulance service	C	C	C
Art galleries and museums, public or private	P	P	P
Biological habitat preserves (unless otherwise approved by another entitlement)	P	P	P
Churches, convents, monasteries and other religious institutions	C	C	C
Clubs and lodges, including YMCA, YWCA and similar group uses without alcoholic beverage sales (clubs and lodges serving or selling alcoholic beverages shall come under the provisions of subsection (B)(30) of this table)	MC	MC	MC
Convalescent facilities and hospitals	C	—	C
Day care center facilities	C	C	C

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Detention facility	—	—	—
Educational facilities, excluding business or trade schools and commercial schools	C	C	C
. Library	P	P	P
. Parks and recreation facilities, public or private (excluding commercial recreation facilities)	C	C	C
. Post office	P	P	P
. Public buildings and facilities	C	C	C
. Radio or television broadcast studio	—	—	C
Accessory Uses			
Auxiliary structures and accessory uses customarily incidental to a permitted use and contained on the same site	P	P	P
Caretaker’s living quarters only when incidental to and on the same site as a permitted or conditionally permitted use	P	P	P
Amusement devices, per Section 13.12.030(F)	—	P	P
Temporary Uses			
Temporary uses subject to the provisions contained in Section 13.06.070	P	P	P

Note:

¹Subject to pet sourcing requirements of the State of California.

Section 13.12.040 of the Code is amended to read as follows:

13.12.040 Site Development Criteria.

The site development criteria set forth in this section are intended to provide minimum standards for the development and use of land within the commercial/office districts. These site development criteria should be used in conjunction with the design guidelines which are set forth in Section 13.08.070. Use of the design guidelines in conjunction with these criteria will assist the designer in determining the best design for any given development project.

A. Site Dimensions and Height Limitations. Table 13.12.040A sets forth the minimum lot dimensions and height limitations. The creation of new lots within these zones shall conform to these minimum dimensions, except in the case of condominium lots or lots within a shopping center, in which case, no minimums are established. This exception is only applicable when the sites in question are being developed as one integrated development and appropriate measures are taken to insure reciprocal access, parking and maintenance.

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B. Setbacks. Table 13.12.040B sets forth the minimum setbacks for buildings and parking facilities, as well as the amount of the setbacks to be landscaped. These provisions apply equally to each of the three commercial districts.

**Table 13.12.040A
Site Dimensions and Height Limitations**

Feature	OP	Standard NC	GC
1. Minimum lot width ¹	70 feet	300 feet	150 feet
2. Height limitations			
a. Structure within 50 feet of a residential district	25 feet	25 feet	25 feet
b. Other locations	40 feet ²	40 feet ²	40 feet ²

Notes:

¹Parcels created within shopping centers are exempt from these standards, as long as a conceptual development plan for the entire center has been developed and appropriate easements for reciprocal access, parking and maintenance is provided.

²Proposals for development exceeding this height shall require the approval of a conditional use permit.

New Subsection (C) is added to Section 13.12.040 of the Code to read as follows:

13.12.040 Site Development Criteria.

...

C. Energy Conservation. All new commercial buildings shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures and shall utilize high-efficiency equipment and fixtures consistent with California Code of Regulations, Title 24 (“Title 24”) energy standards.

1. Cool Roofs. New commercial buildings shall be installed with cool roofs and designed as required by Title 24.

2. Photovoltaic Solar System. New commercial buildings shall be installed with at least 1.5 watt (W) photovoltaic system per square foot of building area.

Table 13.14.030A in Section 13.14.030 of the Code is amended to read as follows:

13.14.030 Industrial use regulations.

Uses listed in Table 13.14.030A shall be allowable in one or more of the industrial districts as indicated in the columns beneath each industrial district. Where indicated with the letter “P,” the use shall be a permitted use in that district. Where indicated with the letter “C,” the use shall be a conditional use subject to the conditional use permit process in that district. Where indicated with the letters “MC,” the use shall be a conditional use subject to a minor conditional use permit in that district. Where indicated with a dash “—,” or if the use is not specifically listed in Table 13.14.030A and is not subject to the use

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determination procedure contained in Section 13.04.040, the use shall not be permitted in that district. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants, and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the use determination procedure outlined in Section 13.04.040 shall be followed.

**Table 13.14.030A
Use Regulations for Industrial Districts**

Uses	IL	IG
A. Industrial Uses		
Manufacturing, compounding, assembly or treatment of articles or merchandise from the following previously prepared typical materials such as, but not limited to, canvas, cellophane, cloth, cork, felt, fiber, fur, glass, leather, paper (no milling), precious or semiprecious stones, metals, plaster, plastic, shells, textiles, tobacco, wood and yarns; novelty items (not including firework or other explosive type items), electrical appliances, motors and devices; radio, television, phonograph and computers; electronic precision instruments; medical and dental instruments; timing and measuring instruments; audio machinery; visual machinery; cosmetics, drugs, perfumes, toiletries and soap (not including refining or rendering of fats or oils)	P	P
Bottling plants	P	P
Building materials manufacturing, subject to the provisions	—	P
Cement products manufacturing	—	P
Fruit or vegetable packing houses	C	P
Fruit or vegetable products manufacturing, including frozen foods	C	P
Furniture upholstery	P	P
Hazardous waste treatment facility	—	C
Laboratories (chemical, dental, electrical, optical, mechanical and medical)	P	P
0. Mining	C	C
1. Rubber and metal stamp manufacturing	P	P
B. Storage Trades		
Contractors yards, subject to the provisions of Section 13.14.030(G)	—	MC
Contractor (all storage of material, equipment within an enclosed building)	P	P
Equipment sales/rental yards	P	P
Fleet storage	MC	MC
General warehousing/wholesale and distribution	P	P
Mini storage, public storage	C	C
Trailer, truck or bus terminal	—	C
Vehicle storage yard	—	MC
Recreational vehicle storage facility	MC	MC
C. Services		

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Uses	IL	IG
Administrative, executive, real estate, and/or research offices	P	P
Animal care facility		
a. Completely within an enclosed building	P	P
b. With exterior kennels, pens or runs	C	C
Appliance repair and incidental sales (including, but not limited to, small household appliances, computers and vending machines, and provided all work activities and storage occurs entirely within an enclosed building)	P	—
Athletic or health clubs, indoor	MC	—
Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	P	P
Automotive services, including automobiles, trucks, motorcycles, boats, mopeds, recreational vehicles, or other small vehicles as determined by the Director. All vehicles shall be stored on-site and shall not occupy any required parking space, access aisle or landscape area		
a. Sales	C	MC
b. Rentals	C	MC
c. Repairs (major engine work, muffler shops, painting, body work and upholstery) completely	P	P
d. Washing (coin and automatic)	P	P
. Service or gasoline dispensing stations including mini-marts with or without alcoholic beverage sales, accessory car washes, and/or minor repair services as accessory to the gasoline sales	C	C
Barber or beauty shops	P	—
Blueprinting and photocopying	P	P
Catering establishments (excluding mobile catering trucks. See Fleet Storage)	P	—
0. Collection facility, large		
. Indoor	P	P
. Outdoor	C	C
1. Collection facility, small	P	P
2. Dance, gymnastics, martial arts, or fitness / sports school or studio - indoor	P	P
3. Distributors showrooms	P	P
4. Food and beverage sales or service		
. Cocktail lounge, bar or tavern		
i. Not within a restaurant and with or without entertainment, other than adult related	C	—
ii. Accessory to a restaurant or a coffee shop, and without entertainment	P	—
. Nightclubs or dance halls, not including adult related entertainment	C	—
. Snack bars, delicatessens, or refreshment stands, accessory to a business complex	P	P
. Fast food restaurants with drive-in or drive-through service	—	—
. Restaurants or coffee shops, other than fast food		
i. With entertainment or dancing, other than adult related, and/or serving of alcoholic beverages	P	—
ii. Without entertainment or dancing and with or without alcoholic beverage sales	P	—
Clubs and lodges serving alcoholic beverages	C	—
5. Helipad without maintenance facilities	—	C
6. Home improvement centers		
. Material stored and sold within enclosed buildings	P	P

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Uses	IL	IG
6. Outdoor storage of material such as lumber and building materials, subject to the provisions contained in Section 13.14.030(G)(2)	MC	P
7. Interior decorating service	P	P
8. Janitorial services and/or supplies	P	—
9. Locksmith shop	P	P
0. Micro-brewery, with or without tasting room and/or food service	P	P
1. Motels, hotels, and/or convention centers	C	C
2. Music or recording studio	P	—
3. Newspaper publishing, printing and distribution, general printing, and lithography	P	P
4. Nurseries, excluding horticultural nurseries, and garden supply stores provided all equipment, supplies and materials are kept within an enclosed building or fully screened enclosure and fertilizer of any type is stored in package form only	P	—
5. Parcel delivery service (excluding truck terminals)	P	P
6. Pest control service	P	P
7. Pistol, rifle or archery range (indoor only)	P	P
8. Photography studio or video production	P	P
9. Retail sales of products produced, wholesaled, or manufactured on the premises commercial when in conjunction with a permitted or conditional use not occupying more than 25% of the gross floor area	P	P
0. Rug cleaning and repair	P	P
1. School, business or trade	P	—
2. Swimming pool sales and supplies	P	—
3. Tattoo parlor and/or body piercing salon	P	—
4. Tire re-treading and recapping	—	P
5. Tobacco paraphernalia business	—	MC
6. Welding shop	P	P
. Public and Semi-Public Uses		
Ambulance services	C	C
Biological habitat preserve (unless approved by another entitlement)	P	P
Clubs and lodges, including YMCA, YWCA, and similar group uses without alcoholic beverage sales. (Clubs and lodges serving or selling alcoholic beverages shall comply with Section 13.14.030(C)(15) of this table)	MC	—
Day care center	C	—
Detention facility	—	—
Educational facility, excluding business and trade schools and commercial schools	C	C
Emergency shelter (subject to the provisions of Section 13.14.030(K))	—	P
Parks and recreation facilities, public or private	C	—
Post offices and postal terminals	C	C
0. Public buildings and facilities	C	C
1. Religious institutions	C	C
2. Solid waste recycling and transfer facility	—	C
. Accessory Uses		
Auxiliary structures and accessory uses customarily incidental to an otherwise permitted use and located on the same site	P	P
Caretakers residence only when incidental to and on the same site as a permitted or conditional use	P	P
Incidental services for employees on a site occupied by a permitted or conditional use, including day care, recreational facilities, showers and locker rooms and eating places	P	P
Overnight parking of vehicles used regularly in the business, provided all required parking spaces are available for use during business hours	P	P
Outdoor storage (subject to the provisions contained in Section 13.14.030(G)(2))	MC	MC

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Uses	IL	IG
Temporary Uses		
Temporary uses as prescribed in Section 13.06.070 and subject to those provisions	P	P

New Subsection (D) is added to Section 13.14.040 of the Code is amended to read as follows:

13.14.040 Industrial use regulations.

...

D. Energy Conservation. All new commercial and industrial buildings shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures and shall utilize high-efficiency equipment and fixtures consistent with the California Code of Regulations, Title 24 ("Title 24") energy conservation standards.

1. Cool Roofs. All new commercial and industrial buildings shall be installed with cool roofs and designed as required by Title 24.

2. Photovoltaic Solar System. New commercial and industrial buildings shall be installed with at least 1.5 watt (W) photovoltaic system per square foot of building area.

Subsection (A) of Section 13.16.020 of the Code is amended to read as follows:

13.16.020 Park/open space use regulations.

A. Uses listed in Table 13.16.020A shall be allowable. Where indicated with the letter "P," the use shall be a permitted use. Where indicated with the letter "C," the use shall be a conditional use subject to the conditional use permit. Where indicated with the letters "MC," the use shall be subject to a minor condition use permit. Where indicated with a dash "—," or if the use is not specifically listed in Table 13.16.020A, the use shall not be permitted. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the procedure outlined in Section 13.04.040, Use determination, shall be followed.

Section 13.21.070 of the Code is amended to read as follows:

13.21.070 Performance standards for commercial/office use.

A. The activity shall comply with all provisions of the general development performance standards of Section 13.30.010 through Section 13.30.030, including residential noise standards.

B. There shall be no vendor deliveries before 7:00 a.m. and after 6:00 p.m.

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- C. All business activity must be conducted within an enclosed building and there shall not be outside storage of products or materials.
- D. One permanent sign is allowed, not to exceed 21 square feet, and shall be wall mounted. Electronic message signs are not permitted.
- E. Overnight parking of no more than one commercial type vehicle or vehicle identified for business purposes is permitted, provided that the vehicle does not exceed a capacity of one and one-half tons, that the vehicle is registered to an occupant of the residence, and the vehicle does not utilize a parking space required for the residential use.
- F. A building may be used for residential and nonresidential use pursuant to this chapter. (Ord. 566 § 3, 2019)
- G. Metal finish buildings over 120 square feet are prohibited.

Section 13.21.080 of the Code is amended to read as follows:

13.21.080 Residential Use within the IL light industrial base district.

- A. All new construction shall be in conformance with the IL light industrial district.
- B. Notwithstanding subsection A of this section, minor residential building additions are allowed by right that cumulatively do not exceed 50% of the square footage of the existing residence, and do not exceed the maximum permitted lot coverage of 40%.
- C. Within the light industrial base district, the principal residential use shall not be allowed to be reestablished after the residential structure has been replaced with a structure intended for a light industrial principal use.
- D. Metal finish buildings over 120 square feet are prohibited.

Subsection (B) of Section 13.24.040 of the Code is amended to read as follows:

13.24.040 Parking Requirements

...

- B. Nonresidential.
 - 1. Commercial, Retail and Service Uses.
 - a. Commercial uses in conjunction with the R-30 mixed use overlay shall provide one off-street parking space for each 400 square feet of leasable floor space, and may be unenclosed.

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b. Neighborhood and general commercial shopping centers shall provide one off-street parking stall for each 250 square feet of gross floor area for all buildings and/or uses in the center. This shall apply to all commercial centers in the City, unless the delineation of independent uses is provided pursuant to Section 13.24.020. If the delineation of independent uses is known, then the standards listed below shall apply.

c. Automobile washing and cleaning establishments, except self-service: 16 parking stalls.

d. Self-service automobile washes: two and one-half for each washing stall.

e. Automobile service and gas station: three spaces plus two for each service bay.

f. Cemeteries: as specified by conditional use permit.

g. Lumber yards: one for each 250 square feet of gross floor area for retail sales, plus one for each 1,000 square feet of open area devoted to display (partially covered by roof, awning, etc.) or sales.

h. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.

i. Motels and hotels: one parking space for each guest unit and two spaces for resident manager or owner, plus one space per 50 square feet of banquet seating area.

j. Motor vehicle sales or rentals, recreational vehicle sales or rentals, automotive repair, painting, body work or service: one per 400 square feet of building gross floor area. If there is no building on-site, the parking standard shall be one space per 1,000 square feet of lot area.

k. Trade schools, business colleges and commercial schools: one for each three student-capacity of each classroom plus one for each faculty member or employee.

2. For new or redeveloped shopping centers within ¼ mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10 percent from the current parking requirements.

New Subdivision (C)(4) is added to Subsection (C) of Section 13.24.040 of the Code to read as follows:

13.24.040 Parking Requirements

...

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C. Special Requirements. The following parking requirements are applicable to all commercial, industrial and office land uses. These special stalls shall be closest to the facility for which they are designated in order to encourage their use.

...

4. Electric vehicles.

a. The garage of a new single-family home shall be installed with complete 40 Amp electrical service and minimum AC Level 2 electrical vehicle charging station.

b. The garage or carport of each multi-family residential unit shall be installed with complete 40 Amp electrical service and minimum AC Level 2 electrical vehicle charging station. In addition, an electrical vehicle charging station shall be installed for 13 percent of the total guest parking spaces.

c. New office space, regional shopping centers, and movie theaters parking areas shall be installed with minimum Level 2 electrical vehicle charging station for five percent of the total number of parking spaces provided.

d. Parking areas of new industrial and other land uses employing 200 or more employees shall be installed with minimum Level 2 electrical vehicle charging stations for five percent of the total number of parking spaces provided.

e. Parking Stall Marking. Paint, in the same paint used for stall striping, the following characters such that the lower edge of the last word aligns with the end of the stall striping and is visible beneath a parked vehicle: ELECTRIC VEHICLE

f. Parking designated for "electric vehicles," including spaces associated with clean air vehicles, shall count toward meeting the minimum on-site parking space requirements set forth in this chapter.

Section 13.30.020 of the Code to read as follows:

13.30.020 General Development Standards

...

D. Auxiliary Structures. Auxiliary structures shall meet all of the setback requirements for main buildings unless otherwise specified within this code. Height of auxiliary structures shall be a maximum of 16 feet.

...

G. Fencing and Walls in the Open Space Zone.

1. Fences or walls located in the open space zone shall adhere to the fence height limitations of the residential zones unless otherwise approved pursuant to a development permit.

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2. The Director may approve the use of security devices such as barbed wire, concertina wire or similar devices in the open space zone, provided the fencing will not adversely impact the public health or safety and it does not present a negative visual impact.

3. Walls constructed next to a mobility element street shall be constructed with decorative block to the satisfaction of the Director.

4. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

H. Metal Finish. Primary buildings for commercial or industrial development with an exterior metal finish are prohibited unless the building is comprehensively designed and approval of a Development Review Permit is obtained. The project shall comply with the development criteria in Section 13.08.070 and the performance standards in Section 13.30.030.

I. Large Family Day Care Homes. All large family day care homes shall comply with the following:

1. An area shall be provided for the temporary parking of at least two vehicles for the safe loading and unloading of children. In most cases, the driveway in front of a two-car garage will satisfy this requirement.

2. No large family day care home shall be permitted within 300 feet of another large family day care home on the same street frontage.

3. The premises for which application for a business license is made shall be inspected by the Fire Department and shall meet the requirements of the state Fire Marshal's regulations pertaining to large family day care homes in order for a business license to be approved.

4. All permits and licenses required by State law shall be obtained prior to commencing operation and all such licenses or permits shall be kept valid and current.

J. Equipment Screening. Any equipment, whether on the roof, on the side of a building, or on the ground, shall be screened from view. The method of screening shall be architecturally integrated with the building design in terms of material, color, shape and size. Where individual equipment is provided, a continuous screen is desirable.

K. Trash Enclosures. All office, commercial and industrial developments shall provide an adequate number of trash enclosures on-site to meet the requirements of Chapter 9.06 and Section 9.02.230 or amendments thereto. The enclosures shall be designed to the satisfaction of the Director and shall include:

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1. A minimum six-foot high solid decorative masonry wall with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.

2. Each trash dumpster shall have an attached, water-proof cover that shall be kept closed at all times.

3. All gaps between walls and roof of the enclosure must be screened with a 5 mm gauge.

4. The trash enclosures shall be properly sized to include all containers for trash, recyclable, and organic waste, and shall be easily accessible, shall not be located within any required setback or landscape area and shall not block any required parking area or driveway.

5. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

6. All developments must also comply with the current storm water requirements in Section 9.06.250(C)(1) and Section 9.06.220(B)(2).

7. Trash enclosures for residential projects shall conform to the provisions contained in Section 13.10.040(I) of this title.

L. Senior Housing Usable Open Space. All senior housing projects shall provide and maintain at least 200 square feet of usable recreation or open space per dwelling unit. Such space may be at ground level, or aboveground. Interior recreation facilities may be counted towards this requirement. Off-street parking and loading areas, driveways, service areas, areas within front or side yard setbacks, and areas in which any dimension is less than five feet shall not be counted in determining the required open space. Both common open space and private open space are applicable toward the minimum.

M. Low Impact Development (LID) Standards.

1. The project design shall incorporate LID and site design BMPs to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Requirements for all development projects, including priority development projects, shall include, but not be limited to, the following measures:

a. Source control BMPs that reduce polluted runoff , including storm drain system stenciling and signage, properly designed outdoor material storage areas, properly designed trash storage areas, and implementation of efficient irrigation systems;

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b. LID BMPs to the maximum extent practicable which maximize infiltration, provide retention, slow runoff, minimize impervious footprint, direct runoff from impervious areas into landscaping, and construct impervious surfaces to minimum widths necessary;

c. Buffer zones for natural water bodies, where feasible. Where buffer zones are infeasible, require project proponent to implement other buffers such as trees, access restrictions, etc., where feasible;

d. Submittal of proof of a mechanism under which ongoing long-term maintenance of all structural post-construction BMPs will be conducted.

e. Parking areas shall be designed to drain to landscape areas and private roads shall be designed to drain to vegetated swales or landscape areas.

2. The following LID site design BMPs shall be implemented for all priority development projects:

a. For priority development projects, all runoff must be directed into a treatment control BMP prior to discharging to the MS4. The amount of runoff from impervious areas that is to drain to pervious areas shall correspond with the total capacity of the project's pervious areas to infiltrate or treat runoff, taking into considerations the pervious areas' soil condition, slope, and other pertinent factors.

b. For priority development projects with landscaped or other pervious areas, properly design and construct the pervious areas to effectively receive and infiltrate or treat runoff from impervious areas, taking into consideration the pervious areas' soil conditions, slope, and other pertinent factors.

c. For priority development projects with low traffic areas and appropriate soil conditions, construct a portion of walkways, trails, overflow parking lots, alleys, or other low-traffic areas with permeable surfaces, such as pervious concrete, porous asphalt, unit pavers, and granular materials.

3. Where applicable and determined feasible by the Director, the following LID BMPs shall be implemented at all priority development projects:

a. Conserve natural areas, including existing trees, other vegetation, and soils.

b. Construct streets, sidewalks, or parking lot aisles to the minimum widths necessary, provided that public safety and a walkable environment for pedestrians are not compromised.

c. Minimize the impervious footprint of the project.

d. Minimize soil compaction.

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e. Minimize disturbances to natural drainages (e.g., natural swales, topographic depressions, etc.).

4. Source control and treatment control BMPs must be designed to address pollutants of concern specific to the project site and/or current highest priority pollutants as identified in the San Diego River Water Quality Improvement Plan shall be implemented at all priority development project sites.

New Subsection (M) is added to Section 13.32.045 of the Code to read as follows:

13.32.045 Prohibited signs

Any sign not specifically authorized by this chapter shall be prohibited unless required by law or utilized by a proper government agency. The following signs are expressly prohibited:

...

M. New billboard signs

Section 13.32.050 of the Code is amended to read as follows:

13.32.050 Sign Regulations

...

B. Signs Permitted in the Residential Zones.* The maximum signage that will be allowed in the residential zones shall be as follows:

Table 13.32.050B

Class **	Sign Type	Maximum Number	Maximum Area per Sign Face	Maximum Height
Residential	Wall	1 per major entry to project	48 sq. ft.	Not to project over roofline
		OR		
	Freestanding	1 per major entry to project	48 sq. ft.	Not to exceed 6 feet in overall height from grade

*Addresses are required to be shown for each development on a freestanding sign, or, if none exists, on the building.

**Residential care facilities and congregate care facilities are subject to the sign regulations above.

C. General Use Signs. Sign permits may be issued for signs included under this section throughout the City unless otherwise designated. The method of application for such signs is as per Section 13.32.030(A)(1) of this chapter. These signs are in addition to those signs expressly regulated in this chapter and are subject to the provisions listed in this subsection:

...

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4. Electronic Message Center. Electronic message center (EMC) signs may be permitted in the commercial and industrial districts (except within the RB Overlay District) subject to compliance with the following requirements:

a. The maximum size of the sign area must comply with the sizes for the applicable use as provided in Table 13.32.050(A). Residential care and congregate care facilities are subject to sign requirements in Table 13.32.050B.

b. EMC signs are allowed only on parcels with frontage on prime arterials, major arterials, parkways, or collector roads with two-way left turn lane (TWLTL) as defined in the Mobility Element of the General Plan;

c. The copy of electronically displayed messages may change no more frequently than once every eight seconds. The transition from one message to another should be instantaneously as perceived by the human eye;

d. Each signage shall be complete in itself and shall not continue on a subsequent sign;

e. Displays on an EMC must contain static messages only and must not have movement, or the appearance of optical illusion or movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination, or the flashing, scintillating or varying of light intensity;

f. EMCs located in Airport Influence Area 1 of Gillespie Field are subject to review by the Federal Aviation Administration and / or the Airport Land Use Commission;

g. EMC Illumination Requirements. Between dusk and dawn the illumination of an EMC shall conform to the following requirements:

(i) The luminance of an EMC shall not exceed 0.3 foot-candles more than ambient lighting conditions when measured at the recommended distance as listed below:

Area of Sign (square feet)	Measurement Distance (feet)
10	32
15	39
20	45
25	50
30	55
35	59
40	63
45	67
50	71

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55	74
60	77
65	81
70	84
75	87
80	89
85	92

(ii) The luminance of an EMC shall be measured with a luminance meter set to measure foot-candles accurate to at least two decimals. Luminance shall be measured with the EMC off, and again with the EMC displaying a white image for a full color capable EMC, or a solid message for a single-color EMC. All measurements shall be taken perpendicular to the face of the EMC at the distance specified in this subdivision based on the total square footage of the area of the EMC;

(iii) The developer/sign company shall provide a copy of a luminance report prepared by a lighting or electrical engineer prior to final permit inspection;

(iv) All electronic message center signs must be equipped with a sensor or other device that automatically determines ambient illumination and is programmed to automatically dim according to ambient light conditions or can be adjusted to comply with the illumination requirements of this section.

5. Temporary and Portable Signs. Temporary and portable signs that require a permit as set forth in Section 13.32.060.

6. Freeway-Serving Signs. The sign area and height for one freestanding sign permitted pursuant to Table 13.32.050(A) of this chapter may be increased for an eligible property as indicated in Table 13.32.050(C) of this chapter and shall be subject to the provisions in that table and this subsection.* If an eligible property is allowed a larger sign area pursuant to Table 13.32.050(A) of this chapter, then those standards shall apply.

* Excluded from the provisions of this subsection are single tenants occupying the entire building located on a separate pad within a large office/commercial center with 10 or more tenant spaces. The freestanding sign area and height for these businesses shall remain a maximum of 24 square feet in area and six feet in height.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments of the Santee Municipal Code as set forth in this Ordinance are exempt from environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.) pursuant to State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.) sections 15061(b)(3) and 15378(b)(5). An activity is subject to CEQA only if that activity has “the potential for causing a significant effect on the environment.” (State CEQA Guidelines, § 15061(b)(3).) An activity is thus exempt from CEQA “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the

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environment.” (*Ibid.*) Here, the amendments of the Santee Municipal Code as set forth in this Ordinance do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines, § 15061(b)(3).) Moreover, approval of the Ordinance constitutes an administrative activity of the City and is additionally exempt from CEQA on that basis. (State CEQA Guidelines, § 15378(b)(5).) Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council of the City of Santee hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 24th day of February 2021, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 10th day of March 2021, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

ORDINANCE NO. _____

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

TITLE 2 ADMINISTRATION AND PERSONNEL

Chapter 2.40 Election Campaign Finance and Control

2.40.120 Enforcement authority—Duties, complaints, legal action, investigatory powers.

A. The City Attorney must not investigate or prosecute any alleged violation of this chapter, but will defend the constitutionality and legality of this chapter in any civil proceeding in which the City or the City Council is a party.

B. Review of complaints of violation of this chapter and criminal prosecution thereof may be commenced only by the enforcement authority appointed by the City Attorney. The enforcement authority is authorized to commence and prosecute civil litigation to compel compliance with this chapter or to enjoin conduct in violation of this chapter. At least 120 days prior to a City election, the City Manager, in consultation with the City Attorney, will appoint an enforcement authority for that election. If the appointment of an additional enforcement authority becomes necessary or appropriate, the City Manager, in consultation with the City Attorney, will appoint such additional enforcement authority as may be required. No enforcement or prosecution or action of the enforcement authority is subject to the review or control of the City Council or the City Attorney.

C. Any person residing in the City who believes that a violation of this chapter has occurred may file a written complaint requesting investigation of such violation by the enforcement authority. If the enforcement authority determines that there is reason to believe a violation of this chapter has occurred, the enforcement authority conduct an investigation and may commence such administrative, civil or criminal legal action as it deems necessary for the enforcement of this chapter. The enforcement authority must decline to investigate any alleged violation hereof which is also an alleged violation of State law and is the subject of a complaint filed with the Fair Political Practices Commission, until the investigation of that complaint is complete.

D. The enforcement authority has such investigative powers as are necessary for the performance of duties described in this chapter and may demand and be furnished records of campaign contributions and expenditures of any person or committee at any time. In the event that production of such records is refused, the enforcement authority may commence civil litigation to complete such production.

E. The enforcement authority is immune to liability for its enforcement of this chapter.

F. Any action alleging violation of this chapter must be commenced within two years of the time the alleged violation occurred. (Ord. 555 § 3, 2019)

TITLE 3 REVENUE AND FINANCE

3.24.170 Other supplies, materials, equipment or services not subject to the provisions of this chapter.

The following types of contracts are not subject to the provisions of this chapter:

A. Public projects as defined in Section 20161 of the California Public Contract Code, except for the issuing of a purchase order, by the purchasing agent for encumbrance of funds;

- B. Contracts to be paid directly from deposits posted by development project applicants or from grant funds. The City Manager has the authority to approve contracts (and amendments thereto) to be paid directly from deposits posted by development project applicants for professional services required in conjunction with the processing or review of development applications or by grant funds received by the City when the application for or acceptance of said grant funds has been approved by the City Council;
- C. Utility services and related charges;
- D. Real property purchases and related title and escrow fees;
- E. Insurance and bond premiums;
- F. Real property leases;
- G. Professional services, except as otherwise provided. (Ord. 556 § 3, 2019)

3.24.180 Awarding authority—Contracts and amendments.

A. The awarding authority for contracts and amendments to contracts subject to this chapter is as follows:

1. A department director is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$10,000.00 or less in any single fiscal year and is on behalf of his or her department only.
2. The purchasing agent is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$10,000.00 or less in any single fiscal year and is on behalf of more than one department.
3. The City Manager is authorized to execute contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$25,000.00 or less in any single fiscal year.
4. City Council approval is required on contracts and amendments to contracts subject to this chapter if the cumulative amount of the contract plus any amendment(s) exceeds \$25,000.00 in any single fiscal year. For any contract approved by the City Council pursuant to this section, the City Manager is authorized to execute amendments in a cumulative amount not to exceed the lesser of 10% of the City Council-approved amount or \$25,000.

B. No change in an agreement, contract or purchase order may be made without issuance of a written change order, amendment or purchase order, and no payment for any such change may be made unless a written change order, amendment or purchase order has first been approved and executed in accordance with this section designating in advance the work to be done and the amount of additional compensation to be paid. (Ord. 556 § 3, 2019)

3.24.200. Local Vendor Preference.

Local vendors based in the City shall be solicited for purchases whenever feasible. When determining the lowest responsible bidder, the amount of local sales tax to be received by the City that is included in the bid submitted by a local vendor shall be credited by the City against said bid. The local preference is not applicable to construction agreements or other contracts required by state or federal statutes or regulations to be awarded to the "lowest responsible bidder."

TITLE 5 HEALTH AND SAFETY

Chapter 5.04 Noise Abatement Control

Section 5.04.150 Vehicle Repairs

~~It is unlawful for any person in any residential zone of the City to repair, rebuild, reconstruct, test or dismantle any motor vehicle between the hours of 10:00 p.m. of one day and 7:00 a.m. of the next day in such manner that causes discomfort or annoyance to a reasonable person of normal sensitivity residing in the area. (Ord. 558 § 3, 2019)~~

TITLE 9 PUBLIC SERVICES

9.04.030 Definitions.

In this chapter:

“AB 939” means the California Integrated Waste Management Act, codified at California Public Resources Code Section 40000 et seq., including any amendments or modifications.

“Certified recycling facility” means a recycling, composting, materials recovery or reuse facility which accepts construction and demolition debris and which meets minimum State standards for such facilities.

“City-sponsored project” means a capital improvement project constructed by the City or its contractor, agent, or designee.

“Construction” means the building of any facility or structure or any portion thereof including any tenant improvements to an existing facility or structure. Construction does not include a project limited to interior plumbing work, interior electrical work or interior mechanical work.

“Construction and demolition (C&D) debris” means the waste building materials, packaging, and rubble resulting from construction, remodeling, repair, alteration, and/or demolition operations on pavements, houses, commercial buildings, and other structures and may include, but is not limited to, concrete, asphalt, wood, cardboard, metals, bricks, and other inert waste.

“C&D debris management plan” or “DMP” means a report, prepared in a form approved by the Director, submitted as required by Section 9.04.080, which identifies all C&D debris expected to be generated as a result of any covered project.

“C&D debris recycling report” or “DRR” means a report, prepared in a form approved by the Director of Development Services or designee, submitted as required by Section 9.04.100, which identifies the amounts of all C&D debris generated by the project, and the amounts recycled or diverted.

“Conversion rate” means the rate set forth in the standardized conversion rate table approved by the Director pursuant to this chapter for use in estimating the volume or weight of materials identified in debris management plan.

“Covered project” means any project type set forth in Section 9.04.040 of this chapter.

“Deconstruction” means a process to dismantle or remove useable materials from structures, in a manner that maximizes the recovery of building materials for reuse and recycling and minimizes the amount of waste transported for disposal in landfills and transformation facilities.

“Demolition” means the destruction, razing, ruining, tearing down or wrecking of any facility, structure, pavement or building, whether in whole or in part, whether interior or exterior.

“Director” means the Director of Development Services or a designee.

“Disposal” means the final deposition of solid waste at a permitted landfill.

“Diversion or divert” means the reduction or elimination of solid waste from landfill disposal.

“Diversion requirement” has the meaning set forth in Section 9.04.060 of this chapter.

“Exempt project” means the activities set forth in Section 9.04.050 of this chapter.

“Green Building Standards Code or CALGreen Code” means the most current version of the California Green Building Standards Code as adopted by the City.

“High-Rise Residential Building” means a residential building that is four stories or greater in height.

“Low-Rise Residential Building” means a residential building that is three stories or less.

“Noncovered project” means any construction, demolition, or renovation project that does not meet the thresholds set forth in Section 9.04.040 to qualify as a covered project.

“Recycling” means the process of collecting, sorting, cleansing, deconstructing, treating, and reconstituting materials that would otherwise be solid waste, and the return of those materials to the economic mainstream in the form of materials which meet the quality standards necessary to be used in the marketplace for new, reused, or reconstituted products.

“Renovation” means any change, addition, or modification in an existing structure that requires a building permit or demolition permit but does not include a project limited to interior plumbing work, electrical work or mechanical work.

“Reuse” means further or repeated use of construction or demolition debris.

“Salvage” means the controlled removal of construction or demolition debris from a permitted building or demolition site for the purpose of recycling, reuse, or storage for later recycling or reuse.

“Solid waste” means all putrescible and nonputrescible solid, semisolid, and liquid wastes, including, but not limited to, garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, construction and demolition debris, abandoned vehicles and parts thereof, discarded home and industrial appliances, recyclables, dewatered, treated, or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semisolid wastes, and other discarded solid and semisolid wastes.

“Tenant improvement” means a “project” involving structural or other modifications of an existing commercial structure resulting in the generation of construction and demolition debris.

“Universal Waste” means batteries, electronic devices, mercury-containing equipment, lamps, cathode ray tubes or glass, and aerosol cans.

“Waste diversion security deposit” means any cash, check, credit card, or certified check in a form acceptable to the City, submitted to the City as pursuant to Section 9.04.090 of this chapter.

9.04.040 Covered projects.

The requirements set forth in this chapter apply to all construction and demolition permits issued for any project types set forth in subsections A through D.

- A. Demolition. Any demolition of a structure ~~involving 1,000 square feet or more.~~
- B. Residential.
 - 1. The construction of new residential structures, including accessory dwelling units, single-family, multifamily, and condo conversions, regardless of the square footage of the floor area.
 - 2. Additions or accessory structures to existing residential structures where the addition or alteration increases the building's conditioned that involve 1,500 square feet or more of floor area, volume or size. The requirements shall apply only to and/or within the specific area of the addition or alteration.
 - ~~3. Interior remodels to existing residential structures that involve the demolition of 1,000 square feet or more of floor area.~~
- C. Commercial/Industrial.
 - 1. The construction of all new commercial/industrial buildings.
 - 2. Additions or accessory structures to existing commercial or industrial structures that involve 1,500-000 square feet or more of floor area.
 - 3. Alterations to existing commercial or industrial structures with a permit valuation of \$200,000 or more.
 - ~~43. Tenant improvements that involve demolition of 1,000 square feet or more of floor area.~~
- D. City-Sponsored Projects. City-sponsored projects for which the City provides funding in excess of \$100,000.00, or which fall within one of the above categories.

9.04.050 Exempt activities.

The following activities are exempt from the requirements of this chapter when alone or in combination with one another, except if the activity or activities is/are undertaken in conjunction with a project that is otherwise subject to this chapter:

- A. Projects for which a construction or demolition permit is not required;
- B. Projects for which only a plumbing, electrical or mechanical permit is required;
- C. Installation or repair of a retaining wall;
- D. Installation, replacement or repair of a carport, patio cover, balcony, trellis or fireplace;
- E. Installation, replacement or repair of a deck;
- F. Installation, replacement or repair of a fence;
- G. Installation, replacement, demolition or repair of a single-family residential swimming pool or spa;

- H. Installation, replacement, or repair of a pre-fabricated sign or the structure to which the sign is attached;
- I. Installation, replacement or repair of storage racks;
- J. Installation of any solar photo-voltaic system;
- K. Replacement of any roofing system.

L. Construction of a junior accessory dwelling unit

No exemption set forth above excuses compliance with the California Green Building Standards Code, as applicable.

9.04.060 Diversion requirements.

- A. Covered. Applicants for covered projects must divert from landfills a minimum ~~of 50% by~~ weight of C&D debris generated from the covered project or other amount established by State law, whichever is higher, by using recycling, reuse, and diversion programs, as follows:-
 - 1. For projects subject to Sections 9.04.040(A) and 9.04.040(-B)-(2), the C&D waste diversion requirement shall be satisfied by a minimum diversion of 65% by weight of C&D debris.
 - 2. For projects subject to Section 9.04.040(-B)-(1), the C&D waste diversion requirement shall be satisfied by any of the following:
 - a. A minimum diversion of 65% by weight of C&D debris;
 - b. For low-rise residential buildings, the C&D debris generated by the project does not exceed 3.4 pounds per square foot of the building area; or,
 - c. For high-rise residential buildings, the C&D debris generated by the project does not exceed 2 pounds per square foot of the building area.
 - 3. For projects subject to Section 9.04.040(-C)-(1), the C&D waste diversion requirement shall be satisfied by any of the following:
 - a. A minimum diversion of 65% by weight of C&D debris; or,
 - b. The C&D debris generated by the project does not exceed 2 pounds per square foot of the building area.
 - 4. For projects subject to Section 9.04.040(-C)-(2)-(4), the C&D waste diversion requirement shall be satisfied by a minimum diversion of 65% by weight of C&D debris. In addition, for projects subject to Section 9.04.040(-C)-(2)-(4), Universal Waste items, including fluorescent lamps and ballast and mercury containing thermostats shall be disposed of properly and diverted from the landfills. A list of prohibited Universal Waste materials shall be included in the construction documents.
- B. Non-covered or Exempt. Applicants for non-covered and exempt projects within the City are encouraged to divert ~~50~~65% by weight of C&D debris generated from the covered project or other amount established by State law, whichever is higher, by using recycling, reuse, and diversion programs.

C. In the event of any type of disaster, the above stated diversion goals apply to all relief clean-up efforts. Tracking of disaster debris disposal data is the responsibility of the City through the methods provided for in this chapter.

9.04.080 Submittal of C&D debris management plan.

A. Except as otherwise provided in this chapter, applicants for any covered project must submit a properly completed C&D debris management plan (DMP), identifying all waste materials expected to be generated as a result of the project at the time of demolition or building permit application.

B. No building or demolition permit may be issued for a covered project unless the applicant has submitted a properly completed DMP to the satisfaction of the Director.

C. For covered projects, with the exception of those projects that will satisfy diversion requirements under Sections 9.040.060(-A)-(2)-(b)-(c), ~~t~~The DMP must contain, at minimum, the following:

1. The type of project;
2. The total square footage of the project;
3. The estimated weight of project ~~construction and demolition~~C&D debris to be generated by material type; ~~and~~
4. The C&D debris materials ~~types~~ that will be diverted from disposal by recycling, reuse on the project or salvage for future use or sale, ~~recycled, or disposed of in a landfill;~~
5. If C&D debris will be sorted on-site (source-separated) or bulk mixed (single stream);
6. Diversion facilities where the C&D debris will be taken;
7. Construction methods taken to reduce the amount of C&D debris generated; and,
8. A statement that specifies that tThe amount of C&D debris diverted shall be calculated by weight.

D. The City will provide a conversion rate table for the purpose of calculating the ~~volume and~~ weight of ~~construction and demolition~~ C&D debris. The applicant must use the conversion rate table in estimating the weight of materials identified in the DMP.

E. ~~In preparing the DMP, an~~ An applicant for a project involving the removal of all or part of an existing structure must consider deconstruction to the maximum extent feasible, and make the materials generated available for salvage before placing in a landfill. These salvaged materials must be included as part of the overall diversion rate.

F. Acknowledgment of Responsibility. The DMP ~~or verifiable documentation~~ must be signed by the applicant and/or property owner indicating: (1) an understanding of consequences of not meeting the diversion requirement, and (2) that they are responsible for the actions of their subcontractors with regard to this diversion requirement.

9.04.100 Submittal of C&D debris recycling report.

Documentation. Within 90 days after completing a covered project, the applicant must submit a C&D debris recycling report (DRR) and documentation to the Director, showing how C&D debris generated by

the covered project was diverted at the rates set forth in Section 9.04.060. Such documentation for compliance must include the following:

- A. A copy of a completed C&D ~~debris recycling report (DRR)~~;
- B. A copy of ~~the any~~ previously approved C&D ~~debris management plan (DMP)~~ for the project;
- C. Receipts from the vendor or facility which collected or received each material showing the actual weight ~~or volume~~ of that material, or if the improvements are part of a larger construction project, evidence of cumulative weight ~~or volume~~ of C&D material;
- D. For materials reused on site (e.g., crushed concrete for base material, wood for mulch) photographs are encouraged;
- E. Any additional information the applicant believes is relevant in demonstrating efforts to comply in good faith.

TITLE 10 VEHICLES AND TRAFFIC

Chapter 10.10 Stopping, Standing, and Parking

Section 10.10.245 Prohibition of Use of Streets for Storage or Sale of Vehicles~~Use of streets for storage prohibited~~

- A. It is unlawful for any person who owns or has possession, custody or control of any vehicle to park that vehicle on any street or alley for more than 72 consecutive hours.
- B. It is unlawful for any person who owns or has possession, custody or control of ~~any~~ a recreational vehicle to park that vehicle on any public street in the same location, defined as within 300 feet of the original or previously documented location, for more than 72 consecutive hours. A location may be documented by marking the vehicle, taking a photograph of the vehicle, or by other method deemed appropriate by the City.
- C. It is unlawful for any person to leave any object on any street or alley so as to obstruct traffic flow or parking without a permit per Chapter 8.02 provided, however, that trash and recycling containers complying with a temporary use permit not subject to this prohibition.
- D. It is unlawful for any person who deals in, or whose business involves the sale, lease, rental, or charter of vehicles to store, park, or leave standing any such vehicle upon any public street, except while such vehicle is under lease, rental, or charter by a customer.
- E. No operator or owner of any vehicle shall park said vehicle upon any public street in the City advertising or displaying it for sale.
- F. It is unlawful for any person whose business involves the repair, or servicing of vehicles or vehicle components, to store, leave standing, or park any vehicle on any public street after that person has accepted custody of the vehicle from the customer.
- G. It is unlawful for any person to leave standing, or cause or allow to be left standing, any inoperable vehicle on any street for more than 12 consecutive hours.

[H. It is unlawful for any person to park an unattached semi-trailer or auxiliary dolly on any street except while actively loading or unloading.](#)

~~I.D.~~ The City may enforce violations of this section by any means set forth in Title 1 and as set forth in this chapter. (Ord. 563 § 3, 2019)

10.10.285 Fire hydrants.

It is unlawful for any person to park a vehicle within an overall distance of 10 feet (five feet on either side)* of the hydrant as measured along the curb or edge of the street.

~~*——Editor’s note: an error occurred between the 1st and 2nd reading and will be formally corrected by ordinance in the future.~~

Chapter 10.26 FOOD TRUCKS AND MOBILE FOOD MERCHANTS

10.26.080 Exception.

Any mobile food merchant identified in an application for a special event or farmers’ market or any City sponsored or approved event is required to obtain a business license ~~and regulatory permit~~, but is otherwise exempt from the requirements of this chapter pertaining to mobile food vending, provided that the vending vehicle is parked for the duration of the special event to conduct its business and conducts no other business within the City. (Ord. 563 § 3, 2019)

TITLE 13 ZONING

Chapter 13.04 Administration

Section 13.04.110 Nonconforming Uses and Structures

A. Purpose. This section is intended to limit the number and extent on nonconforming uses by regulating their enlargement, their reestablishment after abandonment, and the alteration or restoration after destruction of the structures they occupy. In addition, this section is intended to limit the number and extent of nonconforming structures by prohibiting their being moved, altered, or enlarged in a manner that would increase the discrepancy between existing conditions and the standards prescribed in this code.

B. Determination. The Director is authorized to determine, based on evidence the Director deems sufficient, whether any use is nonconforming within the requirements of this section. Any person affected by a decision of the Director may request a public hearing on the determination in accordance with Section 13.04.100.

C. Continuation and Maintenance.

1. A use lawfully occupying a structure or a site, that does not conform with the use regulations or the site area regulations for the district in which the use is located shall be deemed to be a nonconforming use and may be continued, except as otherwise limited in this section.
2. A structure, lawfully occupying a site, that does not conform with the standards for front, side or rear yard setbacks, height of structures, lot coverage, distances between structures, and parking facilities for the district in which the structure is located, shall be deemed to be a nonconforming structure and may be used and maintained, except as otherwise limited in this section.
3. Maintenance and repairs may be performed on a nonconforming use or structure.

D. Alterations and Additions to Nonconforming Uses and Structures.

1. No nonconforming use shall be enlarged or extended in such a way as to occupy any part of the structure or site or any other structure or site which it did not occupy at the time it became a nonconforming use occupying a structure or site, except as permitted in subsection F of this section.
2. No nonconforming structure shall be altered or reconstructed so as to increase the discrepancy between existing conditions and the standards for front, side, or rear setbacks, height of structures, lot coverage, distances between structures and parking facilities as prescribed in the regulations for the district in which the structure is located, except as permitted in subsection F of this section.

E. Discontinuation of Nonconforming Use. Whenever a nonconforming use has been changed to a conforming use or has been discontinued for a continuous period of 180 days or more, the nonconforming use shall not be reestablished, and the use of the structure or site thereafter shall be in conformity with the regulations for the district in which it is located. Discontinuation shall include termination of a use regardless of intent to resume the use.

F. Restoration of a Damaged Structure.

1. Whenever a structure which does not comply with the standards for front, side, or rear setbacks, height of structures, lot coverage, distances between structures and parking facilities as prescribed in the regulations for the district in which the structure is located, or the use of which does not conform with the regulations for the district in which it is located, is destroyed by fire or other calamity, to the extent of 50% or less, the structure may be restored and the nonconforming use may be resumed, provided that restoration is started within one year and diligently pursued to completion. When the destruction exceeds 50% or the structure is voluntarily razed or is required by law to be razed, the structure shall not be restored except in full conformity with the regulations for the district

in which it is located and the nonconforming use shall not be resumed, except as permitted in this section.

2. The extent of damage or partial destruction shall be based upon the ratio of the estimated cost of restoring the structure to its condition prior to such damage or partial destruction to the estimated cost of duplicating the entire structure as it existed prior thereto. Estimates for this purpose shall be made by or shall be reviewed and approved by the by the building official and shall be based on the minimum cost of construction in compliance with the building code.

G. Expansion or Restoration of Nonconforming Uses and Structures. Minor building additions to a nonconforming single-family residence that cumulatively do not exceed 50 percent of the square footage of the existing residence, and do not exceed the maximum permitted lot coverage of 40 percent, are allowed by right. A request for expansion or restoration of a nonconforming use or structure other than a single-family residence may be granted subject to the approval of a minor conditional use permit by the Director ~~Planning Commission~~. ~~An expansion or restoration of a nonconforming single-family residence may be granted by the Director subject to approval of a minor conditional use permit.~~ The approval authority may grant the request, grant the request with modification, or deny the request. The approval authority may require as a condition of a use permit that a specific termination date be set for the use and/or structure which is being expanded or restored. Before granting a conditional use permit ~~or a minor conditional use permit~~ for the expansion or restoration of a nonconforming use or structure, the approval authority shall make the following findings:

1. That strict or literal interpretation and enforcement of the specified regulations within this section would result in practical difficulty or unnecessary hardship.
2. That the granting of the conditional use permit or minor conditional use permit will not significantly extend the expected life of the use or structure.
3. That the granting of the conditional use permit or minor conditional use permit will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity. (Ord. 566 § 3, 2019)

Section 13.04.140 Definitions

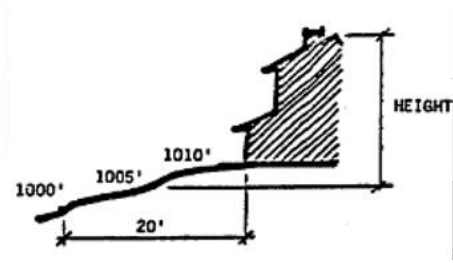
“Billboard” means a permanent structure sign used for the display of offsite commercial messages, commonly called outdoor advertising.

...

“Fleet storage” means storage or parking of one or more vehicles used regularly in business operations where the parking of vehicles constitutes the principal use on the site. Examples of fleet ~~storage vehicles~~ include, but are not limited to, [limousine fleets](#), taxi fleets, mobile catering trucks, moving van fleets or delivery truck fleets. Excluded are sales/rentals of vehicles.

...

“Height” means the vertical distance of a structure measured from the average elevation of the finished grade within 20 feet of the structure to the highest point of the structure.



[Diagram 13.04.140A](#)

...

“Lot coverage” means the amount (typically expressed in a percentage) of the area of a lot covered by buildings, ~~and, in certain circumstances, pavement, which is unavailable for landscaping, outside recreation and open space.~~ Lot coverage calculations do not include open carports, porches, open patio covers, or other similar open structures.

...

[“Vehicle, inoperable” means a vehicle that is unregistered; wrecked; burned; dismantled; lacks a motor, transmission, or wheels; is on blocks; or is otherwise incapable of being driven upon the highways in conformity with the requirements of the Vehicle Code.](#)

[“Vehicle, operable” means a vehicle that is currently registered and able to be driven upon the highways in conformity with the requirements of the Vehicle Code.](#)

...

“Yard, ~~exterior corner~~ side” means a side yard which faces a public street on a corner lot and extends from the front yard to the rear yard.

Chapter 13.06 Permits

Section 13.06.060 Home Occupations

A. Purpose and Intent. ~~The intent of these regulations is to assure those~~ home occupation ~~is allowed as an accessory use in a residential neighborhoods (residential-business district excepted) when it is a clearly incidental and secondary use of the site under conditions; are and is~~ compatible with the surrounding neighborhood.

B. Authority. The Director is authorized to approve, impose reasonable conditions upon such approval, or deny such requests.

C. Allowed Home Occupations. Subject to the requirements of this section, the following are authorized home occupations:

1. Office use for professional services that involve the use of a computer, telephone, and other electronic equipment;
2. Music lessons, art lessons, academic tutoring, and similar uses as determined by the Director with limited clientele visits;
3. Hairdresser services with limited clientele visits;
4. On-line sales for art and craft work and similar uses as determined by the Director;
5. Cottage Food Operations and Microenterprise Home Kitchen Operation as authorized by the California Retail Food Code and subject to conditions established by the County of San Diego Department of Environmental Health;
6. Other uses may be permitted by the Director if the intensity of the activity is not detrimental to the surrounding neighborhood.

D. Prohibited Home Occupations.

1. Automotive repair and/or engine rebuilding;
2. Upholstering;
3. Machine or welding shop;
4. Other similar commercial uses that are not compatible with residential uses as determined by the Director of Development Services.

E. Mandatory Conditions for Operation of Home Occupations. Home occupations may be permitted on property used for residential purposes based on the following conditions:

1. No persons, other than residents of the dwelling unit, shall be engaged in such activity.
2. There shall be no change in the outward appearance of the building or premises, or other visible evidence of the activity, nor shall it cause an undue amount of vehicular traffic or parking within the neighborhood.
3. There shall be no sales of products on the premises, except produce (fruit or vegetables) grown on the subject property.

~~4. The use shall not generally allow customers or clientele to visit dwellings. However, limited clientele visits for such uses as music lessons, swim lessons, hairdresser services and similar uses as determined by the Director, may be permitted if the intensity of the activity is approved by the Director. Home occupations shall not host customers on the premises more frequently than one customer within a two-hour time period.~~

5. The home occupation operation shall be consistent with the permitted residential use, and shall not:

- a. Create any conditions that are detrimental to the residential neighborhood such as significantly increased traffic; or
- b. Cause increased noise, dust, lighting, odor, smoke, fumes, vibration, electrical, radio or television disturbances or violate any applicable ordinances or laws; or
- c. Cause a change in the building code occupancy in the structure where it is located. Examples of uses that do not qualify as home occupation include automotive repair and/or engine rebuilding, upholstery, machine or welding shop or similar uses that are not compatible with residential uses. The activities conducted and equipment, material or hazardous materials used shall be identified on the business license application and shall not change the fire safety or residential occupancy classifications of the premises.

[d. Involve the use of special equipment, cabinetry, fixtures, plumbing, or electrical wiring not ordinarily or customarily used in a dwelling.](#)

6. No home occupation shall be conducted in an accessory building. Normal use of the garage may be permitted if such use does not obstruct required parking.

7. The use shall not involve outdoor storage of materials or supplies or storage of materials in an accessory building.

8. No signs shall be displayed in conjunction with the home occupation.

9. A home occupation is not valid until a current City business license is obtained.

10. The use shall not involve the use of commercial vehicles for delivery of materials to or from the premises, other than one vehicle not to exceed a capacity of one and one-half tons owned by the operator of such home occupation.

11. If an applicant is not the owner of the property where a home occupation is to be conducted, then a signed statement from the owner approving such use of the dwelling must be submitted with the application. (Ord. 566 § 3, 2019)

[12. The home occupation shall comply with the noise regulations in Chapter 5.04.](#)

[13. The home occupation shall comply with the best management practices outlined in Chapter 9.06](#)

Section 13.06.070 Temporary Uses

A. Purpose and Intent. The purpose of this section is to control and regulate land use activities of a temporary nature which may adversely affect the public health, safety, and welfare. The intent is to ensure that temporary uses will be compatible with surrounding land uses, to protect the rights of adjacent residences and land owners, and to minimize any adverse effects on surrounding properties and the environment.

B. Authority.

1. The Director is authorized to approve, conditionally approve with reasonable conditions or to deny such request. The Director may establish conditions and limitations including, but not limited to, hours of operation, provision of parking areas, signing and lighting, traffic circulation and access, temporary or permanent site improvements, and other measures necessary to minimize detrimental effects on surrounding properties.
2. The Director also may require a cash deposit or cash bond to defray the costs of cleanup of a site by the City in the event the applicant fails to leave the property in a presentable and satisfactory condition, or to guarantee removal and/or reconversion of any temporary use to a permanent use allowed in the subject district.

C. Temporary Uses—Allowed. The following temporary uses shall be exempt from the permit requirements of this section, with the exception of any temporary use to be located on City property. The uses listed in this section, however, require compliance with the criteria contained in subsection D of this section.

1. Parking lot and sidewalk sales on private property for outdoor display of merchandise accessory to a current on-site businesses located within a commercial or industrial zoned property, are limited to 15 days per calendar year. Such temporary uses are subject to additional regulations in Section 13.12.030 G.
2. Outdoor art and craft shows or sales subject to not more than 15 days of operation or exhibition in any 90-day period;
3. Seasonal retail sale of agricultural products raised on the premises, limited to periods of 90 days in a calendar year. A minimum of 10 off-street parking spaces shall be provided;
4. Patriotic, historic, or similar displays or exhibits subject to not more than 30 days in a calendar year;
5. Holiday display sales, that include pumpkins, Thanksgiving-related items, Christmas trees, decorations and other related accessory items, limited to no more than 90 days of operation, commencing October 15th of any given year and ending no later than January 15th of the following year;
6. Trade fairs limited to not more than 15 days of operation or exhibition in any 90-day period;
7. Charitable special events subject to not more than 15 days of operation in any 90-day period;

8. Recreational vehicles for use by guests or visitors of residents of the City are allowed subject to the conditions below. Recreational vehicles shall have the same meaning as defined in Section 13.04.140 of this title, except that boats and boat trailers are excluded:
 - a. The use shall not be permitted for more than 30 calendar days in any calendar year, and
 - b. The recreational vehicle must be parked outside the public right-of-way on a paved surface pursuant to Section 13.10.060(B)(1) of this title on property owned or leased by the host and on which there is located a permanent single-family dwelling unit occupied by the host, and
 - c. The location of the recreational vehicle shall not conflict with Fire Department access requirements, and
 - d. Water, sewer, and/or gas hook-ups except as otherwise permitted by Section 10.10.275 of this code, are not permitted. The recreational vehicle must be self-contained or water and sanitary facilities must be available within 200 feet of the vehicle, and
 - e. Temporary electrical service is permitted for the duration of the permit;

9. Pony rides, not more than 15 days in any 90-day period;

10. Additional uses determined to be similar to the foregoing, by the Director.

110. All temporary uses shall implement minimum best management practices as outlined in Chapter 9.02. Additional uses determined to be similar to the foregoing, by the Director.

- D. Performance Standards. The temporary uses allowed pursuant to this section shall comply with the following standards:
1. All lighting shall be directed away from and shielded from adjacent residential areas. An electrical permit shall be obtained if required pursuant to the building code;
 2. Adequate parking shall be provided and the use shall not obstruct the use of any required driveway;
 3. The use shall not obstruct any public sidewalk or otherwise be located within the public right-of-way unless an encroachment permit is obtained from the Department;
 4. The use shall comply with any applicable requirement of the Fire Department;
 5. The use shall not adversely affect traffic circulation on surrounding public streets.
- E. Temporary Uses—Permit Required. An application for a temporary use permit shall be required for the following activities and shall be subject to conditions established by this section and any other additional conditions as may be prescribed by the Director.

1. Circuses, carnivals, rodeos, or similar traveling amusement enterprises subject to the following guidelines and conditions:

a. All such uses shall be limited to not more than 15 days, or more than three weekends, of operation in any 180-day period. To exceed this time limitation shall require the review and approval of a conditional use permit as prescribed in Section 13.06.030;

b. All such activities shall have a minimum setback of 100 feet from any residential area. This may be waived by the Director if in his or her opinion no adverse impacts would result;

c. Adequate provisions for traffic circulation, off-street parking, and pedestrian safety shall be provided to the satisfaction of the Director;

d. Restrooms shall be provided;

e. Security personnel shall be provided;

f. Special, designated parking accommodations for amusement enterprise workers and support vehicles shall be provided;

g. Noise attenuation for generators and carnival rides shall be provided to the satisfaction of the Director;

h. Comply with stormwater pollution prevention policies and best management practices;

i. Implement any other conditions the Director deems necessary to ensure compatibility with the surrounding uses and to preserve the public health, safety and welfare.

2. Model Homes. Model homes may be used as offices solely for the first sale of homes within a recorded tract subject to the following conditions:

a. The sales office may be located in a garage, trailer or dwelling;

b. Approval shall be for a two-year period, at which time the sales office use shall be terminated and the structure restored back to its original condition. Extensions may be granted by the Director in one year increments up to a maximum of four years or until 90% of the development is sold, whichever is less;

c. A cash deposit, letter of credit, or any security determined satisfactory to the City shall be submitted to the City, in an amount to be set by council resolution, to ensure the restoration or removal of the structure;

d. The sales office is to be used only for transactions involving the sale, rent or lease of lots and/or structures within the tract in which the sales office is located, or contiguous tracts;

e. Failure to terminate the sales office and restore the structure or failure to apply for an extension on or before the expiration date will result in forfeiture of the cash deposit,

a halt in further construction or inspections activity on the project site, and enforcement action to ensure restoration of the structure;

f. Street improvements and temporary off-street parking at a rate of two spaces per model shall be completed to the satisfaction of the City Engineer and Director prior to commencement of sales activities or the display of model homes;

g. All fences proposed in conjunction with the model homes and sales office shall be located outside the public right-of-way;

h. Flags, pennants, or other on-site advertising shall be regulated pursuant to the sign regulations of the municipal code;

i. Use of signs shall require submission of a sign permit application for review and approval by the Department prior to installation;

j. Each major subdivision proposing a model home complex consisting of two or more models shall provide a four square foot sign in the front yard of one or more of the models indicating that the model provides a water saving landscape and irrigation design pursuant to current City codes. A drawing or drawings shall be displayed in the model, or models, which shows the landscaping design and includes a key identifying the common name of the plants used in the design. It is encouraged that additional literature describing water conserving landscaping and irrigation be made available to prospective buyers or referenced in the interior display.

3. Travel trailers, recreational vehicles, or mobilehomes shall be permitted on active construction sites for use as either temporary living quarters for security personnel, or as a temporary residence of the subject property owner. Recreational vehicle shall have the same meaning as defined in Section 13.04.140 of this title, except that boats and boat trailers are excluded. The following conditions shall apply:

a. The Director may approve the temporary use for the duration of the construction project or for a specified period, but in no event for more than two years. If exceptional circumstances exist, a one-year extension may be granted, provided that the building permit for the first permanent dwelling or structure on the same site has also been extended; and

b. Prior to placement of the travel trailer, mobilehome or recreational vehicle on the site, any required permits from the City building division shall be obtained; and

c. Any travel trailer or recreational vehicle used pursuant to this section, shall have a valid California Vehicle license; and

d. Any mobilehome used pursuant to this section shall meet the requirements of the State Health and Safety Code and show evidence of approval by the State Department of Housing and Community Development; and

e. Any permit issued pursuant to subdivision 3 of this subsection in conjunction with a construction project shall become invalid upon cancellation or completion of the building permit for which this use has been approved, or the expiration of the time for which the approval has been granted. The invalid use is then subject to the permits and regulations stated within Section 13.10.030(E).

4. Temporary outdoor storage is permitted in the industrial zones for industrial uses and storage and wholesale trades as identified in Table 13.14.030A, subsections A and B, subject to the following guidelines and conditions.

- a. No temporary storage shall encroach into essential parking or on required handicap spaces. "Essential parking" will be an amount equal to 1.1 times the number of employees on the site. For businesses which operate in shifts or have seasonal changes in the number of employees, the number of employees on the largest shift or the highest number of employees at any time during the previous year shall be used to compute the essential parking. All employment figures must be verifiable to the satisfaction of the Director. For showroom or retail uses, essential parking will also include additional spaces provided at the rate of one space for each 250 square feet of showroom or retail floor area. Fractions of parking spaces shall be rounded up to the next whole parking space;
- b. The stored materials shall be limited to those items normally associated with the principal use on the site. The provisions of this section shall not be construed as allowing a use by right which is conditionally permitted or prohibited by Table 13.14.030A subsections A through H, Use Regulations, nor shall it apply to those uses which are legal nonconforming in nature;
- c. The permit may be issued for a maximum period of one year. The applicant shall notify the Director of any change to the characteristics of operation or use, tenant or occupancy that occur prior to any permit renewal;
- d. Prior to establishment of the temporary outdoor storage the property owner shall record a covenant which discloses the conditions of the temporary use permit to future property owners. The form and content of the covenant is to be approved by the Director prior to recordation. A copy of the recorded document must be submitted to the City prior to establishment of use;
- e. No storage may be located in a front or corner side yard frontage area and shall be located in the area on the site which is least visible from the public right-of-way, as determined by the Director;

[f. All outdoor storage areas shall be designed to prevent both storm water run on and run off.](#)

[gf.](#) Fencing must be view obscuring and cannot exceed eight feet in height from grade and would be subject to the following standards:

- i. Fences must be constructed of coated chain-link with slats, solid wood fences with panels facing outward, wood with stucco, block, brick or painted metal panels. Design of fencing would be subject to the approval of the Director,
- ii. If a fence is located on a property line, or the storage is visible from a common property line, and the adjacent land use is other than residential, the applicant must obtain written approval from the adjoining property owner to erect a chain-link fence. In the absence of an agreement only a solid fence of a type described in subparagraph (i) of this subdivision may be installed facing the adjoining property,
- iii. If the adjoining use is residential, a solid decorative block wall will be required on the common property line,
- iv. Fencing shall comply with the requirements of the Uniform Building Code;

- [hg.](#) No outdoor storage may exceed the height of the fence;
- [ih.](#) In accordance with Section 13.14.030(G)(1), no work may take place in the outdoor storage area;
- [ji.](#) No permit may be issued to a property for a one-year period if upon application for renewal it is found that within the previous temporary use permit period a notice of violation(s) was issued for a violation(s) of the temporary use permit;
- [kj.](#) Storage may not encroach into required driveways, setbacks or landscaped areas, or impede overall vehicular or pedestrian site circulation. Gates must be rolling unless otherwise approved by the Director and shall be equipped with a Knox-type security device to allow for emergency vehicle access at all times;
- [lk.](#) Upon expiration or termination of the permit, the property owner is required to remove all temporary fencing, unless constructed of solid wood with stucco, decorative block or brick. Any damaged landscaping or site improvements must be repaired or replaced within 30 days of the date of expiration or termination of the temporary use permit.

[5. Sea cargo containers may be allowed temporarily on active construction sites, unless otherwise approved by the Director, subject to the following:](#)

[a. Sea cargo containers may only be used to temporarily store building materials or merchandise for the duration of the construction project pursuant to an active building permit.](#)

[b. Upon expiration, termination, or completion of the building permit and/or temporary use permit-, the sea container and screening material must be removed.](#)

[65.](#) Mobile storage units or prefabricated structures, trailers, mobilehomes or recreational vehicles for temporary office use are allowed [on private property, unless otherwise approved by the Director](#), subject to the following:

- a. The temporary use is allowed for a maximum of 90 days in any calendar year. If exceptional circumstances exist, additional time may be granted by the Director;
- b. Adequate parking shall be provided and the structure shall not obstruct any required driveway or be located within a required landscape area;
- c. The structure shall not be visually prominent when viewed from the public right-of-way;
- d. The structure shall comply with applicable fire and building codes.

~~[76.— Religious services conducted on a site that is not permanently occupied by a religious assembly use for a period of not more than 15 days in any 90-day period.](#)~~

7. Additional uses determined to be similar to the foregoing by the Director. (Ord. 566 § 3, 2019)

Chapter 13.08 Development Review

13.08.070 Development review criteria

Development review plans shall be reviewed for compliance with the purposes of the development review procedure as stated in Section 13.08.010, with the following approval criteria:

- A. Relationship of Building and Site to Surrounding Area. A development review plan shall be designed and developed in a manner compatible with existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter shall give consideration to protection of the property from adverse surrounding influences, as well as, protection of the surrounding areas from potentially adverse influences within the development by such means as landscaping buffers, screens, site breaks, and use of compatible building colors and materials.
- B. Relationship of Building to Site. Building designs shall include variations in rooflines and wall planes, and incorporate windows, doors, projections, recesses, arcades and/or other building details to avoid large wall surfaces.
- C. Landscaping. The removal of significant native vegetation shall be minimized and the replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area and shall harmonize with the natural landscaping. [Native and drought](#) landscaping and plantings shall be used to the maximum extent practicable ~~and shall to~~ screen those features listed in subsections D and E of this section and shall not obstruct significant views, either when installed or when they reach mature growth.
- D. Roads, Pedestrian Walkways, Parking, and Storage Areas. Any development involving more than one building, or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible by existing topography, by the placement of buildings and structures, or by landscaping and plantings. The screening shall be designed in conformance with law enforcement community policing standards, by providing view corridors into the site from adjacent streets and properties to the satisfaction of the Director. Surveillance cameras may also be required if deemed necessary for public safety.
- E. Grading. Natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site.
- F. Signs. The number, size, location and design of all signs shall comply with zoning regulations and shall not detract from the visual setting of the designated area or obstruct significant views.
- G. Lighting. Light fixtures for walks, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. The lighting shall be stationary, directed away from adjacent properties and shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.
- H. Additional Criteria for Commercial Developments. Buildings shall be sited and designed in a manner which visually and functionally best enhances their intended use for permitted office, retail or service commercial activities.

~~I. Additional Criteria for Multiple Family Residential Developments.~~

1. — Site Buildings to Avoid Crowding. Where multiple buildings are proposed, the **minimum** building separation shall be 10 feet in accordance with Section 13.10.040(G).
2. — Site and Design Buildings to Avoid Repetitions of Building or Roof Lines. This may be achieved through: variation in building setback; wall plane offsets; use of different colors and materials on exterior elevations for visual relief; and architectural projections above maximum permitted height in accordance with Section 13.10.050(C).
3. — In the Urban Residential (R-30) zone, for each five foot increase in building height over 45 feet, the wall plane shall be stepped back an additional five feet.
4. — Where adjacent to a single-family residential zone, design buildings to ensure a transition in scale, form, and height with adjacent residential properties. Setbacks are required in accordance with Table 13.10.040A. Designs may incorporate elements such as building massing and orientation, location of windows, building story setbacks, building materials, deep roof overhangs, and other architectural features that serve to further transition the scale.
5. — Projects shall be designed so that assigned parking spaces are located as close as practicable to the dwelling units they serve. Refer to Section 13.24.030(B) for additional parking standards.
6. — The visual impact of surface parking areas adjacent to public streets shall be minimized through the use of mounded or dense landscape strips or low decorative masonry or stucco walls no more than three and one-half feet in height. Parking areas shall be treated with decorative surface elements to identify pedestrian paths, nodes and driveways.
7. — In accordance with the “Crime Prevention through Environmental Design” program, site and building design shall incorporate at a minimum, the following additional elements:
 - a. — Access control by defining entrances to the site, buildings and parking areas with landscaping, architectural design, lighting, and symbolic gateways; dead-end spaces shall be blocked with fences or gates or otherwise prohibited.
 - b. — Natural surveillance by designing buildings and parking structures so that exterior entrances/exits are visible from the street or by neighbors, and are well lit; windows shall be installed on all building elevations; recreation areas, elevators and stairwells shall be clearly visible from as many of the units’ windows and doors as possible; playgrounds shall be clearly visible from units and not located next to parking lots or streets.
 - c. — Territorial reinforcement by defining property lines with landscaping and decorative fencing; individually locking mailboxes shall be located next to the appropriate units and common mailbox facilities shall be well lit. All buildings shall be clearly addressed and visible from the adjoining street(s). Architecturally designed wayfinding signs shall be installed on the premises.
 - d. — Maintenance of the site and common areas by regular pruning of trees and shrubs back from windows, doors and walkways; exterior lighting shall be used and maintained and inappropriate outdoor storage shall be prohibited. (Ord. 566 § 3, 2019)

Chapter 13.10 Residential Districts

Section 13.10.040 Site Development Criteria

A. The site development criteria are intended to provide minimum standards for residential development. This section shall not be construed to supersede more restrictive site development standards contained in the conditions, covenants and restrictions of any property or dwelling unit.

However, in no cases shall private deed restrictions permit a lesser standard in the case of a minimum standard of this section or permit a greater standard in the case of a maximum standard of this section.

Table 13.10.040A
Basic Development Standards—Residential

	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
1. Minimum Net Lot Area (in square feet)	Avg. 40,000 Min. 30,000	Avg. 20,000 Min. 15,000	Avg. 10,000 Min. 8,000	6,000	none	none	none	none
2. Density Ranges (in du/gross acre)	0-1	1-2	2-4	2-5	7-14	14-22	22-30	30
3. Minimum Lot Dimensions (width/depth) (feet)	150 ¹ /150	1001/100	801/100	60/90	none	none	none	none
4. Minimum Flag Lot Frontage	20 feet	20 feet	20 feet	20 feet	36 feet	36 feet	36 feet	36 feet
5. Maximum Lot Coverage	25%	30%	35%	40%	55%	60%	70%	75%
6. Minimum Setbacks (in feet)								
Front ^{5, 6}	30	20	20	20	20	10	10	10
Exterior side yard	15	15	15	10	10	10	10	10
Interior side yard	10	10	8	5	10	10	10	10 or 15 ²
Rear	235	205	205	1520	10	10	10	10 or 15 ²
7. Maximum Height (in feet)	35 (two stories)	35 (two stories)	35 (two stories)	35 (two stories)	35 (threetwo stories)	45 (fourthree stories)	55(fivefour stories)	55 (fivefour stories)
8. Private Open Space (in sq. ft. per unit)	—	—	—	—	100	100	60	60
9. Common Open Space (sq. ft. per unit) ^{3, 4}	—	—	—	—	150	150	100	100

Notes:

- 1 For lots located on cul-de-sacs and 90-degree radius turn streets (knuckles), the minimum lot frontage shall be 60% of the above minimum lot width, measured at the front property line. All lots on cul-de-sacs and knuckles must meet the minimum lot width for the zoning district, as identified in the table above, at a distance from the property line equal to 50% of the minimum lot depth.
- 2 15 feet when abutting a Single-family Residential Zone and buildings exceed 35 feet (two stories).
- 3 A minimum of 50% of the required common open space must be consolidated in one area with a minimum dimension (width and length) of 20 feet; however, a minimum of 500 sq. ft. of common open space in one area with a minimum dimension (width and length) of 20 feet must be provided. Refer to Section 13.10.040(F) for recreational amenities.
- 4 Refer to Section 13.30.020(K) for senior housing usable open space.
- 5 Refer to Section 13.10.040(D) for front setbacks along mobility element streets.
- 6 Refer to Section 13.10.050 for variable front yard provisions.

B. Ultimate Density. The ultimate density allowed in any residential district shall be determined through the review process and public hearing process as described in this code. The Director or the Planning Commission shall have the authority to reasonably condition any residential

development to ensure proper transition and compatibility to adjacent residential developments, existing or proposed.

C. Basic Development Standards. Table 13.10.040A sets forth minimum development standards for residential development projects.

D. Front Setbacks Along Mobility Element Streets. It is the intent of this section to create streetscape standards for building and parking setbacks that help to identify the function of streets and to improve the scenic quality and compatibility of residential development within the community. The following table, Table 13.10.040B sets forth the minimum setbacks based upon the street classification in the mobility element of the General Plan. These setbacks shall be required for all new residential development projects located on major arterials, prime arterials or collector streets, which entail new construction on undeveloped property. Building additions subsequently done by property owners in single-family residential districts will be allowed to standard setbacks.

**Table 13.10.040B
Front Setbacks¹ Along Mobility Element Streets**

Feature	Building	Parking
1. Detached SFR		
a. Major/Prime Arterials	35 ft.	10 ² ft.
b. Collector Street	25 ft.	10 ² ft.
2. Attached SFR and MFR		
a. Major/Prime Arterials	25 ft.	10 ft.
b. Collector Street	20 ft.	10 ft.

Notes:

- 1 Setbacks contained in Table 13.10.040B shall be measured from the ultimate right-of-way location.
- 2 For parking other than that provided by private driveways.

E. Planned Residential Developments. Planned Residential Developments are created by approval of a tentative map or tentative parcel map and are subject to all development requirements of the applicable zone, except as modified in Table 13.10.040E.

**Table 13.10.040E
Development Standards for Residential Lots Within a Planned Residential Development**

	R-7	R-14
1. Minimum Net Lot Area (in square feet)	none	none
2. Minimum Lot Dimensions ² (width/depth) (feet)	none	none
3. Maximum Lot Coverage	55%	60%
4. Minimum Setbacks (in feet)		
Front ¹	10	10
Exterior side yard	5	5

Interior side yard	5	5
Rear	10	10

Notes:

- 1 Flag lots are prohibited within a planned residential development.
- 2 For new PRDs, a minimum 10-foot setback shall apply along the property line between adjacent development.

- F. Recreation Area/Facility. For all development within the R-7, R-14, R-22 and R-30 districts, the developer shall provide recreational amenities in conjunction with common open space, such as, but not limited to, swimming pools and spas, and court facilities (e.g., tennis, basketball, volleyball). In addition, enclosed tot lot facilities with play equipment, and large open lawn areas are required. All recreation areas or facilities required by this section shall be maintained by private homeowners’ associations or private assessment districts.
- G. Building Separation. Main buildings must maintain a minimum separation of 10 feet from each other. Accessory Dwelling Units must maintain a minimum separation of six feet from main buildings. Accessory structures must maintain a minimum separation of five feet from all other structures.
- H. Storage Space. In the R-7, R-14, and R-22 districts, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. Substitutions meeting the intent of this requirement may be approved. In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents which may be located in common areas.
- I. Trash Enclosures and Trash Bins. Trash enclosures or individual trash bins must be provided for all developments within the R-7, R-14, R-22 and R-30 zones.
1. When trash enclosures are provided, a minimum of two must be provided on-site when dumpsters and commercial waste disposal are to be provided for the development. Additional trash enclosures shall be provided as needed to meet the requirements of Chapter 9.06 and Chapter 13.36 of the City of Santee Municipal Code. The enclosures shall be designed to the satisfaction of the Director and shall include:
 - a. Aa minimum six-foot high solid decorative masonry wall ~~or solid fence~~ with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.
 - b. All dumpsters shall have an attached waterproof cover that shall be kept closed at all times.
 - c. All gaps between walls and roof of the enclosure must be screened with a 5 mm gauge.

d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible, shall not be located within any required setback or landscape area and shall not block any required parking area or driveway.

e. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

2. When individual trash bins are provided, an additional 10 square feet of storage area shall be provided in addition to the required garage space for each unit. Curbside trash collection for individual units is an acceptable alternative when access to receptacles is adequate, subject to the satisfaction of the Director.

~~2.3.~~ All developments must also comply with the current stormwater requirements in Section 9.06.250 (C)(1) and Section 9.06.220 (B)(2).

J. Energy Conservation. This section sets forth requirements for energy conservation features.

1. All appliances and fixtures shall be energy conserving (e.g., reduced consumption showerheads, water conserving toilets, etc.). The requirements for the energy efficiency of buildings are set forth in the current California Energy Code for Climate Zone 10 in which the City is located.

~~1.2.~~ All new residential units, including accessory dwelling units, shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures.

K. Photovoltaic Solar. This section sets forth provisions for solar access and systems. The provisions of this section shall apply to all residential districts.

1. Photovoltaic Access

a. All new residential development projects, except condominium conversions, shall provide for future passive or natural heating or cooling opportunities.

(i) Consideration shall be given to lot size and configuration, orientation of a structure in an east-west alignment for southern exposure, lot size and configuration permitting orientation of a structure to take advantage of shade or prevailing breezes, topography, and other design and improvement requirements or constraints.

(ii) Consideration shall be given to provide the long axis of the majority of individual lots within 22.5 degrees east or west of true south for adequate exposure for solar energy systems.

b. The location of a roof mounted solar collector is required to comply with building and fire regulations. A ground mounted solar collector is required to comply with the height and setback requirements in this section.

c. All dwelling units within subdivisions shall have a minimum of 100 square feet of solar access for each dwelling unit.

2. Photovoltaic (PV) System. PV systems shall utilize high-efficiency equipment and fixtures consistent with the current Green Building Code and California Code of Regulations, Title 24 energy conservation standards.

a. A new single-family home and a detached accessory dwelling unit shall include at least a 2 kilowatt (kW) PV system.

b. Multi-family residential units shall each include at least a 1kW PV system.

c. A solar feasibility study, prepared by a qualified solar consultant shall be submitted to the Department of Development Services if the installation is infeasible due to poor solar resources.

Lk. Equipment Screening. Any equipment, whether on the roof, side of building, or ground, shall be screened. The method of screening shall be architecturally integrated in terms of material, color, shape and size. The screening design shall blend with the building design. Where individual equipment is provided, a continuous screen is desirable. (Ord. 566 § 3, 2019)

M. Additional Criteria for Multiple-Family Residential Developments.

1. Site Buildings to Avoid Crowding. Where multiple buildings are proposed, the minimum building separation shall be 10 feet in accordance with Section 13.10.040(G).

2. Site and Design Buildings to Avoid Repetitions of Building or Roof Lines. This may be achieved through: variation in building setback; wall plane offsets; use of different colors and materials on exterior elevations for visual relief; and architectural projections above maximum permitted height in accordance with Section 13.10.050(C).

3. In the Urban Residential (R-30) zone, for each five-foot increase in building height over 45 feet, the wall plane shall be stepped back an additional five feet.

4. Where adjacent to a single-family residential zone, design buildings to ensure a transition in scale, form, and height with adjacent residential properties. Setbacks are required in accordance with Table 13.10.040A. Designs may incorporate elements such as building massing and orientation, location of windows, building story stepbacks, building materials, deep roof overhangs, and other architectural features that serve to further transition the scale.

5. Projects shall be designed so that assigned parking spaces are located as close as practicable to the dwelling units they serve. Refer to Section 13.24.030(B) for additional parking standards.

6. The visual impact of surface parking areas adjacent to public streets shall be minimized through the use of mounded or dense landscape strips or low decorative masonry or stucco walls no more than three and one-half feet in height. Parking areas shall be treated with decorative surface elements to identify pedestrian paths, nodes and driveways.

7. In accordance with the “Crime Prevention through Environmental Design” program, site and building design shall incorporate at a minimum, the following additional elements:

- a. Access control by defining entrances to the site, buildings and parking areas with landscaping, architectural design, lighting, and symbolic gateways; dead-end spaces shall be blocked with fences or gates or otherwise prohibited.
- b. Natural surveillance by designing buildings and parking structures so that exterior entrances/exits are visible from the street or by neighbors, and are well lit; windows shall be installed on all building elevations; recreation areas, elevators and stairwells shall be clearly visible from as many of the units' windows and doors as possible; playgrounds shall be clearly visible from units and not located next to parking lots or streets.
- c. Territorial reinforcement by defining property lines with landscaping and decorative fencing; individually locking mailboxes shall be located next to the appropriate units and common mailbox facilities shall be well lit. All buildings shall be clearly addressed and visible from the adjoining street(s).
- d. Architecturally designed wayfinding signs shall be installed on the premises.
- e. Maintenance of the site and common areas by regular pruning of trees and shrubs back from windows, doors and walkways; exterior lighting shall be used and maintained and inappropriate outdoor storage shall be prohibited. (Ord. 566 § 3, 2019)

13.10.050 Special Development Criteria

The special development criteria set forth in this section are intended to provide minimum standards for residential development.

A. Attached and Detached Residential Accessory Structures.

1. Attached and detached residential accessory structures which require a building permit (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:

- a. Height. The maximum height for accessory structures is 1615 feet (one story).
~~b. Coverage. A maximum 30% building coverage shall apply within the rear setback area.~~
- ~~b.~~ be. Rear Yard Setback. Attached and detached residential accessory structures or additions may be located four five feet from the rear property line, excluding eave overhang.
- ~~cd.~~ cd. Side Yard Setback. Attached or detached residential accessory structures may be located four feet from the side interior property line, excluding eave overhang. The minimum side yard setback of the base district or that of the existing main building shall apply, whichever is less, except attached or detached accessory structures may be located a minimum setback of five

~~feet from the interior side property line only within the rear yard area, excluding eave overhang.~~ Attached and detached residential accessory structures may not encroach into required exterior side yard setbacks.

de. Front Yard and Corner Side Yard. No detached residential accessory structure shall be placed in front of the main structure.

ef. Size. The maximum allowable gross floor area for all detached residential accessory structures in conjunction with an existing single-family residence shall not exceed 50% of the living area of the primary residence. A 400-square-foot detached garage is permitted in all cases if a garage does not currently exist on site.

fg. Additional Standards for Accessory Structures.

1. The following items may be allowed in an accessory structure, such as a garage, workshop, cabana, or similar structure, with recording of a City-approved deed restriction:

- i. Wetbar/kitchen.
- ii. Wash basin (sink and drain).
- iii. Bathroom.

2. Metal finish buildings over 120 square feet are prohibited.

3. Sea cargo containers are prohibited.

B. Projections into Yards.

1. Eaves, roof projections, awnings, and similar architectural features may project into required yards a maximum distance of two feet, provided such appendages are supported only at, or behind, the building setback line.
2. Fireplace chimneys, bay windows, balconies, fire escapes, exterior stairs and landings and similar architectural features and equipment for pools and air conditioning may project into required yards a maximum distance of two feet, provided such features shall be at least three feet from a property line. Equipment must be screened with materials and colors that blend with the building design.
3. Uncovered decks, platforms, uncovered porches, and landing places which do not extend above the first floor level of the main building and are not at any point more than 32 inches above grade, may project into any front or corner side yard a maximum distance of 10 feet, and project into any rear or interior side yard up to the property line. Where not extending above the first floor level but where greater than 32 inches above grade, must be at least five feet from all side property lines and 10 feet from the rear and front property lines.
4. Projections Over a Slope. If a structure is constructed such that it projects over a slope, and the structure is visible from a public street, the underside of the structure shall either be enclosed or landscaping shall be provided to screen the structure from public view to the satisfaction of the Director.
5. Two-story additions may encroach a maximum of five feet into the required rear yard setback if the Director determines that the encroachment is necessary for a continuation and extension of the architectural design, style, and function of the structure.

C. Projections Above Height Limits. Except as provided for in Chapter 13.34, flues, chimneys, antennas, elevators, other mechanical equipment, utility, and mechanical features may exceed the height limit of the base district in Table 13.10.040A by no more than 15 feet, provided such feature shall not be used for habitable space and appropriate screening is provided as determined by the Director. Architectural appurtenances to churches and other religious institutions involving a steeple, or cross combination thereof, and clock towers, may exceed the maximum height of the base district if it is determined through the development review permit or conditional use permit process that architectural compatibility and appropriate building scale are achieved and maintained.

~~D.—Solar Access. This section sets forth provisions for solar access. The provisions of this section shall apply to all residential districts.~~

~~1.—All new residential development projects, except condominium conversions, shall provide for future passive or natural heating or cooling opportunities (e.g., lot size and configuration permitting orientation of a structure in an east-west alignment for southern exposure, or lot size and configuration permitting orientation of a structure to take advantage of shade or prevailing breezes).~~

~~a.—Consideration shall be given to local climate, to contour, to lot configuration and to other design and improvement requirements.~~

~~b.—Consideration shall be given to provide the long axis of the majority of individual lots within 22.5 degrees east or west of true south for adequate exposure for solar energy systems.~~

~~2.—The location of a roof mounted solar collector is required to comply with the local building and fire regulations. A ground mounted solar collector is required to comply with the height and setback requirements in this section.~~

~~3.—All dwelling units within subdivisions shall have a minimum of 100 square feet of solar access for each dwelling unit.~~

DE. Variable Front Yard Provisions. Front setbacks required by the base district may be averaged on the interior lots within a new single-family detached or detached condominium subdivision. Additions to single-family homes in established residential subdivisions shall be allowed to build to the pre-established front yard setback of the subdivision without the need for a variance.

EF. Fences, Walls and Hedges. The following provisions regarding fences, walls and hedges shall apply to all residential districts.

1. Fences, walls, hedges, or similar view obstructing structures or plant growth that reduce visibility and the safe ingress and egress of vehicles or pedestrians shall not exceed a height of three and one-half feet in the front yard. A combination of solid and open fences (e.g., wrought iron, chain link, Plexiglas) not exceeding six feet in height may be located in a required front yard or visibility clearance area, provided such fences are constructed with at least 90% of the top two and one-half feet of their vertical surface open, and nonview obscuring.

2. Fences or walls, not exceeding six feet in height, may be located in a required exterior side yard, rear, or interior side yard. Walls required by the City for noise mitigation may be up to eight feet in height and may be located within the exterior side yard setback or rear

setback adjacent to a street. The noise wall shall be designed such that it does not reduce visibility and the safe ingress and egress of vehicles or pedestrians.

3. A visibility clearance area shall be required on corner lots in which nothing shall be erected, placed, planted or allowed to grow exceeding three and one-half feet in height. Such area shall consist of a triangular area bounded by the street right-of-way lines of such corner lots and a line joining points along said street lines 20 feet from the point of intersection.
4. Outdoor recreation court fences not exceeding 12 feet in height shall be located five feet from any rear or side property lines, except when adjacent to outdoor recreation courts on adjacent properties.
5. Barbed wire, concertina wire, or similar security devices are not allowed in residential zones.
6. Walls constructed next to a Mobility Element Street shall be constructed with decorative materials to the satisfaction of the Director. Anti-graffiti surfaces shall be provided pursuant to Chapter 7.16.

FG. Swimming Pools, Spas and Recreational Courts.

1. Swimming pools, spas, tennis courts, basketball courts, or similar paved outdoor recreational courts, shall not be located in any required front yard, and shall be located no closer than three feet from any rear, side or corner side property line.
2. Outdoor lighting poles and fixtures are permitted not to exceed 12 feet in height. Any such lighting shall be designed to project light downward and shall not create glare on adjacent properties.

GH. Mobile Home Parks. For mobile home park development provisions, refer to Chapter 13.22.

H. Use of Required Yards.

1. Street Yards. Except as otherwise permitted, a street yard shall be used only for landscaping, pedestrian walkways, driveways, or off-street parking.
2. Rear and Interior Side Yards. Except as otherwise permitted, these yards shall be used only for landscaping, pedestrian walkways, driveways, off-street parking or loading, recreational activities or similar accessory activities.

I. Lights. All public parking areas shall be adequately lighted. All lighting shall be designed and adjusted to reflect light away from any road or street, and away from any adjoining premises. All lights and illuminated signs shall be shielded or directed so as to not cause glare on adjacent properties or to motorists. (Ord. 566 § 3, 2019)

Section 13.10.060 General Provisions

- A. Property Maintenance. All buildings, structures, yards and other improvements shall be maintained in a manner which does not detract from the appearance of the immediate neighborhood. The following conditions are prohibited:
 1. Dilapidated or deteriorating structures, including, but not limited to, fences, roofs, doors, walls, and windows.

2. Accumulation of scrap lumber, junk, trash, debris, or inoperative vehicles is prohibited.
3. Parking of vehicles on an unpaved surface.

~~4. Repair of automobiles or other vehicles shall be limited to incidental work on personal vehicles legally owned by the resident only pursuant to the provisions contained in subsection B of this section.~~

45. Swimming pools that are not properly treated with chemicals as well as pools, with or without water, that are not properly fenced to prohibit access, thereby creating a threat to the public health and safety.

- B. Vehicle and Equipment Repair and Storage. The following provisions shall apply to any vehicle, motor vehicle, camper, camper trailer, trailer, unmounted camper, trailer coach, motorcycle, boat or similar conveyance in all residential districts, and to all sites in any other district used for residential occupancy:

1. Off-street parking, driveways, and storage of the above conveyances shall be conducted on an approved surface only, including ~~concrete, cement, concrete cement~~ pavers, asphalt, ~~concrete~~ and gravel. The entire area beneath the conveyance must be covered with an approved surface. Such conveyances shall be prohibited to be parked or stored on unpaved surfaces, such as lawns or dirt surface, subject to the following:

- a. Paved areas shall not exceed 50% of the required front yard area including all areas used for parking of vehicles and the area providing access to such parking areas. This section shall not prohibit the paving of a standard width driveway (20 feet) to a required off-street parking area on a cul-de-sac lot, or other similar narrow lot as determined by the Director.

- b. Approval of more than 50% pavement coverage with the exception of a cul-de-sac lot or other similar narrow lot described above is subject to a minor exception permit pursuant to Section 13.06.050 of this title.

2. ~~Minor repair of automobiles or other vehicles shall only be conducted within a garage or accessory building and be limited to incidental work on personal vehicles legal owned by the resident. Servicing, repairing, Aassembling, disassembling, wrecking, modifying, restoring, or otherwise working on any of the above conveyances shall be prohibited, unless conducted within a garage or accessory building.~~

3. Storing, placing or parking any of the above conveyances, or any part thereof, which is disabled, unlicensed, unregistered, inoperative, or from which an essential or legally required operating part is removed, shall be prohibited unless conducted within a garage or accessory building.

4. Notwithstanding the provisions of subdivisions 1 and 2 above, emergency ~~or minor repairs~~ and short-term or temporary parking of any of the above conveyances, when owned by a person

residing on the lot, may be conducted for an aggregate period of up to 24 hours in any continuous period of 48 hours exclusive of the screening requirements.

5. For the purpose of this section, references to types of conveyances shall have the same meaning as defined in the Vehicle Code of the State of California, where such definitions are available.

C. On lots with a side yard of less than 10 feet, with no access to the rear yard, and with no other on-site parking areas located outside of the front or side yard, one of the following vehicles may be parked outdoors in the required front, side, or street side yard subject to the requirements contained in this section: recreational vehicles, travel trailers, trailers, boats, all-terrain vehicles, motorcycles, and similar equipment.

1. Vehicles and equipment shall be maintained in an operable condition. An operable, self-propelled vehicle may be parked in the same manner as any other operable vehicle.

2. Parked vehicles and equipment shall be placed perpendicular to the front property line when the item is located within the required front yard.

DC. Unless otherwise specified within this code or by conditional use permit, all activities, work and storage of materials within residential districts shall entirely be within an enclosed building. (Ord. 566 § 3, 2019)

Chapter 13.12 Commercial

Section 13.12.030 Commercial and office use regulations

Uses listed in Table 13.12.030A shall be allowable in one or more of the commercial districts as indicated in the columns beneath each district heading. Where indicated with the letter “P,” the use shall be a permitted use in that district. Where indicated with the letter “C,” the use shall be a conditional use subject to a conditional use permit in that district. Where indicated with the letters “MC,” the use shall be a conditional use subject to a minor conditional use permit in that district. Where indicated with a dash “—,” or if the use is not specifically listed in Table 13.12.030A and is not subject to the use determination procedures contained in Section 13.04.040, the use shall not be permitted in that district. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants, and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the use determination procedure outlined in Section 13.04.040 shall be followed.

**Table 13.12.030A
Use Regulations for Commercial/Office Districts**

Use	OP	NC	GC
A. Offices and Related Uses			
1. Administrative and executive offices	P	P	P

2. Bail bonds office	P	—	P
3. Clerical and professional offices	P	P	P
4. Financial services and institutions	P	P	P
5. Medical, dental and related health administrative and professional offices services (nonanimal related) including laboratories and clinics; only the sale of articles clearly incidental to the services provided shall be permitted	P	P	P
6. Accessory commercial uses when incidental to an office building or complex (blueprinting, stationery, quick copy, etc.)	P	P	P
B. General Commercial Uses			
1. Antique shops	—	P	P
2. Animal care facility, small animal only (animal hospital, veterinarian, commercial kennel, grooming)			
a. Excluding exterior kennel, pens or runs	—	P	P
b. Including exterior kennel, pens or runs	—	—	C
3. Apparel stores	—	P	P
4. Art, music and photographic studios and/or supply stores	P	P	P
5. Dance, gymnastics, martial arts, or fitness / sports school or studio	—	P	P
6. Appliance repair and incidental sales including, but not limited to small household appliances, computers and vending machines, and provided all work activities and storage occurs entirely within an enclosed building	—	P	P
7. Arcades, more than amusement devices (see special requirements per Section 13.12.030(F); also subject to the provisions contained in Title 4 of this code)	—	MC	MC
8. Athletic and health clubs	P	P	P
9. Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	—	—	P
10. Automotive services including automobiles, trucks, motorcycles, boats, trailers, mopeds, recreational vehicles or other similar vehicles as determined by the Director			
a. Sales	—	—	C
b. Rentals			
i. With on-site vehicle storage	—	MC	MC
ii. No on-site vehicle storage	P	P	P
c. Repairs including painting, body work and services	—	—	P
d. Washing (coin and automatic)	—	MC	P
e. Service or gasoline dispensing stations including mini-marts, accessory car washes, and minor repair services accessory to the gasoline sales	—	C	C
f. Parts and supplies excluding auto recycling or wrecking	—	P	P

11. Bakeries	—	P	P
12. Barber and beauty shops and/or supplies	P	P	P
13. Bicycle sales and shops (nonmotorized)	—	P	P
14. Blueprint and photocopy services	P	P	P
15. Book, gift and stationery stores (other than adult related material)	P	P	P
16. Candy stores and confectioneries	—	P	P
17. Catering establishments (excluding mobile catering trucks)	—	—	P
18. Cleaning and pressing establishments, retail	P	P	P
19. Cemeteries	—	—	—
20. Commercial recreation facilities			
a. Indoor uses including, but not limited to, bowling lanes, theaters, and billiard parlors	—	—	P
b. Outdoor uses, including, but not limited to, golf, tennis, basketball, baseball, trampolines, and drive-in theaters	—	—	C
21. Contractor (all storage of material, equipment within an enclosed building)	—	—	P
22. Dairy products stores	—	P	P
23. Department stores	—	P	P
24. Drive-in business (excluding theaters and fast food restaurants)	—	P	P
25. Drug stores and pharmacies	P	P	P
26. Equipment sales/rental yards (light equipment only)	—	—	MC
27. Farmer's market (See Section 13.12.030(G)(4))	—	MC	MC
28. Feed and tack stores (all supplies and materials within an enclosed building)	—	—	P
29. Florist shops	P	P	P
30. Food and beverage sales or service			
a. Cocktail lounge, bar or tavern			
i. Not accessory to a restaurant and with or without entertainment, other than adult related	C	C	C
ii. Accessory to a restaurant, coffee shop and with or without entertainment, other than adult related	P	P	P
b. Nightclubs or dance halls, not including adult related entertainment	—	C	C
c. Snack bars, delicatessens, or refreshment stands, take-out only, and accessory to an office use	P	P	P
d. Fast food restaurants with drive-in or drive-through service	—	C	C
e. Restaurants or coffee shops, other than fast food with or without alcoholic beverages and without entertainment	P	P	P

f. Supermarkets (including the sale of alcoholic beverages)	—	P	P
g. Convenience markets	—	P	P
h. Liquor stores	—	C	C
i. Clubs and lodges with alcoholic beverage service	—	C	C
31. Furniture stores, repair and upholstery	—	P	P
32. General retail stores	—	P	P
33. Hardware stores	—	P	P
34. Home improvement centers			
a. Material stored and sold within enclosed buildings	—	P	P
b. Outdoor storage of material such as lumber and building materials	—	—	MC
35. Hotels and motels	C	—	C
36. Interior decorating service	P	P	P
37. Janitorial services and supplies	—	P	P
38. Jewelry stores	—	P	P
39. Kiosks for general retail and food sales, key shops, film drops, automatic teller machines, etc. in parking lots	MC	MC	MC
40. Laundromat and dry cleaning services Laundry, self-service	—	P	P
41. Limousine service (limousines shall not be stored in any required parking spaces)			P
412. Locksmith shop	—	P	P
423. Mining	C	C	C
434. Mobile home sales	—	—	C
445. Mortuaries, excluding crematoriums	—	—	P
456. Newspaper and magazine stores	P	P	P
467. Nightclub, teenage	—	—	C
478. Nurseries (excluding horticultural nurseries) and garden supply stores; provided all equipment, supplies and material are kept within an enclosed building	—	P	P
a. with outdoor storage and supplies	—	MC	MC
489. Office and business machine stores and sales	P	P	P
4950. Parking facilities (commercial) where fees are charged	P	—	P
501. Pawnshop	—	—	P
512. Parcel delivery service (excluding on-side truck storage and truck terminals)	—	—	P
523. Political or philanthropic headquarters	P	P	P
534. Pet shop ¹	—	P	P

545. Plumbing shop and supplies (all materials stored within an enclosed building)	—	P	P
556. Printing and publishing	P	—	P
567. School, business or trade (all activities occurring within an enclosed building)	P	P	P
578. School, commercial (all activities occurring within an enclosed building)	—	P	P
589. Second hand store or thrift shop	—	P	P
5960. Shoe stores, sales and repair	—	P	P
601. Shopping center subject to provisions in Section 13.12.030(F)	—	C	C
612. Small collection facility	P	P	P
623. Spiritualist readings or astrology forecasting	—	—	P
634. Sporting goods stores	—	P	P
645. Stamp and coin shops	—	P	P
656. Swimming pool or spa sales and/or supplies	—	P	P
667. Tailor or seamstress	P	P	P
678. Tanning salon, massage, and other body conditioning services	—	P	P
689. Tattoo parlor or body piercing salon	—	—	—
6970. Taxidermist	—	—	P
701. Television, radio sales and service	—	P	P
712. Tire sales and installation, not including retreading and recapping	—	—	P
723. Toy stores	—	P	P
734. Travel agencies	P	P	P
745. Transportation facilities (train, bus, taxi depots)	C	C	C
756. Variety stores	—	P	P
C. Public and Semi-Public Uses			
1. Ambulance service	C	C	C
2. Art galleries and museums, public or private	P	P	P
3. Biological habitat preserves (unless otherwise approved by another entitlement)	P	P	P
4. Churches, convents, monasteries and other religious institutions	C	C	C
5. Clubs and lodges, including YMCA, YWCA and similar group uses without alcoholic beverage sales (clubs and lodges serving or selling alcoholic beverages shall come under the provisions of subsection (B)(30) of this table)	MC	MC	MC
6. Convalescent facilities and hospitals	C	—	C
7. Day care center facilities	C	C	C
8. Detention facility	—	—	—
9. Educational facilities, excluding business or trade schools and commercial schools	C	C	C

10. Library	P	P	P
11. Parks and recreation facilities, public or private (excluding commercial recreation facilities)	C	C	C
12. Post office	P	P	P
13. Public buildings and facilities	C	C	C
14. Radio or television broadcast studio	—	—	C
D. Accessory Uses			
1. Auxiliary structures and accessory uses customarily incidental to a permitted use and contained on the same site	P	P	P
2. Caretaker's living quarters only when incidental to and on the same site as a permitted or conditionally permitted use	P	P	P
3. Amusement devices, per Section 13.12.030(F)	—	P	P
E. Temporary Uses			
1. Temporary uses subject to the provisions contained in Section 13.06.070	P	P	P

Note:

- 1 Subject to pet sourcing requirements of the State of California.

F. Special Use Regulations.

1. Amusement Devices. The use of amusement devices, as defined in Section 13.04.140, as an accessory use to a permitted use, shall be regulated based on the following criteria:

- a. No more than five devices may be permitted per business without approval of a conditional use permit. Each machine and playing area shall occupy a minimum of 10 square feet of floor area.
- b. The devices shall not obstruct or crowd entries, exits, or aisles.
- c. Adult supervision (persons aged 21 and above) is required and the devices must be placed in an area which is visible to the supervisor at all times.

2. Arcades. A conditional use permit is required to establish an arcade, as defined in Section 13.04.140. The following information is required to process the permit application: Adult supervision to be provided, hours of operation, proximity to schools and other community uses, compatibility with the surrounding neighborhood and businesses, noise attenuation, bicycle facilities, size and location of interior waiting areas and any other information deemed necessary by the Director.

- a. Each application shall contain a description of the types of machines, a floor plan, and any other information deemed necessary by the Director.

3. Shopping Centers. To ensure that the goals and policies of the General Plan are implemented, a conditional use permit shall be required for shopping centers. In such a review, the following criteria shall be considered:

- a. The transition from more sensitive land uses and buffering methods to mitigate commercial activities such as loading, lighting, and trash collection;
- b. The center has been planned as a group of organized uses and structures;
- c. The center is designed with one theme, with buildings and landscaping consistent in design (similar architectural style, similar exterior building materials, and a coordinated landscaping theme);
- d. The center makes provisions for consistent maintenance, reciprocal access and reciprocal parking;
- e. Vehicle and pedestrian access is coordinated and logically linked to provide a comprehensive circulation system;
- f. The development or approval of any portion of a center shall require the development of a conceptual development plan which shall consider such things as, but not limited to, circulation, uniform architectural design, drainage/grading, buffers, phased improvements and landscaping.

4. Congregate Care Facility Amenities. All new congregate care facilities shall provide adequate amenities, that may include, and not be limited to, swimming pools, fitness centers, spas, card rooms, billiards/game rooms, music rooms, reading rooms, internet lounges, etc., to the satisfaction of the Director.

G. Condition of Uses.

- 1. Outdoor Displays and Sales of Merchandise. All businesses shall be conducted completely within an enclosed building. The following outdoor sales and commercial activities may be permitted to operate outdoors, within their respective districts and subject to any required reviews and permits:
 - a. Automobile, boat, trailer, camper, and motorcycle sales and rental (subject to a conditional use permit);
 - b. Building material, supplies and equipment, rental and sales (subject to a conditional use permit);
 - c. Farmer's market (subject to the provisions of subdivision (3) of this subsection,) fruit and vegetable stands (requires temporary use permit);
 - d. Horticultural nurseries (subject to a conditional use permit);
 - e. Gasoline pumps, oil racks, and accessory items when located on pump islands;
 - f. Outdoor display of merchandise as accessory to current on-site business (subdivision (3) of this subsection);
 - g. Outdoor recreation uses;
 - h. Parking lot and sidewalk sales (subject to Section 13.06.070, Temporary uses, set forth in this chapter);

- i. Outdoor eating areas (subject to a minor conditional use permit). For accessory outdoor eating areas in conjunction with a food establishment that features take-out service; see subdivision (5) of this subsection; and
- j. Other activities and uses similar to those above as determined by the Director.

Section 13.12.040 Site Development Criteria

The site development criteria set forth in this section are intended to provide minimum standards for the development and use of land within the commercial/office districts. These site development criteria should be used in conjunction with the design guidelines which are set forth in Section 13.08.070. Use of the design guidelines in conjunction with these criteria will assist the designer in determining the best design for any given development project.

A. Site Dimensions and Height Limitations. Table 13.12.040A sets forth the minimum lot dimensions and height limitations. The creation of new lots within these zones shall conform to these minimum dimensions, except in the case of condominium lots or lots within a shopping center, in which case, no minimums are established. This exception is only applicable when the sites in question are being developed as one integrated development and appropriate measures are taken to insure reciprocal access, parking and maintenance.

B. Setbacks. Table 13.12.040B sets forth the minimum setbacks for buildings and parking facilities, as well as the amount of the setbacks to be landscaped. These provisions apply equally to each of the three commercial districts.

**Table 13.12.040A
Site Dimensions and Height Limitations**

Feature	OP	Standard NC	GC
1. Minimum lot width ¹	70 feet	300 feet	150 feet
2. Height limitations			
a. Structure W within 50 feet of a residential district	25 feet	25 feet	25 feet
b. Other locations	40 feet ²	40 feet ²	40 feet ²

Notes:

- 1 Parcels created within shopping centers are exempt from these standards, as long as a conceptual development plan for the entire center has been developed and appropriate easements for reciprocal access, parking and maintenance is provided.
- 2 Proposals for development exceeding this height shall require the approval of a conditional use permit.

**Table 13.12.040B
Setbacks**

Yard	Standard		
	Building	Parking	Landscaping
1. Street yard setback (measured from the ultimate right-of-way):			
a. All streets	10 feet	10 feet	Entire front setback

2. Rear property line setback:			
a. Adjacent to residential zone	20 feet	10 feet	10 feet
b. Adjacent to commercial or industrial zone	5 feet ²	0 feet	0 feet
3. Interior side property line setback:			
a. Adjacent to residential zone	20 feet	10 feet	10 feet
b. Adjacent to commercial or industrial zones	5 feet ²	5 feet ¹	5 feet ¹

Notes:

- 1 Unless specifically waived by the Director.
- 2 The five-foot rear property line and interior property line setbacks adjacent to commercial or industrial zones may be waived by the Director on two adjacent developments that share a common wall on the property line between the two lots or where a five-foot easement from the adjoining property owner has been acquired to ensure adequate maintenance of the proposed building.

~~(Ord. 566 § 3, 2019)~~

C. Energy Conservation. All new commercial buildings shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures and shall utilize high-efficiency equipment and fixtures consistent with California Code of Regulations, Title 24 (“Title 24”) energy standards.

1. Cool Roofs. New commercial buildings shall be installed with cool roofs and designed as required by Title 24.

1.2. Photovoltaic Solar System. New commercial buildings shall be installed with at least 1.5 watt (W) photovoltaic system per square foot of building area.

Chapter 13.14 Industrial

Section 13.14.030 Industrial use regulations

Uses listed in Table 13.14.030A shall be allowable in one or more of the industrial districts as indicated in the columns beneath each industrial district. Where indicated with the letter “P,” the use shall be a permitted use in that district. Where indicated with the letter “C,” the use shall be a conditional use subject to the conditional use permit process in that district. Where indicated with the letters “MC,” the use shall be a conditional use subject to a minor conditional use permit in that district. Where indicated with a dash “—,” or if the use is not specifically listed in Table 13.14.030A and is not subject to the use determination procedure contained in Section 13.04.040, the use shall not be permitted in that district. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants, and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the use determination procedure outlined in Section 13.04.040 shall be followed.

**Table 13.14.030A
Use Regulations for Industrial Districts**

Uses	IL	IG
A. Industrial Uses		
1. Manufacturing, compounding, assembly or treatment of articles or merchandise from the following previously prepared typical materials such as, but not limited to, canvas, cellophane, cloth, cork, felt, fiber, fur, glass, leather, paper (no milling), precious or semiprecious stones, metals, plaster, plastic, shells, textiles, tobacco, wood and yarns; novelty items (not including firework or other	P	P

Uses	IL	IG
explosive type items), electrical appliances, motors and devices; radio, television, phonograph and computers; electronic precision instruments; medical and dental instruments; timing and measuring instruments; audio machinery; visual machinery; cosmetics, drugs, perfumes, toiletries and soap (not including refining or rendering of fats or oils)		
2. Bottling plants	P	P
3. Building materials manufacturing, subject to the provisions	—	P
4. Cement products manufacturing	—	P
5. Fruit or vegetable packing houses	C	P
6. Fruit or vegetable products manufacturing, including frozen foods	C	P
7. Furniture upholstery	P	P
8. Hazardous waste treatment facility	—	C
9. Laboratories (chemical, dental, electrical, optical, mechanical and medical)	P	P
10. Mining	C	C
11. Rubber and metal stamp manufacturing	P	P
B. Storage Trades		
1. Contractors yards, subject to the provisions of Section 13.14.030(G)	—	MC
2. Contractor (all storage of material, equipment within an enclosed building)	P	P
3. Equipment sales/rental yards	P	P
4. Fleet storage	MC	MC
5. General warehousing/wholesale and distribution	P	P
6. Mini storage, public storage	C	C
7. Trailer, truck or bus terminal	—	C
8. Vehicle storage yard	—	MC
9. Recreational vehicle storage facility	MC	MC
C. Services		
1. Administrative, executive, real estate, and/or research offices	P	P
2. Animal care facility		
a. Completely within an enclosed building	P	P
b. With exterior kennels, pens or runs	C	C
3. Appliance repair and incidental sales (including, but not limited to, small household appliances, computers and vending machines, and provided all work activities and storage occurs entirely within an enclosed building)	P	—
4. Athletic or health clubs, indoor	MC	—
5. Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	P	P

Uses	IL	IG
6. Automotive services, including automobiles, trucks, motorcycles, boats, mopeds, recreational vehicles, or other small vehicles as determined by the Director. All vehicles shall be stored on-site and shall not occupy any required parking space, access aisle or landscape area		
a. Sales	C	MC
b. Rentals	C	MC
c. Repairs (major engine work, muffler shops, painting, body work and upholstery) completely	P	P
d. Washing (coin and automatic)	P	P
e. Service or gasoline dispensing stations including mini-marts with or without alcoholic beverage sales, accessory car washes, and/or minor repair services as accessory to the gasoline sales	C	C
7. Barber or beauty shops	P	—
8. Blueprinting and photocopying	P	P
9. Catering establishments (excluding mobile catering trucks. See Fleet Storage)	P	—
10. Cleaning and dyeing plant		C
101. Collection facility, large		
a. Indoor	P	P
b. Outdoor	C	C
112. Collection facility, small	P	P
123. Dance, gymnastics, martial arts, or fitness / sports school or studio - indoor	P	P
134. Distributors showrooms	P	P
145. Food and beverage sales or service		
a. Cocktail lounge, bar or tavern		
i. Not within a restaurant and with or without entertainment, other than adult related	C	—
ii. Accessory to a restaurant or a coffee shop, and without entertainment	P	—
b. Nightclubs or dance halls, not including adult related entertainment	C	—
c. Snack bars, delicatessens, or refreshment stands, accessory to a business complex	P	P
d. Fast food restaurants with drive-in or drive-through service	—	—
e. Restaurants or coffee shops, other than fast food		
i. With entertainment or dancing, other than adult related, and/or serving of alcoholic beverages	P	—
ii. Without entertainment or dancing and with or without alcoholic beverage sales	P	—
f. Clubs and lodges serving alcoholic beverages	C	—
156. Helipad without maintenance facilities	—	C
167. Home improvement centers		
a. Material stored and sold within enclosed buildings	P	P
b. Outdoor storage of material such as lumber and building materials, subject to the provisions contained in Section 13.14.030(G)(2)	MC	P
178. Interior decorating service	P	P
189. Janitorial services and/or supplies	P	—
1920. Locksmith shop	P	P
201. Micro-brewery, with or without tasting room and/or food service	P	P
212. Motels, hotels, and/or convention centers	C	C
223. Music or recording studio	P	—
234. Newspaper publishing, printing and distribution, general printing, and lithography	P	P
245. Nurseries, excluding horticultural nurseries, and garden supply stores provided all equipment, supplies and materials are kept within an enclosed building or fully screened enclosure and fertilizer of any type is stored in package form only	P	—
256. Parcel delivery service (excluding truck terminals)	P	P

Uses	IL	IG
267. Pest control service	P	P
278. Pistol, rifle or archery range (indoor only)	P	P
289. Photography studio or video production	P	P
2930. Retail sales of products produced, wholesaled, or manufactured on the premises commercial when in conjunction with a permitted or conditional use not occupying more than 25% of the gross floor area	P	P
304. Rug cleaning and repair	P	P
312. School, business or trade	P	—
323. Swimming pool sales and supplies	P	—
334. Tattoo parlor and/or body piercing salon	P	—
345. Tire re-treading and recapping	—	P
356. Tobacco paraphernalia business	—	MC
367. Welding shop	P	P
D. Public and Semi-Public Uses		
1. Ambulance services	C	C
2. Biological habitat preserve (unless approved by another entitlement)	P	P
3. Clubs and lodges, including YMCA, YWCA, and similar group uses without alcoholic beverage sales. (Clubs and lodges serving or selling alcoholic beverages shall comply with Section 13.14.030(C)(15) of this table)	MC	—
4. Day care center	C	—
5. Detention facility	—	—
6. Educational facility, excluding business and trade schools and commercial schools	C	C
7. Emergency shelter (subject to the provisions of Section 13.14.030(K))	—	P
8. Parks and recreation facilities, public or private	C	—
9. Post offices and postal terminals	C	C
10. Public buildings and facilities	C	C
11. Religious institutions	C	C
12. Solid waste recycling and transfer facility	—	C
E. Accessory Uses		
1. Auxiliary structures and accessory uses customarily incidental to an otherwise permitted use and located on the same site	P	P
2. Caretakers residence only when incidental to and on the same site as a permitted or conditional use	P	P
3. Incidental services for employees on a site occupied by a permitted or conditional use, including day care, recreational facilities, showers and locker rooms and eating places	P	P
4. Overnight parking of vehicles used regularly in the business, provided all required parking spaces are available for use during business hours	P	P
5. Outdoor storage (subject to the provisions contained in Section 13.14.030(G)(2))	MC	MC
F. Temporary Uses		
1. Temporary uses as prescribed in Section 13.06.070 and subject to those provisions	P	P

13.14.040 Site development criteria.

The site development criteria set forth in this section are intended to provide minimum standards for the development and use of land within the industrial districts. These site development criteria should be used in conjunction with the design guidelines which are set forth in Section 13.08.070. Use of the design guidelines in conjunction with these criteria will assist the designer in determining the best design for any given development project.

A. General Requirements. Table 13.14.040A sets forth the minimum lot dimensions, height limitations and setbacks. The creation of new lots within these zones shall conform to these

minimum dimensions, except in the case of condominium lots, in which case no minimums are established. This exception is only applicable when the sites in question are being developed as one integrated development and appropriate measures are taken to insure reciprocal access, parking and maintenance.

B. Setbacks. Table 13.14.040B sets forth the minimum setbacks for buildings and parking facilities, as well as the amount of the setbacks to be landscaped. These provisions apply equally to each of the two industrial districts.

Table 13.14.040A
Site Dimensions and Height Limitations

Feature	Standard	
	IL	IG
1. Minimum site/lot area	20,000 sq. ft.	40,000 sq. ft.
2. Minimum lot width	100 ft	150 feet
3. Height limitations		
a. Within 50 feet of a residential zone	25 feet	25 feet
b. Other locations	40 feet ¹	40 feet ¹

Note:

- Proposals for development exceeding this height shall require the approval of a conditional use permit.

Table 13.14.040B
Setbacks

Yard	Standard		
	Building	Parking	Landscaping
1. Street yard setback (measured from the ultimate right-of-way)	15 feet	10 feet	Entire front setback
a. All streets			
2. Rear property line setback	25 feet	10 feet	10 feet
a. Adjacent to residential zone			
b. Adjacent to commercial or industrial zone	5 feet ²	0 feet	0 feet
3. Interior side property line setback:			
a. Adjacent to residential zone	25 feet	10 feet	10 feet
b. Adjacent to commercial or industrial zone	5 feet ²	5 feet ¹	5 feet ¹

Notes:

- Unless specifically waived by the Director.
- The five-foot rear property line and interior property line setbacks adjacent to commercial or industrial zones may be waived by the Director on two adjacent developments that share a common wall on the property line between the two lots or where a five-foot easement from the adjoining property owner has been acquired to ensure adequate maintenance of the proposed building.

C. Security Fencing. Parking area may be enclosed by an ornamental iron or wrought iron fence for security purposes, subject to the approval of a minor development review permit by the Director and the following:

1. Gates must be rolling type, unless otherwise approved by the Director. The parking lot is to remain accessible during business hours.
2. No barbed wire, razor wire, concertina wires or similar devices shall be placed on the fence. An outward curving top is recommended for ornamental iron or wrought iron fences to restrict access.
3. On multi-tenant buildings or developments, a single common fenced area will be provided.
4. The fence height shall not exceed six feet in the front yard, exterior side yard, or visibility clearance area and eight feet in the rear or interior side yard setback. The fence shall be constructed of decorative metal and shall be nonview obscuring.
5. Fencing shall not obstruct vehicular or pedestrian circulation and shall not eliminate landscaped areas or materials. All gates must be equipped with a Knox-type security device to allow emergency vehicles access at all times. Fencing and gates for secured parking areas shall not adversely impact traffic circulation on surrounding streets.
6. The property owner shall record a deed restriction, prepared to the satisfaction of the Director, acknowledging that the fenced areas shall not be used for outdoor storage.
7. All fencing shall comply with the requirements of the Uniform Building Code. (Ord. 566 § 3, 2019)

[D. Energy Conservation. All new commercial and industrial buildings shall meet or exceed California Green Building Standards Tier 2 Voluntary Measures and shall utilize high-efficiency equipment and fixtures consistent with the California Code of Regulations, Title 24 \("Title 24"\) energy conservation standards.](#)

- [1. Cool Roofs. All new commercial and industrial buildings shall be installed with cool roofs and designed as required by Title 24.](#)
- [2. Photovoltaic Solar System. New commercial and industrial buildings shall be installed with at least 1.5 watt \(W\) photovoltaic system per square foot of building area.](#)

Chapter 13.16 Park/Open Space District

13.16.020 Park/open space use regulations.

A. Uses listed in Table 13.16.020A shall be allowable. Where indicated with the letter "P," the use shall be a permitted use. Where indicated with the letter "C," the use shall be a conditional use subject to the conditional use permit. Where indicated with the letters "MC," the use shall be subject to a minor condition use permit. Where indicated with a dash "—," or if the use is not specifically listed in Table 13.16.020A, the use shall not be permitted. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given

use cannot be categorized in one of the districts by the Director, the procedure outlined in Section 13.04.040, Use determination, shall be followed.

Table 13.16.020A
Use Regulations

Use	P/OS District
1. Residential Uses	
a. Single-family dwelling (not to exceed an average density of one unit per 40 acres) ¹	P
b. Single-family attached	—
c. Multiple-family dwellings	—
d. Day care home, family	
i. Large family day care home pursuant to Section 13.30.020(H)	
A. Within a detached single family dwelling unit	P
B. Within a multifamily residential development	—
ii. Small family day care home within a residential dwelling unit	P
2. Caretaker quarters (accessory to a permitted use) ¹	P
3. Home occupations (pursuant to Section 13.06.060(A))	P
4. Auxiliary structures such as detached garages, carports, cabanas, barns, storage sheds, corrals ²	P
5. Agricultural uses	
a. Row crops, truck gardens	C
b. Plant storage or propagation	C
c. Orchards, vineyards, Christmas and other tree farms	C
d. Community gardens	C
e. Greenhouses	C
f. Livestock grazing, breeding (no feed lots)	C
g. Hydroponic culture	C
h. On-site sales of products grown onsite	C
6. Cemeteries, crematories, mausoleums, columbariums, and related uses	C
7. Biological habitat preserves (unless otherwise approved by other entitlement)	P
8. Facilities for stormwater detention or water quality	P
9. Flood control structures and facilities	P
10. Recreational uses	
a. Parks, picnic areas, playgrounds	C
b. Hiking, biking, equestrian trails	P

c. Greenway	P
d. Golf course	C
e. Riding schools (equestrian)	C
f. Commercial stable	C
g. Country club and related uses	C
11. Public buildings and facilities	C

Notes:

1. Development review permit required.
2. Development review permit required if structure size exceeds 1,000 square feet.

Chapter 13.21 Residential Business District

Section 13.21.070 Performance standards for commercial/office use.

A. The activity shall comply with all provisions of the general development performance standards of Section 13.30.010 through Section 13.30.030, including residential noise standards.

B. There shall be no vendor deliveries before 7:00 a.m. and after 6:00 p.m.

C. All business activity must be conducted within an enclosed building and there shall not be outside storage of products or materials.

D. One permanent sign is allowed, not to exceed 21 square feet, and shall be wall mounted. [Electronic message signs are not permitted.](#)

E. Overnight parking of no more than one commercial type vehicle or vehicle identified for business purposes is permitted, provided that the vehicle does not exceed a capacity of one and one-half tons, that the vehicle is registered to an occupant of the residence, and the vehicle does not utilize a parking space required for the residential use.

F. A building may be used for residential and nonresidential use pursuant to this chapter. (Ord. 566 § 3, 2019)

[G. Metal finish buildings over 120 square feet are prohibited.](#)

Section 13.21.080 Residential Use within the IL light industrial base district.

A. All new construction shall be in conformance with the IL light industrial district.

B. Notwithstanding subsection A of this section, minor residential building additions are allowed by right that cumulatively do not exceed 50% of the square footage of the existing residence, and do not exceed the maximum permitted lot coverage of 40%.

C. Within the light industrial base district, the principal residential use shall not be allowed to be reestablished after the residential structure has been replaced with a structure intended for a light industrial principal use. (Ord. 566 § 3, 2019)

[D. Metal finish buildings over 120 square feet are prohibited.](#)

Chapter 13.24 Parking Regulations

Section 13.24.040 Parking Requirements

The following sections list the minimum amount of parking for each category of uses, special requirements and optional requirements.

A. Residential.

1. Single-Family Detached Dwellings (Conventional). Two parking spaces within a garage.
2. Cluster development (condominium, town home, etc.) semi-detached single-family (zero lot line, patio homes, duplexes, etc.) apartments and mobilehome parks:
 - a. Studio, one bedroom: one and one-half off-street parking spaces per unit of which one space shall be in a garage or carport. In the R-30 urban residential zone one parking space is required per studio and one-bedroom unit.
 - b. Two or more bedrooms: two off-street parking spaces per unit of which one space shall be in a garage or carport.
 - c. In addition to the required number of parking spaces for each unit, one off-street uncovered parking space shall be provided for each four units for visitor parking. For single-family zero lot line, patio homes, and duplexes, on-street parking may be substituted for visitor parking, where sufficient street pavement width and distance between driveways has been provided. In the R-30 zone, urban residential projects shall provide visitor parking at a ratio of one space for each 10 units, and may be unenclosed.
3. Congregate care facilities: as determined by a parking demand study approved by the Director.

B. Nonresidential.

1. Commercial, Retail and Service Uses.
 - a. Commercial uses in conjunction with the R-30 mixed use overlay shall provide one off-street parking space for each 400 square feet of leasable floor space, and may be unenclosed.
 - b. Neighborhood and general commercial shopping centers shall provide one off-street parking stall for each 250 square feet of gross floor area for all buildings and/or uses in the center. This shall apply to all commercial centers in the City, unless the delineation of independent uses is provided pursuant to Section 13.24.020. If the delineation of independent uses is known, then the standards listed below shall apply.
 - c. Automobile washing and cleaning establishments, except self-service: 16 parking stalls.
 - d. Self-service automobile washes: two and one-half for each washing stall.

- e. Automobile service and gas station: three spaces plus two for each service bay.
- f. Cemeteries: as specified by conditional use permit.
- g. Lumber yards: one for each 250 square feet of gross floor area for retail sales, plus one for each 1,000 square feet of open area devoted to display (partially covered by roof, awning, etc.) or sales.
- h. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.
- i. Motels and hotels: one parking space for each guest unit and two spaces for resident manager or owner, plus one space per 50 square feet of banquet seating area.
- j. Motor vehicle sales or rentals, recreational vehicle sales or rentals, automotive repair, painting, body work or service: one per 400 square feet of building gross floor area. If there is no building on-site, the parking standard shall be one space per 1,000 square feet of lot area.
- k. Trade schools, business colleges and commercial schools: one for each three student-capacity of each classroom plus one for each faculty member or employee.

2. [For new or redeveloped shopping centers within ¼ mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10 percent from the current parking requirements.](#)

[32.](#) Commercial Recreation Uses.

- a. Bowling alleys: five for each alley.
- b. Commercial stables: one accessible space for each five horses boarded on the premises.
- c. Driving ranges (golf): one per tee, plus the spaces required for additional uses on the site.
- d. Golf courses (regulation course): six per hole plus the spaces required for additional uses on the site.
- e. "Pitch and putt" and miniature golf courses: three per hole, plus requirements for auxiliary uses.
- f. Skating rinks, ice or roller: one for each 100 square feet of gross floor area, plus the spaces required for additional uses on the site.
- g. Swimming pool (commercial): one for each 100 square feet of water surface, plus one stall for each employee, but not less than 10 stalls for any such use.
- h. Tennis, handball and racquetball facilities: three for each court plus the spaces required for additional uses on the site.

[43.](#) Educational Uses.

- a. Elementary and junior high schools: two for each classroom.
- b. Senior high schools: one for each member of the faculty and each employee, plus one for each six students regularly enrolled.

c. Colleges, universities and institutions of higher learning: one for each three students plus one for each two members of the faculty and employees.

54. Health Uses.

a. Convalescent and nursing homes, homes of aged, rest homes, children's homes and sanitariums: one for every four beds in accordance with the resident capacity of the home as listed on the required license or permit.

b. Hospitals: 1.75 for each patient bed.

c. Athletic and health clubs: one for each 250 square feet of gross floor area. (For the purpose of this subsection, swimming pool area shall be counted as floor area.)

d. Congregate care facilities: as determined by a parking demand study approved by the Director.

65. Industrial.

a. Mini storage: one for each 5,000 square feet of gross floor area and storage lot.

b. For industrial uses not listed above: one for 500 square feet of gross floor area.

76. Places of Assembly.

a. Restaurants, taverns, cocktail lounges and other establishments for the sale and consumption on the premises of food and beverages: one space for every 100 square feet of gross floor area. No additional parking spaces shall be required for outside seating at restaurants up to 25% of the interior seating area. This parking ratio shall not apply to accessory eating areas established pursuant to Section 13.12.030(G)(5) and Section 13.14.030(J) of this title.

b. Auditoriums, sports arenas, stadiums or similar uses: one for each three seats or one for each 35 square feet of gross floor area where there are no fixed seats.

c. Theaters, movies:

i. Single screen: one space per three seats, plus five for employees.

ii. Multi-screen: one space per four seats, plus five for employees.

d. Libraries: one for each 300 square feet of gross floor area.

e. Museums or art galleries: one space for each 500 square feet of gross floor area.

f. Private clubs, lodge halls, dance halls, nightclubs, teenage nightclubs, cabarets, or union headquarters: one for each 75 square feet of gross floor area.

g. Churches and other places of assembly not specified above: one for each four fixed seats within the main auditorium or one for each 35 square feet of seating area within the main auditorium or one for each 35 square feet of seating area within the main auditorium where there are no fixed seats; 18 linear inches of bench shall be considered a fixed seat.

87. Other uses: day care centers not accessory to an existing business, including preschools and nursery schools: one for each staff member, plus one for each five children.

98. Public parks and recreation facilities: as specified by conditional use permit

C. Special Requirements. The following parking requirements are applicable to all commercial, industrial and office land uses. These special stalls shall be closest to the facility for which they are designated in order to encourage their use.

1. Motorcycle: facilities with 25 or more parking spaces shall provide at least one designated parking area for use by motorcycles. Developments with over 100 spaces shall provide motorcycle parking at the rate of one percent. Areas delineated for use by motorcycles shall meet standards set forth in Section 13.24.030(C)(1).
2. Bicycles: all commercial and office areas shall provide adequate locking facilities for bicycle parking at any location convenient to the facility for which they are designated. Whenever possible, weatherproofing or facility covering should be used.
 - a. Short-Term Bicycle Parking. If the project is anticipated to generate visitor traffic, provide permanently anchored bicycle racks within 200 feet of the visitors' entrance, readily visible to passers-by, for five percent of visitor motorized vehicle parking capacity, with a minimum of one two-bike capacity rack.
 - b. Long-Term Bicycle Parking. For buildings with over 10 tenant-occupants, provide secure bicycle parking for five percent of motorized vehicle parking capacity, with a minimum of one space. Acceptable parking facilities shall be convenient from the street and may include:
 - i. Covered, lockable enclosures with permanently anchored racks for bicycles;
 - ii. Lockable bicycle rooms with permanently anchored racks; and
 - iii. Lockable, permanently anchored bicycle lockers.
3. Clean air vehicles: Provide designated parking for any combination of low-emitting, fuel efficient and carpool/vanpool vehicles, as follows:

Table 13.24.040A

Clean Air Vehicle Parking Requirements

Total Number of Parking Spaces Required	Number of Clean Air Spaces Required
0-9	0
10-25	1
26-50	3
51-75	6
76-100	8
101-150	11
151-200	16
200 and over	At least 8% of total

- a. Parking Stall Marking. Paint, in the same paint used for stall striping, the following characters such that the lower edge of the last word aligns with the end of the stall striping and is visible beneath a parked vehicle: CLEAN AIR VEHICLE
- b. Low-emitting, fuel-efficient, and vanpool vehicles shall have the meaning set forth in the Green Building Standards Code.

c. Parking designated for “clean air vehicles,” including spaces associated with electric charging stations, shall count toward meeting the minimum on-site parking space requirements set forth in this chapter.

4. Electric vehicles.

a. The garage of a new single-family home shall be installed with complete 40 Amp electrical service and minimum AC Level 2 electrical vehicle charging station.

b. The garage or carport of each multi-family residential unit shall be installed with complete 40 Amp electrical service and minimum AC Level 2 electrical vehicle charging station. In addition, an electrical vehicle charging station shall be installed for 13 percent of the total guest parking spaces.

c. New office space, regional shopping centers, and movie theaters parking areas shall be installed with minimum Level 2 electrical vehicle charging station for ~~five~~5 percent of the total number of parking spaces provided.

d. Parking areas of new industrial and other land uses employing 200 or more employees shall be installed with minimum Level 2 electrical vehicle charging stations for ~~five~~5 percent of the total number of parking spaces provided.

e. Parking Stall Marking. Paint, in the same paint used for stall striping, the following characters such that the lower edge of the last word aligns with the end of the stall striping and is visible beneath a parked vehicle: ELECTRIC VEHICLE

f. Parking designated for “electric vehicles,” including spaces associated with clean air vehicles, shall count toward meeting the minimum on-site parking space requirements set forth in this chapter.

54. Drive-through facilities: drive-through facilities require special consideration as their design can significantly impact the vehicular circulation on a site. The following requirements apply to any use with drive-through facilities.

a. Each drive-through lane shall be separated from the circulation routes necessary for ingress or egress from the property, or access to any parking space.

b. Each drive-through lane shall be striped, marked, or otherwise distinctly delineated.

c. The vehicle stacking capacity of the drive-through facility and the design and location of the ordering and pick-up facilities will be determined by the Director and City Engineer based on appropriate traffic engineering and planning data. The applicant shall submit to the City a traffic study addressing the following issues:

i. Nature of the product or service being offered.

ii. Method by which the order is processed.

iii. Time required to serve a typical customer.

iv. Arrival rate of customers.

v. Peak demand hours.

vi. Anticipated vehicular stacking required.

65. Spaces provided for the specific uses as listed above, shall be clearly designated through signs, colored lines, etc.

D. Shared Parking. Shared parking may be provided for required commercial, residential, or office off-street parking. Parking facilities may be used jointly with parking facilities for other uses when operations are not normally conducted during the same hours, or when hours of peak use vary. Requests for the use of shared parking are subject to the approval of the Director and must meet the following conditions:

1. A parking study shall be presented to the Director demonstrating that substantial conflict will not exist in the principal hours or periods of peak demand for the uses which the joint use is proposed.
2. The number of parking stalls which may be credited against the requirements for the structures or uses involved shall not exceed the number of parking stalls reasonably anticipated to be available during differing hours of operation.
3. Parking facilities designated for joint use should not be located further than 300 feet from any structure or use served.
4. A written agreement shall be drawn to the satisfaction of the City Attorney and executed by all parties concerned assuring the continued availability of the number of stalls designated for joint use. (Ord. 566 § 3, 2019)

Chapter 13.30 General Development and Performance Standards

Section 13.30.020 General Development Standards

A. Projections Into Yards.

1. Eaves, roof projections, awnings, and similar architectural features when located at least eight feet above grade may project into required yards a maximum distance of three feet, provided that such feature shall be at least three feet from a property line.
2. Fireplace, chimneys, bay windows, balconies, fire escapes, exterior stairs and landings, and similar architectural features may project into the required yard a maximum distance of two feet and shall be at least three feet from a property line.

B. Projections Above Height Limits. Unless otherwise specified in this code, flues, chimneys, antennas, elevators or other mechanical equipment, utility, or mechanical features may exceed the height limit of the base district by not more than 15 feet, provided such feature shall not be used for habitable space and appropriate screening is provided, as determined by the Director. Architectural appurtenances to churches and other religious institutions involving a steeple, or cross, or combination thereof, and clock towers and similar design elements on commercial structures, may exceed the maximum height of the base district if it is determined through the development review permit or conditional use permit process that architectural compatibility and appropriate building scale are achieved and maintained.

C. Use of Required Yards.

1. Street Yards. Except as otherwise permitted, a street yard shall be used only for landscaping, pedestrian walkways, driveways, or off-street parking.

2. Rear and Interior Side Yards. Except as otherwise permitted, these yards shall be used only for landscaping, pedestrian walkways, driveways, off-street parking or loading, recreational activities or facilities, or similar accessory activities.

D. Auxiliary Structures. Auxiliary structures shall meet all of the setback requirements for main buildings unless otherwise specified within this code. Height of auxiliary structures shall be a maximum of 165 feet.

E. Distance Between Structures. The minimum distance between detached structures on the same lot shall be 10 feet unless otherwise specified in this code.

F. Fencing and Walls in the Office Professional, Commercial and Industrial Zones.

1. Fences or walls located in a required front or corner side yard shall not exceed three and one-half feet in height in the office and commercial zones. In the Industrial zones, security fencing up to six feet in height may be located in the front or exterior side yard provided the fence is constructed of decorative metal, is non view-obscuring and otherwise complies with the provisions contained in Section 13.14.040(C) (Security fencing) of this title. Fences or walls on the interior side or rear yard of property zoned office, commercial or industrial shall not exceed eight feet in height unless otherwise approved through a development permit. Overall fence height is inclusive of security devices noted in subdivision (2) of this subsection.

2. In the industrial zones, barbed wire, concertina wire, or similar security devices are permitted on top of a minimum six-foot high fence or wall located in the rear or interior sideyard setback only. Wire shall fall inward to the property and shall not extend beyond the property line.

3. In the office or commercial zones, decorative iron curved inward to the property, shall be used as a security device in lieu of barbed wire, concertina wire, or similar security devices.

4. Fences and walls shall be designed to be compatible with on-site buildings in terms of color and/or materials. Within the required setback adjacent to a residential land use, a minimum six-foot high solid decorative block wall shall be required. Exceptions to this requirement may be granted by the Director where an equivalent buffer is provided through site design or site characteristics, such as difference in grade between sites.

5. All fences and walls are to be composed of new or good used materials as determined by the Director and shall be kept in good repair and adequately maintained at all times. Any dilapidated, dangerous, or unsightly walls or fences shall be removed or repaired. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120.

6. Walls or fences may not enclose required parking unless otherwise permitted by Section 13.06.070(E)(4) or 13.14.040(C).

7. Walls constructed next to a mobility element street shall be constructed with decorative block to the satisfaction of the Director. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 or amendments thereto.

G. Fencing and Walls in the Open Space ~~and Resort Recreation Zones~~.

1. Fences or walls located in the open space ~~or resort recreation zones~~ shall adhere to the fence height limitations of the residential zones unless otherwise approved pursuant to a development permit.
2. The Director may approve the use of security devices such as barbed wire, concertina wire or similar devices in the open space ~~and resort recreation zones~~, provided the fencing will not adversely impact the public health or safety and it does not present a negative visual impact.
3. Walls constructed next to a mobility element street shall be constructed with decorative block to the satisfaction of the Director.
4. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

H. Metal Finish. Primary buildings ~~with an exterior metal finish~~ for commercial or industrial development ~~with an exterior metal finish~~ are prohibited unless the building is comprehensively designed and approval of a Development Review Permit is obtained. The project shall comply with the development criteria in Section 13.08.070 and the performance standards in Section 13.30.030.

I.H. Large Family Day Care Homes. All large family day care homes shall comply with the following:

1. An area shall be provided for the temporary parking of at least two vehicles for the safe loading and unloading of children. In most cases, the driveway in front of a two-car garage will satisfy this requirement.
2. No large family day care home shall be permitted within 300 feet of another large family day care home on the same street frontage.
3. The premises for which application for a business license is made shall be inspected by the Fire Department and shall meet the requirements of the state Fire Marshal's regulations pertaining to large family day care homes in order for a business license to be approved.
4. All permits and licenses required by State law shall be obtained prior to commencing operation and all such licenses or permits shall be kept valid and current.

J. Equipment Screening. Any equipment, whether on the roof, on the side of a building, or on the ground, shall be screened from view. The method of screening shall be architecturally integrated with the building design in terms of material, color, shape and size. Where individual equipment is provided, a continuous screen is desirable.

K.J. Trash Enclosures. All office, commercial and industrial developments shall provide an adequate number of trash enclosures on-site to meet the requirements of [Chapter 9.06 and](#) Section 9.02.230 or

amendments thereto. The enclosures shall be designed to the satisfaction of the Director and shall include:

1. ~~A~~ a minimum six-foot high solid decorative masonry wall or solid fence with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.

2. Each trash dumpster shall have an attached, water-proof cover that shall be kept closed at all times.

3. All gaps between walls and roof of the enclosure must be screened with a 5 mm gauge.

4. The trash enclosures shall be properly sized to include all containers for trash, recyclable, and organic waste, and shall be easily accessible, shall not be located within any required setback or landscape area and shall not block any required parking area or driveway.

5. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

6. All developments must also comply with the current storm water requirements in Section 9.06.250(C)(1) and Section 9.06.220(B)(2).

7. Trash enclosures for residential projects shall conform to the provisions contained in Section 13.10.040(I) of this title.

LK. Senior Housing Usable Open Space. All senior housing projects shall provide and maintain at least 200 square feet of usable recreation or open space per dwelling unit. Such space may be at ground level, or aboveground. Interior recreation facilities may be counted towards this requirement. Off-street parking and loading areas, driveways, service areas, areas within front or side yard setbacks, and areas in which any dimension is less than five feet shall not be counted in determining the required open space. Both common open space and private open space are applicable toward the minimum.

ML. Low Impact Development (LID) Standards.

1. The project design shall incorporate LID and site design BMP's to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Requirements for all development projects, including priority development projects, shall include, but not be limited to, the following measures:

a. Source control BMPs that reduce polluted runoff stormwater pollutants of concern in urban runoff, including storm drain system stenciling and signage, properly designed outdoor material storage areas, properly designed trash storage areas, and implementation of efficient irrigation systems;

b. LID BMPs where feasible to the maximum extent practicable which maximize infiltration, provide retention, slow runoff, minimize impervious footprint, direct runoff

from impervious areas into landscaping, and construct impervious surfaces to minimum widths necessary;

c. Buffer zones for natural water bodies, where feasible. Where buffer zones are infeasible, require project proponent to implement other buffers such as trees, access restrictions, etc., where feasible;

d. Submittal of proof of a mechanism under which ongoing long-term maintenance of all structural post-construction BMPs will be conducted.

e. Parking areas shall be designed to drain to landscape areas and private roads shall be designed to drain to vegetated swales or landscape areas.

2. The following LID site design BMPs shall be implemented for all priority development projects:

a. For priority development projects, all runoff must be directed into a treatment control BMP prior to discharging to the with landscaped or other pervious areas, drain a portion of impervious areas (rooftops, parking lots, sidewalks, walkways, patios, etc.) into pervious areas prior to discharge to the MS4. The amount of runoff from impervious areas that is to drain to pervious areas shall correspond with the total capacity of the project's pervious areas to infiltrate or treat runoff, taking into consideration the pervious areas' soil condition, slope, and other pertinent factors.

b. For priority development projects with landscaped or other pervious areas, properly design and construct the pervious areas to effectively receive and infiltrate or treat runoff from impervious areas, taking into consideration the pervious areas' soil conditions, slope, and other pertinent factors.

c. For priority development projects with low traffic areas and appropriate soil conditions, construct a portion of walkways, trails, overflow parking lots, alleys, or other low-traffic areas with permeable surfaces, such as pervious concrete, porous asphalt, unit pavers, and granular materials.

3. Where applicable and determined feasible by the Director, the following LID BMPs shall be implemented at all priority development projects:

a. Conserve natural areas, including existing trees, other vegetation, and soils.

b. Construct streets, sidewalks, or parking lot aisles to the minimum widths necessary, provided that public safety and a walkable environment for pedestrians are not compromised.

c. Minimize the impervious footprint of the project.

d. Minimize soil compaction.

e. Minimize disturbances to natural drainages (e.g., natural swales, topographic depressions, etc.).

4. ~~Where deemed applicable and feasible by the Director,~~ Source control and treatment control BMPs must be, designed to address pollutants of concern specific to the project site and/or current highest priority pollutants as identified in the San Diego River Water Quality Improvement Plan the region in general shall be implemented at all priority development project sites. (Ord. 566 § 3, 2019)

Chapter 13.32 Signs

Section 13.32.045 Prohibited signs

Any sign not specifically authorized by this chapter shall be prohibited unless required by law or utilized by a proper government agency. The following signs are expressly prohibited:

- A. Roof signs;
- B. Flashing sign;
- C. Inflatable advertising devices of a temporary or permanent nature;
- D. Temporary inflatable signs that demonstrate motion through the use of fans (commonly known as “wind dancer” or “floppy person” signs);
- E. Search lights and beacons;
- F. Revolving or rotating signs;
- G. Signs without an approved sign permit, unless specifically exempt per this chapter;
- H. Signs within the public right-of-way, except where required by a government agency or otherwise permitted by City ordinances;
- I. Signs blocking doors or fire escapes;
- J. Signs which purport to be or are an imitation of or resemble official traffic warning devices or signs, that by color, location or lighting may confuse or disorient vehicular or pedestrian traffic. This does not include signs otherwise authorized by this chapter, including, but not limited to, commercial directional signs;
- K. Off-premises signs, except as part of a City-approved sign program;
- L. Signs Relating to Inoperative Activities or Businesses and to Illegally Operating Businesses or Activities. Signs pertaining to activities or businesses which are no longer in operation shall be removed from the premises, or the sign copy shall be removed or obliterated, within 90 calendar days after the premises have been vacated or the business to which the sign copy pertains has ceased. For businesses or activities that are illegally operating, any signs pertaining to such illegal use shall be removed from the premises or the sign copy shall be removed or obliterated upon notification from the Director that the business is operating illegally. (Ord. 566 § 3, 2019)

[M. New billboard signs](#)

Section 13.32.050 Sign Regulations

- B. Signs Permitted in the Residential Zones.* The maximum signage that will be allowed in the residential zones shall be as follows:

Table 13.32.050B

Class **	Sign Type	Maximum Number	Maximum Area per Sign Face	Maximum Height
Residential	Wall	1 per major entry to project	48 sq. ft.	Not to project over roofline
		OR		
	Freestanding	1 per major entry to project	48 sq. ft.	Not to exceed 6 feet in overall height from grade

* Addresses are required to be shown for each development on a freestanding sign, or, if none exists, on the building.

** [Residential care facilities and congregate care facilities are subject to the sign regulations above.](#)

C. General Use Signs. Sign permits may be issued for signs included under this section throughout the City unless otherwise designated. The method of application for such signs is as per Section 13.32.030(A)(1) of this chapter. These signs are in addition to those signs expressly regulated in this chapter and are subject to the provisions listed in this subsection:

1. Use of Flags. The use of flags is permitted in conjunction with an approved residential subdivision sales office. The use of such flags shall conform to the following provisions:

- a. The flags shall be no higher than 18 feet from existing grade;
- b. In no case shall the flags be allowed within the public right-of-way;
- c. Each flag must be affixed to a standard implanted in the ground;
- d. The flags can be maintained as long as a valid operating permit for the sales office has been granted;
- e. The maximum size of the flag shall not exceed three feet by five feet and shall be maintained in good condition. Torn or worn flags shall be replaced.

2. On-Site Subdivision Signs.

- a. One temporary on-site subdivision sign not to exceed an area of sign of 64 square feet total for two sides or 32 square feet for one side and a total overall height of 12 feet may be permitted on each street frontage of the property being subdivided not to exceed two such signs for any subdivision, otherwise a maximum of one sign is permitted.
- b. Such signs shall be removed within 10 calendar days from the date of the final sale of the land and/or residences or within 24 months, whichever comes first. A single extension of 12 months may be approved by the Director of Development Services.
- c. Signs shall be maintained in good repair at all times.

3. Temporary Real Estate Directional Signs on City-Provided Kiosks. Sign panels on City-provided kiosks may be authorized for the purpose of providing directional information to residential developments, including mobilehome parks which are offering the sale or rental for the first time, of houses, apartments, lots or mobilehome spaces, provided:

- a. Number. The maximum number of single-faced sign panels allowed shall be eight per development. Double-faced sign panels shall be counted as two signs.
- b. Area and Dimensions. Sign panels shall be five square feet in total area of sign, and shall measure five feet horizontal length by one foot vertical length.
- c. Height. Maximum sign height for a single sign structure (kiosk) shall be 11 feet.
- d. Kiosk Structures. All sign panels shall be located on a City approved kiosk structure.
- e. Permitted Locations. Signs shall be located on designated City kiosk structures within the public right-of-way. If, in the opinion of the Director, available City kiosk structures will not permit adequate directional information, kiosk structures may be approved by the Director on private property with the written permission of the property owner. A kiosk location plan shall be prepared showing the site of each kiosk and shall be submitted to and approved by the Department prior to the acceptance of a sign permit application.
- f. Sign Copy. Each temporary real estate directional sign shall contain only the name of the subdivision and a directional arrow. Community directional signs (City Hall, library, parks, etc.) may also be allowed on kiosk structures.
- g. Spacing. No temporary real estate directional sign shall be placed within 300 feet of another except when they are across the street from one another. A maximum of seven temporary real estate directional sign panels for different developments may be grouped on a single sign structure face. Only one panel per development may be placed on a single sign structure face.
- h. Right of Entry. All kiosks which are placed on private property must have written consent of the property owners to allow the City, in the event of noncompliance, to enter said property and remove the sign. A copy of said consent shall be filed with the Department prior to the acceptance of a sign permit application.
- i. Changes. Any sign approved for a particular subdivision within the City shall not be changed to another subdivision without prior approval of the Director.
- j. Time Period. Permits for sign panels shall be issued for a limited period of time, not to exceed 24 months or until the first sale or rental of all units is completed, whichever occurs first. At that time, the permittee shall apply for a one-year extension or all signs shall be removed.
- k. Unauthorized Alterations. There shall be no additions, tag signs, attention-getting devices, or other appurtenances added to the sign as approved.

I. Lighting. Illumination by any means is prohibited.

4. Electronic Message Center. Electronic message center (EMC) signs ~~(EMC)~~ may be permitted in the commercial and industrial districts (except within the RB Overlay District) subject to compliance with the following requirements:

a. The maximum size of the sign area must comply with the sizes for the applicable use as provided in Table 13.32.050(A). Residential care and congregate care facilities are subject to sign requirements in Table 13.32.050B.

b. EMC signs are allowed only on parcels with frontage on prime arterials, major arterials, parkways, or collector roads with two-way left turn lane (TWLTL) as defined in the Mobility Element of the General Plan;

c. The copy of electronically displayed messages may change no more frequently than once every eight seconds. The transition from one message to another should be instantaneously as perceived by the human eye;

d. Each signage shall be complete in itself and shall not continue on a subsequent sign;

e. Displays on an EMC must contain static messages only and must not have movement, or the appearance of optical illusion or movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination, or the flashing, scintillating or varying of light intensity;

f. EMC~~s~~ located in Airport Influence Area 1 of Gillespie Field are subject to review by the Federal Aviation Administration and / or the Airport Land Use Commission;

g. EMC Illumination Requirements. Between dusk and dawn the illumination of an EMC shall conform to the following requirements:

MEETING DATE February 24, 2021

ITEM TITLE FISCAL YEAR 2020-21 OPERATING BUDGET UPDATE AND RESOLUTION AMENDING THE FISCAL YEAR 2020-21 BUDGET

DIRECTOR/DEPARTMENT Tim K. McDermott, Finance *tm*

SUMMARY

The operating budget for fiscal year 2020-21 was adopted by the City Council on June 25, 2020. The attached staff report and schedules provide an update on the current fiscal year budget, including amendments to the budget reflecting changes in revenue estimates and proposed appropriation adjustments.

The City Council and Executive Staff will be meeting next month to discuss goals and priorities for the upcoming two years. Budget review sessions for the proposed fiscal year 2021-22 operating budget and capital improvement program for fiscal years 2022 - 2026 are planned for May 26th and June 9th, with the budgets scheduled to be adopted on June 23rd.

FINANCIAL STATEMENT *tm*

The fiscal year 2020-21 General Fund operating budget, as amended, reflects estimated revenues totaling \$52.0 million and operating expenditure appropriations totaling \$48.6 million. Other uses of funds total \$752,173 which include capital improvement program and other interfund transfers, as well as payments to reduce the retiree health unfunded liability. The available reserve balance at June 30, 2021 is projected to be \$16.1 million or 33% of annual General Fund operating expenditures.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MAB*

Adopt the attached resolution amending the fiscal year 2020-21 budget, and provide direction to staff.

ATTACHMENTS

1. Staff Report
2. General Fund Summary
3. General Fund Revenue Detail
4. General Fund Appropriation Adjustments
5. Resolution

STAFF REPORT**FISCAL YEAR 2020-21 OPERATING BUDGET UPDATE
AND RESOLUTION AMENDING THE OPERATING BUDGET
FOR FISCAL YEAR 2020-21****CITY COUNCIL MEETING
FEBRUARY 24, 2021****Overview**

When the fiscal year 2020-21 operating budget was being developed in the Spring of 2020, the effects of the COVID-19 pandemic were just starting to be felt and there was a great degree of uncertainty regarding the impacts that would be realized by the local economy and the resulting impact on the City's budget. As such, revenue estimates were cautiously developed and planned expenditures were pulled back in many areas. While the impacts on many local small businesses and residents affected by the pandemic have been severe, fortunately City revenues have held up reasonably well, much better than had been projected.

Through a combination of stronger than anticipated revenues and budgeted expenditure savings, the City ended last fiscal year with an available General Fund reserve balance of \$13.2 million which is \$2.7 million better than expected when the current fiscal year budget was adopted. General Fund revenues were \$2.0 million better than expected, with sales tax revenue coming in \$1.4 million stronger than expected, driven largely by online sales activity and the continued implementation of AB 147 requiring out of state retailers meeting certain requirements to collect and remit California sales tax, and pandemic related sales tax payment deferrals by businesses did not materialize to the extent projected. Budgeted expenditure savings were in excess of \$700,000 more than had been projected as City departments pulled back on non-essential spending in response to the uncertainty created by the pandemic.

The following discussion and schedules present updated revenue projections for FY 2020-21 and proposed expenditure appropriation adjustments. The Amended Operating Budget for Fiscal Year 2020-21 as presented, is a balanced budget which provides for a reserve balance at June 30, 2021 of \$16.1 million or 33% of annual General Fund operating expenditures. Supplemental reserves in excess of the City's 20% minimum reserve policy will be vital to assist the City in providing resources to navigate through this pandemic-driven period of uncertainty, to meet continued increases in CalPERS retirement costs and contract law enforcement services costs, to reduce unfunded CalPERS and retiree health unfunded liabilities as well as providing an opportunity to allocate additional resources towards meeting current and future infrastructure and public facility needs.

General Fund Proposed Budget Summary FY 2020-21 Mid-Year Amended Budget	
Revenues	\$ 52,009,600
Expenditures	(48,550,255)
Revenues Over Expenditures	3,459,345
Other Financing Sources	175,000
Other Financing Uses:	
Transfers to Other Funds	(359,600)
Transfers to Capital Improvement Program	(242,573)
Unfunded Liability Payments (OPEB Trust)	(150,000)
Available Fund Balance, July 1, 2020	13,234,362
Available Fund Balance, June 30, 2021	\$ 16,116,534

General Fund Revenues

General Fund revenues for FY 2020-21 are projected to total \$52.0 million, a \$5.7 million increase from the original budget estimate. Following is a discussion of key revenue updates.

Property Taxes: Property Taxes represent 40% of General Fund revenues and are received based on net taxable assessed valuation. Citywide net taxable assessed valuation increased by 7.1% in FY 2020-21, the second highest rate of increase of all San Diego County cities. Property tax revenues (including real property transfer taxes) are projected to total \$20.7 million in FY 2020-21, an increase of \$974,790 from the previous fiscal year and \$165,200 more than the FY 2020-21 original budget estimate. To date property tax payment delinquencies have had just a very minimal effect on the City’s property tax revenues, though this is something that we are continuing to monitor.

Sales Tax: Sales Tax represents 30% of General Fund revenues and is projected to total \$15.4 million in FY 2020-21. This represents a \$614,729 increase from the prior fiscal year and a \$1.85 million increase from the original budget estimate. Much of this growth is being realized in County Pool allocations as a result of online sales and out of state retail sales that are now being captured as a result of the Supreme Court – Wayfair decision and California Assembly Bill 147.

Franchise Fees: Franchise Fees represent the third largest discretionary source of revenue and are received from Waste Management, San Diego Gas & Electric (SDG&E), Cox Communications and AT&T. With the negotiation and approval of a new franchise agreement with Waste Management effective January 1, 2021, a one-time contract signing fee in the amount of \$1.75 million has been received and is now included in the current fiscal year revenues. Separate from the one-time contract signing fee, Franchise Fees are projected to total \$3.2 million in FY 2020-21, an increase of \$188,944 from the prior fiscal year and a \$193,000 increase from the original budget estimate.

Transient Occupancy Tax: Transient Occupancy Tax (TOT) revenue has fared surprisingly well during the course of the pandemic and related stay at home orders. For FY 2019-20 total TOT revenue was down just \$10,119 from the prior fiscal year. For FY 2020-21 TOT revenue is projected to total \$555,500, essentially flat from the FY 2019-20 fiscal year amount but reflecting a \$140,700 increase from the original budget estimate.

Grant Revenue – CARES Act (Coronavirus Relief Fund): The FY 2020-21 adopted budget reflected the receipt and use of the balance of \$1,036,010 in federal CARES Act (Coronavirus Relief Fund) grant funds allocated to Santee by the County of San Diego, much of which was expended in the prior fiscal year. Subsequent to the FY 2020-21 budget being adopted, Santee received an additional allocation of CARES Act funding from the State of California in the amount of \$716,121 which was primarily utilized to fund business assistance programs, rental assistance and direct costs incurred by the City in its pandemic response efforts. The FY 2020-21 amended budget reflects a total amount of CARES Act grant revenue to be recognized and expended in FY 2020-21 of \$1,063,900, an increase of \$823,900 from the adopted budget amount. This includes the full amount allocated to Santee by the State and the remaining amount expended in FY 2020-21 of the allocation from the County.

Fire Reimbursements: As a result of the deployment of Santee Fire Department personnel and resources to combat various wildfires throughout the State, coupled with the department's support of the Operation Collaboration vaccination program, federal and state reimbursements are expected to total \$852,500 in FY 2020-21, representing a \$674,830 increase from the prior fiscal year and a \$663,700 increase from the original budget estimate. This revenue is substantially offset by additional reimbursable overtime costs and other related expenditures.

Planning, Building and Engineering Revenues: Planning, Building and Engineering revenues related to development activity are projected to total \$2.4 million in FY 2020-21, a \$299,500 increase from the adopted budget amount.

Community Services – Recreation, Facilities and Special Events Revenues:

Community Services Department revenues related to General Fund recreation activities, facilities usage and special events is projected to total just \$270,800 in FY 2020-21, a \$189,100 reduction from the prior fiscal year. However, included in this revenue is a projected \$120,000 to be generated from disc golf course fees, which has greatly exceeded expectations.

General Fund Expenditures

The amended budget reflects General Fund operating expenditures totaling \$48.6 million in FY 2020-21, a \$1.6 million increase from the current budget. Following is a discussion of the proposed appropriation adjustments.

Personnel Costs: Proposed personnel cost adjustments include the following.

- An increase in unemployment costs primarily related to the lay-off or furlough of part-time temporary personnel due to the pandemic totaling \$30,500 over several departments.
- An increase in Information Technology Division overtime in the amount of \$3,700 as a result of the increased demand on IT personnel to support City operations and meetings during the pandemic
- An increase in Community Services Department (Public Services Division) overtime in the amount of \$14,700.
- An increase in Fire Department reimbursable overtime totaling \$463,700 for fire strike team and line medic costs and the Operation Collaboration vaccination program
- An increase in Fire Department workers compensation costs in the amount of \$168,000

City Council: An increase of \$25,000 to provide funds to support the recommendations and initiatives of the COMPOC Diversity, Equity and Inclusion subcommittee

Development Services: An increase of \$37,500 for contract building plan check and inspection services

Community Services: An increase of \$28,400 for contract landscape maintenance costs (parks and City facilities)

Law Enforcement: An increase of \$2,680 which will fund ½ of the cost of one School Resource Officer for West Hills and Santana High Schools for the period of September 29, 2020 through June 30, 2021 (total cost to the City is \$102,430)

Fire: Proposed adjustments include the following.

- Increase of \$4,300 for reimbursed expenditures incurred in the deployment of fire strike teams and line medics to various fires
- Increase of \$7,000 for communication equipment for the new CalOES engine to be received
- Increase of \$3,400 to replace a damaged fire hose
- Increase of \$41,700 for protective equipment, uniforms and other wearing apparel to outfit six new firefighters
- Increase of \$20,000 for the repair and maintenance of City vehicles due to several unanticipated repairs required on major apparatus

Emergency Declaration (COVID-19): An increase of \$796,000 for the expenditure of federal CARES Act Coronavirus Relief Fund monies received from the State (\$716,121) and the final expenditure of CARES Act monies received from the County in the prior fiscal year. These monies have been expended in accordance with the City Council approved expenditure plan on business assistance programs, rental assistance and direct costs incurred by the City in its pandemic response efforts.

Transfers to Capital Projects Fund: An additional transfer to the Capital Projects Fund in the amount of \$200,000 is proposed in order to repair two failing corrugated metal pipe (CMP) storm drains that were installed in 1959 that are located within easements that are not eligible to be funded with either Drainage Impact Fees or Gas Tax Funds.

General Fund Reserves

As a result of stronger than anticipated revenues and budgeted expenditure savings realized in the prior fiscal year, the amended budget reflects a projected available General Fund balance of \$16.1 million at June 30, 2021, a \$6.6 million improvement from the current budget and which exceeds the \$9.7 million minimum balance required by the City's General Fund Reserve Policy by \$6.4 million.

The City Council may consider providing direction to staff to appropriate or commit portions of the projected available reserve balance in excess of the 20% policy level for purposes such as the following.

- A supplemental budget stabilization reserve fund, either in a specific amount or as a percentage of annual expenditures, which would provide additional resources to cushion against ongoing or future economic downturns, revenue reductions or expenditure requirements
- Additional payments to reduce retiree health and/or CalPERS unfunded liabilities. Over the past several years the City has made payments to the retiree health OPEB trust account in amounts ranging from \$400,000 to \$500,000 each fiscal year. The current fiscal year budget has just \$150,000 appropriated for this purpose.
- Transfer to the Capital Improvement Program, with specific projects to be identified pending future direction by the City Council or for specific project(s) such as:
 - Pavement Repair and Rehabilitation/Roadway Maintenance
 - CMP Storm Drain Replacement and Repair
 - Information technology investments such as the land management / permitting system and web site improvements
 - Public facility needs such as the planned Community Center and Public Safety Center
 - Highway 52 Phase 1 improvements
- Providing additional support to local businesses and residents adversely affected by the pandemic and related restrictions

The City Council and Executive Staff will be meeting next month to discuss and develop goals and priorities for the next two years which will provide a forum for determining how additional available resources could best be utilized.

Looking Forward

While the information presented in this mid-year budget update is positive overall, there continues to be a great deal of uncertainty as to the ultimate impacts of the pandemic on the local, state and national economies and City revenues. Key property and sales tax revenues remain vulnerable both in the short and longer term. In addition, the City continues to be faced with cost impacts such as the sharp annual increases in CalPERS retirement and contract law enforcement services costs. The City's ability to continue to identify sufficient resources to meet these challenges, to supplement ongoing efforts to address infrastructure deficiencies such as street repair and corrugated metal pipe storm drain repairs and replacement, and to provide for needed public/community facilities, will continue to be a challenge in the upcoming years.

**CITY OF SANTEE
GENERAL FUND SUMMARY
FY 2020-21 PROPOSED MID-YEAR BUDGET AMENDMENTS**

	FY 2020-21 Current Budget	FY 2020-21 Amended Budget	Increase (Decrease)
Revenues	\$ 46,263,040	\$ 52,009,600	\$ 5,746,560
Expenditures by Dept:			
City Council	445,200	470,200	25,000
City Attorney	768,120	768,120	-
City Manager	996,430	996,430	-
Information Technology	471,380	475,080	3,700
Animal Control	435,000	435,000	-
City Clerk	630,300	630,300	-
Human Resources & Risk Mgmt	1,142,960	1,142,960	-
Finance	1,329,340	1,329,340	-
Development Services (total):	5,006,615	5,050,745	44,130
Community Services (total):	5,237,960	5,302,070	64,110
Law Enforcement	16,061,050	16,063,730	2,680
Fire and Life Safety (total):	14,354,320	15,065,280	710,960
Emergency Declaration (COVID-19)	25,000	821,000	796,000
Total Operating Expenditures	46,903,675	48,550,255	1,646,580
Revenues Over (Under) Expenditures	(640,635)	3,459,345	4,099,980
Other Financing Sources	175,000	175,000	-
Other Financing Uses:			
Transfers to Other Funds	(359,600)	(359,600)	-
Transfers to Capital Improvement Program	(42,573)	(242,573)	(200,000)
Unfunded Liabilities (OPEB/retiree health)	(150,000)	(150,000)	-
Change in Available Fund Balance	(1,017,808)	2,882,172	3,899,980
Available Fund Balance, Beg. of Year	10,522,161	13,234,362	2,712,201
Available Fund Balance, End of Year	\$ 9,504,353	\$ 16,116,534	\$ 6,612,181

**CITY OF SANTEE
GENERAL FUND
REVENUE DETAIL
FY 2020-21 MID-YEAR UPDATE**

Attachment 3

Account No.	Account Name	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Revised	Increase (Decrease)
TAXES					
	Property Taxes	19,715,710	20,525,300	20,690,500	165,200
1001.00.4001	Property Tax Secured and Unsecured	10,922,667	11,321,700	11,337,900	16,200
1001.00.4002	Property Tax - Redev Pass-through	467,428	493,800	492,700	(1,100)
1001.00.4003	Property Tax - Redev Residual Distrib	1,629,715	1,694,600	1,717,700	23,100
1001.00.4005	Real Property Transfer	300,958	292,800	292,800	-
1001.00.4006	Property Tax In Lieu (of VLF)	6,394,942	6,722,400	6,849,400	127,000
	Sales and Use Taxes	13,218,914	12,068,300	13,853,300	1,785,000
1001.00.4011	Sales and Use Taxes	14,794,271	13,558,000	15,409,000	1,851,000
1001.00.4015	Location Agreement Payment	(1,575,357)	(1,489,700)	(1,555,700)	(66,000)
	Transient Occupancy Tax	553,496	414,800	555,500	140,700
1001.00.4020	Transient Occupancy Tax	553,496	414,800	555,500	140,700
	Franchise Fees	3,014,156	3,010,100	4,953,100	1,943,000
1001.00.4030	Franchise Fees	3,014,156	3,010,100	3,203,100	193,000
1001.00.4030	Waste Mgmt One-Time Contract Signing Fee	-	-	1,750,000	1,750,000
	SPECIAL ASSESSMENTS	1,098,146	1,111,300	1,108,600	(2,700)
1001.03.4102	Assessments - Fire Benefit Fee	1,098,146	1,111,300	1,108,600	(2,700)
	INTERGOVERNMENTAL	960,016	502,300	1,988,600	1,486,300
1001.00.4202	Motor Vehicle License Fees	46,227	27,600	27,600	-
1001.00.4206	SB90 Claims	36,709	39,000	38,500	(500)
1001.00.4220	Grants - Federal (Coronavirus Relief)	688,155	240,000	1,063,900	823,900
1001.03.4250	Fire Reimbursements - Federal	117,697	61,300	368,100	306,800
1001.03.4251	Fire Reimbursements - State	59,973	127,500	484,400	356,900
1001.03.4252	Fire Reimbursements - Local/Other	11,254	6,900	6,100	(800)
	LICENSES AND PERMITS	1,671,367	1,399,700	1,464,000	64,300
1001.00.4301	Business Licenses - New	40,939	38,600	36,900	(1,700)
1001.00.4302	Business Licenses - Renewals	52,862	50,800	45,600	(5,200)
1001.00.4303	Regulatory Permits	2,076	2,500	2,500	-
1001.00.4304	Business Licenses - Other	701	800	800	-
1001.00.4305	SB 1186 Surcharge	1	-	-	-
1001.00.4306	Home Occupation Permit - New	6,235	5,300	5,300	-
1001.00.4307	Home Occupation Permit - Renewal	13,103	12,900	11,800	(1,100)
1001.00.4310	Alarm Permits	1,313	1,300	1,300	-
1001.03.4330	Fire Department - Permits/Services	44,976	52,000	61,000	9,000
1001.04.4340	Building Fees - Eng Direct City Costs	18,405	14,000	28,500	14,500
1001.04.4341	Building Fees - Subject to Split	1,483,296	1,213,000	1,263,000	50,000
1001.04.4343	Building Fees - Plng Direct City Costs	7,461	8,500	7,300	(1,200)
	FINES AND FORFEITURES	223,296	189,500	173,200	(16,300)
1001.00.4401	Vehicle Code Fines	135,168	123,700	110,600	(13,100)
1001.00.4402	Other Fines and Forfeitures	17,074	14,900	14,900	-
1001.00.4410	Parking Citations	49,217	38,900	38,900	-
1001.04.4403	Code Compliance Administrative Citations	7,578	2,000	7,600	5,600
1001.04.4404	Storm Water Administrative Citations	14,260	10,000	1,200	(8,800)

**CITY OF SANTEE
GENERAL FUND
REVENUE DETAIL
FY 2020-21 MID-YEAR UPDATE**

Attachment 3

Account No.	Account Name	FY 2019-20 Actual	FY 2020-21 Adopted	FY 2020-21 Revised	Increase (Decrease)
CHARGES FOR SERVICES		6,213,462	6,212,610	6,436,700	224,090
1001.00.4635	Finance - Full Cost Recovery	252	2,000	-	(2,000)
1001.00.4640	Admin Tow Fees	22,136	26,500	19,000	(7,500)
1001.00.4641	Cost Recovery - Restitution	211	400	400	-
1001.00.4691	Candidate Statements	-	3,600	3,500	(100)
1001.00.4694	City Clerk - Misc Fees	706	1,000	500	(500)
1001.00.4695	City Clerk - Passport Services	25,230	26,400	26,400	-
1001.00.4699	Charges to Other Funds	115,658	143,680	133,700	(9,980)
1001.02.4632	CSD - Full Cost Recovery	672	700	700	-
1001.02.4645	Cost Recovery - Subrogation	3,273	-	1,900	1,900
1001.02.4650	Sports Field Lighting	52,028	50,400	40,000	(10,400)
1001.02.4665	Disc Golf Fees	11,345	15,000	120,000	105,000
1001.02.4668	Electric Vehicle Charging Stations	202	1,000	1,000	-
1001.02.4676	Teen Programs	6,192	10,300	4,100	(6,200)
1001.02.4680	Special Events	126,706	117,100	75,000	(42,100)
1001.02.4699	Charges to Other Funds	408,709	552,020	542,600	(9,420)
1001.03.4633	Fire - Full Cost Recovery	1,431	200	1,300	1,100
1001.03.4646	Instructional Services - FTES	19,434	20,620	20,600	(20)
1001.03.4692	CSA 69	3,473,424	3,609,270	3,634,800	25,530
1001.04.4601	Engineering - Fee Based	69,872	51,000	51,000	-
1001.04.4603	Engineering - Full Cost Recovery	723,656	470,000	670,000	200,000
1001.04.4611	Street Light Energizing Fee	145	200	200	-
1001.04.4612	Storm Water Inspection	9,577	5,000	8,000	3,000
1001.04.4621	Planning - Fee Based	12,778	12,800	27,000	14,200
1001.04.4623	Planning - Full Cost Recovery	313,747	319,000	341,000	22,000
1001.04.4645	Cost Recovery - Subrogation	473	-	-	-
1001.04.4699	Charges to Other Funds	815,605	774,420	714,000	(60,420)
USE OF MONEY AND PROPERTY		669,827	430,900	214,100	(216,800)
1001.00.4701	Interest Income	335,716	143,400	164,500	21,100
1001.00.4702	Unrealized Gain (Loss)	152,873	-	-	-
1001.00.4705	Rent/Lease/Use Income	3,978	-	-	-
1001.02.4711	City Facilities - Sportsplex	51,073	114,300	6,800	(107,500)
1001.02.4716	Concessions	4,562	18,600	2,500	(16,100)
1001.02.4722	Rental - Bldgs 7 & 8	15,986	20,000	2,000	(18,000)
1001.02.4723	Rental - Picnic Shelters	31,570	45,000	11,200	(33,800)
1001.02.4724	Rental - Ball Fields	62,464	75,000	15,000	(60,000)
1001.04.4701	Interest Income	35	-	-	-
1001.04.4705	Rent/Lease/Use Income	11,570	14,600	12,100	(2,500)
OTHER REVENUE		465,198	398,230	572,000	173,770
1001.00.4031	Sycamore Landfill Fees	348,679	358,300	362,900	4,600
1001.00.4801	Miscellaneous Income	53,395	5,000	2,000	(3,000)
1001.00.4831	Cash Over/Short	5	-	-	-
1001.01.4801	Miscellaneous Income	44,952	30,000	38,500	8,500
1001.01.4832	Recovery of Prior Year Expense (Claims)	-	-	120,600	120,600
1001.02.4803	Donations - Memorial Program	1,559	1,500	2,400	900
1001.02.4808	Taxable Sales	51	-	-	-
1001.03.4801	Miscellaneous Income	2,978	1,430	25,000	23,570
1001.03.4821	Sale of Real & Personal Property	10,448	-	-	-
1001.04.4801	Miscellaneous Income	2,065	1,000	19,600	18,600
1001.04.4805	Abandoned Property Registration	1,078	1,000	1,000	-
1001.04.4831	Cash Over/Short	(13)	-	-	-
TOTAL GENERAL FUND		47,803,589	46,263,040	52,009,600	5,746,560

**CITY OF SANTEE
GENERAL FUND
SUMMARY OF APPROPRIATION ADJUSTMENTS BY DEPARTMENT
FY 2020-21 MID-YEAR ADJUSTMENTS**

	Increase (Decrease)
City Council	
Funds to support the COMPOC Diversity, Equity & Inclusion Subcommittee recommendations and initiatives	\$ 25,000
Information Technology	
Personnel costs - overtime	3,700
Development Services	
Contract building services	37,500
Personnel costs - unemployment	6,630
	44,130
Community Services	
Personnel costs - overtime (PSD)	14,700
Area 1 landscape contract (parks and City facilities)	28,400
Personnel costs - unemployment	21,010
	64,110
Law Enforcement	
School Resource Officers (to cover 1/2 the cost of one SRO)	2,680
Fire and Life Safety	
Personnel costs - reimbursable overtime (Operation Collaboration)	122,700
Personnel costs - reimbursable overtime (fires)	341,000
Personnel costs - worker's compensation	168,000
Strike team and line medic reimbursable expenditures	4,300
Communication equipment for new CalOES truck	7,000
Damaged fire hose replacement	3,400
Wearing apparel for six new firefighters	41,700
Vehicle repair and maintenance	20,000
Personnel costs - unemployment	2,860
	710,960
Emergency Declaration	
COVID-19 reimbursable expenditures - CARES Act funding	736,000
Additional COVID-19 expenditures	60,000
	796,000
Total Operating Expenditures Appropriation Adjustments	\$ 1,646,580
Other Uses	
Transfer to Capital Projects Fund - CMP Repair and Replacement Program	\$ 200,000
Total Other Uses Appropriation Adjustments	\$ 200,000
Total Appropriations Adjustments	\$ 1,846,580

RESOLUTION NO. _____-2021

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA AMENDING THE OPERATING BUDGET
FOR FISCAL YEAR 2020-21**

WHEREAS, the City Council of the City of Santee adopted the Operating Budget for Fiscal Year 2020-21 by Resolution No. 064-2020 on June 24, 2020; and

WHEREAS, the City Manager has submitted to the City Council for its review and approval certain budget amendments for fiscal year 2020-21; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Santee, California, does hereby find, determine and declare as follows:

Section 1: The fiscal year 2020-21 budget amendments as submitted by the City Manager, including all changes directed by the City Council, are approved and adopted.

Section 2: The monies necessary to offset the expenditures for the fiscal year 2020-21 budget amendments, as adopted by the City Council pursuant to Section 1 hereof, are authorized by this section to be appropriated out of the funds available to the City during said fiscal year.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 24th day of February 2021, by the following roll call vote to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE February 24, 2021

ITEM TITLE POSSIBLE LETTER TO SAN DIEGO COUNTY BOARD OF SUPERVISORS REGARDING A PROPOSED NEEDLE EXCHANGE PROGRAM

DIRECTOR/DEPARTMENT Council Member Dustin Trotter

SUMMARY

The San Diego County Board of Supervisors approved a proposal on January 26, 2021, to develop a needle exchange program, reversing a ban that has been in place for 23 years. Supervisor Anderson sent a letter to each member of the City Council inquiring if they or the City of Santee had a position of support or opposition on this action. Councilmember Trotter raised the issue at the City Council meeting of February 10, requesting the City Council consider a response to Supervisor Anderson. The City Council agreed to agendize the discussion at their next meeting.

On February 10, some Councilmembers noted they had not had time to read and consider the background information sent by the Supervisor's office. There has also subsequently been sent a corrected letter from the Supervisor. For this reason, it is anticipated the City Council will discuss a possible position on a needle exchange program, or syringe services program (SSP), and provide direction to staff. If a letter is desired to be sent it will be drafted for Mayor Minto's signature.

ENVIRONMENTAL REVIEW

N/A

FINANCIAL STATEMENT *ms*

No fiscal impact.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

The City Council should discuss any proposed response to the County and provide direction to staff.

ATTACHMENT

Updated Letter from Supervisor Joel Anderson

County Board of Supervisors Agenda Item January 26,2021 regarding a needle exchange program with backup materials.





JOEL ANDERSON

February 5, 2021

*Serving the
cities of:
El Cajon
La Mesa
Lemon Grove
Poway
Santee*

*Serving the
communities of:
Agua Caliente
Allied Gardens
Alpine
Barrett
Blossom Valley
Bostonia
Boulevard
Campo
Canebrake
Casa de Oro
College Area
Crest
Cuyamaca
Dehesa
Del Cerro
Descanso
Dulzura
Eucalyptus Hills
Fernbrook
Flinn Springs
Granite Hills
Grantville
Guatay
Harbison Canyon
Jacumba
Jamul
Johnstown
Julian
Lake Morena
Lakeside
Mount Helix
Pine Hills
Pine Valley
Potrero
Ramona
Rancho San Diego
Rolando
San Carlos
San Diego Country Estates
San Pasqual
Santa Ysabel
Shelter Valley
Spring Valley
Tecate
Tierra del Sol
Vallecitos
Wynola*

*Serving the Indian
reservations of:
Barona
Campo
Cosmit
Ewiiaapaayp
Inaja
Jamul
La Posta
Manzanita
Mesa Grande
Santa Ysabel
Sycuan
Viejas*

Councilmember Dustin Trotter
City of Santee
10601 Magnolia Ave
Santee, CA 92071

Dear Councilmember Trotter:

As an elected official, I value your opinion on what you believe is best for your community. The San Diego County Board of Supervisors considered a proposal on January 26, 2021, to develop a needle exchange program, reversing a ban that has been in existence for 23 years. While I voted no on this measure, it still passed by a vote of 3-2. As a result, the County Chief Administrative Office will report back to the Board in 90 days to present a comprehensive plan known as the County Substance Use Harm Reduction Strategy.

As leaders in our community, I am reaching out to you directly to gain your input and perspective on this action. Specifically, I would like to know if your City Council will take an official stance on this program or, if not, will you let me know of your personal support or opposition to this effort in the next two weeks. Additionally, I would like to receive any recommendations or thoughts as the County reviews and amends local ordinances. To be clear, if I do not hear from your City Council as a whole or you individually, I am going to assume that you support these programs as proposed.

Thank you in advance for your involvement on this important issue. I look forward to hearing from you.

Sincerely,

Joel Anderson
Supervisor, District 2



NATHAN FLETCHER

**SUPERVISOR, FOURTH DISTRICT
SAN DIEGO COUNTY BOARD OF SUPERVISORS**

AGENDA ITEM

DATE: January 26, 2021

TO: Board of Supervisors

SUBJECT

**FRAMEWORK FOR THE FUTURE: SAVING LIVES AND IMPROVING HEALTH
OUTCOMES THROUGH COMPREHENSIVE HARM REDUCTION APPROACH
(DISTRICTS: ALL)**

OVERVIEW

One of the most challenging illnesses facing our society is chronic substance use disorder (SUD). People Who Inject Drugs (PWID) are a subset of substance users that are the most marginalized and have poor health. This is due to the high risk of overdosing due to isolation and contracting blood-borne viruses such as Human Immunodeficiency Virus (HIV) and Hepatitis C Virus (HCV) through sharing needles.

If we are going to overcome this public health crisis, achieve local goals the County has set to end the HIV and HCV epidemics and save lives, we must implement best practices and include all tools in our County toolbox.

The Health and Human Services Agency submitted a memo to the Board on January 14, 2021, with findings based on an environmental assessment in San Diego of PWID and recommendations rooted in academic research led by San Diego State University Institute of Public Health (SDSU-IPH) and Family Health Centers of San Diego. The memo clearly demonstrate that injection drug use of both opioids and other substances is a serious growing problem in San Diego County, and that there is an urgent need for evidence-based interventions, including Syringe Services Programs (SSP) and other harm reduction strategies to be expanded and barriers to care removed.

Today, I am recommending that our Board direct the Chief Administrative Officer (CAO) to establish an action plan to realize a Syringe Services Program to meet current needs as well as a comprehensive County Substance Use Harm Reduction Strategy that broadens the existing "Opioid and Prescription Drug Misuse" strategy to bring a harm reduction approach to all substance use interventions across the County with the aim of saving lives and improving health outcomes.

SUBJECT: FRAMEWORK FOR THE FUTURE: SAVING LIVES AND IMPROVING HEALTH OUTCOMES THROUGH COMPREHENSIVE HARM REDUCTION APPROACH (DISTRICTS: ALL)

**RECOMMENDATION(S)
CHAIR NATHAN FLETCHER**

- 1.) Find that any prior Board direction opposing harm reduction programs, including the December 9, 1997 resolution entitled “Resolution to Oppose Needle Exchange Programs” (No. 97-381) shall no longer be in effect.
- 2.) Direct the Chief Administrative Officer (CAO) to create an Action Plan to realize a Syringe Services Program to meet the needs of San Diego County’s population, including identification of necessary resources, and program partnerships in accordance with findings and recommendations in the January 14, 2021, HHS memo and accompanied SDSU- IPH study, *Environmental Assessment on People Who Inject Drugs*, and report back to the Board with regular updates.
- 3.) Direct the CAO to return within 90 days to the Board with a comprehensive County Substance Use Harm Reduction Strategy including immediate, intermediate and long-term actions that broadens the existing “Opioid and Prescription Drug Misuse” strategy to bring a harm reduction approach to all substance use interventions across the County.

FISCAL IMPACT

There is no fiscal impact associated with this board action.

BUSINESS IMPACT STATEMENT

N/A

ADVISORY BOARD STATEMENT

At the January 7, 2021, Behavioral Health Advisory Board (BHAB) meeting, the Director of Behavioral Health Services presented on the work to date of an Ad Hoc Committee created by the Board to conduct a needs assessment to establish a Syringe Services Program (SSP). The BHAB members expressed support in concept of the findings, recommendations and moving forward with integrating harm reduction strategies, including SSP, into the County’s continuum of services.

BACKGROUND

One of the most challenging illnesses facing our society is chronic substance use disorder (SUD). This ailment often leads to poor health, premature and accidental death, unemployment, homelessness, and shattered lives of individual users and their families. Access to services to treat individuals with SUD is sparse compared to other behavioral health and physical health disorders. People Who Inject Drugs (PWID) are a subset of substance users that are the most marginalized and have poor health. This is due to the high risk of overdosing due to isolation and contracting blood-borne viruses such as Human Immunodeficiency Virus (HIV) and Hepatitis C Virus (HCV).

In an effort to overcome this public health crisis and gain momentum in our County initiatives to end the HIV and HCV epidemics, I brought a proposal forward on March 10, 2020, to enable

**SUBJECT: FRAMEWORK FOR THE FUTURE: SAVING LIVES AND IMPROVING
HEALTH OUTCOMES THROUGH COMPREHENSIVE HARM
REDUCTION APPROACH (DISTRICTS: ALL)**

County Health and Human Services Agency to pursue Syringe Services Programs (SSP) and seek state and federal funding to support implementation. The action included updating the Board's position opposing SSP as documented in the 1997 Board Resolution.

At the time, the Board postponed the proposal (including opposing the 1997 Board Resolution) and opted to create an Ad Hoc Committee made up of county staff, professionals and stakeholders to conduct a needs assessment and operational planning to establish an SSP and return to the Board for consideration.

In response, the Health and Human Services Agency submitted a memo to the Board on January 14, 2021, with findings based on needs assessment and recommendations rooted in academic research led by San Diego State University Institute of Public Health (SDSU-IPH) and Family Health Centers of San Diego. The memo and its findings clearly demonstrate that injection drug use of both opioids and other substances is a serious growing problem in San Diego County, and that there is an urgent need for evidence-based interventions, including SSPs and other harm reduction strategies to be expanded and barriers to care removed. The Ad Hoc Committee recommends that in order for these new services to be successfully realized, the County should work to improve organizational planning, expand services and education, and reduce stigma from community and professionals.

Today, I am recommending that our Board direct the Chief Administrative Officer (CAO) to establish an action plan to realize a Syringe Services Program to meet current needs as well as a comprehensive County Substance Use Harm Reduction Strategy that broadens the existing "Opioid and Prescription Drug Misuse" strategy to bring a harm reduction approach to all substance use interventions across the County with the aim of saving lives and improving health outcomes in our community.

There are numerous strategies that could be included in this approach. Due to stigma attached to SUD, community attitudes and perceptions as well as government policies have created barriers for access to treatment and support services. These barriers include overly burdensome permitting processes to site services, criminalizing the act of using, and barring eligibility for support programs like federal housing vouchers that are needed to help individuals recover and repair their lives.

As illustrated in my previous board letter, citations in multiple studies and the findings from the Ad Hoc Committee, SSPs and other harm reduction strategies are a proven strategy with over 30 years of academic research demonstrating effectiveness in preventing infectious disease, providing a bridge to services and substance use treatment and overdoses without increasing injection of drugs.

We must rise to the challenge and allow our County health professionals to adopt SSPs and other harm reduction strategies as a tool to connect with substance users with services and treatment to help them recover and improve their circumstances. If we do not take prompt action to reverse our position and allow our public health and behavioral health department to provide these services in our region as a part of our continuum, we could see an increase in deadly infectious diseases,

SUBJECT: FRAMEWORK FOR THE FUTURE: SAVING LIVES AND IMPROVING HEALTH OUTCOMES THROUGH COMPREHENSIVE HARM REDUCTION APPROACH (DISTRICTS: ALL)

overdose deaths and more lives compromised. We cannot allow another life to be lost on our watch when we know services are within reach to help.

I urge your support for the actions in this board letter to 1.) find that any prior Board direction opposing harm reduction programs shall no longer be in effect, 2.) direct the Chief Administrative Officer (CAO) to create an Action Plan to realize a Syringe Services Program, and 3.) create a comprehensive County Substance Use Harm Reduction Strategy that broadens the existing “Opioid and Prescription Drug Misuse” strategy to bring a harm reduction approach to all substance use interventions across the County and report back to the board with progress and a final report.

This policy aligns with our [Framework for the Future of San Diego County](#). The Framework prioritizes communities and populations in San Diego that have been historically left behind. Through this Framework, we are fighting for: racial justice, health equity, economic opportunity, environmental protection, community-centered public safety, and fundamental changes to county operations.

LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Today's proposed recommendation supports the Building Better Health and Living Safely initiatives in County of San Diego's 2021-2026 Strategic Plan.

Respectfully submitted



NATHAN FLETCHER
Chair, Fourth District

ATTACHMENT(S)

Attachment A: County Health and Human Services Agency Memo re: Report Back on Adopting Best Practices to Reduce Harm, Promote Recovery and Protect Public Health (January 14, 2021)

Attachment B: March 10, 2020 (3) Board Letter: Adopting Best Practices to Promote Recovery and Protect Public Health

SUBJECT: FRAMEWORK FOR THE FUTURE: SAVING LIVES AND IMPROVING HEALTH OUTCOMES THROUGH COMPREHENSIVE HARM REDUCTION APPROACH (DISTRICTS: ALL)

AGENDA ITEM INFORMATION SHEET

REQUIRES FOUR VOTES: Yes No

WRITTEN DISCLOSURE PER COUNTY CHARTER SECTION 1000.1 REQUIRED
 Yes No

PREVIOUS RELEVANT BOARD ACTIONS:

March 10, 2020 (3) Adopting Best Practices to Promote Recovery and Protect Public Health, December 09, 1997 (29), Needle Exchange Program

BOARD POLICIES APPLICABLE:

N/A

BOARD POLICY STATEMENTS:

N/A

MANDATORY COMPLIANCE:

N/A

ORACLE AWARD NUMBER(S) AND CONTRACT AND/OR REQUISITION NUMBER(S):

N/A

ORIGINATING DEPARTMENT: Supervisorial District Four

OTHER CONCURRENCE(S): N/A

CONTACT PERSON(S):

Stephanie Gioia-Beckman

Name

(619) 531-5544

Phone

Stephanie.Gioia@sdcounty.ca.gov

E-mail

Name

Phone

E-mail

Syringe Services Programs (SSPs) FAQs



What is an SSP?

Syringe services programs (SSPs) are also referred to as syringe exchange programs (SEPs) and needle exchange programs (NEPs). Although the services they provide may vary, SSPs are community-based programs that provide access to sterile needles and syringes, facilitate safe disposal of used syringes, and provide and link to other important services and programs such as

- Referral to substance use disorder treatment programs.
- Screening, care, and treatment for viral hepatitis and HIV.
- Education about overdose prevention and safer injection practices.
- Vaccinations, including those for hepatitis A and hepatitis B.
- Screening for sexually transmitted diseases.
- Abscess and wound care.
- Naloxone distribution and education.
- Referral to social, mental health, and other medical services.



Are SSPs legal?

Some states have passed laws specifically legalizing SSPs because of their life-saving potential. SSPs may also be legal in states where possession and distribution of syringes without a prescription are legal.

Decisions about use of SSPs as part of prevention programs are made at the state and local levels. The Federal Consolidated Appropriations Act of 2016 includes language that gives states and local communities meeting certain criteria the opportunity to use federal funds provided through the Department of Health and Human Services to support certain components of SSPs, with the exception of provision of needles, syringes, or other equipment used solely for the purposes of illicit drug use.



**U.S. Department of
Health and Human Services**
Centers for Disease
Control and Prevention

Do SSPs help people to stop using drugs?

Yes. When people who inject drugs use an SSP, they are more likely to enter treatment for substance use disorder and stop injecting than those who don't use an SSP.^{1,2,3,4} New users of SSPs are five times as likely to enter drug treatment as those who don't use the programs. People who inject drugs and who have used an SSP regularly are nearly three times as likely to report a reduction in injection frequency as those who have never used an SSP.²

Do SSPs reduce infections?

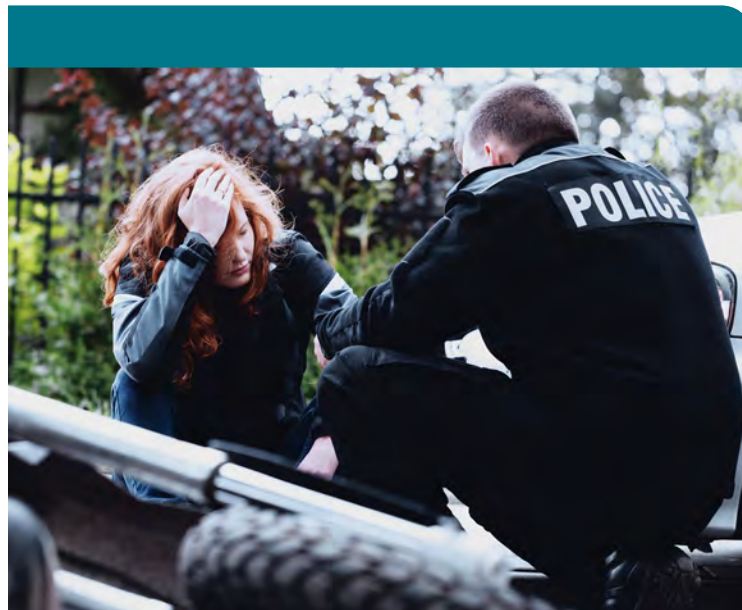
Yes. Nonsterile injections can lead to transmission of HIV, viral hepatitis, bacterial, and fungal infections and other complications. By providing access to sterile syringes and other injection equipment, SSPs help people prevent transmitting bloodborne and other infections when they inject drugs. In addition to being at risk for HIV, viral hepatitis, and other bloodborne and sexually transmitted diseases, people who inject drugs can get other serious, life-threatening, and costly health problems, such as infections of the heart valves (endocarditis), serious skin infections, and deep tissue abscesses. Access to sterile injection equipment can help prevent these infections, and health care provided at SSPs can catch these problems early and provide easy-to-access treatment to a population that may be reluctant to go to a hospital or seek other medical care.^{5,6,7}

Do SSPs cause more needles in public places?

No. Studies show that SSPs protect the public and first responders by providing safe needle disposal and reducing the presence of needles in the community.^{8,9,10,11,12,13}

Do SSPs lead to more crime and/or drug use?

No. SSPs do not cause or increase illegal drug use. They do not cause or increase crime.^{14,15}



Are SSPs cost effective?

Yes. SSPs reduce health care costs by preventing HIV, viral hepatitis, and other infections, including endocarditis, a life-threatening heart valve infection. The estimated lifetime cost of treating one person living with HIV is more than \$450,000.¹⁶ Hospitalizations in the U.S. for substance-use-related infections cost over \$700 million each year.¹⁷ SSPs reduce these costs and help link people to treatment to stop using drugs.

Do SSPs reduce drug use and drug overdoses?

SSPs help people overcome substance use disorders. If people who inject drugs use an SSP, they are more likely to enter treatment for substance use disorder and reduce or stop injecting.^{1,2,3,4} A Seattle study found that new users of SSPs were five times as likely to enter drug treatment as those who didn't use the programs.² People who inject drugs and who have used an SSP regularly are nearly three times as likely to report reducing or stopping illicit drug injection as those who have never used an SSP.² SSPs play a key role in preventing overdose deaths by training people who inject drugs how to prevent, rapidly recognize, and reverse opioid overdoses. Specifically, many SSPs give clients and community members "overdose rescue kits" and teach them how to identify an overdose, give rescue breathing, and administer naloxone, a medication used to reverse overdose.^{18,19,20,21,22,23}

Endnotes

1. Wodak A, Cooney A. Do needle syringe programs reduce HIV infection among injecting drug users: a comprehensive review of the international evidence. *Subst Use Misuse*. 2006;41(6-7):777-813.
2. Hagan H, McGough JP, Thiede H, Hopkins S, Duchin J, Alexander ER. Reduced injection frequency and increased entry and retention in drug treatment associated with needle-exchange participation in Seattle drug injectors. *J Subst Abuse Treat*. 2000;19(3):247-252.
3. Strathdee SA, Celentano DD, Shah N, et al. Needle-exchange attendance and health care utilization promote entry into detoxification. *J Urban Health*. 1999;76(4):448-460.
4. Bluthenthal RN, Gogineni A, Longshore D, Stein M. (2001). Factors associated with readiness to change drug use among needle-exchange users. *Drug Alcohol Depend*. 2001;62(3):225-230.
5. Robinowitz N, Smith ME, Serio-Chapman C, Chaulk P, Johnson KE. Wounds on wheels: implementing a specialized wound clinic within an established syringe exchange program in Baltimore, Maryland. *Am J Public Health*. 2014;104(11):2057-2059. doi:10.2105/AJPH.2014.302111.
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People who Inject Drugs

Environmental Assessment in San Diego

Robert Lewis, Family Health Centers of San Diego

Lisa Asmus, Institute for Public Health



**FAMILY HEALTH CENTERS
OF SAN DIEGO**



**SAN DIEGO STATE
UNIVERSITY**

Institute for Public Health

Purpose of Assessment

In June 2019, the HIV, STD, and Hepatitis Branch of the Health and Human Services Agency of San Diego County contracted with Family Health Centers of San Diego and the Institute for Public Health to conduct an environmental assessment of people who inject drugs (**PWID**) in San Diego County.

- ▶ The purpose of the assessment was to gain a deeper understanding of the PWID population in San Diego County and their unique needs. Full picture of social determinants of health related to PWID.
- ▶ Findings will help leaders determine how to build or expand HIV prevention and other types of services for PWID, with the goal of reducing HIV and other blood-borne viral infections.

The California Department of Public Health, Office of AIDS provided funding for this assessment.



The Getting to Zero initiative is comprised of three primary strategies to help end the epidemic:



TEST



TREAT



PREVENT

Source: County of San Diego

Assessment Components: Existing Data

- ▶ **Literature review** to (1) understand the needs of PWID and (2) learn about effective interventions that prevent HIV and other blood-borne infections among PWID
- ▶ Review previously conducted local assessments of PWID
 - **Safe Point San Diego Clean Syringe Exchange Program (CSEP)**
Client demographics and services received, 2018-2019 (n=2,497 clients in 2018, including 991 new)
 - **National HIV Behavioral Surveillance (NHBS, CDC)**
Data from San Diego PWID with San Diego added questions, 2015 and 2018 (weighted data, population estimates)
 - **National Harm Reduction Coalition**
Draft report qualitative findings from listening sessions in San Diego, 2018 (listening sessions)
 - **Study of Tuberculosis, AIDS and Hepatitis C Risk II (STHR II)**
UCSD 2011-2016: Multiple published articles; data for this assessment (n=576 PWID sampled)
 - **Eliminate Hepatitis C San Diego County Initiative**
Draft 2019 recommendations



Assessment Components: New Data

Newly Collected Data throughout San Diego County

- ▶ 16 key-informant interviews
 - *Experts and stakeholders*
 - *Direct service providers, persons with lived experience, law enforcement, service provider leadership, researchers*
- ▶ 8 focus groups
 - *4 with PWID – current and previous*
 - *4 with staff serving PWID - community clinics and drug treatment*
- ▶ 235 street intercept interviews with PWID
 - *71 Safe Point San Diego Clean Syringe Exchange Program*
 - *68 street, parks, outdoors*
 - *50 substance use treatment*
 - *26 HIV medical case management offices (Ryan White)*
 - *20 Homeless services/shelter*



Demographics

Characteristic		Street Intercept 2019 (n=235)	CSEP Intake 2018 - (PARTIAL) 2019 (n=1,768)	2018 NHBS (n=234 weighted)	STAHR II 2011- 2016 (n=576)
Age	Age	19-74 (76% 25-54)	18-81 (30% <30, 52% 30-50, 18% >50)	18+ (45% 30-49)	18+ (33-52 IQR)
Gender	Male	78%	74%	69%	73%
Race/ Eth	White	45%	55%	48%	51%
	Latinx	36%	28%	31%	31%
	African American	11%	8%	12%	Not Reported
Housing	Homeless	51% homeless 32% unstable	70%	71% in past year	61% in last 6 months
Educa- tion	Highest Level	--	16% < high school (HS) 35% HS or GED 49% > HS	21% < HS 34% HS or GED 40% Some college/ Assoc./Tech 4% Bachelor's	34% < HS 30% HS 32% Some college/ Assoc./Tech 5% Bachelor's +
Employ- ment	Employed	15% (14% disabled, student, retired)	23%	18% (unstable estimate)	13%
Income Level	Low	--	90% extremely low (<=30% median)	70% at or below federal poverty level	68% under \$10,000 per year

Note: Education level San Diego among those aged 25 and older: 51% higher degree, 37% HS or GED, 13% below high school (Statistical Atlas).

HIV/HCV

Measure		Street Intercept 2019 (n=235)	CSEP Intake 2018 - (PARTIAL) 2019 (n=1,768)	2018 NHBS (n=234 weighted)	STHR II 2011-2016 (n=576)
HIV	Tested (self-report)	98% self report ever tested	94% self report ever tested	38% past 12 months	94% tested before today
	HIV Positive	14% self report	6% self report	3.2% of tested in study (2015)	10% of tested in study
	HIV Treatment (self-report)*	86% past 12 months	82% currently	87% taking ART (2015)	--
Hepatitis C	Tested Ever	88% self report	74% self report	84% self report	82% before today
	Hepatitis C Positive	38% ever self report	28% ever self report	53% ever self report	65% of tested in study (antibody OraQuick)
	Hepatitis C Treatment	39% of ever positive self report	--	19% of ever positive self report	--

*Note: Among PWID who are HIV positive (12/31/18): 68% receipt of care, 47% retained in care, 53% viral suppression (Source: HIV Care Continuum San Diego County 2018)

Substance Use Treatment

Measure		Street Intercept 2019 (n=235)	CSEP Intake 2018 - (PARTIAL) 2019 (n=1,768)	2018 NHBS (n=234 weighted)	STHR II 2011- 2016 (n=576)
Overdose	Ever	--	41% ever	--	42% ever on opiates/Heroin
Overdose Prevention Plan	Of current injectors	46%	60%	--	--
Educated*	Within 12 months	44-50%	--	15%	--
Drug Treatment	Ever	31% medication assisted treatment (MAT)	53% drug treatment 36% medical detox	--	78% drug treatment 24% Opioid Substitution Therapy
	Not get	37% know someone could not get MAT	--	16% tried and unable (drug treatment program)	--

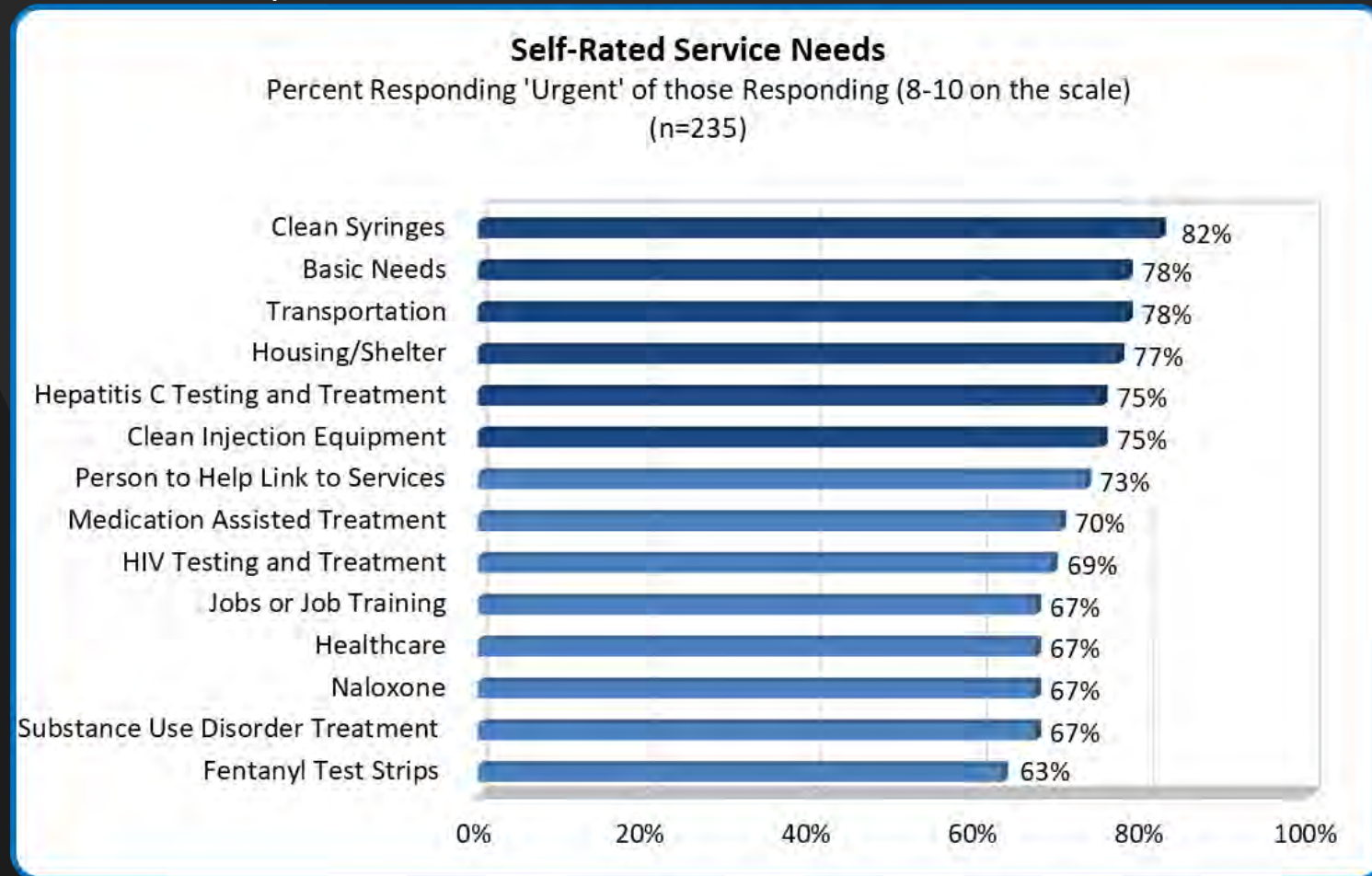
*Educated about how to reduce drug use, hepatitis C risk or HIV risk by an outreach worker, counselor or prevention program worker.

Prevention

Measure		Street Intercept 2019 (n=235)	CSEP Intake 2018 - (PARTIAL) 2019 (n=1,768)	2018 NHBS (n=234 weighted)	STAHR II 2011- 2016 (n=576)
Heard about Naloxone		87%	78%	84%	--
Carry Naloxone	Currently	--	29%	34%	
Health Care	Past 12 months	80%	--	79%	--
Health Care Needed	Past 12 months could not afford	23%	--	14%	--

Needs (PWID)

Street Intercept Interviews



Needs (Key Informants)

PWID face multiple challenging issues on a daily basis...

Key Informants

Most frequently cited as urgent:

- Housing
- Basic needs
- Stigma
- Lack of access to adequate supply of clean needles
- Access to immediate treatment
- Overdose prevention
- Accessing healthcare
- HCV testing and linkage to care

Major issues discussed

- Housing
- Meeting basic needs for food, clean clothing, transportation, showers, and toileting
- Lack of childcare
- Taking care of their pets
- No place to store belongings

- Social isolation
- A sense of hopelessness
- Fear of being victims of crime
- Fear of incarceration and/or deportation
- Stigma and discrimination

Major issues discussed

- Overdose
- Lack of access to clean needles
- Abscesses
- Accessing immediate drug treatment
- Withdrawal symptoms

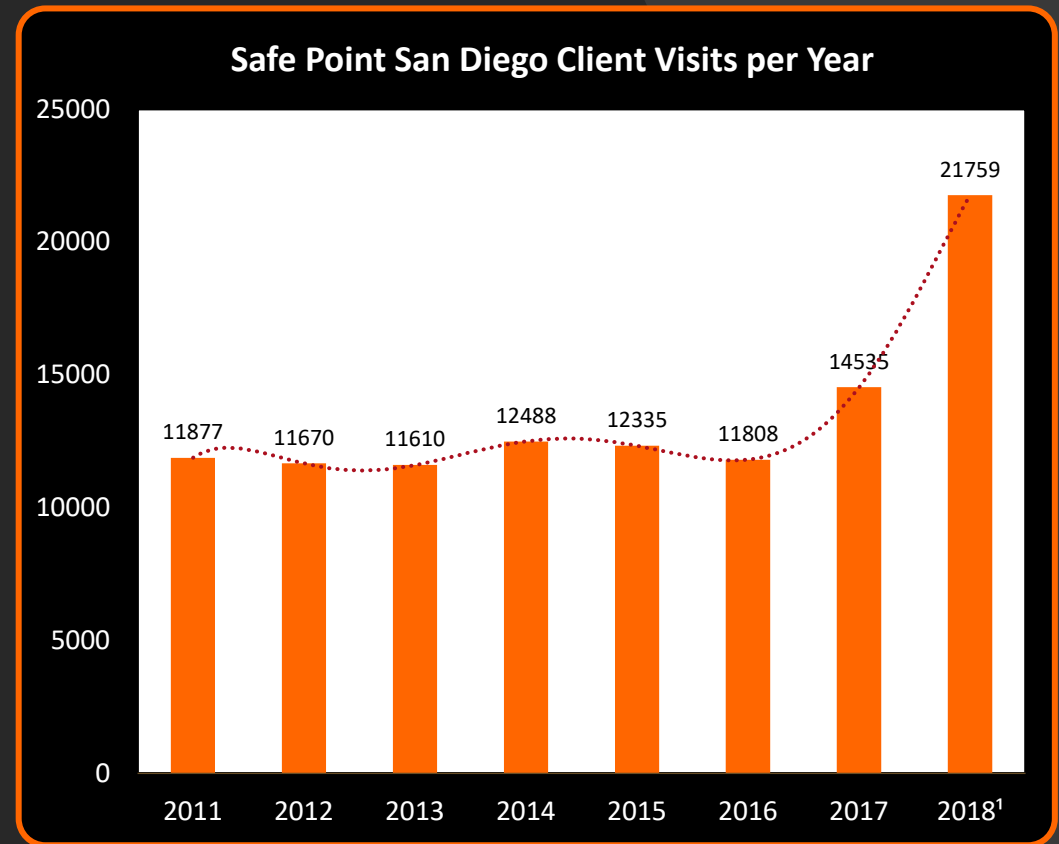
- Co-occurring mental health problems
- Accessing medical care
- HIV and HCV transmission

- Shame
- Fighting with other PWID

Finding 1

Finding 1: Injection drug use, of both opioids and other substances, is a serious and growing problem in San Diego County, affecting a broader age range of people and exacerbated by the proximity to the international border.

- ▶ The Eliminate Hepatitis C San Diego County Initiative indicated an estimated PWID population of approximately 35,000 in San Diego (but this estimation is from 2007 and is uncertain)
- ▶ Interview, survey, and focus group participants reported that the number of people who inject drugs is growing.



¹ A third three-hour was added in March 2018 in response to the rise in 2017.

Staff note that some people cannot be served in existing time frames (first come first served), and supplies are limited (needles, test strips, naloxone)

Finding 2

Finding 2: PWID are at increased risk of mortality and of many health and social problems.

- Mortality
- Hepatitis C (HCV) and HIV
- Wounds
- Mental health
- Housing/homelessness
- Poverty, unemployment food insecurity

Experts, PWID, and other stakeholders all expressed concern over rates of HCV infection as well as the lack of easily available testing and treatment.

Hepatitis C:

When tested for HCV, [65% from data] **66%** of people who participated in the STAHR II study were seropositive for HCV (Horyniak et al., 2017), and a multi-state systematic review of prevalence provided a point estimate of 53% in the United States (range 38%-68%) (Degenhardt L, et al. 2017)

HIV:

Among persons living with HIV in San Diego County at the end of 2017, **13%** contracted HIV through injection drug use (6%) or injection drug use along with sexual risk among men who have sex with men (7%) (County of San Diego, 2019).

Prevalence:

- Safe Point: 6% reported having HIV (2018)
- NHBS 2015: 2.3% tested positive for HIV
- Street intercept interviews: 14% reported (2019)
- STAHR II: **9.4%** tested positive for HIV (Meacham et al, 2014)

Finding 3

Finding 3: Certain PWID populations are particularly vulnerable.

- Incarcerated
- Transgender
- Substance Use Treatment Relapse / Unmet Substance Use Treatment Need (limited MAT)
- Homeless

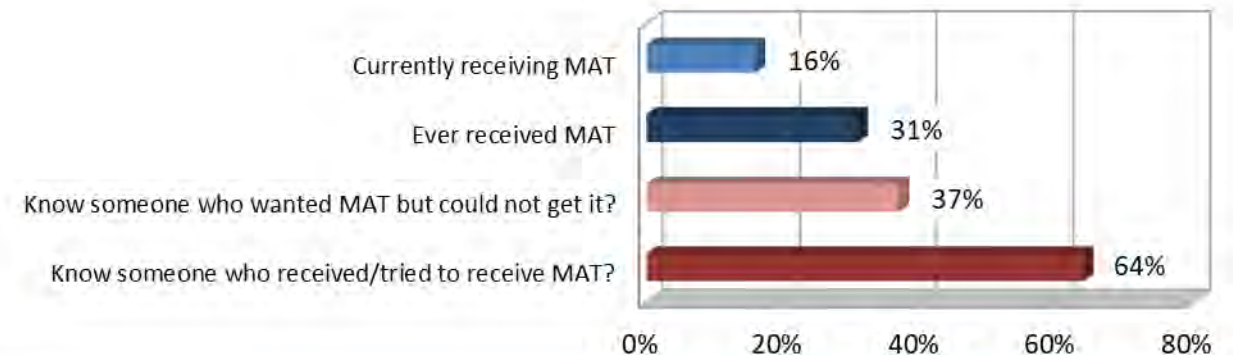
“Homelessness appears to be associated with relapse and injection-related risk behavior...strengthening policies and interventions that prevent homelessness may reduce injection drug use and injection-related risk behaviors” (Linton et al., 2013).

Street Intercept Surveys

Medication Assisted Treatment (MAT)

Percent of those Responding

(n=235)



Finding 4

Finding 4. Drug Trends and Laws have complicated serving PWID.

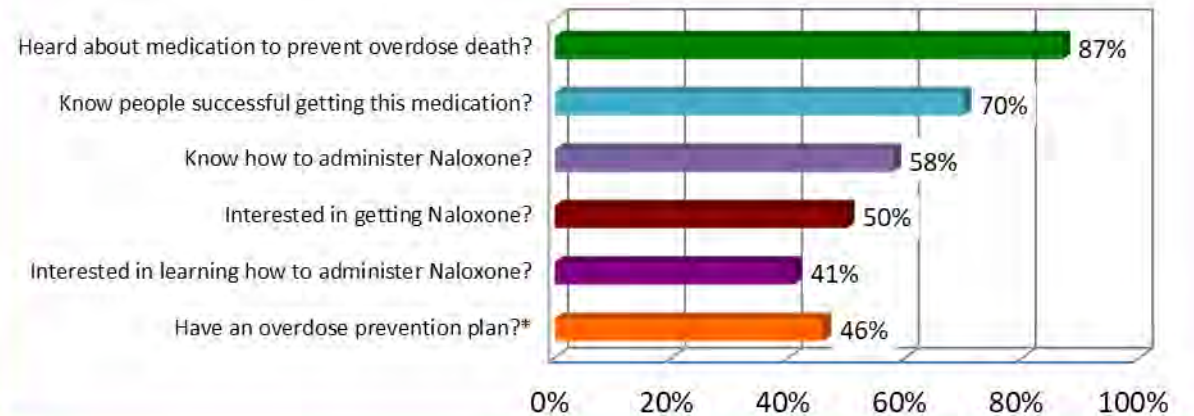
- Fentanyl and Overdose
 - Need more Naloxone/Narcan and education
- Methamphetamine
 - Use prevalent, MAT for opioids
- Proposition 47
 - Changed low level crimes from felonies to misdemeanors; less incentive for diversion programs and more people on street

59% of respondents (133/224) reporting knowing someone who had used Naloxone to treat an overdose
2019 Intercept Survey

Street Intercept Surveys

Overdose Prevention Questions

Percent of those Responding
(n=235)



Finding 5

Finding 5: More services for PWID are urgently needed.

- Harm Reduction
- Drug Treatment Options
- Mobile Services
- Social Services
- Mental Health Services
- Outreach Workers and Navigators

Outcomes of harm reduction services

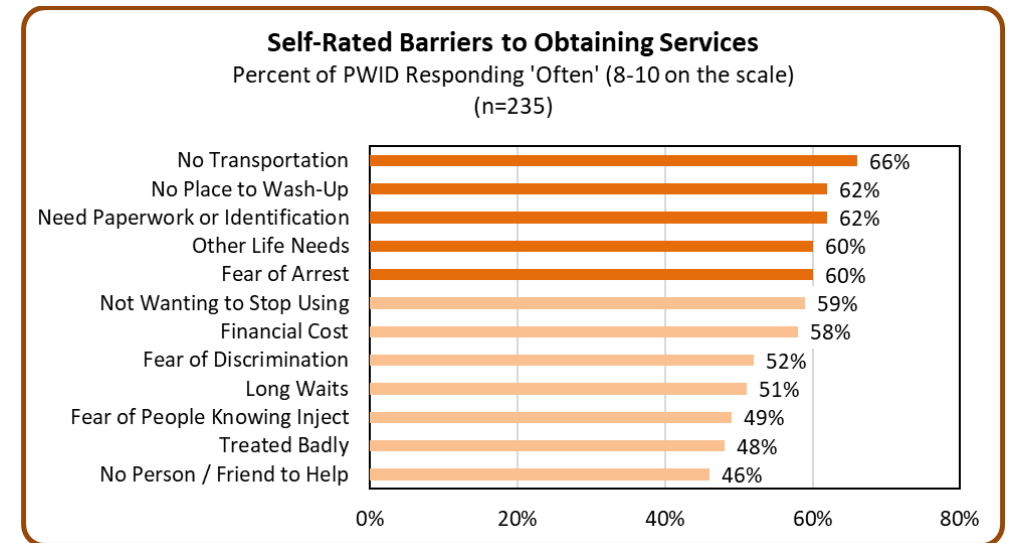
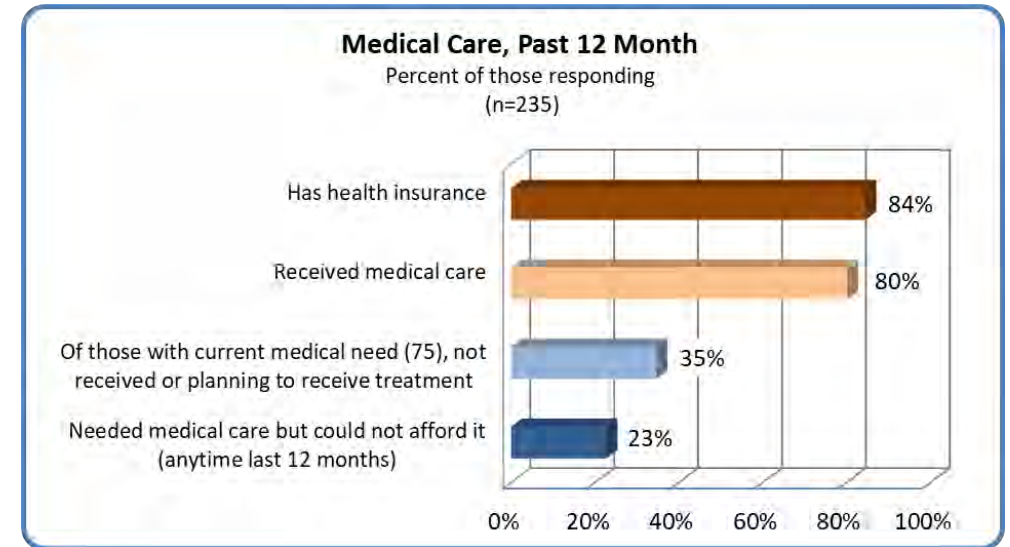
- Reduce fatal overdoses
- Reduce high-risk injection behaviors
- Decrease rates of needle sharing
- Improve injection hygiene
- Increase regular condom use
- Reduce needle stick injuries to the public and first responders
- Facilitate entry into drug treatment programs
- Facilitate the use of health and social services
- Increase rates of HCV and HIV testing
- Decrease rates of HCV and HIV transmission
- Reduce the amount of publicly discarded injection-related litter
- Do not increase crime in the neighborhoods in which they are located

Finding 6

Finding 6. PWID experience extensive barriers to care.

- Abstinence Based Approaches
- Fear
- Stigma
- Hopelessness and Shame
- Transportation
- Providers – funding limitations, disruption, X waiver (limitations on prescribers of MAT), lack of public support by people in authority

Street Intercept Surveys

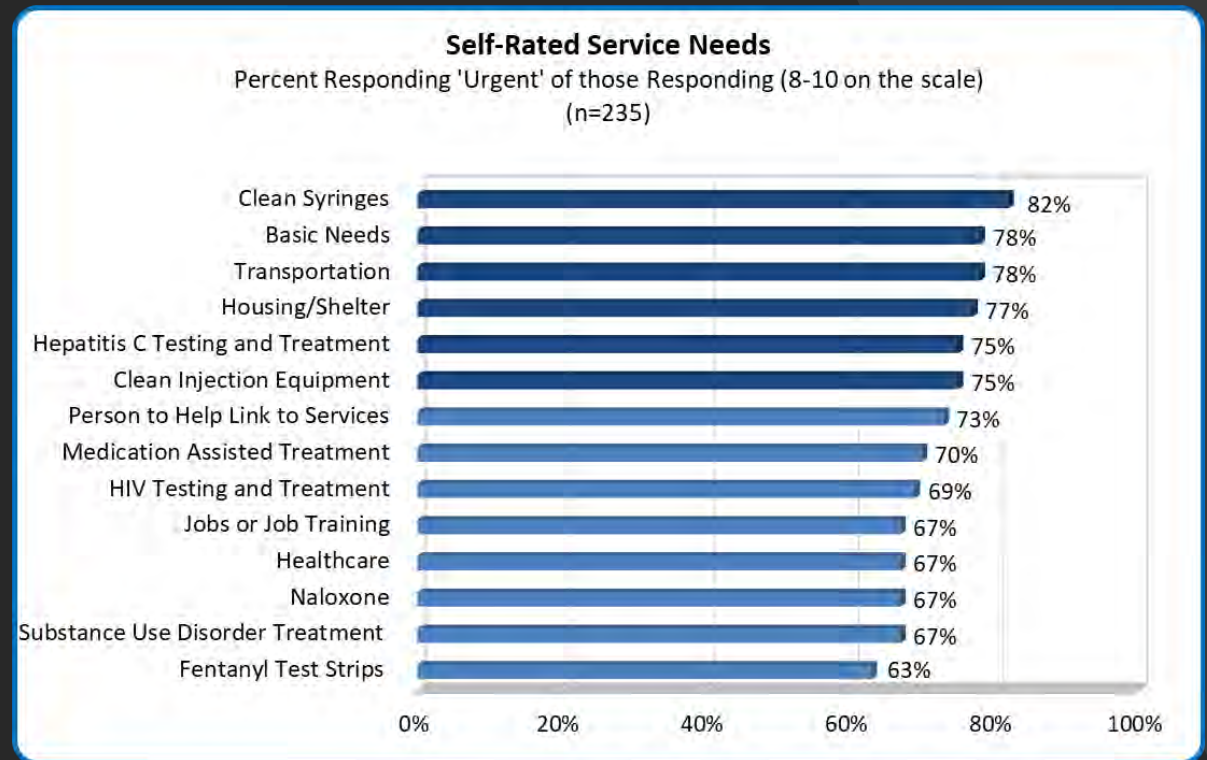


Finding 7

Finding 7. Services for PWID are not well coordinated.

- Professional networking and partnerships are lacking (siloed care)
- Services are fractured
 - Co-occurring programs limited
 - Privacy laws create barriers to coordination
- Social determinants of health
- Law enforcement

Street Intercept Surveys



Finding 8

“The shame they feel is toxic – it’s hard-to-lift-your-head kind of shame and getting high is a huge relief.” --Service Provider

Finding 8. Better education for both professionals and the public is needed.

- Building awareness and empathy
 - Among existing providers
 - Graduate and professional programs
 - Continuing education for services providers and law enforcement
 - Education for pharmacists

“Treating PWID as if they were human beings, like the rest of us, is the most important first step in any efforts to help them.” – Service Provider

The National Harm Reduction Coalition – Qualitative Information (2018)

Key priorities noted by providers in San Diego County:

- Expand access to housing services
- Mental health services for PWID
- Increase access to Naloxone
- Increase access to clean syringes
- Increase access to and enrollment in insurance

Key priorities noted by consumers in San Diego County:

- Reduce barriers to access medication assisted treatment
- Create drop-in centers
- Offer supervised consumption services
- Expand access to syringes, especially in areas of the County not reached by current exchange services

Finding 9

Finding 9. PWID need more education about risks and prevention.

- New injectors
- Education and awareness about health risks, safe injection, how to prevent infection
- Resources
- Sexual health
- Hepatitis C can be cured
- One-on-one or group conversation with outreach worker or other professionals about the following is lacking (15% in 2018 NHBS)
 - Ways to reduce drug use
 - Ways to reduce risk for HIV
 - Ways to reduce risk for hepatitis C

39% (29/75) of the respondents told that they had hepatitis C reported ever taking medication to treat the infection

2019 Intercept Survey

61% (115/190) of persons who reported being HIV negative had never heard of PrEP

2019 Intercept Survey

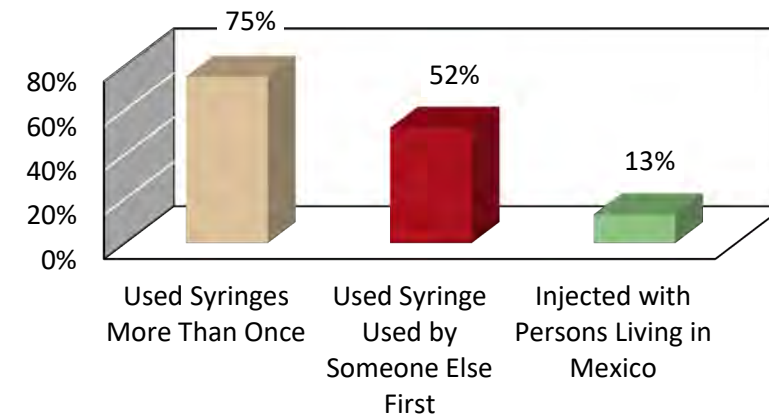
50% - (114/229) how to reduce drug use
48% - (109/229) how to reduce hepatitis C risk
44% - (101/229) how to reduce HIV risk

2019 Intercept Survey

Street Intercept Surveys

Needle Sharing, Past 12 Months

Percent of those Responding
(n=235)



Finding 10

Finding 10. Promising practices exist in San Diego and other communities.

- Syringe exchange
- HIV care
- Overdose prevention
- Diversion programs (San Diego Misdemeanants at Risk Track)
- Medication assisted treatment
- California Bridge Model to Substance Abuse Treatment

Promising practices in other communities

- Safe injection sites
- Overdose teams
- Model cities
- Literature

*“We need the support of leadership” –
Service Provider*

*“We’ve known since 2000 that clean
syringe exchange programs are
effective, but still we don’t allow them.”
– Service Provider*

*“Canada has done a great job with safe
injections sites, and they are effectively
running underground in the U.S.” –
Service Provider*

What Can Be Done?

Recommendation 1: Improve Organizational Planning

Recommendation 2: Utilize and Strengthen Harm Reduction Approaches

Recommendation 3: Expand Service and Education

Recommendation 4: Reduce Stigma from the Community and from Professionals

Recommendation 5: Educate and Empower PWID

Recommendation 1: Improve Organizational Planning

- ▶ **Create a focus** within the Getting to Zero and Eliminate Hepatitis C San Diego County Initiative to oversee implementation and effectiveness of interventions for PWID
 - Rely on existing experts and data
 - Search for funding
 - Examine literature about effective interventions
 - Emulate successful interventions
- ▶ **Create professional networks** or roundtables for all involved in caring for or interacting with PWID
 - Include: medical, mental health, law enforcement, outreach workers, drug and alcohol counselors, syringe exchange, pharmacy and other services provider staff
 - Offer continuing education, brainstorm solutions
 - Create an inventory of available services, barriers and gaps



Services are Fractured

A common theme from both experts and PWID is that services are isolated from each other and not well coordinated.

The lack of coordination between MediCal and Drug MediCal was pointed to as a particular challenge.

Recommendation 2: Utilize and Strengthen Harm Reduction Approaches

The National Harm Reduction Coalition

“Harm reduction incorporates a spectrum of strategies that includes safer use, managed use, abstinence, meeting people who use drugs “where they’re at,” and addressing conditions of use along with the use itself.” (National Harm Reduction Coalition, 2020)

- ▶ **Adopt and strengthen harm reduction** approaches among programs, staff and agencies rather than approaches that may alienate or disqualify PWID
- ▶ **Increase the number of staff trained** in harm reduction including re-training to for a more complete understanding of the harm reduction approach model
- ▶ **Adopt or strengthen programs and policies** to include services for persons who are not abstinent (e.g. abstinence-based treatment, programs that will not accept persons using MAT)

- **Syringe Services Programs (SSPs) reduce HIV and HCV infections** and are an effective component of comprehensive community-based prevention and intervention programs that provide additional services. These include vaccination, testing, linkage to infectious disease care and substance use treatment, and access to and disposal of syringes and injection equipment.

<https://www.cdc.gov/ssp/syringe-services-programs-factsheet.html>

Recommendation 2: Utilize and Strengthen Harm Reduction Approaches (continued)



Created by Oliver P Wilson
from Noun Project

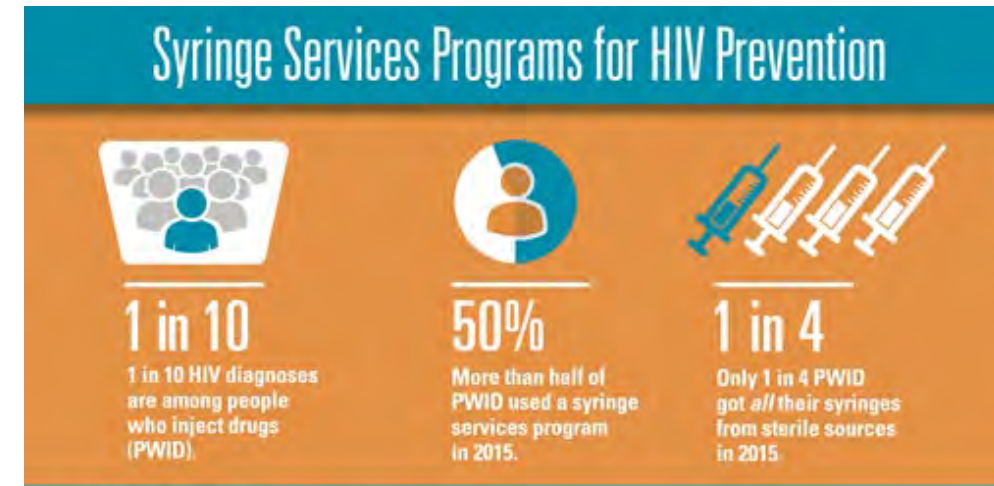
Harm Reduction Interventions

Widespread agreement among experts that harm reduction efforts are the most effective way to improve the well-being of PWID (Washington County Public Health, 2018)

- ▶ Antiretroviral therapy / PrEP for HIV / Treatment for HCV
- ▶ Behavioral, educational, and psychosocial interventions
- ▶ HCV and HIV testing, awareness, and linkage to care
- ▶ Opioid overdose prevention programs
- ▶ Opioid substitution treatment / Medication assisted treatment
- ▶ Supervised injection facilities
- ▶ Syringe service programs

Each of these approaches has been proven effective to varying degrees, with approaches that combine harm reduction services most strongly supported by the research

Day et al., 2018; Degenhardt et al., 2010; Hagan et al., 2011; Fraser et al., 2018; Jones, et al., 2010; Martin et al., 2013; Platt et al., 2017; Turner et al., 2011; Reddon et al., 2019.



SOURCE: Vital Signs, December 2016

Vital^{CDC}**signs**[™]
www.cdc.gov/vitalsigns/hiv-drug-use



Recommendation 3: Expand Service and Education

▶ Safe Injection

- Expand syringe exchange services
- Expand access to syringes through pharmacies
- Establish safe injection sites

▶ Service Coordination

- Integrate services sites (i.e. syringe exchanges with primary medical care, mental health services, active client navigation, housing, substance use treatment)
- Programs designed for and located conveniently for PWID

▶ Medical Care

- Expand HCV testing and treatment
- Implement mobile medical service
- Increase PrEP education and utilization

▶ Overdose Prevention

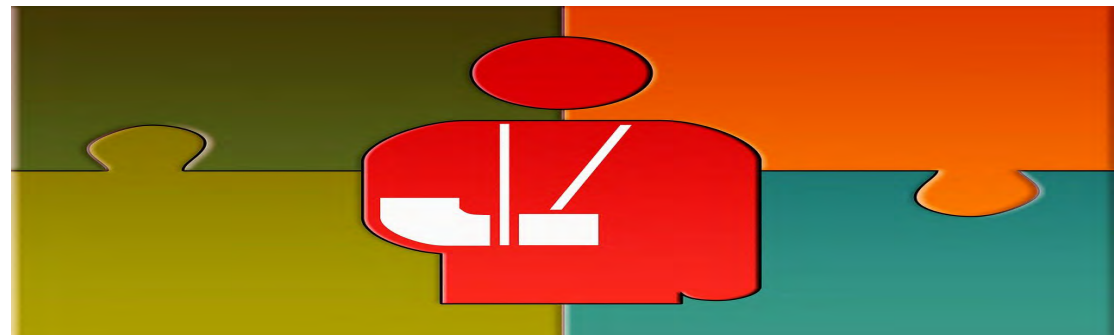
- Expand Fentanyl education (availability of test strips)
- Expand Naloxone education and availability

▶ Substance Use Treatment

- Increase MAT awareness among PWID and providers
- Reduce barriers to treatment

▶ Housing and Basic Needs

- Address the need for housing to ensure the long-term success of interventions



Recommendation 4: Reduce Stigma from the Community and from Professionals

► Public Awareness Campaigns

- Impact of addiction
- Challenges overcoming addiction
- Benefits of harm reduction



► Education for Professionals

- Offer education, resources and support for law enforcement dealing with PWID and homelessness
- Recognize effects that political and community attitudes have on law enforcement
- Educate service providers at all levels about cultural competency and trauma regarding PWID and homelessness
- Educate the public to combat common myths regarding PWID services and garner support for services

Stigma at Every Turn: Health Services Experiences among People Who Inject Drugs ¹

Participants repeatedly cited the impact of stigma on syringe access, particularly in the context of meso-level pharmacist interactions. They described being denied syringe purchase as stigmatizing and embarrassing, and these experiences discouraged them from attempting to purchase syringes under the new pharmacy access law.

Participants described feeling similarly stigmatized in their meso-level interactions with first responders and hospital staff, and associated this stigmatization with delayed and substandard medical care for overdoses and injection-related infections.

Drug treatment was another area where stigma operated against PWID's health interests; participants described macro-level public stigma towards methadone (e.g., equating methadone treatment with illicit drug use) as discouraging participation in this evidence-based treatment modality and justifying exclusion of methadone patients from recovery support services like sober living and Narcotics Anonymous.

¹ Paquette, C. E., Syvertsen, J. L., & Pollini, R. A. (2018). Stigma at every turn: Health services experiences among people who inject drugs. *The International journal on drug policy*, 57, 104–110. <https://doi.org/10.1016/j.drugpo.2018.04.004>

Recommendation 5: Educate and Empower PWID

▶ **Lessen Internalized Stigma and Shame**

- Stigma and shame creates barriers to receipt of and success in services
- Work with mental health experts to design outreach and educational efforts that decrease hopelessness and shame (and increase self-worth)

▶ **Educate and Empower PWID**

- PWID need to understand how to decrease risk of disease and overdose
- Better aware of available resources and services (i.e. PrEP, same day MAT, naloxone, fentanyl)
- Teach PWID to advocate for their needs and to navigate the system of care



PWID Report

Environmental Assessment 2019



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Attachment 1

**ENVIRONMENTAL
ASSESSMENT OF PERSONS
WHO INJECT DRUGS:
DATA COLLECTION TOOLS**

Attachment 2

**PEOPLE WHO INJECT
DRUGS:
A LITERATURE REVIEW**

Attachment 3

**PEOPLE WHO INJECT
DRUGS:
STREET INTERCEPT
INTERVIEW REPORT**

Attachment 4

**SAN DIEGO
CLEAN SYRINGE
EXCHANGE PROGRAM
(CSEP):
REPORT**

Attachment 5

**PEOPLE WHO INJECT
DRUGS:
SAN DIEGO LOCAL
EXISTING DATA**

Questions?



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