CHAPTER 10:
IMPLEMENTATION PLAN
Arcadia General Plan

This Implementation Plan guides elected City officials, Commissions and Committees, staff, and the public in developing programs and actions that will implement adopted General Plan goals and policies.

Each implementation measure is a procedure, program, or technique that requires City action, either alone or in collaboration with non-City organizations or county, state, and federal agencies. Some of the implementation measures are processes or procedures that the City currently administers on a day-to-day basis, while others identify new programs or projects. Completion of the identified measures will be subject to funding availability. The programs should be updated concurrent with the annual budget process and whenever the City’s General Plan is amended or updated to provide continued consistency and usefulness.

Each implementation program relates directly to one or more General Plan policies in the elements. The programs begin with Chapter 2: Land Use and Community Design Element. For each program, the related General Plan policies are listed, along with the responsible agencies or City departments, the recommended time frame, and likely funding source(s). The programs are grouped by element but can relate to policies in more than one element.

Key to Time Frames:

- Short Term = 1-5 years
- Mid-Term = 5-10 years
- Long Term = 10+ years
- Ongoing = May require short-, mid-, and long-term actions

2. Land Use and Community Design Element

2-1. Public Involvement in Planning Decisions

Provide a forum for public debate of local issues through the continued use of print media, the City’s website and newsletter, local television, water billing inserts, and other forms of available media.

Encourage informal meetings between resident groups and developers on large proposed development projects that may impact Arcadia’s residential neighborhoods. Facilitate interaction between developers and neighborhood interest groups, and provide developers with the opportunity
to inform and obtain feedback from affected residents. Encourage developers to meet with affected groups, and encourage Arcadia residents to provide input on proposed developments.

**2-2. Comprehensive Update of Zoning Regulations**

Undertake a comprehensive update of the City’s Zoning Regulations (Article IX, Chapter 2 of the Municipal Code) to address inconsistencies between the regulations and the General Plan. The update should include but is not limited to the following:

- Establishment of new zones to implement the MU and DMU designations,
- Amendment of the R-3 zone to reflect the density allowed in the HDR designation (up to 30 units per acre)
- Establishment of a 1.0 FAR for Downtown, Santa Anita Avenue, and Live Oak.
- Review of the appropriateness of parking standards citywide. As a part of this effort, the City should explore the creation of a parking district downtown that would allow for sharing of parking and the reduction or elimination of on-site requirements.
- Modifications necessary to achieve policies in the Housing Element regarding transitional and supportive housing and permanent emergency shelters.
- Evaluation of the uses currently allowed in industrial areas; potentially, different industrial uses might be appropriate for different areas.

**2-3. Annual Review of General Plan, Land Use Policy Map, and Environmental Indicators**

Annually review implementation of the General Plan and Land Use Map to identify development, and evaluate accomplishments, priorities, and potential modifications. Due to Arcadia’s charter city status, the review is not mandatory (Government Code Section 65700) but will be helpful in working towards full implementation of the General Plan.

Pursuant to the provisions of Government Code Section 65401, ensure that all departments within the City and all other local government agencies submit a list of proposed projects to the City, and...
that the City review and report on the consistency of these projects to the City Council as part of the General Plan Annual Review and Update Report.

### Responsible Agency:
All City departments

### Funding Source:
Departmental budget

### Time Frame:
Ongoing

### Related Policies:
All policies

### Sustainability Focus?
No

#### 2-4. Review and Adjust Fees

Periodically review and adjust the fees charged for City services, use of public facilities, development review, and impacts from new development when the assumptions and costs used to determine fees change over time.

### Responsible Agency:
All Departments

### Funding Source:
General Fund; Special Revenue Funds

### Time Frame:
Ongoing

### Related Policies:
Fees from Every Department

### Sustainability Focus?
No

#### 2-5. Downtown Planning Efforts

Implement of Downtown planning efforts to provide a fine-grained guide to desired development and public improvements throughout Downtown. These efforts should include:

- Pedestrian connections from the Gold Line Station to the rest of the Downtown area, including the installation of shade trees, lighting, and signage
- Bicycle connections with the station and secure bicycle parking at the station area
- Bus and other public transportation connections between the station and major attractions in Arcadia, such as Santa Anita Park and the regional shopping mall
- Creation and design of public open space and a central outdoor community gathering space
- Evaluate the allowable uses and development standards to ensure desired uses, intensities, and design of the area immediately surrounding the station area in order to ensure that it becomes fully integrated with the rest of Downtown
- Shared parking arrangements and/or parking districts
- Coordinated signage and beautification efforts

### Responsible Agency:
Development Services Department – Planning, Engineering, Economic Development, and Redevelopment Agency

### Funding Source:
General Fund and Redevelopment Agency Funds

### Time Frame:
Short Term (1-5 years); new development standards and parking requirements to implement the new mixed use designations will be adopted in conjunction with adoption of the new General Plan (anticipated by the end of 2010).

### Related Policies:
LU-1.8; LU-10.1; LU-10.2; LU-10.3; LU-10.4; LU-10.6; LU-10.7; LU-10.8; LU-10.9; LU-10.10; LU-10.11; LU-10.12; LU-10.13; LU-10.14; CI-3.4

### Sustainability Focus?
Yes
2-6. Signage Plan
Replace and add new way-finding signs directing traffic from key locations such as the I-210 Freeway and Huntington Drive.

**Responsible Agency:** Development Services Department – Engineering Services  
**Funding Source:** General Fund  
**Time Frame:** Mid-Term (5-10 years)  
**Related Policies:** CI-2.2  
**Sustainability Focus?** No

2-7. Design Review Process
Continue the design review process to ensure that new development is consistent with the character and scale of the surrounding neighborhood. Continue to use comprehensive design guidelines to inform the process.

**Responsible Agency:** Development Services Department – Planning Services  
**Funding Source:** Departmental budget  
**Time Frame:** Ongoing  
**Related Policies:** LU-3.1; LU-3.2; LU-3.3; LU-3.4; LU-3.5; LU-3.6; LU-3.7; LU-4.1; LU-4.2; LU-4.6; LU-4.7; LU-7.4  
**Sustainability Focus?** Yes

2-8. Mixed Use Design Guidelines
Establish design guidelines for mixed-use buildings from which vibrant, attractive, and high-quality developments can be built.

**Responsible Agency:** Development Services Department – Planning and Engineering Services; Redevelopment Agency  
**Funding Source:** General Fund and Redevelopment Agency Funds  
**Time Frame:** New development standards will be adopted in conjunction with adoption of the new General Plan (anticipated by the end of 2010).  
**Related Policies:** LU-6.5; LU-6.7; LU-10.1; LU-10.3; LU-10.4; LU-10.7; LU-10.11; LU-10.12; LU-12.1; LU-12.3  
**Sustainability Focus?** Yes

2-9. Development of Parking Districts
Explore the feasibility and appropriateness of establishing parking districts for major commercial corridors, in particular for Downtown, Baldwin Avenue between Huntington Drive and West Camino Real Avenue, and for First Avenue between Huntington Drive and Duarte Road. Allow for shared parking arrangements.

**Responsible Agency:** Development Services Department – Planning and Engineering Services and Public Works Services  
**Funding Source:** Redevelopment Agency Funds; General Fund
2-10. Baldwin Avenue Corridor Strategy

Capitalize on Baldwin Avenue's unique role as a major shopping and dining destination by establishing a marketing and branding strategy for the corridor. Consider establishing a Business Improvement District to fund activities. This strategy would need to include Chamber of Commerce and/or businesses in the area.

**Responsible Agency:** Development Services Department – Planning Services; Redevelopment Agency

**Funding Source:** General Fund

**Time Frame:** Short-Term (1-5 years)

**Related Policies:** LU-6.6; LU-6.9; LU-14.1; LU-14.2; LU-14.3; LU-14.4; LU-14.5; LU-14.6

**Sustainability Focus?** No

2-11. Gateway Program

Implement a gateway beautification (monuments, signage, and landscaping) program for City entryways, as identified in Figure LU-6 in the Land Use and Community Design Element. Consider developing special architectural standards that apply to private development on gateway properties.

**Responsible Agency:** City Manager’s Office, Public Works Services, and Development Services Department – Planning and Engineering Services

**Funding Source:** General Fund and Private

**Time Frame:** Ongoing

**Related Policies:** LU-2.5; LU-2.7; LU-6.10

**Sustainability Focus?** No

2-12. Monitor Development in Neighboring Jurisdictions

Actively review the land use planning efforts of neighboring jurisdictions. When appropriate, provide constructive comments on the decisions that will impact Arcadia; when appropriate, present issues to Planning Commission and City Council.

**Responsible Agency:** Development Services Department – Planning Services

**Funding Source:** Departmental budget

**Time Frame:** Ongoing

**Related Policies:** LU-16.5

**Sustainability Focus?** No
2-13. Street Trees

Continue to implement and enforce the provisions of Article IX, Chapter 8 of the Municipal Code as it relates to street trees. Provide for the installation of street trees along public sidewalks where they do not currently exist.

- **Responsible Agency:** Public Works Services
- **Funding Source:** General Fund and Private
- **Time Frame:** Ongoing
- **Related Policies:** LU-2.1; LU-6.11; LU-10.4; LU-11.1; LU-12.4; PR-3.3
- **Sustainability Focus?** Yes

2-14. Citywide Public Art Master Plan

Explore the creation of a Citywide Public Art Master Plan to provide for the installation of public art at significant locations throughout the City. The relationship between local history and public art should be emphasized in this plan.

- **Responsible Agency:** Development Services Department – Planning Services
- **Funding Source:** Public and Private Funds; General Funds
- **Time Frame:** Ongoing
- **Related Policies:** LU-2.3; LU-2.4; LU-10.14
- **Sustainability Focus?** Yes

2-15. Site Planning

Continue to use site planning review to ensure that site development and buildings in particular avoid environmentally sensitive areas, such as geologic hazards, unique landforms, and areas of high biological sensitivity. On hillside properties, development shall minimize grading and maintain building mass and scale that are sensitive to the topography.

- **Responsible Agency:** Development Services Department - Planning Services
- **Funding Source:** General Fund
- **Time Frame:** Ongoing
- **Related Policies:** LU-3.5; LU-3.6; LU6.1; LU-6.12; LU-6.13; LU-9.1; CI-4.12; RS-8.1, RS-8.1; RS-8.3
- **Sustainability Focus?** Yes

2-16. Coordination with Arcadia Unified School District

The City will continue to coordinate with the Arcadia Unified School District in the review of residential development applications. The City will request that AUSD indicate the level of facilities available to house new students that would be generated from development projects. Pursuant to State law and as implemented by AUSD, residential development shall be responsible for providing the necessary funding/resources to establish or expand facilities commensurate with impact.
Coordinate with AUSD to establish a clear methodology for determining the impacts of development within the City upon school facilities, including the following:

- Student generation ratios for residential development
- Provide any help needed by AUSD to calculate with school impact fees.
- Potential credits for contributions made from City parks and recreation funding mechanisms to establish joint use school/park facilities

**Responsible Agency:** Development Services Department - Planning and Building Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** LU-8.5; Cl-6.1; Cl-6.5  
**Sustainability Focus?** No

### 3. Economic Development

#### 3-1. Actively Attract Businesses

Evaluate the potential benefits of actively working to attract businesses in the commercial zoned and mixed use areas. If, after analysis, active pursuit of businesses in these sectors is found to be a good course of action, develop a strategy for this pursuit.

**Responsible Agency:** Development Services Department - Economic Development, Redevelopment Agency, and Arcadia Chambers of Commerce  
**Funding Source:** Redevelopment Agency Funds  
**Time Frame:** Ongoing  
**Related Policies:** ED-1.2; ED-1.3; ED-1.6; ED-1.7  
**Sustainability Focus?** No

#### 3-2. Downtown Business Improvement District

Explore the establishment of a Downtown Business Improvement District to help ensure the area has a strong voice advocating for it and to help pay for the streetscape improvements, graffiti cleanup, and pedestrian safety measures that will help to attract more customers to the area.

**Responsible Agency:** Development Services Department - Redevelopment Agency, Economic Development, Planning, and Engineering Services  
**Funding Source:** General Fund, and Redevelopment Agency Funds  
**Time Frame:** Short Term (1-5 years)  
**Related Policies:** ED-1.5; ED-2.1; ED-2.2; ED-2.3; ED-2.4
3-3. Update of Economic Analyses
Regularly update economic analyses to provide for informed decision-making and ongoing evaluation of the City’s financial health and future.

Responsible Agency: Development Services Department – Economic Development
Funding Source: Redevelopment Agency Funds
Time Frame: Ongoing
Related Policies: ED-1.9; ED-1.10
Sustainability Focus? No

3-4. Special Events, Strategic Marketing, and Branding Programs
Continue to conduct special events and develop strategic marketing and branding programs to promote the downtown retail and restaurant businesses and other small businesses through partnerships with stakeholders and others.

Responsible Agency: City Manager’s Office and Development Services Department – Economic Development
Funding Source: General Fund and Redevelopment Agency Funds
Time Frame: Ongoing
Related Policies: ED-1.10; ED-2.4; ED-5.4
Sustainability Focus? No

3-5. Coordination with Development Community
Regularly reach out to area developers to promote available development opportunities in the City. This can include, for example, notification to real estate brokers of available properties and workshops to review City zoning regulations and development review processes.

Responsible Agency: Development Services Department – Redevelopment Agency, and Economic and Planning Services
Funding Source: General Fund and Redevelopment Agency Funds
Time Frame: Ongoing
Related Policies: ED-3.2
Sustainability Focus? No

3-6. Partnerships with Stakeholders Group
Promote long-term partnerships with stakeholder groups such as the Chamber of Commerce and local business associations to facilitate business recruitment, retention, and expansion.

Responsible Agency: Development Services Department – Economic Development
Funding Source: Redevelopment Agency Funds
3.7. Redevelopment Agency’s Five-Year Implementation Plan

Continue to implement and update the Redevelopment Agency’s Five-Year Implementation Plan in accordance with State regulations. Periodically review the Redevelopment Project Areas to identify opportunities and strategies to leverage the maximum benefits from redevelopment activities. Identify potential new project areas for future redevelopment activity. Develop clear, comprehensive action plans for the use of set-aside funds for affordable housing opportunities.

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<thead>
<tr>
<th>Responsible Agency:</th>
<th>Development Services Department – Redevelopment Agency</th>
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<tbody>
<tr>
<td>Funding Source:</td>
<td>Redevelopment Agency Funds</td>
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<tr>
<td>Time Frame:</td>
<td>Ongoing; every 5 years (with updates at mid-term or as required by law)</td>
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<tr>
<td>Related Policies:</td>
<td>ED-4.2; ED-4.6; ED-4.7</td>
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<td>Sustainability Focus?</td>
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4. Circulation and Infrastructure Element

4-1. Achieve Consistency in Roadway Rights-of-way

Develop a strategy and timeline for achieving full-width public rights-of-way consistent with the General Plan Master Plan of Roadways, with the standard sections as indicated.

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<thead>
<tr>
<th>Responsible Agency:</th>
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<tbody>
<tr>
<td>Funding Source:</td>
<td>County, State and Federal Grants, Prop C, and Measure R</td>
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<tr>
<td>Time Frame:</td>
<td>Long Term (10+ years)</td>
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<td>Related Policies:</td>
<td>CI-1.1; CI-1.2</td>
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<td>Sustainability Focus?</td>
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4-2. Complete Streets

Through the Capital Improvement and Equipment Plan, develop timeframes and actions for achieving the “complete streets” concepts set forth in the Circulation and Infrastructure Element. This includes establishing bikeways consistent with the Bikeway Plan and implementing principal transit corridors. Pursue complete streets implementation as set forth in the Capital Improvement and Equipment Plan once standards and time frames are adopted.

| Responsible Agency: | Development Services Department – Engineering Services |
4-3. Reciprocal Vehicular and Pedestrian Access

As part of the development review process for commercial development projects, look for opportunities and legal mechanisms to provide for reciprocal vehicular and pedestrian access between adjacent properties, even if such properties are under separate ownership. The purpose of requiring reciprocal access, where physically feasible, is to mitigate disruption of on-street traffic flow, encourage pedestrian activity, and reduce vehicular emissions from traffic to commercial businesses.

Responsible Agency: Development Services Department - Planning Services
Funding Source: Private
Time Frame: Ongoing
Related Policies: CI-4.8; CI-4.5; CI-7.2
Sustainability Focus? Yes

4-4. Pedestrian Accommodation Master Plan

Develop a pedestrian accommodation master plan that will promote and support an active lifestyle for community members, and will encourage walking for short destinations. The plan should include (but not be limited to):

- Identification of needed sidewalk repairs and areas where sidewalks are missing
- Preferred walking routes to schools and parks
- Landscaping improvements needed to increase shade
- Areas where obstructions to pedestrian traffic need to be removed
- Locations for paseos and similar connections between buildings in commercial areas
- Locations for enhanced crossings
- Coordinated signage

Responsible Agency: Development Services Department - Planning and Engineering Services
Funding Source: General Fund and Grants
Time Frame: Short Term (1-5 years)
Related Policies: CI-4.5; CI-4.6; CI-4.7; CI-4.12; CI-4.13; CI-6.2; RS-2.5
Sustainability Focus? Yes
4-5. Conduct a Citywide Bicycle Study and Develop a Bicycle Plan

Using the Bicycle Plan as a basis (Figure CI-7), develop a detailed bicycle transportation plan that establishes the planning, implementation, and design details of bicycle facility and amenity elements, including the identification of both capital and operating funding sources. The plan should be in a format suitable for obtaining public funding.

**Responsible Agency:** Development Services Department - Planning and Engineering Services

**Funding Source:** Proposition C

**Time Frame:** Short Term (1-5 years)

**Related Policies:** CI-4.1; CI-4.2; CI-4.3; CI-4.4; CI-4.9; CI-4.11; CI-4.12; CI4.13; RS-2.5

**Sustainability Focus?** Yes

4-6. Conduct a System Planning and Design Feasibility Study for an Advanced Traffic Control System

Develop a plan that includes all traffic signals in the City (preferably including Caltrans signals), as well as vehicle detectors, camera surveillance, adaptive signal timing control software, and changeable message signs, as appropriate.

**Responsible Agency:** Development Services Department - Planning and Engineering Services

**Funding Source:** Proposition C

**Time Frame:** Short Term (1-5 years)

**Related Policies:** CI-2.4

**Sustainability Focus?** Yes

4-7. Install an Advanced Traffic Signal Control System

Install an advanced traffic control system based on the system planning and design feasibility study. This might be local to the City of Arcadia or could be shared with adjacent jurisdictions.

**Responsible Agency:** Development Services Department - Planning and Engineering Services

**Funding Source:** Proposition C

**Time Frame:** Short Term (1-5 years)

**Related Policies:** CI-2.4

**Sustainability Focus?** No
4-8. Develop a Prototype Neighborhood Traffic Management Program

The program should identify appropriate traffic-calming tools for different types of roadways, and establish a process and procedures for the study of traffic-calming needs and the development of appropriate traffic-calming programs in residential neighborhoods, as applicable.

Responsible Agency: Development Services Department - Planning and Engineering Services
Funding Source: General Fund
Time Frame: Ongoing
Related Policies: Cl-2.1; Cl-5.1; Cl-5.2; Cl-5.3
Sustainability Focus? Yes

4-9. Regional Coordination

The City will work with Caltrans, the Southern California Association of Governments, the South Coast Air Quality Management District, the Metropolitan Transit Agency of Los Angeles County, and the cities of Pasadena, Sierra Madre, Monrovia, Irwindale, El Monte, and Temple City to coordinate regional transportation facilities. Coordination efforts shall include:

- Participation in implementing policies contained in the West San Gabriel Valley Air Quality Consortium Plan
- Coordination with Caltrans, Los Angeles County, and adjacent cities to maintain and expand the system of park-and-ride lots along with an active rideshare matching program
- Coordinating the City’s circulation and bicycle plans with regional circulation planning efforts
- Developing a local transit circulator that serves key business districts in Arcadia and surrounding communities, with connections to the Gold Line Stations
- Monitoring and pursuing federal, state, and regional funds for local and regional traffic improvements

Responsible Agency: Development Services Department - Planning and Engineering Services
Funding Source: General Fund; Prop C; Prop A; and Measure R
Time Frame: Ongoing
Related Policies: Cl-4.10; Cl-8.1; Cl-8.2; Cl-8.3; Cl-8.4; Cl-8.5
Sustainability Focus? Yes
4-10. Implement Roadway Modifications

Implement the following roadway modifications as identified in the Circulation Element:

- First Avenue, between California Street and Duarte Avenue: Restripe from four to two lanes
- Colorado Boulevard, between Santa Anita and Fifth Avenue: Restripe from two to four lanes
- Santa Clara Street between Santa Anita Avenue and Fifth Avenue: Restripe from two to four lanes
- Santa Anita Avenue between Santa Clara Street and Colorado Boulevard: Restripe from four to six lanes

These changes are planned to the existing street system. They are not needed in the short term but will eventually be necessary by build-out of the General Plan.

**Responsible Agency:** Development Services Department – Engineering Services  
**Funding Source:** County, State and Federal Grants; Prop C  
**Time Frame:** Long Term (10+ years)  
**Related Policies:** Cl-1.1; Cl-1.2  
**Sustainability Focus?** No

4-11. Management of Storm Water and Irrigation Runoff

Pursue the development of storm water runoff and irrigation capture basins on public property to collect gutter flows into retention facilities that allow the water to infiltrate into groundwater basins. As necessary, develop a comprehensive improvement plan, with the scheduling of improvements identified in the Capital Facilities and Equipment Plan.

**Responsible Agency:** Public Works Services; Development Services Department – Engineering Services  
**Funding Source:** General Fund and Grants  
**Time Frame:** Ongoing  
**Related Policies:** Cl-11.1; Cl-11.2; Cl-11.3; Cl-11.4; Cl-11.5; RS-4.2; RS-4.4; S-2.3  
**Sustainability Focus?** Yes

4-12. Water System Enhancements

4-12.1.

Develop water system facilities and capabilities that allow for the effective mixing and circulation of water stored in aboveground reservoirs.
4-12.2.  
Study the need for seismic control valves on water transmission mains, and implement as the study indicates as necessary. Provide for transmission main redundancy.

4-12.3.  
Provide specialized water pipe crossings to span the Raymond Fault.

4-12.4.  
Install and maintain radio read water meters throughout the City.

4-12.5.  
Provide water quality modeling and calibration to identify areas of reduced quality and stagnation.

**Responsible Agency:** Public Works Services  
**Funding Source:** Water Fund and Grants  
**Time Frame:** Short Term (2-7.1 and 2-7.5); Ongoing (2-7.4); Long Term (2-7.2 and 2-7.3)  
**Related Policies:** CI-9.2; CI-9.3; CI-9.5; CI-9.6; CI-9.7  
**Sustainability Focus?** Yes

4-13. Coordination with Utility Agencies and City Facilities

Coordinate with the Los Angeles County Department of Public Works (flood control), Sanitation Districts of Los Angeles County, contracted solid waste service providers, Southern California Edison, the Gas Company, and others to ensure that service can and will be provided consistent with General Plan goals and policies.

Provide local utility providers with a copy of the General Plan annual review report for review and comment.


Establish organized system of record-keeping for City files and plans. Provide central storage and digital library of all City documents, including deeds, facility plans, street plans, and utilities. Require digital file of all utility as-builts for utilities in the public right-of-way and private easements.

4-13.2. GIS Database for City Facilities

Provide GIS database for City facilities, i.e. facility plans for fire, police station, community center, City Hall, etc., entered into a GIS database, with parcel information, streets, and other facilities. This would help with inventory control, staffing, and maintenance.
4-14. Infrastructure Master Plan Updates

Continue updates in five-year increments for master plans for water, sewer, and streets.

**Responsible Agency:** Public Works Services; Development Services Department - Engineering

**Funding Source:** General Fund and Enterprise Funds

**Time Frame:** Every 5 years

**Related Policies:** CI-1.1; CI-1.5; CI-9.4; CI-10.1

**Sustainability Focus?** Yes

4-15. Inspection and Replacement of Sewer Lines

The City will continue the on-going inspection and routine replacement of sewer lines on a priority basis to ensure that unrestricted flows are maintained during average and peak conditions.

**Responsible Agency:** Public Works Services

**Funding Source:** Enterprise Funds

**Time Frame:** Ongoing

**Related Policies:** CI-10.1; CI-10.2; CI-10.3; CI-10.4; CI-10.5; CI-10.6

**Sustainability Focus?** Yes

4-16. Storm Drain System Improvements

As part of the Capital Improvements and Equipment Plan, the City will provide for the construction of storm drains as necessary to ensure that surface flow in a 10-year storm is contained within the “top of curb” along streets, and that the 50-year storm is contained within the street right-of-way. Efforts will also include installation or improvement of facilities to eliminate ponding at high-maintenance nuisance areas.

**Responsible Agency:** Public Works Services; L.A. County Public Works

**Funding Source:** General Fund

**Time Frame:** Long Term (10+ years)

**Related Policies:** CI-11.1; CI-11.2; CI-11.3; CI-11.4; CI-11.5

**Sustainability Focus?** Yes
5. Housing Element

The goals and policies outlined in the Housing Element address Arcadia’s identified housing needs and are implemented through a series of housing programs offered primarily through the Development Services Department. Housing programs define the specific actions the City will undertake to achieve the stated goals and policies. The housing programs for addressing community housing needs cover the following five issues:

- Housing Conservation
- Housing Production
- Provision of Affordable Housing
- Mitigation of Governmental Constraints
- Promotion of Equal Housing Opportunity

The housing programs presented below include existing programs in Arcadia as well as revised and new programs that have been added to address new State law and the City’s unmet housing needs.

5-1. Home Rehabilitation

This program offers low-income homeowners grants of up to $12,000 to make necessary improvements to their home. These grants are available only to people who own and reside on a single-family zoned lot (R-O and R-1) in Arcadia. Grants may be used for plumbing, electrical, roofing, termite control, painting, energy improvements and accessibility improvements.

Objectives:
- Continue to provide loans to qualified low- and moderate-income homeowners.
- Encourage homeowners to include energy efficiency improvements as part of the rehabilitation projects.
- Disseminate information to homeowners regarding rehabilitation standards and the Home Improvement Program.
- Improve up to 20 housing units annually.

Responsible Agency: Development Services Department
Funding Source: CDBG
Time Frame: Ongoing provision of assistance; annual allocation of funding
Related Policies: H-1.1; H-1.2; H-1.3; H-1.4; H-1.5
Sustainability Focus? Yes

5-2. Code Enforcement

Arcadia is known for beautiful neighborhoods and high property values. To help maintain this excellent reputation, the City has adopted a number of regulations aimed at property maintenance in a manner that is helpful to homeowners and property owners. The Code Services Division enforces these laws to address code compliance issues.

Objectives:
- Continue code enforcement activities and connect households in need with City rehabilitation programs.
- Visually inspect all housing units annually.
5-3. Residential Design Guidelines

One of Arcadia’s greatest assets is its attractive, well-maintained residential neighborhoods. To preserve neighborhood character and encourage high-quality residential design throughout the City, the City Council has adopted Residential Design Guidelines for Single-Family and Multifamily Structures. The guidelines are utilized during the City’s architectural design review process to ensure a high level of design quality, while also allowing room for flexibility in their application. The guidelines are “should” statements; they express the City’s desires and expectations.

Objective:
- Disseminate information to property owners regarding the Residential Design Guidelines.
- Apply design guidelines through plan-check and review process.

5-4. Preservation of At-Risk Units

According to the funding programs, over the ten-year planning period of the at-risk analysis (July 1, 2008 to June 30, 2018), Naomi Gardens is at risk of conversion to market rate due to an expiring Section 8 contract. This project offers 154 units affordable to very low- and low-income elderly mobility impaired households. However, this project is considered at a low risk of conversion due to HUD’s established priority for continued funding for housing for seniors and persons with disabilities.

Objectives:
- Annually monitor the status of at-risk units annually by maintaining contact with the property owner and HUD Multifamily Housing division.
- Ensure that adequate noticing is provided to the tenants if the Section 8 contract is not renewed.
- Pursue special Section 8 vouchers from HUD, which are reserved for very low income households displaced by the expiration of project-based Section 8 assistance.
- Work with the property owner to secure additional funding to replace the Section 8 funding if necessary.
5-5. Residential Sites Inventory

The City has a Regional Housing Needs Assessment (RHNA) of 2,149 units, including 549 extremely low/very low-income, 340 low-income, 368 moderate-income, and 892 above moderate-income units for the period of 2006 through 2014. As of May 2010, the City has a remaining RHNA of 1,684 units to be accommodated by 2014 (528 extremely low/very low-income, 318 low-income, 362 moderate-income, and 476 above moderate-income units). The City will ensure that an adequate supply of vacant and underutilized sites at appropriate densities and development standards to accommodate the remaining RHNA is available by maintaining an inventory of vacant and underutilized sites.

Objectives:
- Update the inventory of vacant and underutilized sites annually to ensure adequate sites are available to accommodate the remaining RHNA.
- Provide sites inventory to interested developers.
- Monitor the development trends in the City annually, particularly on the sites identified in this Housing Element to ensure that the City has adequate remaining capacity for meeting the RHNA. Identify additional sites to replenish the sites inventory if necessary. Annually, monitor the trend of redevelopment and lot consolidation activities in the City to evaluate the effectiveness of the City’s lot consolidation program (program 5-6 below) and strategy for facilitating the reuse of underutilized sites. As necessary, revise the City’s strategy to encourage lot consolidation and development on vacant and underutilized properties.

Responsible Agency: Development Services Department, Planning Services
Funding Source: Departmental budget
Time Frame: Ongoing monitoring; update inventory annually
Sustainability Focus? Yes

5-6. Lot Consolidation Incentives

Given the built-out nature in Arcadia, the City continues to look for properties where small lots can be purchased or consolidated with surrounding lots to provide opportunities for housing. To facilitate consolidation, the City has developed and is currently utilizing a very simple and expeditious method of joining properties. The City requires a Lot Line Adjustment, which can consolidate four or fewer lots without the need of a public hearing or any discretionary action. Lot line adjustments are an administrative process. Applications are reasonable in price ($469) and have a short processing time (10 business days).

Objectives:
- Develop a marketing piece for the local development community to highlight the ease of completing the Lot Line Adjustment process and offer fee waivers for affordable housing projects.
- Offer incentives to facilitate the consolidation of the small properties into larger parcels that can be efficiently developed into a mixed-use project. Incentives include:
  - Fee or waiver;
  - Priority in permit processing (lot consolidation projects become first projects processed among staff once received); and
  - 25 percent reduction in parking for commercial use.
- Update the Fee Schedule to reflect these lot consolidation incentives.

Responsible Agency: Development Services Department, Planning Services
5-7. Section 8 Housing Choice Voucher Program

The Los Angeles County Housing Authority currently administers the Section 8 Housing Choice Voucher Program for Arcadia residents on behalf of HUD. HUD’s Housing Choice Voucher program assists extremely low and very low-income households by paying the difference between 30 percent of the household income and the cost of rent. Pursuant to HUD regulations, 70 percent of the new voucher users must be at the extremely low income level. As of 2009, 41 households were receiving Housing Choice Vouchers.

Objectives:
- Continue to participate in the federally sponsored Section 8 Housing Choice Voucher program.
- Disseminate information to the public regarding the Section 8 Program and promote participation by rental property owners.
- Provide Section 8 Vouchers to at least 40 households annually.

Responsible Agency: Los Angeles County Housing Authority
Funding Source: HUD Section 8
Time Frame: Ongoing
Related Policies: H-3.3
Sustainability Focus: No

5-8. Affordable Housing for Families and Persons with Special Needs

Families and persons with disabilities (especially seniors) have unique housing needs. To facilitate the development of housing that is affordable to these demographic groups, the City will offer a combination of financial and regulatory tools (see also Program 13):

- Market available residential and mixed-use sites to developers. The sites inventory information will be distributed in conjunction with information on available regulatory and financial assistance.
- Market the State density bonus program to developers to encourage housing development that includes housing affordable to lower and moderate-income households and senior residents. Provide incentives in the density bonus program to encourage the inclusion of extremely low income units in affordable housing projects.
- Establish a reasonable accommodation procedure to address modifications to housing necessary to meeting the unique needs of disabled residents and others with special needs.
- Provide financial assistance using Redevelopment Set-Aside funds to assist in new construction, land acquisition, and write-downs. Encourage the inclusion of extremely low income units in affordable housing projects.
- Make several changes to parking requirements and development standards to allow for maximum densities and to facilitate smaller unit sizes and encourage affordable housing.
Objectives:

- Maintain a list of qualified housing developers with a track record of providing affordable housing that is of high quality and well managed. Annually contact these developers to explore opportunities for affordable housing in Arcadia.
- Assist developers in the application of funding for affordable housing development that promotes quality development, including City of Industry funds that benefit primarily households with very low and extremely low incomes and households with special needs (such as the elderly and disabled). Annually explore funding opportunities with potential developers.
- Develop low income rental units at City-owned property, including extremely low income units. Continue to pursue appropriate properties for acquisition, particularly in conjunction with annual review of funding availability.
- Provide land write-downs for extremely low and lower income senior housing units.
- Acquire properties and develop low or moderate income housing, including extremely low income units.
- Pursue housing at Santa Anita Racetrack for groomsman, targeting extremely low and lower income. As appropriate, redevelopment funds may be used to facilitate affordable employee housing on the racetrack.
- Eliminate the minimum unit size requirement in all multifamily zones.
- Eliminate the requirement for the provision of guest parking spaces for all affordable housing projects.
- Allow subterranean parking as an option to increase densities by freeing up more space on lots for housing units.

Responsible Agency: Development Services Department; Redevelopment Agency
Funding Source: Redevelopment Housing Set-Aside; CDBG
Time Frame: Ongoing; changes to parking requirements will be adopted in conjunction with General Plan (anticipated by the end of 2010); marketing materials to be developed by January 1, 2011.
Related Policies: H-3.1; H-3.2; H-3.3; H-4.1; H-5.2; H-5.3; H-4.1, H-4.2
Sustainability Focus? Yes

5-9. Housing Sustainability

The City offers a variety of programs to promote sustainable development. These include:

- Green building codes;
- Construction Recycling Ordinance;
- Water Efficiency in Landscaping Ordinance; and
- Use of CDBG-R funds (authorized under the American Recovery and Reinvestment Act) to focus on energy efficiency improvements of public facilities and housing.

Objective:

- Continue to enforce City building codes and ordinances to enhance energy efficiency is residential construction and maintenance.

Responsible Agency: Development Services Department, Planning Services
Funding Source: Departmental budget; CDBG
Time Frame: Marketing and promotion of sustainability programs and codes is already occurring and will continue to be ongoing
Related Policies: H-3.4
5-10. Second Dwelling Units

The Arcadia Municipal Code defines Accessory Living Quarters/Guest Houses as living quarters within an accessory building for the sole use of members of the family occupying the main building, and persons employed by and rendering services exclusively to the family occupying the main building and rendering services primarily on the property and/or the temporary use by guests of the family occupying the main building. The Municipal Code further stipulates that accessory living quarters/guest houses may not be occupied by guests for more than 30 calendar days, cannot contain a kitchen or facilities for heating or preparing food and may not be rented out or used as a separate dwelling unit. Accessory living quarters/guest houses may not be rented or otherwise used as separate dwelling units. These stipulations prevent accessory living quarters/guest houses from being second dwelling units and serve as a constraint on housing development.

**Objective:**
- The City will revise the Municipal Code as part of the General Plan Update to allow Accessory Living Quarters/Guest Houses to include a kitchen and to remove all covenant requirements regarding occupants and duration of stay.

**Responsible Agency:** Development Services Department, Planning Services

**Funding Source:** Departmental budget

**Time Frame:** To be adopted in conjunction with the General Plan

**Related Policies:** H-4.1, H-2.4

**Sustainability Focus?** Yes

5-11. Manufactured Housing and Mobile Home Parks

Mobile homes or manufactured dwelling units offer an affordable housing option to many lower- and moderate-income households. However, Arcadia does not define mobile homes, manufactured dwelling units, or mobile home parks in its Municipal Code. Manufactured housing units that meet certain minimum specifications established by State law must be permitted in all residential zones that permit single-family dwelling units.

**Objective:**
- Amend the Municipal Code to define manufactured housing units as part of the General Plan Update.

**Responsible Agency:** Development Services Department, Planning Services

**Funding Source:** Departmental budget

**Time Frame:** To be adopted in conjunction with the General Plan

**Related Policies:** H-4.1, H-4.3

**Sustainability Focus?** No
5-12. Extremely Low-Income and Special Needs Housing

Extremely low-income households and households with special needs (such as seniors and persons with disabilities) have limited housing options in Arcadia. Housing types appropriate for these groups include: emergency shelters, transitional housing, supportive housing, and single-room occupancy (SRO) units. The City of Arcadia Municipal Code does not specifically address the provision of such housing. Pursuant to State law, the City will amend the Development Code to address these housing options.

Objectives:
As part of the General Plan Update, the City will amend the Municipal Code to address the following:

- Emergency Shelters: The City will amend the Zoning Ordinance to permit emergency shelters by right without a discretionary approval process in the Planned Industrial (M-1) zone.

- Transitional Housing: The City will amend the Zoning Ordinances to identify different types of transitional housing. Transitional housing that functions like regular residential development will be permitted where such housing is otherwise permitted. Transitional housing that functions as group housing will be treated the same as residential care facilities, adhering to the requirements of the Lanterman Developmental Disabilities Services Act.

- Supportive Housing: The City will amend the Zoning Ordinance to identify different types of supportive housing. Supportive housing that functions like regular residential development will be permitted where such housing is otherwise permitted. Supportive housing that functions as group housing will be treated the same as residential care facilities, adhering to the requirements of the Lanterman Developmental Disabilities Services Act.

- Single Room Occupancy (SRO) units: The City will amend the Zoning Ordinance to specifically address the location of SRO housing in the High Density Residential (R-3) area.

- Reasonable Accommodation: The City will establish a formal procedure for handling requests for reasonable accommodation through the Administrative Modifications process.

Responsible Agency: Development Services Department, Planning Services
Funding Source: Departmental budget
Time Frame: To be adopted in conjunction with the General Plan or within one year of the adoption of the Housing Element
Related Policies: H-4-3.3
Sustainability Focus? No

5-13. Density Bonus

The Municipal Code states that an increased density of at least 25 percent can be granted to the developer of a multiple-family residential project within the R-2 and R-3 zones, when the developer agrees to construct a prescribed percentage of lower-income units. Developers of affordable housing are also entitled to additional concessions or incentives, including a modification of applicable zoning code requirements, reduction of application or construction permit fees, or other
regulatory concessions proposed by the applicant or the City. Current State law, however, requires jurisdictions to provide density bonuses (up to 35 percent) and development incentives on a sliding scale, where the amount of density bonus and number of incentives vary according to the amount of affordable housing units provided.

**Objective:**
- The City will modify its existing density bonus program in order to meet current State law within one year of adoption of the Housing Element. As part of this effort, the City will include incentives to encourage the inclusion of extremely low income units in affordable housing projects.

**Responsible Agency:** Development Services Department, Planning Services  
**Funding Source:** Departmental budget  
**Time Frame:** To be adopted in conjunction with the General Plan  
**Related Policies:** H-4.2  
**Sustainability Focus?** Yes

### 5-14. Definition of Family

Local governments may restrict access to housing for households failing to qualify as a “family” by the definition in the Zoning Ordinance. Arcadia’s Zoning Ordinance defines a family as “two or more persons bearing the generic character of, and living together as, a relatively permanent single bona fide housekeeping unit in a domestic relationship based upon birth, marriage, or other domestic bond of social, economic and psychological commitment to each other, as distinguished from a group occupying a boarding house, club, dormitory, fraternity, hotel, lodging house, motel, rehabilitation center, rest home or sorority.” This definition would be considered a potential constraint on the development of housing for special needs populations.

**Objective:**
- The City will amend its Municipal Code to either remove or modify the definition of family in order to ensure that the ordinance regulates land use types but not the users, within one year of adoption of the Housing Element.

**Responsible Agency:** Development Services Department, Planning Services  
**Funding Source:** Departmental budget  
**Time Frame:** To be adopted in conjunction with the General Plan  
**Related Policies:** H-5.1  
**Sustainability Focus?** No

### 5-15. Fair Housing

The City contracts with the Housing Rights Center (HRC) to actively inform residents, landlords of residential property, and others involved in the insurance, construction, sale or lease of residential property of the laws pertaining to fair housing. The HRC provides the following programs and services to its clients, free of charge:

- Landlord-Tenant Counseling  
- Predatory Lending Information and Referrals  
- Housing Discrimination Investigation  
- Enforcement and Advocacy  
- Outreach and Education
Objectives
- Continue to contract with a provider to provide fair housing services to residents.
- Disseminate information to the public on the array of fair housing programs and services provided by the City.
- Participate in the Analysis of Impediments to Fair Housing Choice and other fair housing planning efforts coordinated by the Los Angeles County Community Development Commission.

Responsible Agency: Development Services Department; Los Angeles County Community Development Commission; Housing Rights Center
Funding Source: CDBG
Time Frame: Ongoing
Related Policies: H-5.1; H-5.2; H-5.3
Sustainability Focus? No

Summary of Quantified Objectives

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6. Resource Sustainability

6-1. Development Projects and Energy Performance Guidelines

To ensure that targeted energy performance standards or guidelines for new development are being achieved, the City will review projects against the following and/or guidelines:

- Where feasible, locate reflective surfaces (i.e., parking lots) on the north and east sides of buildings to decrease potential heat gain and reflection to adjacent buildings; alternatively, where parking areas must be located to the south or west of buildings, provide landscaping to reduce potential heat gain.

- Where possible, orient glass toward the south, the side with the greatest amount of solar access (heat gain potential).

- Use appropriate building shapes and locations to promote maximum feasible solar access to individual units.

- Design individual buildings to maximize natural internal lighting through the use of court wells, interior patio areas, and building architecture. Site plan elements (e.g., buildings, landscaping) should protect access to sunshine for planned solar energy systems and/or for solar oriented rooftop surfaces that can support a solar collector or collectors capable of providing anticipated hot water needs of the building.
- Use canopies and overhangs to shade windows during summer months while allowing for reflection of direct sunlight during winter months.

- Install windows and vents in commercial and industrial buildings to provide the opportunity for thorough ventilation.

- Use reflective roof materials to reduce solar gains, unless a passive heat system is provided.

- Incorporate the use of deciduous trees in landscaping plans, especially near buildings and around large expanses of parking lots or other paved areas.

- Incorporate deciduous vines on walls, trellises, and canopies to shade south and west facing walls, to cool them in summer months.

**Responsible Agency:** Public Works Services; Development Services Department – Planning and Building Services  
**Funding Source:** General Fund and Grants  
**Time Frame:** Ongoing  
**Related Policies:** RS-1.7; RS-5.1; RS-5.2; RS-5.3; RS-5.4; RS-5.5; RS-5.6; RS-5.7; RS-5.8; RS-5.9; RS-5.10; RS-5.11; RS-5.12; RS-5.13; RS-5.14; RS-5.15; RS-5.16; RS-5.17  
**Sustainability Focus?** Yes

### 6-2. Energy Conservation Demonstration Projects

Developers will be encouraged to cooperate with Southern California Edison, the Gas Company, and the South Coast Air Quality Management District to set up energy conservation demonstration projects, and to serve as a laboratory for testing new energy conservation techniques.

**Responsible Agency:** Development Services Department – Building Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** RS-5.15  
**Sustainability Focus?** Yes

### 6-3. Conservation Education and Promotion

Working in concert with energy service providers and contract refuse collectors, the City will promote the benefits of water and energy conservation and waste reduction. Avenues for public education will include, but will not be limited to, the City website, City mailers, displays at City Hall and other civic and community buildings, partnership programs with Arcadia Unified School District. Support non-profit groups’ educational programs within the City.

**Responsible Agency:** Public Works Services  
**Funding Source:** Enterprise Funds and Private  
**Time Frame:** Ongoing  
**Related Policies:** RS-3.4; RS-5.6
6-4. Green Building Initiatives

The City will establish an education, recognition, and incentive program that recognizes and rewards excellence in green building and energy conservation building practices, and that builds consumer awareness of green building benefits. Part of the program may include the following components:

- Promoting incorporation of green building standards that exceed State Title 24 building construction standards and Energy Star conservation standards into future public and private development and major renovation projects.
- Developing incentive programs to promote Leadership in Energy and Environmental Design® (LEED) Standards developed by the U.S. Green Building Council, and encourage projects to achieve LEED (or similar) certification.
- Providing training to City staff in green building and LEED (or similar) rating system requirements and processes, and their application in practice. Strive to have at least one City staff member obtain LEED (or similar) professional accreditation.
- Identify opportunities to incorporate LEED standards (or similar) into the City capital improvement projects.

Responsible Agency: Development Services Department – Planning and Building Services; City Manager’s Office; Public Works Services
Funding Source: General Fund, Grants
Time Frame: Short Term (1 to 5 years)
Related Policies: RS-5.4; RS-5.12; RS-5.16; RS-5.17
Sustainability Focus? Yes

6-5. Participate in Regional Air Quality Improvement Efforts

The City will participate in regional air quality improvement efforts by identifying and encouraging projects that improve mobility and reduce vehicle miles traveled. In particular:

- Review development proposals for potential air quality impacts pursuant to the CEQA, Los Angeles County Air Pollution Control District, and the South Coast Air Quality Management District CEQA Air Quality Handbook.
- Work with the South Coast Air Quality Management District and the Southern California Association of Governments to implement the Air Quality Management Plan (AQMP), and to meet federal and state air quality standards for all pollutants. To ensure that new measures can be practically enforced in the region, the City will participate in future amendments and updates of the AQMP.

Responsible Agency: Development Services Department – Engineering Services and Planning Services
Funding Source: Departmental budget
Time Frame: Ongoing
Related Policies: RS-1.1; RS-1.2; RS-1.3; RS-1.4; RS-1.5; RS-1.6; RS-2.5; RS-3.1; RS-3.2; RS-3.3; RS-3.4
Sustainability Focus? Yes
6-6. Solar Energy

The City will:

- Educate residents about the importance and availability of solar energy as an alternative fuel source for space heating and cooling, water heating and generating electricity.
- Support California solar laws and the protections the laws provide to owners of solar energy systems. This includes the right of an owner of a solar energy system to sunlight.

**Responsible Agency:** Development Services Department – Planning and Building Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** RS-5.8; RS-5.10; RS-5.13; RS-5-14  
**Sustainability Focus?** Yes

6-7. Water Supply

The City will:

- Establish water conservation programs in accordance with the City’s Urban Water Management Plan (UWMP).
- Investigate and implement programs to reduce water usage at parks and other City facilities. Set goals for water use reduction at City facilities.
- Pursue the optimal use of recycled (reclaimed) and desalinated water for landscaping and industrial uses in accordance with the City’s Urban Water Management Plan, Recycled Water Plan Update, and other pertinent planning studies.
- Pursue the optimal expansion of the use of local water resources to offset imported supplies, including the development of addition groundwater wells and expansion of recycled water facilities.
- Actively support and partner with other agencies regarding the development and implementation of conjunctive use programs and other viable water management programs to enhance water supply reliability.

**Responsible Agency:** Public Works Services  
**Funding Source:** Water Fund  
**Time Frame:** Long Term (10+ years)  
**Related Policies:** RS-4.1; RS-4.7; RS-4.14  
**Sustainability Focus?** Yes
6-8. Water Quality

The City will:

- Meet or exceed all federal and state water quality regulations, and publish an Annual Water Quality Report to inform the public regarding water quality.
- Incorporate into the City’s CEQA process appropriate procedures for considering storm water quality impacts and providing for appropriate mitigation when preparing and reviewing CEQA documents.
- Continue to comply with all provisions of the National Pollutant Discharge and Elimination System (NPDES) permit.
- Establish standards that require new developments and substantial rehabilitation projects to incorporate storm water treatment practices that allow percolation to the underlying aquifer and minimize off-site surface runoff. Acceptable on-site retention methods include, but are not limited to, use of pervious paving materials in hardscape areas is to be maximized, along with the provision of swale designs in landscape or grassy areas that slow runoff and maximize infiltration. Where feasible, the discharge of roof drainage is to be directed into pervious areas to reduce increases in downstream runoff.
- Continue to recognize the impact of all aspects of land use planning on the region’s storm water and urban runoff on water quality, and support the attainment of regional storm water and urban runoff goals through appropriate land use planning and implementation of Standard Urban Storm Water Mitigation Plans (SUSMP).
- Coordinate with the Metropolitan Water District of Southern California (MWD), the Water Replenishment District of Southern California (WRD), the West Basin Municipal Water District, the Regional Water Quality Control Board, and the County Sanitation District on issues of water supply and quality.

**Responsible Agency:** Public Works Services; Development Services Department - Planning and Building Services  
**Funding Source:** General Fund, Private, Water Fund  
**Time Frame:** Ongoing  
**Related Policies:** RS-4.8; RS-4.9; RS-4.10  
**Sustainability Focus?** Yes

6-9. Water Conservation

6-9.1.

The City will involve the community in water conservation efforts with such initiatives as:

- Developing and implementing guidelines for water efficient landscaping
- Developing and implementing a tiered rate structure to promote water conservation
- Educating the community on methods to reduce urban runoff and improve water quality
- Providing water resources information at City facilities and events
6-9.2.
To meet the City's overall water conservation mitigation standard, projects will be reviewed to assess their compliance with the following:

- Compliance with the provisions of the City's Water Conservation Plan contained in the Arcadia Municipal Code
- Incorporation and maintenance of drought-tolerant and low water using plants in the landscape plans and maximization of preservation of natural vegetation
- Incorporation and maintenance of water conservation techniques into the design of the irrigation system through such techniques as mulching, installation of drip irrigation systems, landscape design to group plants of similar water demand, soil moisture sensors, and automatic irrigation systems
- Clustering of landscaped areas to maximize the efficiency of the irrigation system; design of irrigation systems to eliminate watering of impervious surfaces
- Use of reclaimed water, where feasible, for landscape irrigation
- Installation of water-conserving kitchen and bathroom fixtures and appliances, installation of thermostatically controlled mixing valves for baths and showers, and insulation of hot water lines, as per City-adopted UBC requirements

**Responsible Agency:** Public Works Services; Development Services Department -Planning; Local Water Districts

**Funding Source:** Water Fund

**Time Frame:** Ongoing

**Related Policies:** RS-4.2; RS-4.5; RS-4.6; RS-4.12; RS-4.14

**Sustainability Focus?** Yes

6-10. Waste Reduction and Recycling

6.10.1. Source Reduction

The City will periodically undertake source reduction and recycling progress review to evaluate the effectiveness of source reduction and recycling programs in reducing the overall waste stream from residences, businesses, and institutions in the City. The review will include, at a minimum, the following:

- Amount of waste diverted
- Status of all programs
- Summary of the success or failure of program implementation
- Recommendations for necessary modifications to existing programs and suggestions for new programs to be adopted

6-10.2. School District Coordination

As identified in the City's Source Reduction and Recycling Element, the City will work with the school district to establish effective solid waste management practices.
6-10.3. Recycling and Diversion Programs

The City will:

- Continue curbside recycling program for all single-family and multifamily residential units in the City.
- Continue to include green waste pick up services as part of the recycling program.
- Provide assistance to residents who wish to compost.
- Provide information regarding collection facilities for recyclable residential materials that are not picked up by the City.
- Continue to implement Municipal Code Article V, Chapter 1, Part 3 regarding recycling for the commercial, industrial, and institutional sectors. Ensure that all City-contracted solid waste haulers attain a 50 percent diversion of solid waste in accordance with State mandates under AB939 and other appropriate regulations.
- Implement a construction and demolition recycling program to achieve at least a 50 percent waste material diversion factor from all construction sites in the City.

**Responsible Agency:** Public Works Services; Development Services Department – Building Services

**Funding Source:** Solid Waste Fund

**Time Frame:** Ongoing

**Related Policies:** RS-6.1; RS-6.2; RS-6.3; RS-6.4; RS-6.5; RS-6.6

**Sustainability Focus?** Yes

6-11. Cultural Resource Protection

Cultural resource assessments of proposed development sites will be required for any project that may impact a known or potential site of archaeological or paleontological site or a historical site that is 50 years old or older. The assessment will identify the significance of the resource based on the guidance provided in the California Register of Historic Resources and other applicable sources. Avoidance of impacts and preservation of significant resources in place shall be accomplished, where feasible. When it is not feasible, data recovery shall be required for all significant resources.

The following shall be included as a condition of approval of all new development projects, including intensification of existing development:

“If unknown cultural resources are discovered during project construction, all work in the area of the find shall cease, and a qualified archaeologist or paleontologist shall be retained by the project sponsor to assess the significance of the find, make recommendations on its disposition, and prepare appropriate field documentation, including verification of the completion of required mitigation. If human remains are encountered during construction, all work shall cease and the Los Angeles County Coroner’s Office shall be contacted pursuant to procedures set forth in Section 7050.5 of the Health and Safety Code. If the remains are identified as prehistoric, a Native American representative shall be consulted to participate in the recovery and disposition of the remains.”

**Responsible Agency:** Development Services Department – Planning Services; Library and Museum Services

**Funding Source:** Private

**Time Frame:** Ongoing through CEQA process
6-12. Discovery of Archaeological Resources or Human Remains

During any construction activities on properties with the potential to contain archaeological resources, a qualified archaeologist will be engaged to monitor the removal of the earth covering the study area and to identify cultural materials if they are uncovered. If cultural materials are found, construction activity in the vicinity of the discovery shall be redirected until the archaeologist has assessed the significance of the find and appropriate field documentation and mitigation has been completed. If the site is eligible for the California Register and if impacts cannot be avoided, a data recovery excavation program may be necessary. Avoidance of the site by capping may suffice as mitigation under some circumstances. Actual mitigation will be dependent on the magnitude of proposed impacts to intact, significant deposits. If human remains are discovered during these construction activities, the Los Angeles County Coroner will be contacted to identify the bone and establish its relative age. If this bone is prehistoric, a Native American representative will be consulted to participate in the disposition of the remains.

**Responsible Agency:** Development Services Department - Planning Services, Library Services  
**Funding Source:** Private  
**Time Frame:** Ongoing through CEQA process  
**Related Policies:** PR-9.1  
**Sustainability Focus?** No

6-13. Habitat Protection

For all new developments, including roads and other public projects, that are proposed adjacent to sensitive habitats, the City will require that adequate buffers, set backs, and other protections are provided to avoid significant direct and indirect impacts to such areas.

**Responsible Agency:** Development Services Department - Planning and Building Services  
**Funding Source:** Departmental budget  
**Time Frame:** Ongoing  
**Related Policies:** RS-8.1; RS-8.2; RS-8.3  
**Sustainability Focus?** Yes

6-14. Compliance with State Endangered Species Act and Federal Clean Water Act

The City and project proponents will coordinate with the Federal, State, and regional agencies to comply with applicable requirements of the Federal and State Endangered Species Act and Federal Clean Water Act.

**Responsible Agency:** Development Services Department - Planning Services; Public Works Services  
**Funding Source:** Departmental budget  
**Time Frame:** Yes
7. Parks, Recreation, and Community Resources Element

7-1. Implement Master Plans

Implement the provisions of the Arcadia Parks and Recreation Master Plan, Recreation and Community Services Strategic Plan, Parks Rehabilitation Master Plan, and Youth Master Plan, as they may be amended from time to time. Specifically:

- Establish a list of needed community facility improvements, acquisition, and construction, and prioritize annually based on changing needs.
- Establish a regular review of open space, parks, and recreation related documents such as the Parks and Recreation Master Plan. Amend as needed to address evolving conditions.
- Continue the City and the Arcadia Unified School District’s commitment to youth by continuing to review the progress towards achieving the Youth Master Plan’s goals annually.

**Responsible Agency:** Recreation and Community Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** PR-1.13; PR-1.17; PR-1.19; PR-4.7; PR-4.3; PR-4.7  
**Sustainability Focus?** No

7-2. Financing and Acquisition of Parks and Open Space

Investigate a range of approaches to acquiring passive and recreational open space and for financing its development and maintenance, including:

- Identify utility easements with recreational potential, and coordinate with utility providers for their use as a passive or recreational open space resources. Particularly, look at flood control corridors as places for bike paths consistent with the Circulation and Infrastructure Element.
- Continue to implement the Parks and Recreation Fund program and the Park Facilities Impact Fee program to assist in the funding of developing and maintaining City facilities. Periodically assess the appropriateness of the fee level.
- Actively seek alternative funding sources such as State bonds and grants to supplement gaps in financing park development and maintenance.
- Prioritize funding of parks and recreation resources by regularly evaluating demand for these resources and identifying future trends in park and recreation facility needs based on demographic changes. Plan for facilities that are adaptable to changing needs.
- Develop guidelines for non-residential development projects to incorporate accessible public places into project design. Inventory all City-owned real property suitable for recreational use and retain for such use where feasible.
- Consider providing grants for the development of small, infill public places on public lands for uses such as community gardens, gathering areas, or other projects.

**Responsible Agency:** Recreation and Community Services; Development Services Department – Planning Services  
**Funding Source:** General Fund, Park Impact Fees, and Grants  
**Time Frame:** Long Term (10+ years)  
**Related Policies:** PR-1.3; PR-1.4; PR-1.6; PR-1.8; PR-1.10; PR-1.14; PR-1.19  
**Sustainability Focus?** Yes

### 7-3. Joint Use Facilities

The City will continue the partnership with the Arcadia Unified School District in joint land use/facilities planning efforts for joint-use park/school facilities. Formalize agreements regarding use, maintenance, and charging users.

**Responsible Agency:** Recreation and Community Services; Arcadia Unified School District; City Manager’s Office  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** PR-1.9; PR-4.3  
**Sustainability Focus?** Yes

### 7-4. Design for Emerging Uses of Parks and Public Spaces

The City recognizes that as community demographics and lifestyles evolve, residents may desire new and alternative uses of existing parks and public spaces. The City will continually monitor demands and will develop guidelines for incorporating design features into parks and public places that anticipate emerging new uses of these places.

**Responsible Agency:** Recreation and Community Services; Public Works Services  
**Funding Source:** General Fund and Grants  
**Time Frame:** Long Term (10-15 years)  
**Related Policies:** PR-1.5; PR-1.15; PR-1.20  
**Sustainability Focus?** Yes

### 7-5. Recreation Facility Development in Underserved Areas

Based on the information provided in Figure PR-2 (Park Facilities Service Area), the City will identify and prioritize development of new recreation facilities in underserved areas.

**Responsible Agency:** Recreation and Community Services
7-6. Recreation Programs

7-6.1.  
The City will adjust recreation program capacities and staff over time, including volunteer staffs, to match changes in population and program needs. Periodic assessments will be made through user surveys and other appropriate methods. Periodic updates of the Recreation and Community Services Strategic Plan will be undertaken for the management, prioritizing, budgeting, and procurement of necessary resources.

7-6.2.  
The City will develop and implement a comprehensive outreach plan—in languages that reach all targeted populations—to help identify and inform targeted groups about recreational services and programs in Arcadia.

Responsible Agency: Recreation and Community Services  
Funding Source: General Fund  
Time Frame: Ongoing  
Related Policies: PR-5.1; PR-5.2; PR-5.3; PR-5.4; PR-5.5; PR-5.6; PR-5.7; PR-5.8; PR-5.9  
Sustainability Focus? No

7-7. Coordination with Local Sports Groups

The City will work with youth and adult sports organizations to coordinate the allocation and maintenance of sports fields. Coordination could include establishment of a committee to schedule events and resolve conflicts, posting of a master calendar on the City’s web site, and annual review of facility usage charges.

Responsible Agency: Public Works Services; Recreation and Community Services; Arcadia Unified School District  
Funding Source: General Fund  
Time Frame: Ongoing  
Related Policies: PR-1.9  
Sustainability Focus? No

7-8. Preservation of the Urban Forest

The City will maintain and enhance tree coverage and tree health citywide by:

- Continued enforcement of Article IX, Chapters 7 and 8 of the Municipal Code
- Continued preservation of landmark trees
- Continuation of the Public Works Services Department’s Four-Year Tree Trimming Plan
- Continued participation in the Tree City USA program
Public education efforts regarding existing City regulations regarding trees and the importance of trees to the overall community aesthetic and property values

**Responsible Agency:** Public Works Services; City Manager’s Office  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** CR-3.1; CR-3.2; CR-3.3; CR-3.4; CR-3.5; CR-3.6  
**Sustainability Focus?** Yes

### 7-9. Partnerships with Secular and Faith-based Organizations

Partnerships with local secular and faith-based organizations will continue to be developed and maintained to design and implement community programs, events and activities, and promote new ones in order to continually meet the changing needs and demands of Arcadians.

**Responsible Agency:** Development Services Department - Planning Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** PR-1.8; PR-4.4  
**Sustainability Focus?** No

### 7-10. Community Education Programs

**7-10.1.**

The City will continue to collaborate with the Arcadia Unified School District to develop and implement education programs targeted to meet specific community needs.

**7-10.2.**

As funding permits and interest indicates the need, the City will maintain after-school “drop-in” programs that provide homework assistance on school campuses and at community centers.

**7-10.3.**

As funding permits and interest indicates the need, the City will offer adult education programs. Assessments of adult education needs will be identified through surveys and other effective methods to help develop corresponding classes.

**7-10.4.**

The City will work with private and public community service organizations to coordinate additional educational opportunities, including classes to learn English and after-school programs.
7-10.5.
Establish a public education program whereby City employees can regularly interact with the community and maintain dialogue between residents and employees about how the City operates and the challenges and goals of daily administration.

**Responsible Agency:** Recreation and Community Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** PR-6.1; PR-6.2; PR-6.3; PR-6.4; PR-6.5; PR-6.6  
**Sustainability Focus?** No

7-11. Maintaining High-quality Library Facilities and Services

7-11.1.
The City will conduct regular reviews of library patron program needs and adjust funding priorities and programs accordingly.

7-11.2.
The partnership between the Arcadia Public Library and the Friends of the Arcadia Public Library will be used to continue to improve the quality of library services and facilities.

**Responsible Agency:** Library and Museum Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** PR-6.6; PR-7.1; PR-7.2; PR-7.3; PR-7.4; PR-7.5  
**Sustainability Focus?** No

7-12. Sponsorship and Support of Cultural Events

7-12.1.
As funds allow, the City will continue to sponsor and support art events, live music performances, performing arts, dancing, outdoor public movies, artist exhibits, and other similar activities and events that bring the community together.
7-12.2.
The City will continue to seek involvement and partnerships of local arts organization and local businesses to increase privately sponsored public events.

7-12.3.
The City will continue to engage City boards, committees, and commissions and the community as a whole to identify needed and desired cultural events and art activities.

**Responsible Agency:** Recreation and Community Services  
**Funding Source:** General Fund  
**Time Frame:** Mid-Term (5-10 years)  
**Related Policies:** PR-8.1; PR-8.2; PR-8.3  
**Sustainability Focus?** No

7-13. **Provision of Places for Cultural Events**

Through partnerships among City departments, the Arcadia Public Library, and the Arcadia Unified School District, and local private organizations that have community-type facilities, the City will identify community places for cultural activities that are well located, adaptable, and easily accessible to all community members.

**Responsible Agency:** Library and Museum Services; City Manager’s Office  
**Funding Source:** General Fund  
**Time Frame:** Short Term (1-5 years)  
**Related Policies:** PR-8.1; PR-8.2; PR-8.3  
**Sustainability Focus?** No

7-14. **Inventory of Local Historic Resources**

The City will develop and maintain an up-to-date inventory of historically, culturally, and/or architecturally significant structures or sites in Arcadia to promote the awareness of these community resources.

**Responsible Agency:** Development Services Department - Planning Services  
**Funding Source:** General Fund and Grants  
**Time Frame:** Short Term (1-5 years)  
**Related Policies:** PR-9.1; PR-9.2; PR-9.4; PR-9.5; PR-9.6; PR-9.7  
**Sustainability Focus?** No
7-15. Support Private Efforts to Promote Appreciation of Arcadia’s History

The City will support the efforts of private organizations to promote and preserve Arcadia’s history. This support may include contribution of public funds to facilities and programs.

**Responsible Agency:** City Manager’s Office and Library and Museum Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** PR-9.3

**Sustainability Focus?** No

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8. Safety Element

8-1. Earthquake Preparedness

The City will coordinate with the California Geological Survey, the State Office of Emergency Services, Los Angeles County, the Arcadia Unified School District, and local utilities and services groups in the promotion of earthquake preparedness programs. This will include, for example, sponsoring mock drills, providing information on the City’s web site and in mailers, and providing emergency supplies at designated shelter sites, such as schools.

**Responsible Agency:** Fire Department, Police Department, and City Manager’s Office

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** S-6.1; S-6.2

**Sustainability Focus?** No

8-2. Seismic Hazards Mapping

The City will obtain the latest Seismic Hazards Mapping Program and other geological hazard mapping data from the California Geological Survey to ensure that the most recent data are available to City staff and the public. The Safety Element will be updated as needed over time in response to the availability of updated information on faults and earthquake-related hazards in Arcadia.

The City will consider and explore the possibility of creating the recommended Fault Hazard Management Zones (FHMZs) for each of the faults in question shown on Figure G-7 of the Seismic and Geological Technical Background Report for the City of Arcadia General Plan Update. The goal would be to refine the fault location and fault activity database for the faults in the City.

**Responsible Agency:** Development Services Department – Planning Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** S-1.4; S-6.2
8-3. Geotechnical Investigations

For any development project proposed in a geologically sensitive area or a known or suspected geologic hazard area, the City will require that a geotechnical investigation be performed by properly licensed professionals. All recommended engineering design measures included in the resultant studies shall be incorporated into building design and construction.

When possible, the City will require that liquefaction hazard areas and areas susceptible to the higher PHGA levels be avoided for essential/critical facilities.

Potential surface fault rupture areas will require site-specific investigation and may warrant a special City-sponsored investigation projects to better define the activity and location of faults now suspected of having some surface rupture potential.

**Responsible Agency:** Development Services Department – Building Services  
**Funding Source:** General Fund and Private Funds  
**Time Frame:** Ongoing  
**Related Policies:** S-1.3  
**Sustainability Focus?** Yes

8-4. Seismic Safety Considerations in Building Codes

The City will continue to implement the most rigorous and up-to-date building codes that govern seismic safety standards for construction of new buildings, and will update the City’s codes as needed to respond to new information, standards, and technology.

**Responsible Agency:** Development Services Department, Building Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** S-1.2; S-1.5; S-1.6  
**Sustainability Focus?** No

8-5. Siting of Critical Facilities

In decisions regarding the siting and retrofit of schools, civic buildings, emergency response and preparedness facilities, hospitals and clinics, and similar critical facilities, the City will utilize information in the Safety Element and the Seismic and Geological Technical Background Report for the City of Arcadia General Plan Update.

**Responsible Agency:** Development Services Department, Planning and Building Services  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** S-4.2  
**Sustainability Focus?** No
8-6. Hazardous Materials Management

8-6.1. New commercial, office, and industrial uses will be required to comply with the provisions of the Los Angeles County Hazardous Waste Management Plan and the most current amendments to the California Code of Regulations, Title 22.

8-6.2. The Fire Department will continue to be responsible for inspections and enforcement of regulations regarding the storage of on-site hazardous materials. The City will continue to coordinate with County of Los Angeles to regularly inspect businesses for compliance with the County Hazardous Waste Management Plan.

8-6.3. Through the development review process, the City will consider requiring a buffer zone between areas where significant quantities of hazardous materials are present and sensitive receptors, such as residences, hospitals and nursing/convalescent homes, hotels and lodging, schools, and day care centers.

8-6.4. The City will make information regarding hazardous materials, as provided in Hazardous Materials Business Plans, readily available to City and County emergency responders.

**Responsible Agency:** Fire and Police Departments  
**Funding Source:** General Fund  
**Time Frame:** Ongoing  
**Related Policies:** S-4.1; S-4.2; S-4.3; S-4.4  
**Sustainability Focus?** Yes

8-7. Environmental Site Assessments

The City will required preparation of Environmental Site Assessments for new development and redevelopment in areas previously used for commercial or industrial uses to identify and abate hazardous material releases from prior land uses that have the potential to affect future property owners or users and the public generally.

**Responsible Agency:** Development Services Department, Planning and Building Services  
**Funding Source:** General Fund and Private  
**Time Frame:** Ongoing for new developments  
**Related Policies:** S-4.1  
**Sustainability Focus?** Yes
8-8. Adequate Fire Flow

Through the development review and building permit processes, the City will require that all new development provide the water systems needed to meet fire flow requirements as determined by the Arcadia Fire Department. Where deemed necessary, existing fire hydrants will be required to be tested to confirm adequate fire flows.

**Responsible Agency:** Fire Department, Public Works Services, and Development Services Department - Planning and Building Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** S-3.2; S-3.4; S-3.5

**Sustainability Focus?** No

8-9. Adequate Emergency Vehicle Access

Through the development review process, the City will require that internal circulation systems be designed to accommodate fire suppression equipment with adequate turnaround areas as determined by the Arcadia Fire Department. The City will require new development to provide adequate access for emergency vehicles, particularly fire-fighting equipment, as well as secure evacuation routes for inhabitants in compliance with the latest building and fire codes.

**Responsible Agency:** Fire Department and Development Services Department, Planning Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** S-3.1; S-3.6

**Sustainability Focus?** No

8-10. Mutual Aid Agreements

The City will maintain standing mutual aid agreements with neighboring jurisdictions, Los Angeles County, and CAL Fire to furnish specified aid upon demand in the event of a major emergency, as appropriate.

**Responsible Agency:** Fire and Police Departments

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** S-5.6

**Sustainability Focus?** No

8-11. Emergency Preparedness

8-11.1.

The City will maintain and update on a regular basis emergency response preparedness programs, plans, and procedures such as its Emergency Operations Plan, Emergency Management Plan, and Natural Hazard Mitigation Plan.
8-11.2.
Members of the City’s Emergency Management Team will receive regular training to provide them with the skills necessary to respond to any emergency.

8-11.3.
The City will continue to sponsor the ACTION (Arcadians Caring Together Improves Our Neighborhoods) program to enable residents to respond appropriately to any emergency situation.

8-11.4.
The City will prepare, publish, and regularly update emergency evacuation routes and plans.

<table>
<thead>
<tr>
<th>Responsible Agency:</th>
<th>Fire and Police Department</th>
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<tbody>
<tr>
<td>Funding Source:</td>
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<tr>
<td>Time Frame:</td>
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<tr>
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<td>S-6.1; S-6.2; S-6.3; S-6.4; S-6.5; S-6.6</td>
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<tr>
<td>Sustainability Focus?</td>
<td>No</td>
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</tbody>
</table>

8-12. Fire and Police Department Funding

Through the annual budgeting and long-range planning processes, the City will assess changing needs for fire and police department personnel, equipment, and facilities based on desired service levels, demands created by new development and uses, and other specific needs. Funding will be provided consistent with City Council objectives.

<table>
<thead>
<tr>
<th>Responsible Agency:</th>
<th>Fire; Police; Development Services Department - Planning</th>
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<tbody>
<tr>
<td>Funding Source:</td>
<td>General Fund and Grants</td>
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<tr>
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<td>Related Policies:</td>
<td>S-5.1; S-5.2; S-5.3</td>
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<tr>
<td>Sustainability Focus?</td>
<td>No</td>
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</table>

8-13. Pre-emptive Traffic Control Devices

The City will evaluate installation of traffic signal preemption devices at major intersections to reduce emergency response travel time due to excessive traffic and congestion.

<table>
<thead>
<tr>
<th>Responsible Agency:</th>
<th>Fire Department</th>
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<tbody>
<tr>
<td>Funding Source:</td>
<td>Capital Improvement (CIP) grant</td>
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<td>Time Frame:</td>
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<td>Related Policies:</td>
<td>S-5.4</td>
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<td>Sustainability Focus?</td>
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</table>

8-14. Smoke Alarms in Residential Structures

The City will promote the installation and maintenance of working smoke alarms in all residential structures.

| Responsible Agency: | Fire Department; Office |
8-15. Retrofit Fire Sprinkler Systems

The City will promote the retrofitting of fire sprinkler systems in existing buildings to protect life and property.

**Funding Source:** General Fund and Grant  
**Time Frame:** Ongoing  
**Related Policies:** S-3.2; S-3.7  
**Sustainability Focus?** No

8-16. Fire Hydrants

8-16.1.

The City will replace existing fire hydrants with single two-inch outlets with fire hydrants with 2x4x4 inch outlets.

8-16.2.

The City will flush all fire hydrants twice a year per current National Fire Protection Association standards.

8-17. Technology and Crime Prevention

8-17.1.

The City will investigate the use of intelligent video surveillance technology suitable for fixed or portable deployment for purposes of general crime suppression and specific site security for critical infrastructure and at other locations deemed appropriate for crime suppression.

8-17.2.

The City will investigate using technology that would allow community members to report crime or other incidents from remote locations through computer and internet connections.
8-17.3.
The City will explore emerging GPS technology suitable for tracking individuals and property for crime prevention, locating missing persons, or other needs.

8-17.4.
The City will look to connect its law enforcement databases to County, State, and Federal agencies, including potentially the Department of Immigration and Customs Enforcement.

The City will work with the court system to create interactive computer-based technologies that will allow officers to conduct business with the court while remaining on-duty within the City limits.

**Responsible Agency:** Police Department
**Funding Source:** Federal Government Grants; General Fund
**Time Frame:** Within 6 months
**Related Policies:** S-5.2; S-5.3; S-5.4; S-5.5; S-5.7; S-6.1
**Sustainability Focus?** No

8-18. Police Volunteer and Outreach Programs

As funding allows, the Police Department will continue to implement volunteer programs and outreach programs for crime prevention. The Department will actively pursue grants to fund such programs.

**Responsible Agency:** Police Department
**Funding Source:** Grants
**Time Frame:** Ongoing
**Related Policies:** S-5.8; S-6.4
**Sustainability Focus?** No

8-19. Partnership with AUSD

The City will continue a comprehensive partnership between the Arcadia Unified School District and the Police Department for purposes of maximizing the safety of local children before, during, and after school. This partnership will encompass traffic management around the schools, and will include involvement of each school’s PTA.

**Responsible Agency:** Police Department and Arcadia Unified School District
**Funding Source:** General Fund
**Time Frame:** Ongoing
**Related Policies:** S-5.6
**Sustainability Focus?** No
8-20. Police Sub-Station

The City will continue to monitor the need for a police sub-station within the business zone containing the regional mall, Santa Anita Park, and other commercial uses that may develop on the racetrack property.

**Responsible Agency:** Police Department and Development Services Department – Planning Services  
**Funding Source:** Private Funds; General Fund  
**Time Frame:** As-Needed Basis  
**Related Policies:** S-5.3  
**Sustainability Focus?** No

8-21. Multi-Department Training Facility

Seek funding to develop state of the art training facilities for Police, Fire, and Public Works personnel. The training facility will include a training room available for all City department’s class room training opportunities. The training facility will be able to accommodate large water flows required from Fire Department training and release these flows in compliance with all State and Federal regulations for waste water runoff and control.

**Responsible Agency:** Fire and Police Departments; Public Works Services, and Development Services Department – Planning Services  
**Funding Source:** General Fund and Grants  
**Time Frame:** Short Term (1-5 years)  
**Related Policies:** S-5.3  
**Sustainability Focus?** No

8-22. Police and Fire Department Review

Proposals for new development and redevelopment proposals will be referred to the Arcadia Fire and Police Departments for review and comment prior to approval of discretionary actions, as well as security and fire hazard management recommendations, and projected response times to the project site for inclusion by the City as project conditions of approval.

**Responsible Agency:** Fire and Police Departments; Development Services Department – Planning Services  
**Funding Source:** Private  
**Time Frame:** Ongoing  
**Related Policies:** S-5.1; S-6.1; S-6.4; S-6.5  
**Sustainability Focus?** No

8-23. On-site Security during Construction

For large projects at the discretion of the Police Department, applicants will be required to provide on-site security during construction, commensurate with the scale of the development and level of risk, as a means of preventing potential theft and vandalism.
8-24. Defensible Space

Crime shall be discouraged through the incorporation of "defensible space" concepts into the design of dwellings and structures.

Responsible Agency: Police Department; Development Services Department - Planning Services
Funding Source: General Fund
Time Frame: Ongoing
Related Policies: S-5.2
Sustainability Focus? No

9. NOISE ELEMENT

9.1. Noise Assessments

Incorporate noise reduction features during site planning to mitigate anticipated noise impacts on affected noise sensitive land uses. The noise contours figure illustrated in the Noise Element of the General Plan identifies areas within the City exposed to noise levels greater than 60dB CNEL shall be used to identify locations of potential conflict. New developments will be permitted only if appropriate mitigation measures are included. Educate developers and applicants on the City’s noise standards.

For purposes of community noise assessment, potential changes to the existing noise and traffic conditions can adversely affect the ambient noise conditions. These can be characterized by measurable increases in noise levels and indirectly by increases in traffic volumes. Unless otherwise exempted, proposed projects shall require preparation of environmental analyses under the provisions of the California Environmental Quality Act and an acoustical analysis for proposed new construction to pursue the noise standards identified in Table N-2 in the noise Element. Among other required elements, the analysis shall discuss how the project will pursue the following guidelines:

- No more than 3dBA CNEL increase for all areas where the proposed project’s noise levels would meet or exceed the City’s dBA CNEL noise level performance shown in Table N-2.
- No more than a 5 dBA CNEL noise level increase for areas where the proposed project’s noise levels remain below the City’s noise standards shown in Table N-2.

Responsible Agency: Development Services Department - Planning Services
Funding Source: General Fund; Applicant Funding
Time Frame: Ongoing
Related Policies: N-1.1
Sustainability Focus? No
9-2. Enforce California Noise Insulation Standards

Enforce provisions of the California Noise Insulation Standards (Title 24) that specify that indoor noise levels for multifamily residential living spaces shall not exceed 45 dB CNEL. The standard is defined as the combined effect of all noise sources, and is implemented when existing or future exterior noise levels exceed 60 dB CNEL. Title 24 further requires that the standard be applied to all new hotels, motels, apartment houses and dwellings other than detached single-family dwellings. The City will additionally apply the standard to single-family dwellings and condominium conversion projects.

**Responsible Agency:** Development Services Department - Planning Services, Building Services, and Code Enforcement

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Sustainability Focus?** No

9-3. Ensure Noise Limits Identified in the City’s Municipal Code Are Enforced

Enforce noise limits, as identified in the City’s Municipal Code, which specifies acceptable limits of noise throughout the City for all land uses.

**Responsible Agency:** Development Services Department - Planning Services and Code Enforcement; Police Department

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** N-1.2; N-1.3; N-1.4; N-1.5

**Sustainability Focus?** No

9-4. Utilization of Land Use Noise Guidelines

Utilize land use noise guidelines developed in the Noise Element of the General Plan to consider appropriate location noise generating uses during the development review process.

**Responsible Agency:** Development Services Department - Planning Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** N-1.2; N-1.3; N-1.4; N-1.5

**Sustainability Focus?** No
9-5. Collaborate with Responsible Agencies to Minimize Transportation Related Noise

Work with responsible federal and state agencies to minimize the impact of transportation-related noise, including noise associated with freeways and major arterials.

**Responsible Agency:** Development Services Department - Planning and Engineering Services

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** N-2.1; N-2.2; N-2.3; N-2.4; N-2.5; N-2.6

**Sustainability Focus?** No

9-6. Evaluation of City Purchases

Include noise considerations in evaluating City purchases of noise generating equipment (vehicles, motorized maintenance equipment, etc.), giving priority where practicable to purchase items incorporating all available noise control technology.

**Responsible Agency:** Public Works Department

**Funding Source:** General Fund

**Time Frame:** Ongoing

**Related Policies:** N-3.1; N-3.3

**Sustainability Focus?** No

9-7. Quiet Pavement Surfaces

Consider quiet pavement surfaces such as rubberized streets in the City’s repaving plans as an opportunity to make a noticeable reduction in traffic noise along City streets.

**Responsible Agency:** Development Services Department - Engineering Services; Public Works Services

**Funding Source:** Gas Tax; General Fund; Transportation Funds

**Time Frame:** Ongoing

**Related Policies:** CI-2.5; N-2.3

**Sustainability Focus?** No
9.8. Impact on Noise Sensitive Land Uses

If a project that will create or impact existing noise sensitive land uses is proposed in a location that is beyond the 60 dBA CNEL contour or higher within the City, using the typical noise contours in the Noise Element, an acoustical analysis shall be prepared.

**Responsible Agency:** Development Services Department - Planning Services and Code Enforcement

**Funding Source:** Private

**Time Frame:** Ongoing

**Related Policies:** N-1.1

**Sustainability Focus?** No

10. Mitigation Measures

Each implementation program below is a mitigation measure included in the General Plan Environmental Impact Report (EIR). The programs are grouped by subject, consistent with the format of the EIR.

## Air Quality

### 10-1. Reduction of Exhaust Emissions from Construction Equipment

The City shall require construction projects that are subject to discretionary approval to implement the following measures to reduce exhaust emissions from construction equipment:

1. Commercial electric power shall be provided to the project site in adequate capacity to avoid or minimize the use of portable gas/diesel-powered electric generators and equipment.
2. Where feasible, equipment requiring the use of fossil fuels (e.g., diesel) shall be replaced or substituted with electrically driven equivalents (provided that they are not run via a portable generator set).
3. To the extent feasible, alternative fuels and emission controls shall be used to further reduce exhaust emissions.
4. On-site equipment shall not be left idling when not in use.
5. Staging areas for heavy-duty construction equipment shall be located as far as possible from sensitive receptors.

**Responsible Agency:** Development Services Department - Building Services Division

**Funding Source:** Private

**Time Frame:** Ongoing

**Sustainability Focus?** Yes
10-2. Heath Risk Assessments

The City shall require future development that is inconsistent with the recommended buffer distances (siting criteria) in CARB’s Land Use Handbook to prepare a site-specific health risk assessment to determine impacts to sensitive receptors. In light of the results of the aforementioned analysis, the City shall implement the following measures to minimize exposure of sensitive receptors and sites to health risks related to air pollution:

1. Encourage site plan designs to provide appropriate set-back and/or design features that reduce TACs at the source;
2. Encourage the applicants for sensitive land uses to incorporate design features (e.g., pollution prevention, pollution reduction, barriers, landscaping, ventilation systems, or other measures) in the planning process to minimize the potential impacts to sensitive receptors; and
3. Orient activities involving idling trucks as far away from and downwind of existing or proposed sensitive receptors as feasible.

Responsible Agency: Development Services Department – Planning Services
Funding Source: Private
Time Frame: Ongoing
Sustainability Focus? Yes

10-3. Habitat Assessments

Prior to the development of vacant and undeveloped areas, a qualified biologist, under the direction from the City, shall determine whether a habitat assessment is required to assess site potential to support any special status plant or wildlife species. If potentially suitable habitat is present for any special status species, then the City shall direct appropriate focused surveys to be performed to determine the presence or absence of special status species. If any special status species is identified on the site, then appropriate avoidance and/or mitigation measures shall be implemented, as approved by the resource agencies, and subject to the necessary permits under the FESA, the CESA, the California Fish and Game Code, and other applicable regulations.

Responsible Agency: Development Services Department – Planning Services
Funding Source: Private
Time Frame: Ongoing
Sustainability Focus? Yes

10-4. Architectural Resource Assessments

Prior to the issuance of demolition permits that may affect structures 50 years of age or older, a qualified architectural historian shall conduct an assessment to determine the significance of the structure(s) and/or site(s). Project applicants/developers shall ensure that, to the maximum extent
possible, direct or indirect impacts to any known properties that are deemed eligible for inclusion in the NRHP, the CRHR, or a local designation be avoided and/or preserved consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties. Should avoidance and/or preservation not be a feasible option, a qualified architectural historian shall develop a mitigation program that may include, but not be limited to, formal documentation of the structure using historical narrative and photographic documentation, facade preservation, and/or monumentation. Properties are not equally significant, and some retain more significance than others. Therefore, prior to development decisions, a qualified architectural historian shall be retained to evaluate the circumstance regarding the property and planned development and to make management decisions regarding documentation of the property.

Responsible Agency: Development Services Department - Planning Services
Funding Source: Private
Time Frame: Ongoing
Sustainability Focus? No

10-5. Archaeological Resource Assessments

Projects that would require ground disturbance and would be located on undeveloped parcels or near known cultural resources shall implement the following:

1. If only minor ground disturbance is anticipated, a “Quick Check” records search at the South Central Coastal Information Center, Fullerton, must be performed to determine whether archaeological resources are recorded on the project site. If no archeological resources were recorded on the project site based on past surveys completed, then no further action is required. If no survey has ever been conducted on the project site, or if archaeological resources are found to be recorded on the project site, a Phase I study is required. Should cultural resources be encountered during construction activities, a qualified Archaeologist shall be retained to evaluate the discovery and shall implement procedures for temporarily halting or redirecting work to permit the sampling, identification, and evaluation of the resources, as appropriate. If the resources are found to be significant, the Archaeologist shall determine appropriate actions—in cooperation with the City—for preservation and/or data recovery.

2. If a project requires major ground disturbance (e.g. grading, trenching), a Phase I study shall be undertaken to evaluate the current conditions of a project site. The study shall consist of (1) an initial records search including records, maps, and literature housed at the Archaeological Information Center located at California State University, Fullerton; (2) a Sacred Lands check with the NAHC and initial scoping with interested Indian Tribes and individuals identified by the NAHC; (3) a pedestrian field survey by a qualified Archaeologist to determine the presence or absence of surficial artifactual material and/or the potential for buried resources; and (4) a technical report describing the study and offering management recommendations for potential further investigation.

3. If archaeological resources are discovered as a result of the Phase I study, a Phase II evaluation of the significance of any prehistoric material that is present shall be undertaken. The evaluation shall include further archival research, ethnographic research, and subsurface testing/excavation to determine the site’s horizontal and vertical extent, the density and diversity of cultural material, and the site’s overall integrity. The evaluation shall include a technical report describing the findings and offering management recommendations for sites determined to be significant. Non significant resources would require no further study.

4. If the Phase II evaluative study indicates that a significant site is present, the qualified Archaeologist shall determine appropriate actions, in cooperation with the City of Arcadia, for preservation and/or data recovery of the resource. Preservation in place is the preferred
manner of mitigation, as provided in CCR Section 15126.5(b)(3). This could include (1) avoidance of resources; (2) incorporation of resources into open space; (3) capping the resource with chemically stable sediments; and/or (4) deeding the resource into a permanent conservation easement. To the extent that a resource cannot be preserved in place, a Phase III data recovery excavation shall be completed to recover the resource’s scientifically consequential information. A technical report shall be completed that adheres to the OHP’s Archaeological Resources Management Report (ARMR) guidelines.

5. Monitoring of ground-disturbing activities shall be undertaken by a qualified Archaeologist as a final mitigation measure in areas that contain or are sensitive for the presence of cultural resources.

Responsible Agency: Development Services Department - Planning Services
Funding Source: Private
Time Frame: Ongoing
Sustainability Focus? No

10-6. Paleontological Resource Assessments

Future development and public and infrastructure projects that would excavate into Older Quaternary Alluvium deposits shall implement the following:

1. An archival records search shall be undertaken at the NHMLAC to determine the depositional environment within the project area and to evaluate the likelihood of fossils being present.
2. A field survey shall be undertaken prior to ground-disturbing activities in areas of potential but unknown sensitivity to evaluate the site for the presence of significant fossil resources and establish the need for paleontological salvage and/or monitoring.
3. If significant fossils are discovered as a result of a field survey or during monitoring operations, a qualified Paleontologist shall determine appropriate actions, in cooperation with the City of Arcadia, for the preservation and/or salvage of the resource.
4. Any monitoring activities shall be accomplished by a qualified paleontologist so that fossils discovered during grading can be scientifically and efficiently recovered and preserved.
5. A qualified paleontologist shall prepare collected specimens to a point of identification and place the prepared fossils in the appropriate institution for permanent curation.
6. Upon completion of recovery and curation, all studies and actions shall be described in a paleontological technical report prepared by a qualified paleontologist.

Responsible Agency: Development Services Department - Planning Services
Funding Source: Private
Time Frame: Ongoing
Sustainability Focus? No
Geology and Soils

10-7. Sewer Requirements for Northern Areas of the City

Future development at the northern edge of the City (generally north/northwest of Canyon Road) shall provide for the extension of sewer lines to serve the proposed project in order to avoid hazards associated with soils incapable of supporting septic tank systems.

- **Responsible Agency:** Development Services Department – Engineering Services
- **Funding Source:** Private
- **Time Frame:** Ongoing
- **Sustainability Focus?** No

Noise

10-8. Construction Noise Reduction Measures

Prior to issuance of discretionary permits for construction activities, project applicants/developers shall submit evidence to the Director of Development Services that the following noise reduction measures are stated as requirements on the construction plans and specifications:

- During all excavation and grading, the construction contractors shall equip all construction equipment, fixed or mobile, with properly operating and maintained mufflers, consistent with manufacturers’ standards. The construction contractor shall place all stationary construction equipment so that emitted noise is directed away from the noise-sensitive receptors.
- When feasible, the construction contractor shall locate equipment staging in areas that will create the greatest distance between construction-related noise sources and noise sensitive receptors during all project construction.
- The construction contractor shall limit all construction-related activities that would result in high noise levels, according to the construction hours set forth in the Municipal Code.
- The construction contractor shall limit haul truck deliveries to the same hours specified for construction equipment. To the extent feasible, haul routes shall not pass sensitive land uses or residential dwellings.

- **Responsible Agency:** Development Services Department – Planning Services
- **Funding Source:** Private
- **Time Frame:** Ongoing
- **Sustainability Focus?** No
10-9. Acoustical Study for Projects with High Levels of Ambient Noise

Prior to the issuance of discretionary permits for residential development in areas with existing high levels of ambient noise (i.e., along major roadways and the railroad tracks), a detailed acoustical study using architectural plans shall be prepared by a qualified Acoustical Consultant and submitted to the Development Services Department for residential structures. This report shall describe and quantify the noise sources impacting the building(s), the amount of outdoor-to-indoor noise reduction provided in the architectural plans, and any upgrades required to meet the City’s interior noise standards (45 CNEL for residences). The measures described in the report shall be incorporated into the architectural plans for the buildings and implemented with building construction.

**Responsible Agency:** Development Services Department – Planning Services (site plan review); Building Services Division (plan check process)

**Funding Source:** Private

**Time Frame:** Ongoing

**Sustainability Focus?** No

10-10. Noise Assessment for Stationary Noise near Sensitive Receptors

For proposed commercial and industrial land uses that would generate stationary noise near noise sensitive receptors, a detailed noise assessment shall be prepared by a qualified Acoustical Consultant prior to the issuance of building permits. The assessment shall utilize noise data provided by the manufacturer(s) of the equipment utilized by the project or noise measurements from substantially similar equipment to project noise levels at the noise-sensitive uses (on- and off-site). Compliance with the City’s noise standards for residences shall be demonstrated and any measures required to meet the noise standards shall be described and incorporated into the building plans for the project. These measures may include, but not be limited to, selection of quiet models, construction of barriers, equipment enclosures, and placement of the equipment. Project applicants/developers shall submit evidence to the Director of Planning Development that the following noise reduction measures are stated as requirements on the construction plans and specifications:

- Require preparation of a noise analysis for all proposed commercial and industrial projects to be located adjacent to an existing noise-sensitive use, including but not limited to residential areas, schools, and hospitals.
- Design the construction of new commercial and industrial uses adjacent to noise-sensitive uses with noise mitigation measures to reduce the noise impacts associated with truck deliveries and stationary equipment, such as pumps, compressors, and air conditioning units.
- Require that all loading facilities be located and designed to minimize the potential noise impacts to adjacent noise sensitive uses.

**Responsible Agency:** Development Services Department – Planning Services (site plan review); Building Services Division (plan check process)

**Funding Source:** Private

**Time Frame:** Ongoing

**Sustainability Focus?** No
10-11. Groundborne Vibration Mitigation Plan

Prior to the issuance of a grading permit for projects that have a potential to generate groundborne vibration (e.g., use of pile drivers, rock drills, and pavement breakers) or be exposed to vibration from off-site sources, the City shall require applicants for development projects that would be located adjacent to any developed/occupied sensitive local receptors or for proposed residential projects to submit a construction-related vibration mitigation plan to the City for review and approval. The mitigation plan shall depict the location of the construction equipment and activities and how the vibration from this equipment and activity would be mitigated during construction of the project.

**Responsible Agency:** Development Services Department – Planning Services Division  
**Funding Source:** Private  
**Time Frame:** Ongoing  
**Sustainability Focus?** No

Utilities

10-12. Water, Sewer, and Storm Drain Assessments

Prior to approval of development applications that could have an impact on existing water, sewer, or storm drain infrastructure capacities, as determined by the City Engineer, the project applicant/developer shall be required to determine project impacts on each system. If water, sewer, and/or storm drain infrastructure improvements are required in order to serve the proposed project, then appropriate mitigation shall be provided in the analysis and shall be incorporated into site development plans, subject to review and approval by the City Engineer. If infrastructure improvements outside the jurisdiction of the City of Arcadia are required, including improvements to trunk sewer lines owned by the Sanitation Districts of Los Angeles County, the needed improvements, or fair share payments in lieu of infrastructure improvements, shall be completed to the satisfaction of the appropriate jurisdictions.

**Responsible Agency:** Development Services Department – Engineering Services Division  
**Funding Source:** Private  
**Time Frame:** Ongoing  
**Sustainability Focus?** No

Greenhouse Gas Emissions

10-13. Mixed Use Development

The City shall actively encourage the development and maintenance of mixed uses, particularly in the Mixed Use and Downtown Mixed Use areas, by maintaining a list of sites available for mixed use and infill development and making the list available to developers. The City shall establish developer incentives to encourage well-designed, mixed use and infill development projects in these areas.
10-14. LEED and other Green Certifications and Ratings

The City shall encourage future development and major renovation projects to achieve LEED certification, and/or other green certifications. The City shall investigate the potential to offer density bonus incentives on residential projects that achieve LEED certification, and other green certifications and ratings.


The City shall consider and evaluate the applicability of the policies contained in the California Attorney General’s Sustainability and General Plans: Examples of Policies to Address Climate Change California Attorney General’s Office 1/22/10 and the California Air Pollution Control Officers Association’s (CAPCOA’s) Model Policies for Greenhouse Gas Emissions in General Plans June 2009. Attachment B of the Air Quality Report (Appendix E of the Draft EIR) includes the referenced documents in their entirety.