

NATURAL RESOURCES ELEMENT

The Natural Resources Element addresses the preservation and maintenance of the City's natural resources, not only to benefit current residents, but also to ensure the sustainability of the resources for future generations. The conservation and proper management of such resources is also viewed as strengthening the vitality of the local and regional economic base. The element is divided into eight sections: Open Space, Visual Resources, Biological Resources, Water, Air Quality, Mineral Resources, Energy Conservation, Climate Change. The City did not prioritize any Natural Resources implementation measures to be accomplished in 2011. However, the City continued to acquire open space lands this past year, in support of the following goal:

Goal

Goal NR-1:

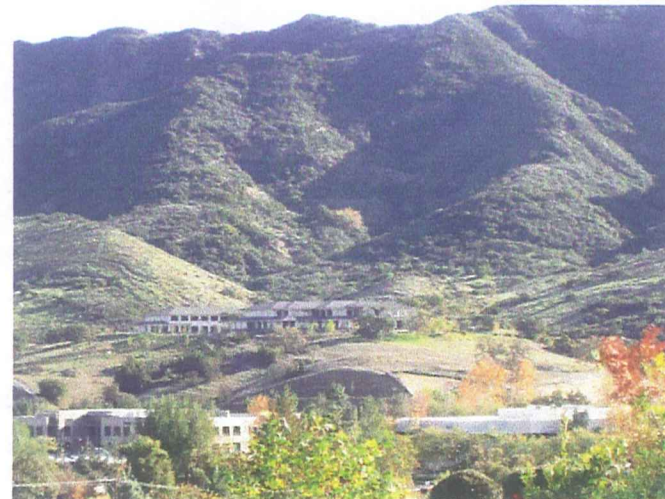
Open Space System. Preservation of open space to sustain natural ecosystems and visual resources that contributes to the quality of life and character of Agoura Hills.

Ongoing Implementation Measure

The following is an ongoing implementation measure listed in the General Plan, which the City worked toward in 2011.

NR-1 The City shall continue to carry out the City's Open Space Implementation Plan.

In 2011, the City Council agreed to purchase a 15-acre open space parcel in the Ladyface Mountain Specific Plan area. The parcel was privately-owned and tax-defaulted. Further open space land within the Ladyface Mountain Specific Plan area was acquired by the City in 2011 as part of the conditions of approval of the Conrad Hilton Foundation Project. Twenty acres of the original project site was donated to the City for public open space purposes.



COMMUNITY SAFETY ELEMENT

The Community Safety Element addresses hazards that require special consideration and treatment in the land use planning process in order to protect public safety. The General Plan considers protection from the risks of hazards and crime essential in establishing a sense of well-being for residents, and important in attracting new businesses to the City. The areas covered in this element include: Flood Areas, Geologic and Seismic Hazards, Wildlands and Urban Fire Hazards, Crime Prevention and Protection, Hazardous Materials, Emergency Preparedness, Noise.

The City Council did not prioritize any Community Safety implementation measures for the year 2011. The City regularly pursues a variety of projects and programs involving ongoing coordination with other agencies to ensure adequate safety and hazard mitigation, and continues to review development projects to ensure they comply with City, state and federal regulations and policies pertaining to safety and hazards. The ongoing measure that was the focus of staff attention in 2011 is listed below, along with the accompanying goal.

Goal

Goal S-6:
Preparation for Natural or Manmade Disasters. Effective emergency response to natural or human-induced disasters that minimize the loss of life and damage to property, and also reduce disruptions in the delivery of vital public and private services during and following a disaster.

Ongoing Implementation Measure

As previously noted, the City continued to conduct CERT training in 2011, and continue with the ongoing CERT projects and programs.

HOUSING ELEMENT

The Housing Element 2008-2014 identifies strategies and programs that focus on: preserving and improving housing and neighborhoods; providing adequate housing sites; assisting in the provision of affordable housing; removing governmental and other constraints to housing investment; and promoting fair and equal housing opportunities.

The following summarizes the work accomplished in 2011 toward implementing the Housing Element. The Annual Element Progress Reports table, required by the Department of Housing and Community Development (HCD), is included in the Appendix.

Goals

Goal 1:

Conserve and Improve Existing Housing.

Maintain and enhance the quality of existing housing and residential neighborhoods.

Goal 2:

Development of Affordable Housing.

Assist in the development of a range of housing types to meet the diverse needs of the community.

Goal 3:

Provide Adequate Sites to Achieve a Diversity of Housing.

Provide opportunities for new housing in a variety of locations and densities to meet the diverse needs of Agoura Hills' residents.

Goal 4:

Remove Governmental Constraints.

Address and remove governmental constraints to the maintenance, improvement and development of housing.

Goal 5:

Promote Equal Housing Opportunities.

Provide housing opportunities in conformance with the open housing policies and free of discriminatory practices.

Implementation Measures

Implementation measures in the Housing Element to fulfill the goals for the 2008-2014 period are summarized in the matrix below. Many of the measures are ongoing programs. The matrix also shows when the measures or program milestones were implemented. As of this past year, the City has completed all of the Housing Programs outlined in the Housing Element.

In particular, in 2011, the City adopted the Reasonable Accommodations Ordinance. The Ordinance carries out Program 19 of the City's 2008-2014 Housing Element, which seeks to promote equal housing opportunities. Specifically, Program 19 requires that the City develop procedures for disabled persons and/or their representatives to obtain reasonable accommodations from land use and zoning regulations, policies and practices that deprive a disabled individual of an equal opportunity to use and enjoy housing.

The Ordinance amended the City's Zoning Code to provide reasonable accommodations in the City's zoning and land use regulations, policies, and practices, when needed, to provide

an individual with a disability an equal opportunity to use and enjoy a dwelling. The Ordinance establishes detailed procedures by which a person may request a reasonable accommodation from the City. The Ordinance also sets forth findings that must be made by the decision-makers in order to approve a request for a reasonable accommodation.

In addition, the City adopted the Housing Element Implementation Measures Ordinance this past year, which carried out Programs 4 and 17 of the Housing Element. Program 4 is to update the City's Zoning Ordinance to require inclusionary housing units in condominium conversion projects. Program 17 is to update the Zoning Code with the latest state requirements regarding the regulation of

manufactured housing, Single Resident Occupancy (SRO) units, community care facilities, transitional housing, and emergency shelters.

HOUSING PROGRAM SUMMARY (TABLE V-2 OF THE HOUSING ELEMENT 2008-2014)

Measure/Program	Purpose	2008-2014 Objective	Time Frame	Status
GOAL 1: Conserve and improve Affordable Housing Stock				
1 Single Family Housing Rehabilitation Loan Program	Provide financial assistance for home repairs for low and moderate income households.	Assist six households yearly, or 36 over planning period. Extensively advertise program availability.	Initiate expanded advertising in 2008	Program advertising in the quarterly City newsletter continued in 2011. The City provided no loans in 2011, and no repayments of loans were received.
2 Section 8 Rental Assistance	Extend rental subsidies to extremely low and very low-income families and seniors	Continue participation in program and advertise through Affordable Housing Brochure. Encourage rental property owners to list properties with Housing Authority.	Develop and disseminate Affordable Housing Brochure and Rental Property Owner Handout in 2009.	Completed.
3 Code Compliance Inspection	Provide for detection and prevention of deterioration in residential areas.	Monitor housing conditions throughout the City; respond to complaints; provide information on rehabilitation assistance. Enforce UBC and Housing Code.	Ongoing	In 2011, the City continued with this Program.

Measure/Program	Purpose	2008-2014 Objective	Time Frame	Status
4 Condominium Conversion	Protect tenants in apartments proposed for conversion to condominium ownership.	Implement City ordinance. Evaluate strengthening to require inclusionary units in projects proposed for conversion.	Complete review/revision of ordinance by 2009	Completed.
Goal 2: Assist in the Development of Affordable Housing				
5 Affordable Housing Development Assistance	Provide financial and regulatory assistance in support of affordable and mixed income housing.	Assist in the development of at least one affordable rental and one affordable/mixed income ownership project.	Develop Affordable Housing Brochure in 2009 to provide information on incentives.	Completed.
6 Inclusionary Housing Ordinance	Integrate affordable units within market rate developments, and generate in-lieu fees in support of affordable housing.	Continue implementation of the ordinance. Utilize Housing Trust Fund revenues towards production of affordable housing for residents and the local workforce.	Adopt updated ordinance and in lieu fees in 2008.	Completed.
7 Affordable Housing Density Bonus	Provide density and other incentives to facilitate affordable housing development.	Update the City's ordinance to implement current state requirements and coordinate with inclusionary provisions.	Update ordinance in 2008. Provide density bonus information in Affordable Housing Brochure in 2009.	Completed.

Measure/Program		Purpose	2008-2014 Objective	Time Frame	Status
8	City First-Time Homebuyer Program	Assist the City's moderate income workforce and tenants to purchase a home in the community by providing down payment assistance.	Assist a minimum of ten households over the planning period. Focus assistance on purchase of new construction condominiums within the Redevelopment Project Area.	Advertise in Affordable Housing Brochure beginning in 2009.	No applications were received for the Program in 2011.
9	Mortgage Credit Certificate	Assist homebuyers to purchase housing through federal income tax credits.	Contact County to initiate participation in program. Advertise program availability in conjunction with First-Time Homebuyer Program.	Contact LA County in 2008 to initiate participation. Begin advertising campaign in 2009.	Completed.
10	Purchase of Affordability Covenants	Expand long-term supply of affordable housing via affordability restrictions on existing market-rate units.	Conduct outreach to rental property owners in Redevelopment Project Area to negotiate affordable covenants. Acquire covenants for 20 very low income units.	Initiate contact with rental property owners in 2009.	Completed. Owners are not interested in the Program at this time.
11	Sustainability and Green Building	Promote energy conservation and sustainable design in new and existing development.	Integrate principles of sustainability within the General Plan for adoption by 2009. Adopt a Green Building Program and develop educational materials to promote by 2010.	Adopt General Plan in 2009. Adopt Green Building Program in 2010.	Completed.
Goal 3: Adequate Housing Sites					

Measure/Program	Purpose	2008-2014 Objective	Time Frame	Status
12 Residential and Mixed-Use Sites Inventory	Provide a range of residential development opportunities through appropriate land use designations.	Maintain current inventory of sites; provide to developers along with information on affordable housing incentives.	Begin distributing Affordable Housing Brochure in 2009.	Completed. Inventory continues to be maintained.
13 Agoura Village Specific Plan (AVSP)	Provide expanded sites for multi-family and mixed-use housing development.	Facilitate residential mixed-use development in the AVSP, including on-site provision of affordable units.	2008-2014	Applications for development in Agoura Village made in previous years were for the most part held in abeyance in 2011 by the applicants/owners for various reasons, including economics. Tenant improvements and remodels occurred in 2011 in Agoura Village, but no new residential developments were approved.
14 Second Units	Provide additional sites for rental housing within existing residential neighborhoods.	Implement the City's second unit ordinance to provide sites for rental housing, and educate the public on availability.	Prepare educational materials on second units via the Affordable Housing Brochure by 2009.	Completed. No requests for second units were made in 2011.
Goal 4: Remove Governmental Constraints				
15 Expedite Project Review	Minimize the time required for project approvals, thereby reducing the cost of development.	Continue to implement procedures for concurrent processing of residential projects, and pre-application reviews. Eliminate CUP for density bonuses.	Eliminate density bonus CUP in 2008.	Completed.

Measure/Program	Purpose	2008-2014 Objective	Time Frame	Status
16 City Fee Reduction	Provide fee reductions to reduce the cost of developing affordable housing.	Work with developers to provide fee reductions in exchange for affordable units.	2008-2014	In 2011, no new multi-family residential development projects were proposed or approved.
17 Zoning Ordinance Revisions	Provide appropriate zoning to facilitate a variety of housing types.	Revise the Zoning Code to address manufactured housing SROs, community care facilities, traditional housing and emergency shelters.	Amend Code by 2009.	Completed.
Goal 5: Promote Equal Housing Opportunities				
18 Fair Housing Program	Assure unrestricted access to housing for all residents of the City.	Continue to contract with the San Fernando Fair Housing Council to provide fair housing services and educational programs concerning fair housing issues. Assist in program outreach through referrals and distribution of informational materials.	Contact Fair Housing Council in 2008 to obtain brochures materials; include fair housing information in Affordable Housing Brochure in 2009.	Completed.
19 Accessible Housing	Facilitate provision of accessible housing for persons with disabilities.	Develop procedures for reasonable accommodations for accessibility modifications.	2009	Completed.

Other Efforts



The following table shows the Regional Housing Needs Assessment (RHNA) for 2008-2014, as found in the Housing Element. Since 2008, ten single family units have been constructed in the City.

These include three units in 2008, four units in 2009, two units in 2010, and one unit in 2011 (shown above). All of the units were in the “above moderate” income level category. Therefore, no multi-family units have yet been constructed in the City during the RHNA time frame.

**Regional Housing Needs Assessment
2008-2014¹ and Units Produced**

Income Level	Percent of AMI ²	Units Needed	Percent	Units Built ⁴
Very Low ³	0-50%	29	26.6%	0
Low	51-80%	18	16.5%	0
Moderate	81-120%	19	17.4%	0
Above Moderate	120%+	43	39.4%	10
Total		109	100%	10

Source: <http://SCAG.ca.gov/Housing/rhna.htm> and City of Agoura Hills.

¹ Building permits issued since 1/2006 are credited towards the 2008-2014 RHNA.

² AMI - Adjusted Median Income for Los Angeles County

³ An estimated half of the City’s very low income housing needs (15 units) is for extremely low income households.

⁴ Since 2008

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT YEAR IN SUMMARY

INTRODUCTION

In 2011, the City Planning and Community Development Department completed many projects and programs related to land use and development. Most of what the Department accomplishes is either directly or indirectly related to the General Plan. Accomplishments that directly implemented the General Plan were discussed previously in the Annual Progress Report component of this document. The following component addresses the other accomplishments and day-to-day tasks of the Department, and summarizes the Department's overall work program for 2011.

PLANNING COMMISSION

The Planning and Community Development Department staff serves the City Planning Commission, which consists of five volunteer members who are Agoura Hills' residents. They are appointed by the Mayor and ratified by the City Council for a two-year term. During 2011, the following members served on the Planning Commission: Steve Rishoff (Chair), Illece Buckley-Weber (Vice Chair), Michael Justice, Rick Moses, and John O'Meara.

The Planning Commission meets twice each month, acting in an advisory capacity to the City Council on land use matters, and investigates and recommends means to implement the City's General Plan to help ensure the orderly physical growth of the City.

The members also make decisions on applications for certain commercial and residential developments, including Conditional Use Permits; Site Plan/Architectural Reviews; land subdivisions; and exceptions and variances from the terms of the Zoning Ordinance. In addition, the members make recommendations to the City Council on proposed Zoning Ordinance Amendments, General Plan Amendments, and Specific Plan Amendments.

DEVELOPMENT PROJECTS

During 2011, the Planning and Community Development Department received 13 applications for residential development, including major additions, and 19 applications for commercial development and use permits. Also, the Planning Commission took action on a total of 21 projects and/or use permits. The approved projects consist of the following:

- A 90,300 sq. ft. office complex (Conrad N. Hilton Foundation)
- A one-year development time extension for a new light-industrial complex
- One new single-family residence

- Two residential room additions and one permit for a pool on a hillside lot
- One Tentative Parcel Map for office condominiums
- Two Conditional Use Permits for live entertainment
- One Conditional Use Permit for an alcohol license
- One Parking Variance for a light industrial center
- One Zoning Ordinance Interpretation that allows movie studio uses in the BP-M zone
- One Sign Program

Projects that have been approved by the Planning Commission and were completed in 2011 include:

- Whizin Market Square Atrium/Arcade (28914 Roadside Drive)
- Hugo's Restaurant expansion (28914 Roadside Drive)
- Chabad of the Conejo's new 6,999 sq. ft. education center (30347 Canwood Street)
- A new 2,672 sq. ft. Chevron Station mini-mart (5051 Kanan Road)
- A new single family residence (28441 Lewis Place)

Projects that have been approved by the Planning Commission and were in construction during 2011 include:

- Two single-family residential tracts totaling 24 units at 27650 Agoura Road (Riopharm)
- A 24,000 sq. ft. office building at 30440 Agoura Road (Conrad N. Hilton Foundation)
- Two office buildings of 34,452 sq. ft, and 37,392 sq. ft. in size, at 30200 and 30300 Agoura Road (Scheu Development)
- A conversion of residence to a commercial office at 28818 Agoura Road (Luithly)

- One new single-family residence at 28701 Blythdale Road (Von Buck)

ORDINANCE AMENDMENTS

The Planning Commission reviewed and made recommendations to the City Council on the following Zoning Ordinance Amendments:

Reasonable Accommodations Ordinance

The purpose of the Reasonable Accommodations Ordinance is to create a procedure for an individual with a disability to request a reasonable accommodation from land use and zoning regulations, policies, and practices, when needed, to provide that individual with an equal opportunity to use and enjoy a dwelling. The need for such a procedure is indicated in federal and state fair housing law, as well as the City of Agoura Hills 2008-2014 Housing Element. The Housing Element contains policies and programs to implement federal and state housing laws to meet the housing needs of City residents, including those with disabilities. In particular, the proposed Ordinance carries out Item 19 of the Housing Program of the Housing Element under the goal of promoting equal housing opportunities.

Massage Establishments and Practitioners Ordinance

The purpose of the Massage Establishments and Practitioners Ordinance is to establish comprehensive regulations for massage establishments and practitioners to protect the public health, safety and welfare by: (1) requiring a clean and

safe environment for massage treatments; and (2) providing minimum standards for the conduct of massage. The Ordinance was drafted to comply with recent state laws (SB 731 and AB 619) regarding state certification of massage practitioners.

General Plan Implementation Measures Ordinance

This comprehensive Zoning Ordinance Amendment (ZOA) and Zoning Map were adopted as a follow up to the adoption of the General Plan by the City Council in 2010. The ZOA entailed primarily administrative items to ensure that the Zoning Ordinance is consistent with the newly adopted General Plan. For example, the text of the various zoning districts was updated to reflect new General Plan policies for development standards, and new zoning districts were added to the Zoning Map to be consistent with the General Plan land use designations.

Wireless Telecommunication Facilities Ordinance

The Wireless Telecommunications Facilities Ordinance provides a uniform and comprehensive set of standards and regulations, along with permit requirements, for the installation of wireless telecommunications facilities in the City. These include installations on private property, public property and in the public right-of-way (ROW).

Parking Lot Landscaping/Tree Canopy Ordinance

This amendment to the landscaping provisions of the Code allows an option for retail developments, including shopping

centers, to substitute up to 20 percent of the parking lot tree canopy coverage requirement with pedestrian amenities and an option to pay an in-lieu fee to offset the tree canopy coverage reduction. The ZOA allows tenants and owners to have more visibility for their business, while ensuring that sufficient open space in a combination of landscaping and pedestrian amenities continues to be provided in parking lots.

Housing Element Implementation Measures Ordinance

This ZOA resulted in the adoption of new standards and definitions for mobile homes/manufactured homes, community care facilities, single-room occupancy hotels, transitional housing, supportive housing, emergency shelters, and inclusionary housing requirements for condominium conversions, in compliance with the City General Plan Housing Element.

ADMINISTRATIVE PERMITS

Administrative Permits are reviewed and approved by the Planning and Community Development Department, and do not require Planning Commission action. In 2011, the Department reviewed and approved 132 administrative permit applications. These applications included requests for film permits, modifications, oak tree permits, outdoor dining permits, sign permits, site plan/architectural reviews, special use permits, and temporary use permits, as described further below.

Film Permits

On behalf of the City Manager's Department, the Department of Planning and Community Development processes Film Permit applications for motion picture, television, and video production filming within City limits. The Film Permit application pertains to all film activity associated with the staging, making, recording, or videotaping of commercial motion pictures, television programs, and television commercials. During 2011, ten Film Permits were approved for: one movie ("We Bought a Zoo"), five television shows ("Switched at Birth," "Come Drive with Me," "Eagleheart (twice)," and "Raising Hope"), two commercials ("Behr Stain" and "CDW"), one video shoot, and one still-photography shoot.

Modifications

A Modification application is required for requests for minor waivers from certain zoning development standards. No Modifications applications were submitted this year for administrative approval.

Oak Tree Permits

The City Oak Tree Ordinance was adopted to protect and preserve oak trees in recognition of their historic, aesthetic, and environmental value to the community. Commercial and residential property owners may apply for a required permit for the necessary removal of an oak tree, or the necessary trimming of oak tree branches that exceed two inches in

diameter. In 2011, the Director of Planning and Community Development approved 19 Oak Tree Permit applications. The Planning Commission also approves Oak Tree Permits when associated with entitlement permits.

Outdoor Dining Permits

Applications for outdoor dining areas serving existing or approved eating establishments are reviewed by the Planning and Community Development Department pursuant to the City's Outdoor Dining Ordinance. In 2011, one Outdoor Dining Permit was approved by the Director for Freebirds Restaurant in the Shops at Oak Creek retail center, located on Canwood Street.

Sign Permits

The City Sign Ordinance was adopted to support and promote businesses by allowing signage that provides adequate identification while also promoting and enhancing the quality of the visual environment of the City. During 2011, the Planning and Community Development approved 79 Sign Permit applications, 30 of which were for tenant occupancy banners and temporary retail banners.

Site Plan/Architectural Reviews

A Site Plan/Architectural Review application is required for all new developments that do not require any other discretionary approvals. In 2011, in addition to dozens of tenant improvement plans and minor commercial and residential

additions that are also considered Site Plan/Architectural Reviews, the Director of Planning and Community Development also approved three administrative Site Plan/Architectural Review applications for certain development proposals. Two of the applications were for large residential room additions, and one was for slope repair on a residential lot.

Temporary Use Permits and Special Events permits

Temporary Use Permit applications are required for temporary activities that may be appropriate at specific locations in the City, but would be inappropriate on a permanent basis. In 2011, the Director of Planning and Community Development approved 16 Temporary Use Permit applications, primarily for various events held on commercial properties. In addition, three Special Events Permits were issued for various community events that required use of public streets.

CODE ENFORCEMENT

The City continues to protect the health, safety, and welfare of the public, and address public nuisance and visual blight, by assuring that Municipal Code compliance is met. The Planning and Community Development Department's Code Compliance Division serves the residential and commercial community by working in coordination with all City departments and applicable outside agencies. Enforcement is provided primarily by one, full-time Code Compliance Officer, with

assistance from City Management staff and the City Prosecutor.

In addition to assisting the Building and Safety Department in seeking property owner compliance with outstanding building permit violations, the Code Compliance Officer investigates all complaints received from the public. This year, a total of 169 property complaints were received by staff, 87 percent of which were residential complaints.

After investigating each complaint received in 2011, 38 were confirmed to be Municipal Code violations. A code enforcement case was opened for each property found to be in violation. Of these 38 cases, voluntary compliance was achieved on 25 cases (66%) this year. The remaining 13 cases remain under investigation by staff or the City Prosecutor.

The Code Compliance Officer also removed 1,581 signs from the public rights-of-way in 2011. Eighty percent of the removed signs were posted for garage sales. Other types of signs found in, and removed from, the rights-of-way include open house/real estate signs, business signs, and event signs.

HOUSING REHABILITATION LOANS

The Agoura Hills Redevelopment Agency and Community Development Block Grant (CDBG) Housing Rehabilitation Loan Programs provide for loans to owner occupants of single family detached dwellings, condominiums or townhouses located in the City of Agoura Hills to make necessary home

improvements. It is the responsibility of the Planning and Community Development Department to administer these programs.

Qualified applicants whose housing income does not exceed the low-and-moderate housing income limits of Los Angeles County may apply for a zero-interest deferred loan to cover the cost of repairs. This program is operated on a "first come, first served" basis. The maximum award amount an applicant is eligible to receive is \$25,000. Repayment is not required until the home is sold, or there is change in ownership, or the owner refinances his/her mortgage. Examples of allowable improvements include:

- Cost effective energy conservation measures, including solar heating, cooling and water systems
- Correction of violations of the Uniform Building Code
- Installation of new insulation
- Removal of lead-base paint hazards
- Removal of barriers to the handicapped
- Repair/replacement of the following: countertops, heating, plumbing, roofing, water heater, electrical work, bath fixtures, kitchen and bath flooring
- The elimination of specific conditions detrimental to public health and safety which have been identified by the Program Inspectors

Since 1999, 45 loans totaling \$745,763 have been given through the CDBG Housing Rehabilitation Program. Seventeen of these loans have been repaid to date, leaving a current loan balance of \$476,386. The City exchanged its CDBG program allocation for general funds during 2011, thus

no CDBG loans were granted this year and no repayments were received.

Since 2004, the Redevelopment Agency has provided for 10 housing rehabilitation loans totaling \$191,118. To date, one loan has been repaid to the Redevelopment Agency, leaving a current RDA loan balance of \$178,618. No RDA loans have been repaid this year. Although \$100,000 has been budgeted for RDA housing loans during 2011, the adoption of AB 26 has prevented the Redevelopment Agency from granting new loans this year. As of February 1, 2012, all Redevelopment Agencies in the state were dissolved.

REGIONAL PLANNING

The Planning and Community Development Department coordinates regularly with neighboring jurisdictions and other agencies in the region to accomplish planning goals of area-wide significance. In 2011, the Department continued to be active in regional planning.

The Department has consistently attended the quarterly meetings of the Ventura Freeway Corridor Policy Committee. This committee was established pursuant to adoption of the County's North Area Plan in 2001. The Committee is composed of the cities of Calabasas, Malibu, Agoura Hills, and Westlake Village, as well as the County of Los Angeles, the National Parks Service, the Las Virgenes Unified School District, and the Las Virgenes Municipal Water District. At the meetings, these agencies discuss development projects and proposed policies in the region as a means of sharing

information. In 2011, Department staff attended all meetings and represented the City of Agoura Hills.

In accordance with SB 375, the Southern California Association of Governments (SCAG) recently presented the Draft 2012 Regional Transportation Plan/Sustainable Communities Strategy for public comment. Starting in 2010, and carrying through 2011, the Planning and Community Development Department staff met with and coordinated with staff of SCAG, providing data and reviewing assumptions that were critical to developing the RTP/SCS, as well as developing the Draft Regional Housing Needs Allocation (RHNA) numbers for the next housing cycle.

The Department also monitors larger developments in adjacent communities that may affect the City. In particular, the Department reviews and comments on environmental documents prepared pursuant to the California Environmental Quality Act (CEQA). In 2011, the Department provided comments on the Notice of Preparation of an Environmental Impact Report for the proposed Shoppes at Westlake Project, a retail and office center of 243,500 square feet directly bordering the City of Agoura Hills.

OPEN SPACE ACQUISITION AND PRESERVATION

The abundance of open space in and around the City make Agoura Hills unique, and the Planning and Community Development Department is proud to be responsible for planning and implementing programs to enhance and maintain the open space within City limits.

Nearly 40 percent of the City's total land mass is designated for open space. The approximately 2,000 acres of open space in the City is comprised of the following categories:

1. Publicly-owned open space
2. City-owned parks
3. Homeowners Association-owned open space
4. Privately-owned properties zoned open space

The efforts of the Planning and Community Development Department have been to move as many privately-owned open space properties to publicly-owned open space, as possible. Currently, 780 acres of publicly-owned open space land and parks, which represent approximately 15.6 percent of the City total land mass of 5,000 acres, are permanently protected.

In 2011, the City Council agreed to purchase a 15-acre, privately-owned, tax-defaulted, open space parcel for public open space purposes. In addition, as a condition of its development entitlement obtained this year, the Conrad N. Hilton Foundation agreed to donate approximately 20 acres of private land for public open space purposes. Both properties are located on the south side of Agoura Road, west of Reyes Adobe Road, in the Ladyface Mountain Specific Plan area. The open spaces resources of the City, as of 2011, are shown on the Agoura Hills Open Space Resources exhibit in the Appendix.

GRANTS

In order to pursue a variety of planning projects in the City, and further the goals and policies of the General Plan, starting in 2010, the Planning and Community Development Department sought out a number of grants. The grant programs are sponsored by state and regional agencies.

A SCAG Compass Blueprint grant was submitted in late 2010 for a pedestrian evaluation of one of the busiest intersections in the City, Thousand Oaks Boulevard and Kanan Road. In late 2011, the Department was informed that the grant application was approved. At the end of 2011, the City and SCAG selected a consultant to evaluate the intersection and design a pedestrian plan, and prepared a scope of work. The contract is currently being prepared.

In early 2011, the Department submitted a Caltrans Community Planning grant application to prepare a Citywide Bikeways Master Plan. However, the grant was not awarded by the state. The Department will continue to seek other grants to fund this project.

Starting in late 2011, the Department began preparing an application for the Sustainable Communities Planning Grant from the California Department of Conservation, which is overseen by the State Sustainable Communities Council. This grant is to prepare a specific plan for Subarea 5 of the General Plan to create an economically viable and environmentally sustainable mixed-use urban infill development. The application is due in early 2012.

SPECIAL PROJECTS

Occasionally, the Planning and Community Development Department is requested to take on a special project, involving, for example, policy development, by the City Council or City Manager's Office. In 2011, the Department was asked to develop a procedure for allowing temporary banners in commercial areas, as described below.

Temporary Retail Banner Extension

Since 2008, the City Council has allowed the temporary display of retail banners to assist in stimulating local business. In August of 2011, at the request of the Land Use/Economic Development Committee of the City Council, the Planning and Community Development Department presented to the City Council a request to extend the program for an additional nine months, expiring on May 24, 2012.

The City Council approved the extension, which allows for retail, restaurant, and hotel businesses to display one temporary banner on private property, not to exceed thirty square feet in size, up to four times during the nine-month period, at the discretion of the business owner. The banner may be displayed for a maximum of up to ten days per event, with no limit on consecutive days/events, and is subject to a sign permit.

ART IN PUBLIC PLACES

In 1989, in order to increase the aesthetic enhancement of the community, the City Council adopted a City Art in Public Places program. This program provides a collection of nationally recognized, permanent artwork within all new applicable building projects of at least 30,000 square feet in size, or any residential subdivision of at least 40 units. The program is designed to present the community with a wide-range of artwork styles, themes, and media, all of the highest quality, and to be enjoyed by the public.

The newly created City Cultural Arts Council is now responsible for reviewing and approving public art proposals. In 2011, the Cultural Arts Council approved one new public art piece for an approved, 103,000 square foot light industrial complex to be constructed at 28721 Canwood Street. The 35-foot tall, brushed aluminum art piece is designed by artist Jon Krawczyk. The project construction date has yet to be determined.

* * *

APPENDIX A

Implementation Table – Administrative Items to Complete in 2010

Table 1
General Plan Implementation Measures
ADMINISTRATIVE ITEMS TO COMPLETE IN 2010

IM #	Measure	GP Date Assigned	Date To Be Completed	Comments
LU-1	Update the Municipal Code, Zoning Map, and any applicable guidelines to be consistent with the policies and diagrams of the General Plan with regard to land use designations and standards.	2010-11	12/10	In-House
LU-31	Adopt new Zoning Ordinance and/or guideline provisions that require business park and industrial park uses in the Business Park-Office Retail (BP-OR) and Business Park-Manufacturing (BP-M) districts to minimize the visual dominance of parking areas and to include aspects of promoting pedestrian activity.	2010-11	12/10	In-House
LU-32	Amend the Commercial Shopping Center (CS) district in the Zoning Ordinance and/or guidelines to incorporate aspects of promoting pedestrian activity.	2010-11	12/10	In-House
LU-34	Amend the Zoning Ordinance and Zoning Map to create the Commercial Shopping Center/Mixed Use (CS-MU) district.	2010-11	12/10	In-House
LU-36	Amend the Zoning Ordinance and Zoning Map to create the Planned Development (PD) district.	2010-11	12/10	In-House
NA	Related to LU-36, create an overlay for Subarea 5 PD requiring a CUP for any development, pending creation of a Specific Plan per IM LU -19 (see Table 2)	NA	12/10	This task is not identified in the GP, but is an interim measure until completion of IM LU-19; In-House
LU-39	Amend the Commercial Recreation (CR) district in the Zoning Ordinance to allow only those uses that protect and complement the area's open space character.	2010-11	12/10	In-House
LU-40	Amend the Zoning Ordinance and Zoning Map to create the Neighborhood Commercial (NC) district	2010-11	12/10	Allow same uses as for CS now until IM LU-17 is complete (see Table 2); In-House
LU-42	Amend the Old Agoura Design Overlay District (OA) in the Zoning Ordinance to differentiate Subarea 11 from the remaining commercial areas of the district, and create special uses allowed.	2010-11	12/10	In-House
U-50	Incorporate green building standards into the Municipal Code per state law.	2010-11	12/10	Building & Safety Division incorporating standards; In-House
NR-19	Update the Water Efficiency Landscape Ordinance per state requirements.	2010-11	12/10	Completed
NA	Update Zoning Code Chapter 4 Special Districts to delete districts no longer in use.	NA	12/10	This task not identified in the GP, but is a Code clean up; In-House

CS=Community Services LU=Land Use and Community Form U=Utility Infrastructure M=Mobility NR=Natural Resources

APPENDIX B

Implementation Table – High Priority Items to Complete by Mid 2011

General Plan Annual Progress Report - 2011

Table 6-1 Administration Implementation Program		2010-2011	2012-2015	2016-2035	Annual	Ongoing
1. The City shall prepare an annual report to the City Council on the status of the General Plan and progress in its implementation, including the status of priority implementation measures, and submit it to the California Office of Planning and Research and the Department of Housing and Community Development.					⊙	
Implements Which Policy(ies)	Administrative				⊙	
Responsible Department(s)	Planning and Community Development					
Supporting Department(s)	N/A					
2. The City shall review the General Plan every five years and update it as appropriate.						⊙
Implements Which Policy(ies)	Administrative					⊙
Responsible Department(s)	Planning and Community Development					
Supporting Department(s)						
3. As part of its annual review and adoption of the Budget and Capital Improvement Program (CIP), the City shall review the policies and implementation measures of the General Plan to ensure consistency in the Budget and CIP.					⊙	
Implements Which Policy(ies)	Administrative				⊙	
Responsible Department(s)	Finance					
Supporting Department(s)	Planning and Community Development, City Manager's Office, Public Works					

General Plan Annual Progress Report - 2011

Table 6-2 Land Use and Community Form Implementation Program		2010-2011	2012-2015	2016-2035	Annual	Ongoing
1. The City shall update the Agoura Hills Municipal Code, Zoning Map, and applicable guidelines to be consistent with the policies and diagrams of the General Plan with regard to land use designations and standards.		✓				
Implements Which Policy(ies)	LU-1.1; LU-1.2; LU-2.1; LU-2.2; LU-2.3; LU-2.4; LU-2.5; LU-4.3; LU-4.4; LU-6.1; LU-12.1; LU-12.2; LU-14.1; LU-14.2; LU-14.6; ED-1.2; M-4.2	✓				
Responsible Department(s)	Planning and Community Development					
Supporting Department(s)	City Attorney's Office					
2. The City shall develop and maintain a Citywide database of vacant and underutilized sites to monitor the City's growth and change, and as a resource for potential development. The City shall prepare a report on the number of vacant sites and underutilized sites that were developed during the previous year, and verify that the City has not exceeded the General Plan limits for housing units and maximum square footages for other uses.					⊙	
Implements Which Policy(ies)	LU-1.1				⊙	
Responsible Department(s)	Planning and Community Development					
Supporting Department(s)	N/A					
3. The City shall continue to work with Los Angeles County and Ventura County and other adjacent communities to coordinate land use and growth policies, and to strengthen and promote inter-jurisdictional communication and cooperation.						⊙
Implements Which Policy(ies)	LU-1.3					⊙
Responsible Department(s)	Planning and Community Development					
Supporting Department(s)	N/A					