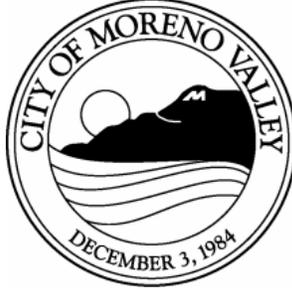

PLANNING COMMISSIONERS

JEFFREY SIMS
Chair

BRIAN LOWELL
Vice-Chair

RAY L. BAKER
Commissioner



JEFFREY BARNES
Commissioner

CARLOS RAMIREZ
Commissioner

VACANT
Commissioner

MELI VAN NATTA
Commissioner

PLANNING COMMISSION AGENDA

March 26, 2015

PLANNING COMMISSION MEETING – 7:00 P.M.

CITY OF MORENO VALLEY
City Hall Council Chambers
14177 Frederick Street
Moreno Valley, California 92553

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

None.

**PUBLIC ADVISED OF THE PROCEDURES TO BE FOLLOWED IN THE MEETING
(ON DISPLAY AT THE REAR OF THE ROOM)**

COMMENTS BY ANY MEMBER OF THE PUBLIC ON ANY MATTER WHICH IS NOT LISTED ON THE AGENDA AND WHICH IS WITHIN THE SUBJECT MATTER JURISDICTION OF THE COMMISSION

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, in compliance with the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mark Sambito, ADA Coordinator, at 951.413.3120 at least 48 hours before the meeting. The 48-hour notification will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

NON-PUBLIC HEARING ITEMS

None.

PUBLIC HEARING ITEMS

1. Case Description: PA14-0058 (Conditional Use Permit)
Applicant: Verizon Wireless
Owner: Shepherd of the Valley Lutheran Church
Representative: Spectrum Services, Inc. (Ms. Sunnshine Schupp)
Location: 11650 Perris Blvd (Shepherd of the Valley Lutheran Church)

Proposal: A Conditional Use Permit (CUP) for a new wireless communications facility with a 55 foot monopalm tree.

Case Planner: Claudia Manrique

Recommendation: **APPROVE** Resolution No. 2015-05 and thereby:
 1. **CERTIFY** that the proposed Verizon wireless telecommunications facility is exempt from the provisions of the California Environmental Quality Act (CEQA), as a Class 3 Categorical Exemption, CEQA Guidelines, Section 15303 for New Construction or Conversion of Small Structures; and
 2. **APPROVE** Conditional Use Permit PA14-0058 based on the findings contained in Planning Commission Resolution 2015-05, subject to the conditions of approval included as Exhibit A of the Resolution.

OTHER BUSINESS

1. Planning Commission Rules of Procedure
Recommendation: **ADOPT** the Planning Commission Rules of Procedure as amended by the Planning Commission on January 8, 2015.

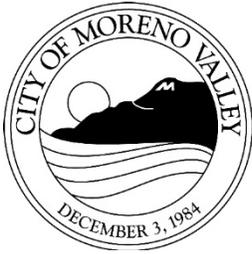
STAFF COMMENTS

PLANNING COMMISSIONER COMMENTS

ADJOURNMENT

NEXT MEETING

Planning Commission Regular Meeting, April 23, 2015 at 7:00 P.M., City Hall Council Chamber, 14177 Frederick Street, Moreno Valley, CA 92553.



PLANNING COMMISSION STAFF REPORT

Case: PA14-0058 – Conditional Use Permit

Date: March 26, 2015

Applicant: Verizon Wireless

Representative: Spectrum Services, Inc. (Ms. Sunshine Schupp)

Location: 11650 Perris Blvd (Shepherd of the Valley Lutheran Church)

Proposal: A Conditional Use Permit (CUP) for a new wireless communications facility with a 55 foot monopalm tree

Council District: 2

Recommendation: Approval

SUMMARY

The proposal is for a new wireless telecommunications facility with a 55 foot monopalm located at 11650 Perris Boulevard (APN: 474-120-037) which is the site of Shepherd of the Valley Lutheran Church. The facility includes a new equipment enclosure designed to match the neighboring shelter of another existing carrier onsite.

Project

The proposal is a Conditional Use Permit for a new wireless telecommunications facility. The proposed facility is to be located at 11650 Perris Boulevard (APN: 474-120-037) which is the site of Shepherd of the Valley Lutheran Church. There is an existing neighboring AT&T wireless telecommunications facility (PA04-0017) operating on the site, which was approved by the Planning Commission on June 10, 2004 and constructed in 2005. The existing AT&T telecommunication facility consists of an approximately 45 foot tall monopalm, with 640 foot lease area and a 160 square foot equipment enclosure all of which will remain.

The proposed new Verizon facility is a proposed 55 foot tall monopalm with twelve (12) antennas, six (6) Remote Radio Units (RRU), a parabolic antenna, two (2) GPS antennas and a 190 square foot equipment shelter within a 900 foot lease area. The equipment shelter is an enclosed structure with an 8 foot tall split-faced block wall to match the existing split-faced block walls along the existing facility and trash enclosure.

The proposed 55 foot tall monopalm will fill a gap in cell coverage capacity. The design of the monopalm tree blends in with the existing tree species on site. Two (2) additional 24" boxed palm trees will be planted as well. The applicant has prepared photographic simulations of the proposed installation from multiple perspectives, which are included as Attachment 5.

Site/Surrounding Area

The project site is located at 11650 Perris Boulevard. The site is currently developed with an existing church, day care and school (preschool and kindergarten). The parcel is within a Residential 5 (R5) zoning district and currently has one monopalm wireless telecommunications facility onsite. The areas surrounding the project site to the south, southeast and west are single-family residences and zoned Residential 5 (R5). To the northeast of the site are Residential/Agriculture 2 (RA2) zoned parcels with some single-family residences as well. The North Ridge Elementary School (Moreno Valley Unified School District) is directly to the north and is zoned Public (P). The proposed wireless tower has been evaluated against General Plan policy 7.7.6 and Section 9.09.040 (Communication facilities, antennas and satellite dishes) of the City Municipal Code and staff has confirmed that the proposed project does not conflict with any of the goals, objectives, policies, and programs of the General Plan.

Access

Vehicular access to the site will be from Perris Boulevard through the church's parking lot to the lease area. The access route will be from the existing driveway to the equipment shelter and has been deemed appropriate as it provides current access to the existing wireless facility. The applicant is providing one unassigned parking space next to the equipment shelter and monopalm within the lease area for maintenance purposes.

Review Process

This project was submitted in May 2014. City staff from various departments including the Fire Prevention Bureau reviewed the proposal and worked with the applicant to resolve the issues and interests raised.

ENVIRONMENTAL

Planning staff, as is typical with all planning projects, has reviewed the request in accordance with the latest edition of the California Environmental Quality Act (CEQA) Guidelines and has determined the project will not result in any significant effect on the environment and qualifies for an exemption under the provisions of the CEQA as a Class 3 Categorical Exemption, CEQA Guidelines, Section 15303 for New Construction or Conversion of Small Structures.

NOTIFICATION

In accordance with Section 9.02.200 of the Municipal Code, public notification was sent to all property owners of record within 300' of the proposed project site on March 13, 2015. In addition, the public hearing notice for this project was posted on the project site on March 13, 2015, and published in the Press Enterprise newspaper on March 14, 2015.

STAFF RECOMMENDATION

Recommend the Planning Commission **APPROVE** Resolution No. 2015-05.

1. **CERTIFY** that the proposed Verizon wireless telecommunications facility is exempt from the provisions of the California Environmental Quality Act (CEQA), as a Class 3 Categorical Exemption, CEQA Guidelines, Section 15303 for New Construction or Conversion of Small Structures; and
2. **APPROVE** Conditional Use Permit PA14-0058 based on the findings contained in Planning Commission Resolution 2015-05, subject to the conditions of approval included as Exhibit A of the Resolution.

Prepared by:

Claudia Manrique
Associate Planner

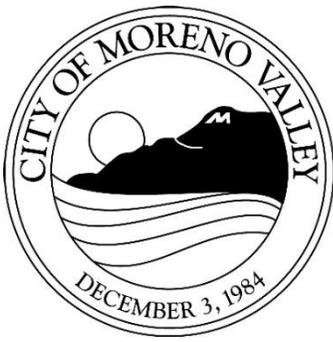
Approved by:

Richard J. Sandzimier
Planning Official

ATTACHMENTS:

1. Public Hearing Notice
2. Planning Commission Resolution No. 2015-05 with Conditions of Approval attached as Exhibit A.
3. Aerial Photograph
4. Site Plans and Elevations
5. Photographic Simulations
6. Project Information Letter

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Notice of PUBLIC HEARING

This may affect your property. Please read. Notice is hereby given that a Public Hearing will be held by the Planning Commission of the City of Moreno Valley on the following item(s):

Project: PA14-0058
Applicant: Verizon Wireless
Owner: Shepherd of the Valley Lutheran Church
Representative: Spectrum Services, Inc.
(Ms. Sunshine Schupp)
A.P. No.: 474-120-037
Location: 11650 Perris Blvd
Proposal: A Conditional Use Permit (CUP) for a new wireless communications facility with a 55 foot monopalm tree (there is one other carrier currently on the site).
Council District: 2
Case Planner: Claudia Manrique

The project will not have a significant effect on the environment, and is therefore exempt from the provisions of the California Environmental Quality Act (CEQA) as a Class 3 Categorical Exemption, CEQA Guidelines, Section 15303 for New Construction or Conversion of Small Structures.

Any person interested in any listed proposal can contact the Community & Economic Development Department, Planning Division, at 14177 Frederick St., Moreno Valley, California, during normal business hours (7:30 a.m. to 5:30 p.m., Monday through Thursday and 7:30 a.m. to 4:30 p.m., Friday), or may telephone (951) 413-3206 for further information. The associated documents will be available for public inspection at the above address.

In the case of Public Hearing items, any person may also appear and be heard in support of or opposition to the project or recommendation of adoption of the Environmental Determination at the time of the Hearing.

The Planning Commission, at the Hearing or during deliberations, could approve changes or alternatives to the proposal.

If you challenge any of these items in court, you may be limited to raising only those items you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing.



LOCATION N ↑

PLANNING COMMISSION HEARING

City Council Chamber, City Hall
14177 Frederick Street
Moreno Valley, Calif. 92553

DATE AND TIME: March 26, 2015 at 7 PM

CONTACT PLANNER: Claudia Manrique
PHONE: (951) 413-3225

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PLANNING COMMISSION RESOLUTION NO. 2015-05

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MORENO VALLEY APPROVING PA14-0058, A CONDITIONAL USE FOR A NEW VERISON WIRELESS TELECOMMUNICATION FACILTY AT 11650 PERRIS BOULEVARD (APN: 474-120-037)

WHEREAS, Verizon has filed an application for the approval of PA14-0058, Conditional Use Permit for a new wireless telecommunications facility with a 55 foot monopalm as described in the title of this Resolution; and

WHEREAS, the application has been evaluated in accordance with established City of Moreno Valley procedures, and with consideration of the General Plan and other applicable regulations; and

WHEREAS, upon completion of a through development review process the project was appropriately agendized and noticed for a public hearing before the Planning Commission of March 26, 2015; and

WHEREAS, on March 26, 2015, the Planning Commission of the City of Moreno Valley conducted a public hearing to consider the application; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred; and

WHEREAS, pursuant to Government Code Section 66020(d)(1), **NOTICE IS HEREBY GIVEN** that this project is subject to certain fees, dedications, reservations and other exactions as provided herein.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of Moreno Valley as follows:

- A. This Planning Commission hereby specifically finds that all of the facts set forth above in this Resolution are true and correct.
- B. Based upon substantial evidence presented to this Planning Commission during the above-referenced meeting on March 26, 2015, including written and oral staff reports, and the record from the public hearing, this Planning Commission hereby specifically finds as follows:
 - 1. **Conformance with General Plan Policies** – The proposed use is consistent with the General Plan, and its goals, objectives, policies and programs.
FACT: The proposed telecommunications facility, as conditioned, incorporates enhanced design elements and stealth features

consistent with General Plan Policy 7.7.6. The proposed telecommunications facility is screened from view from the public right-of-way through siting the monopalm and required equipment towards the rear of the property, adjacent to an existing telecommunications facility that also has a monopalm (PA04-0017) as required by Section 9.09.040 (Communication facilities, antennas and satellite dishes) of the Municipal Code. Additional landscaping (two palm trees) helps blend the new structure with the existing trees on the site. The proposed use does not conflict with any of the goals, objectives, policies, and programs of the General Plan.

2. **Conformance with Zoning Regulations** – The proposed use complies with all applicable zoning and other regulations.

FACT: Wireless telecommunications facilities are a conditionally permitted use within the City. As designed and conditioned, the proposed use will comply with all the applicable Municipal Code provisions, including regulations governing the establishment and operation of commercial communication facilities under Section 9.09.040 (Communication facilities, antennas and satellite dishes) of the Municipal Code.

3. **Health, Safety and Welfare** – The proposed use will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

FACT: The telecommunications improvements as proposed are a common feature in urbanized areas. No health, safety, or welfare problems unique to this location have been identified. The use will improve and continue to provide a choice in wireless communication reliability in the use's coverage area. In the event of an emergency or natural disaster, the use will be able to continue to function, which can help to enhance the general health, safety, and welfare of the citizens of Moreno Valley.

4. **Location, Design and Operation** – The location, design and operation of the proposed project will be compatible with existing and planned land uses in the vicinity.

FACT: The telecommunications improvements as proposed are a common feature in urbanized areas. Staff worked very closely with the applicant to ensure that the design and the appearance of the monopalm tower, equipment shelter, and miscellaneous site improvements would be compatible with the existing church structures, church grounds and the previously approved wireless telecommunications facility (PA04-0017).

C. FEES, DEDICATIONS, RESERVATIONS, AND OTHER EXACTIONS

1. FEES

Impact, mitigation and other fees are due and payable under applicable ordinances and resolutions. These fees may include but are not limited to: Development Impact Fee, Transportation Uniform Mitigation Fee (TUMF), Multi-species Habitat Conservation Plan (MSHCP) Mitigation Fee, Stephens Kangaroo Habitat Conservation fee, Underground Utilities in lieu Fee, Area Drainage Plan fee, Bridge and Thoroughfare Mitigation fee (Future) and Traffic Signal Mitigation fee. The final amount of fees payable is dependent upon information provided by the applicant and will be determined at the time the fees become due and payable.

Unless otherwise provided for by this resolution, all impact fees shall be calculated and collected at the time and in the manner provided in Chapter 3.32 of the City of Moreno Valley Municipal Code or as so provided in applicable ordinances and resolutions. The City expressly reserves the right to amend the fees and the fee calculations consistent with applicable law.

2. DEDICATIONS, RESERVATIONS, AND OTHER EXACTIONS

The adopted Conditions of Approval for PA14-0058, incorporated herein by reference, include dedications, reservations, and exactions pursuant to Government Code Section 66020 (d) (1).

3. CITY RIGHT TO MODIFY/ADJUST; PROTEST LIMITATIONS

The City expressly reserves the right to establish, modify or adjust any fee, dedication, reservation or other exaction to the extent permitted and as authorized by law.

Pursuant to Government Code Section 66020(d)(1), NOTICE IS FURTHER GIVEN that the 90 day period to protest the imposition of any impact fee, dedication, reservation, or other exaction described in this resolution begins on the effective date of this resolution and any such protest must be in a manner that complies with Government Code Section 66020(a) and failure to follow this procedure in a timely fashion will bar any subsequent legal action to attack, review, set aside, void or annul imposition.

The right to protest the fees, dedications, reservations, or other exactions does not apply to planning, zoning, grading, or other similar application processing fees or service fees in connection with this project and it does not apply to any fees, dedication, reservations, or other

exactions of which a notice has been given similar to this, nor does it revive challenges to any fees for which the Statute of Limitations has previously expired.

BE IT FURTHER RESOLVED that the Planning Commission **HEREBY APPROVES** Resolution No. 2015-05 and thereby:

1. **CERTIFY** that this item is exempt from the provisions of the California Environmental Quality Act (CEQA), as a Class 3 Categorical Exemption, CEQA Guidelines, Section 15303 for New Construction or Conversion of Small Structures; and
2. **APPROVE** Conditional Use Permit PA14-0058 based on the findings contained in the resolution and subject to the conditions of approval included as Exhibit A of the resolution.

APPROVED on this 26th day of March, 2015.

Jeffrey D. Sims
Chair, Planning Commission

ATTEST:

Richard J. Sandzimier, Planning Official
Secretary to the Planning Commission

APPROVED AS TO FORM:

City Attorney

Attached: Conditions of Approval

**CITY OF MORENO VALLEY
CONDITIONS OF APPROVAL FOR PA14-0058
CONDITIONAL USE PERMIT FOR COMMUNICATIONS FACILITY
AT 11650 PERRIS BOULEVARD**

**APPROVAL DATE:
EXPIRATION DATE:**

**March 26, 2015
March 26, 2018**

This set of conditions shall include conditions from:

Planning (P), including Building and Safety (B)
 Fire Division (F)

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

Planning Division

- P1. Conditional Use Permit (PA14-0058) is an approval for a 55 foot tall monopalm located at 11650 Perris Blvd (APN: 474-120-037), behind the existing Shepherd of the Valley Lutheran Church.
- P2. The antennas and all ancillary equipment and hardware attached to the top portion of the monopalm shall be painted green to match the tree and concealed with a minimum of eighty (80) fronds extending a minimum of two feet (2') beyond the antennas at all points.
- P3. The pole shall be designed to resemble a natural palm tree trunk including raised bark with a high relief pattern.
- P4. Any existing landscaping near the lease area that is damaged or removed as a result of any proposed work shall be replaced.
- P5. A total of two (2) palm trees shall be planted near the equipment enclosure. The initial height of the newly planted trees shall be a minimum of 20'. The palm trees shall be maintained in a healthy and thriving condition, free from weeds, trash and debris by the developer or the developer's successor-in-interest.
- P6. Any existing fencing, concrete work, or site amenities damaged or removed near the lease area as a result of any proposed work, shall be repaired, replaced or relocated to original condition.

Timing Mechanisms for Conditions (see abbreviation at beginning of affected condition):

R - Map Recordation	GP - Grading Permits	CO - Certificate of Occupancy or building final
WP - Water Improvement Plans	BP - Building Permits	P - Any permit

Governing Document (see abbreviation at the end of the affected condition):

GP - General Plan	MC - Municipal Code	CEQA - California Environmental Quality Act
Ord - Ordinance	DG - Design Guidelines	Ldscp - Landscape Requirements
Res - Resolution	UFC - Uniform Fire Code	UBC - Uniform Building Code
	SBM - Subdivision Map Act	

CONDITIONS OF APPROVAL FOR PA14-0058
CONDITIONAL USE PERMIT
PAGE 2

- P7. The proposed ground equipment shall be placed behind a decorative split face block wall enclosure. The material and color shall match the existing fencing onsite and must not exceed eight (8) feet in overall height.
- P8. All utility and coaxial connections to the equipment building/screened area shall be undergrounded. All connections to the monopalm shall be underground, installed within the equipment building or located within the lease area below the height of the eight foot (8') decorative split face block wall. The monopalm shall be designed to accommodate co-locations with future connections provided for at the base of the monopalm structure.
- P9. There shall be no signage or graphics affixed to the equipment, equipment building, or fence, except for public safety warnings and FCC required signage.
- P10. The antenna array shall not extend beyond the lease area and any other equipment associated with the telecommunications facility shall be placed within the enclosure.
- P11. All proposed ancillary equipment shall be placed within the confines of the equipment area. No barbed or razor wire fencing shall be used for the facility.
- P12. At such time as the facility ceases to operate, the facility shall be removed. The removal shall occur within 90-days of the cessation of the use. The Conditional Use Permit may be revoked in accordance with provisions of the Municipal Code. (MC 9.02.260)
- P13. This approval shall comply with all applicable requirements of the City of Moreno Valley Municipal Code.
- P14. This approval shall expire three (3) years after the approval date of Conditional Use Permit PA14-0058 unless used or extended as provided for by the City of Moreno Valley Municipal Code; otherwise it shall become null and void and of no effect whatsoever. Use means the beginning of substantial construction contemplated by this approval within the three-year period, which is thereafter pursued to completion, or the beginning of substantial utilization contemplated by this approval. (MC 9.02.230)
- P15. All landscaped areas shall be maintained in a healthy and thriving condition, free from weeds, trash and debris by the developer or the developer's successor-in-interest. (MC 9.02.030)

- P16. The site shall be developed in accordance with the approved plans on file in the Community & Economic Development Department - Planning Division, the Municipal Code regulations, the Landscape Requirements, the General Plan, and the conditions contained herein. Prior to any use of the project site or business activity being commenced thereon, all Conditions of Approval shall be completed to the satisfaction of the City Planning Official or designee. (MC 9.14.020, Ldscp)
- P17. (CO) Prior to issuance of a building final, the applicant shall contact the Planning Division for a final inspection.

Building and Safety Division

- B1. New buildings/structures shall comply with the current California Building Standards Code (CBC, CEC, CMC, CPC and Green Building Standards) as well as City ordinances. Plans shall be submitted to the Building and Safety Division as a separate submittal and shall include a soils report at time of first submittal. Beginning on January 1, 2014, the 2013 CBC will become effective for all new building permit applications.
- B2. Building plans and instruments of service submitted with a building permit application shall be signed and sealed by a California licensed design professional as required by the State Business and Professions Code.
- B3. The proposed new development is subject to the payment of development fees as required by the City's Fee Ordinance at the time an application is submitted or prior to the issuance of permits as determined by the City.

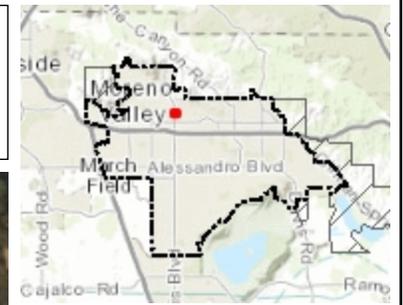
FIRE PREVENTION BUREAU

With respect to the conditions of approval for **PA14-0058**, the following fire protection measures shall be provided in accordance with Moreno Valley City Ordinance's and/or recognized fire protection standards.

Standard Conditions:

- F1. Final fire and life safety conditions will be addressed when the Fire Prevention Bureau reviews building plans. These conditions will be based on occupancy and use as specified in the California Building Code (CBC), California Fire Code (CFC), Moreno Valley Municipal Code and related codes which are in force at the time of building plan submittal.
- F2. Prior to construction and issuance of Building Permits, the developer shall submit evidence to the City confirming that all required fire lanes and fire apparatus access roads shall have an unobstructed width of not less than twelve (12) feet as approved by the Fire Prevention Bureau and an unobstructed vertical clearance of not less the thirteen (13) feet six (6) inches. (CFC 503.2.1 and MVMC 8.36.060[E])
- F3. Prior to construction, the developer shall submit evidence to the City confirming that any proposed "private" driveways over 150 feet in length shall have a turn-around as determined by the Fire Prevention Bureau capable of accommodating fire apparatus. Driveway grades shall not exceed 12 percent. (CFC 503 and MVMC 8.36.060, CFC 501.4)
- F4. Prior to issuance of a building permit the applicant shall provide written verification that the communication system and related equipment they will be installing will not interfere with Fire or Police Communication System.
- F5. Any time after installation, any interruption of Fire, Police or other public emergency Communication System due to the purveyor's system, the purveyor shall cease to operate site until corrections can be made to purveyor's system.
- F6. Prior to the issuance of a Certificate of Occupancy or building final, the developer/applicant shall be responsible for obtaining permits for the storage of combustible liquids, flammable liquids or any other hazardous materials from both the County Health department and Fire Prevention Bureau. (CFC 105)
- F7. Prior to issuance of a Certificate of Occupancy or Building Final, a "Knox Box Rapid Entry System" shall be provided. The Knox-Box shall be installed in an accessible location approved by the Fire Chief. Knox box may be installed on the exterior gate to the equipment shelter. (CFC 506.1)

Aerial Photograph PA14-0058



Legend

Parcels

-19-

Attachment 3

Notes

CUP application for a new wireless telecommunications facility located at 11650 Perris Blvd.

301.3 0 150.66 301.3 Feet

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verizonwireless

KITCHING

APN: 0474-120-037
 11650 PERRIS BOULEVARD
 MORENO VALLEY, CA 92557



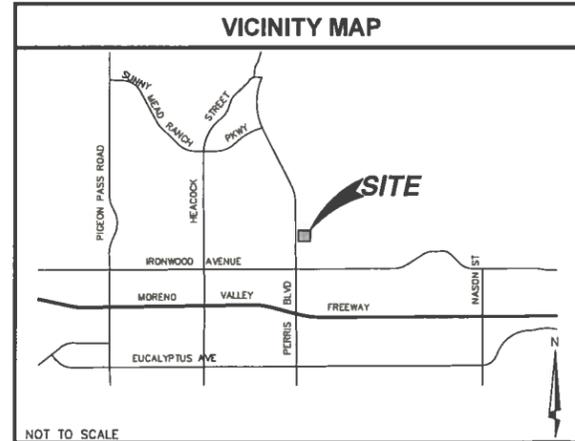
15505 SAND CANYON AVENUE
 BUILDING 'D', 1ST FLOOR
 IRVINE, CA 92618

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS
 PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS
 ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO
 VERIZON WIRELESS IS STRICTLY PROHIBITED

-21-

PROJECT TEAM	
PLANNING	
NAME:	SMARTLINK, LLC
ADDRESS:	18401 VON KARMAN AVE, SUITE 400 IRVINE, CA 92612
CITY, STATE, ZIP:	IRVINE, CA 92612
CONTACT:	BARBARA SAITO
PHONE:	(909) 723-6152
EMAIL:	barbara.saito@smartlinkllc.com
SITE ACQUISITION	
NAME:	SMARTLINK, LLC
ADDRESS:	18401 VON KARMAN AVE, SUITE 400 IRVINE, CA 92612
CITY, STATE, ZIP:	IRVINE, CA 92612
CONTACT:	DANEEN WILDER
PHONE:	(714) 936-1030
EMAIL:	daneen.wilder@smartlinkllc.com
ENGINEER:	
NAME:	SMARTLINK, LLC
ADDRESS:	18401 VON KARMAN AVE, SUITE 400 IRVINE, CA 92612
CITY, STATE, ZIP:	IRVINE, CA 92612
CONTACT:	JAMES GONZALEZ
PHONE:	(510) 772-7415
E-MAIL:	james.gonzalez@smartlinkllc.com
SURVEYOR:	
NAME:	AMBIT CONSULTING
ADDRESS:	1490 SOUTH PRICE ROAD, SUITE 209C CHANDLER, AZ 85286
CITY, STATE, ZIP:	CHANDLER, AZ 85286
CONTACT:	MATT FORD
PHONE:	(602) 463-0472

PROJECT SUMMARY	
APPLICANT/LESSEE	LEGAL DESCRIPTION
15505 SAND CANYON AVENUE BUILDING 'D', 1ST FLOOR IRVINE, CA 92618 OFFICE: (949) 286-7000	SEE LS-2 FOR LEGAL DESCRIPTION
ASSASSOR'S PARCEL NUMBER	COUNTY
0474-120-037	RIVERSIDE
APPLICANT'S REPRESENTATIVE	
SMARTLINK, LLC 18401 VON KARMAN AVE, SUITE 400 IRVINE, CA 92612 CONTACT: BARBARA SAITO PHONE: (909) 723-6152 EMAIL: barbara.saito@smartlinkllc.com	
PROPERTY OWNER:	
OWNER: SHEPHERD OF THE VALLEY LUTHERAN CH SUNNYMEAD ADDRESS: 11650 PERRIS BLVD MORENO VALLEY, CA 92557 CONTACT: PETER SANDSTROM PHONE: (851) 413-4196	
PROPERTY INFORMATION	
SITE NAME: KITCHING SITE ADDRESS: 11650 PERRIS BLVD, MORENO VALLEY, CA 92557	
CONSTRUCTION INFORMATION	
AREA OF CONSTRUCTION:	900 SQ FT
JURISDICTION:	CITY OF MORENO VALLEY
CURRENT ZONING:	R-5
TYPE OF CONSTRUCTION:	V-B (NON-RATED)
HANDICAP REQUIREMENTS:	FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION. HANDICAPPED ACCESS NOT REQUIRED.



DRIVING DIRECTIONS

START: VERIZON WIRELESS OFFICE, IRVINE, CA:
 HEAD SOUTHWEST ON TOWARD SAND CANYON TRAIL
 TURN RIGHT ONTO SAND CANYON AVE
 TAKE THE 1ST LEFT ONTO BARRANCA PKWY
 TURN RIGHT ONTO PACIFICCA
 TURN RIGHT ONTO THE STATE HIGHWAY 133 N RAMP
 MERGE ONTO CA-133 N (PARTIAL TOLL ROAD)
 MERGE ONTO CA-241 N (TOLL ROAD)
 KEEP RIGHT AT THE FORK, FOLLOW SIGNS FOR CA-91 E/RIVERSIDE AND MERGE ONTO CA-91 E
 (PARTIAL TOLL ROAD)
 TAKE THE CA-60 EA-215 S EXIT TOWARD SAN DIEGO/INDIO
 MERGE ONTO CA-60 E
 CONTINUE ONTO CA-60 EA-215 S
 KEEP LEFT TO CONTINUE ON CA-60 E
 TAKE THE EXIT TOWARD PERRIS BLVD
 TURN LEFT ONTO SUNNYMEAD BLVD
 TURN LEFT ONTO PERRIS BLVD
 DESTINATION WILL BE ON THE RIGHT
 END AT 11650 PERRIS BLVD, MORENO VALLEY, CA 92557

PROJECT DESCRIPTION

CONSTRUCTION OF AN UNMANNED WIRELESS CELL SITE FOR VERIZON WIRELESS.
 THE PROJECT WILL CONSIST OF (1) 55'-0" HIGH MONOPALM WITH (12) PANEL ANTENNAS, (12) RRU'S,
 (1) PARABOLIC ANTENNA, (6) SURGE SUPPRESSORS; (3) SURGE SUPPRESSORS NEAR THE TOP OF
 MONOPALM & (3) SURGE SUPPRESSORS INSIDE EQUIPMENT SHELTER, (1) 30 KW/210 GALLON
 STANDBY DIESEL GENERATOR, (1) 11'-6" X 16'-10 1/2" PRE-FABRICATED EQUIPMENT SHELTER,
 (2) GPS ANTENNAS WITHIN A 30'-0" X 30'-0" CMU ENCLOSURE LEASE AREA WITH CONNECTIONS AS
 REQUIRED FOR POWER AND TELCO SERVICES.

SHEET	DESCRIPTION
T-1	TITLE SHEET
LS-1	SITE SURVEY
LS-2	SITE SURVEY
A-1	OVERALL SITE PLAN
A-1.1	ENLARGED SITE PLAN
A-2	EQUIPMENT AND ANTENNA PLANS
A-3	NORTH & SOUTH ELEVATIONS
A-4	EAST & WEST ELEVATIONS

SIGNATURE BLOCK		
DISCIPLINE:	SIGNATURE:	DATE:
SITE ACQUISITION:		
CONSTRUCTION:		
RADIO:		
PARABOLIC:		
TELCO:		
EQUIPMENT:		
PROJECT ADMINISTRATOR:		
WO ADMINISTRATOR:		

CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE
 CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING
 AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT
 CONFORMING TO THE LATEST EDITIONS OF THE FOLLOWING CODES.

1. 2013 CALIFORNIA BUILDING CODE - TITLE 24, PART 2	5. 2013 CALIFORNIA PLUMBING CODE - TITLE 24, PART 5
2. 2013 CALIFORNIA RESIDENTIAL CODE - TITLE 24, PART 2.5	6. 2013 CALIFORNIA ENERGY CODE - TITLE 24, PART 6
3. 2013 CALIFORNIA ELECTRICAL CODE - TITLE 24, PART 3	7. 2013 CALIFORNIA GREEN BUILDING STANDARDS CODE - TITLE 24, PART 11
4. 2013 CALIFORNIA MECHANICAL CODE - TITLE 24, PART 4	

REV.	DATE	REVISION DESCRIPTION
1	08-15-14	100% ZONING DRAWINGS
0	07-28-14	90% ZONING DRAWINGS

Attachment 4

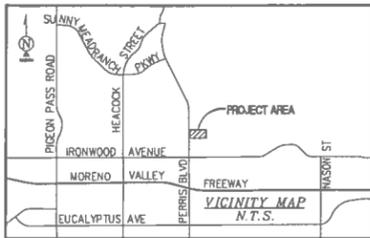
PROJECT INFORMATION:
KITCHING
 11650 PERRIS BLVD
 MORENO VALLEY, CA 92557
 RIVERSIDE COUNTY

CANDIDATE NAME:
SHEPHERD OF THE VALLEY
 DRAWN BY: PL
 CHECKED BY: SB

SHEET TITLE:
TITLE SHEET

SHEET NUMBER: **T-1**
 REV.: **1**

**ZONING DRAWINGS -
 NOT FOR CONSTRUCTION**

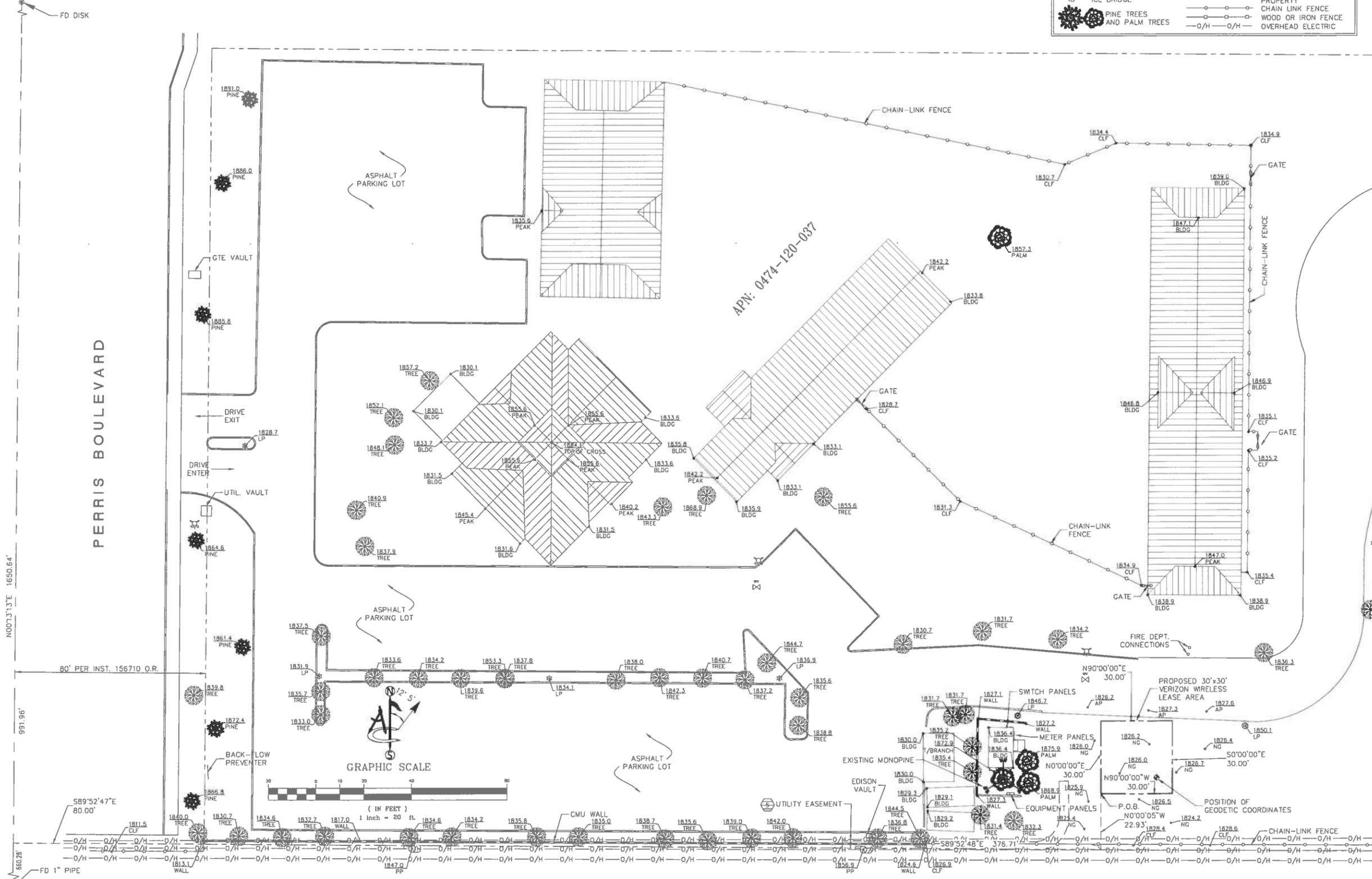


DIRECTIONS TO SITE
 FROM THE VERIZON WIRELESS OFFICES IN IRVINE, CALIFORNIA HEAD SOUTHWEST ON SAND CANYON AVENUE TOWARD BARRANCA PARKWAY; TAKE THE FIRST LEFT ONTO BARRANCA PARKWAY; TURN RIGHT ONTO PACIFICA; TURN RIGHT ONTO THE STATE HIGHWAY 133 NORTH RAMP; MERGE ONTO CA-133 NORTH (PARTIAL TOLL ROAD); MERGE ONTO CA-241 NORTH (TOLL ROAD); KEEP RIGHT AT THE FORK, FOLLOW SIGNS FOR CA-91 EAST / RIVERSIDE AND MERGE ONTO CA-91 EAST (PARTIAL TOLL ROAD); TAKE THE CA-60 EAST / I-215 SOUTH EXIT TOWARD SAN DIEGO / INDIO; MERGE ONTO CA-60 EAST; CONTINUE ONTO CA-60 EAST / I-215 SOUTH; KEEP LEFT TO CONTINUE ON CA-60 EAST; TAKE THE EXIT TOWARD PERRIS BOULEVARD; TURN LEFT ONTO SUNNYMEAD BOULEVARD; TURN LEFT ONTO PERRIS BOULEVARD AND THE DESTINATION WILL BE ON THE RIGHT AT SHEPHERD OF THE VALLEY LUTHERAN CHURCH; MORENO VALLEY, CALIFORNIA.

POSITION OF GEODETIC COORDINATES
 LATITUDE 33° 57' 04.6" NORTH (NAD83)
 LONGITUDE 117° 13' 29.8" WEST (NAD83)
 GROUND ELEVATION @ 1826.0' (NAVD88)

LEGEND			
NG	NATURAL GRADE	+	POSITION OF GEODETIC COORDINATES
BLDG	TOP OF BUILDING	•	SPOT ELEVATION
FC	FACE OF CURB	○	STREET LIGHT
R/W	RIGHT OF WAY	○	TELECOMMUNICATIONS MONOPOLE
AP	ASPHALT	○	CHAIN LINK FENCE
D/W	ACCESS DRIVEWAY	○	WATER CONTROL VALVE
TOP	TOP OF SLOPE	○	FIRE HYDRANT
TOE	TOE OF SLOPE	○	POWER POLE
WF	WROUGHT IRON FENCE	○	LIGHT POLE
SW	SIDEWALK	○	LIMITS OF LESSOR'S PROPERTY
TP	TOP OF PARAPET	○	CHAIN LINK FENCE
CMU	CONCRETE MASONRY UNIT	○	WOOD OR IRON FENCE
EP	EDGE OF PAVEMENT	○	OVERHEAD ELECTRIC
IB	ICE BRIDGE	○	
●	PINE TREES AND PALM TREES		

-22-

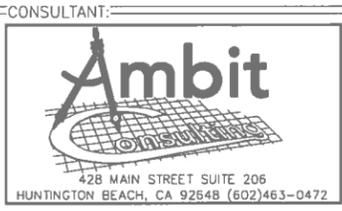


PROJECT INFORMATION:
KITCHING
 11650 PERRIS BOULEVARD
 MORENO VALLEY, CALIFORNIA 92557
 RIVERSIDE COUNTY

ORIGINAL ISSUE DATE:
 06/10/2014

REV.	DATE	DESCRIPTION	BY
1	07/23/2014	FINAL	CK

PLANS PREPARED BY:



CONSULTANT:
 RC MF JG



SHEET TITLE:
 SITE SURVEY

SHEET NUMBER:
 LS-1



PROJECT INFORMATION:

KITCHING
 11650 PERRIS BOULEVARD
 MORENO VALLEY, CALIFORNIA 92557
 RIVERSIDE COUNTY

ORIGINAL ISSUE DATE:

06/10/2014

REV. DATE: DESCRIPTION: BY:

1	07/23/2014	FINAL	CK

PLANS PREPARED BY:

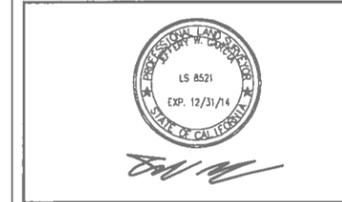
CONSULTANT:



DRAWN BY: CHK.: APV.:

RC MF JG

LICENSER:



SHEET TITLE:

SITE SURVEY

SHEET NUMBER:

LS-2

LESSOR'S LEGAL DESCRIPTION
 THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF MORENO VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS: THE NORTH HALF OF SOUTHWEST QUARTER OF NORTHWEST QUARTER OF SOUTHWEST QUARTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF MORENO VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY UNITED STATES GOVERNMENT SURVEY; EXCEPTING THEREFROM THE WEST 30 FEET THEREOF FOR ROAD PURPOSES; ALSO EXCEPTING THEREFROM THAT PORTION THEREBY CONVEYED TO THE COUNTY OF RIVERSIDE BY GRANT DEED RECORDED JULY 19, 1984 AS INSTRUMENT NO. 156710 OF OFFICIAL RECORDS OF RIVERSIDE COUNTY, CALIFORNIA.

LEASE AREA LEGAL DESCRIPTION
 THAT PORTION OF THE NORTH HALF OF SOUTHWEST QUARTER OF NORTHWEST QUARTER OF SOUTHWEST QUARTER OF SECTION 32, TOWNSHIP 2 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF MORENO VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY UNITED STATES GOVERNMENT SURVEY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT 1" PIPE, FROM WHICH A DISK MARKING THE WEST QUARTER CORNER OF SECTION 32 BEARS NORTH 00°13'13" EAST, A DISTANCE OF 1650.64 FEET; THENCE NORTH 00°13'13" EAST, A DISTANCE OF 660.28 FEET; THENCE SOUTH 89°52'47" EAST, A DISTANCE OF 456.71 FEET; THENCE NORTH 00°00'05" WEST, A DISTANCE OF 22.93 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 30.00 FEET; THENCE NORTH 90°00'00" EAST, A DISTANCE OF 30.00 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 30.00 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING.

RESERVING NONEXCLUSIVE RIGHT OF USE ACROSS LESSOR'S PROPERTY FOR NECESSARY APPURTENANCES TO CONSTRUCT, OPERATE, AND MAINTAIN A COMMUNICATION FACILITY FOR ITEMS SUCH AS, BUT NOT LIMITED TO INGRESS, EGRESS, PARKING, VEHICULAR MANEUVERING, EQUIPMENT, AND UTILITIES.

SURVEYOR'S NOTES
 SURVEYOR HAS NOT PERFORMED A SEARCH OF PUBLIC RECORDS TO DETERMINE ANY DEFECT IN TITLE ISSUED. THE BOUNDARY SHOWN HEREON IS PLOTTED FROM RECORD INFORMATION AND DOES NOT CONSTITUTE A BOUNDARY SURVEY OF THE PROPERTY.

SCHEDULE "B" NOTE
 REFERENCE IS MADE TO THE TITLE REPORT ORDER #997-23048853-PP2, ISSUED BY FIDELITY NATIONAL TITLE COMPANY, DATED JUNE 20, 2014. ALL EASEMENTS CONTAINED WITHIN SAID TITLE REPORT AFFECTING THE IMMEDIATE AREA SURROUNDING THE LEASE HAVE BEEN PLOTTED.

3. EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT: IN FAVOR OF: EASTERN MUNICIPAL WATER DISTRICT
 PURPOSE: PIPELINES
 RECORDING DATE: NOVEMBER 12, 1969
 RECORDING NO: 115832, OFFICIAL RECORDS
 THE EXACT LOCATION AND EXTENT OF SAID EASEMENT IS NOT DISCLOSED OF RECORD. (BLANKET IN NATURE)

4. AN UNRECORDED LEASE WITH CERTAIN TERMS, COVENANTS, CONDITIONS AND PROVISIONS SET FORTH THEREIN AS DISCLOSED BY THE DOCUMENT
 ENTITLED: MEMORANDUM OF LEASE
 LESSOR: SHEPHERD OF THE VALLEY LUTHERAN CHURCH OF SUNNYMEAD
 LESSEE: PACIFIC BELL WIRELESS, LLC, A NEVADA LIMITED LIABILITY COMPANY
 RECORDING DATE: OCTOBER 21, 2004
 RECORDING NO: 2004-083357, OFFICIAL RECORDS
 THE PRESENT OWNERSHIP OF THE LEASEHOLD CREATED BY SAID LEASE AND OTHER MATTERS AFFECTING THE INTEREST OF THE LESSEE ARE NOT SHOWN HEREIN. (DOES NOT AFFECT)

5. EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT: IN FAVOR OF: SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION
 PURPOSE: PUBLIC UTILITIES
 RECORDING DATE: AUGUST 23, 2005
 RECORDING NO: 2005-0691263, OFFICIAL RECORDS
 AFFECTS: PORTIONS OF THE LAND, THE EXACT LOCATION OF WHICH CAN BE DETERMINED BY EXAMINATION OF THE ABOVE-MENTIONED INSTRUMENT, WHICH CONTAINS A COMPLETE LEGAL DESCRIPTION OF THE AFFECTED PORTIONS OF SAID LAND. (PLOTTED)

NOTE:
 THE SURVEYORS OPINION IS THAT NO SCHEDULE "B" ITEMS PROVIDED BY SAID REPORT AFFECT THE PROPOSED VERIZON WIRELESS PREMISES SHOWN HEREON.

FLOOD_ZONE
 THIS PROJECT APPEARS TO BE LOCATED WITHIN FLOOD ZONE "X" AREAS OF 500 YEAR FLOOD; 100-YEAR FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITHIN DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 100 YEAR FLOOD ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP(S), MAP ID #06065C0761G, DATED AUG. 28, 2008.

BENCHMARK
 PROJECT ELEVATIONS ESTABLISHED FROM GPS DERIVED ORTHOMETRIC HEIGHTS BY APPLICATION OF NGS 'CEOID 09' MODELED SEPARATIONS TO ELLIPSOID HEIGHTS DETERMINED BY RAW STATIC GPS DATA PROCESSED ON THE NGS OPUS WEBSITE. ALL ELEVATIONS SHOWN HEREON ARE REFERENCED TO NAVD88.

BASIS OF BEARING
 BEARINGS SHOWN HEREON ARE BASED UPON U.S. STATE PLANE NAD83 COORDINATE SYSTEM CALIFORNIA STATE PLANE COORDINATE ZONE SIX, DETERMINED BY GPS OBSERVATIONS.

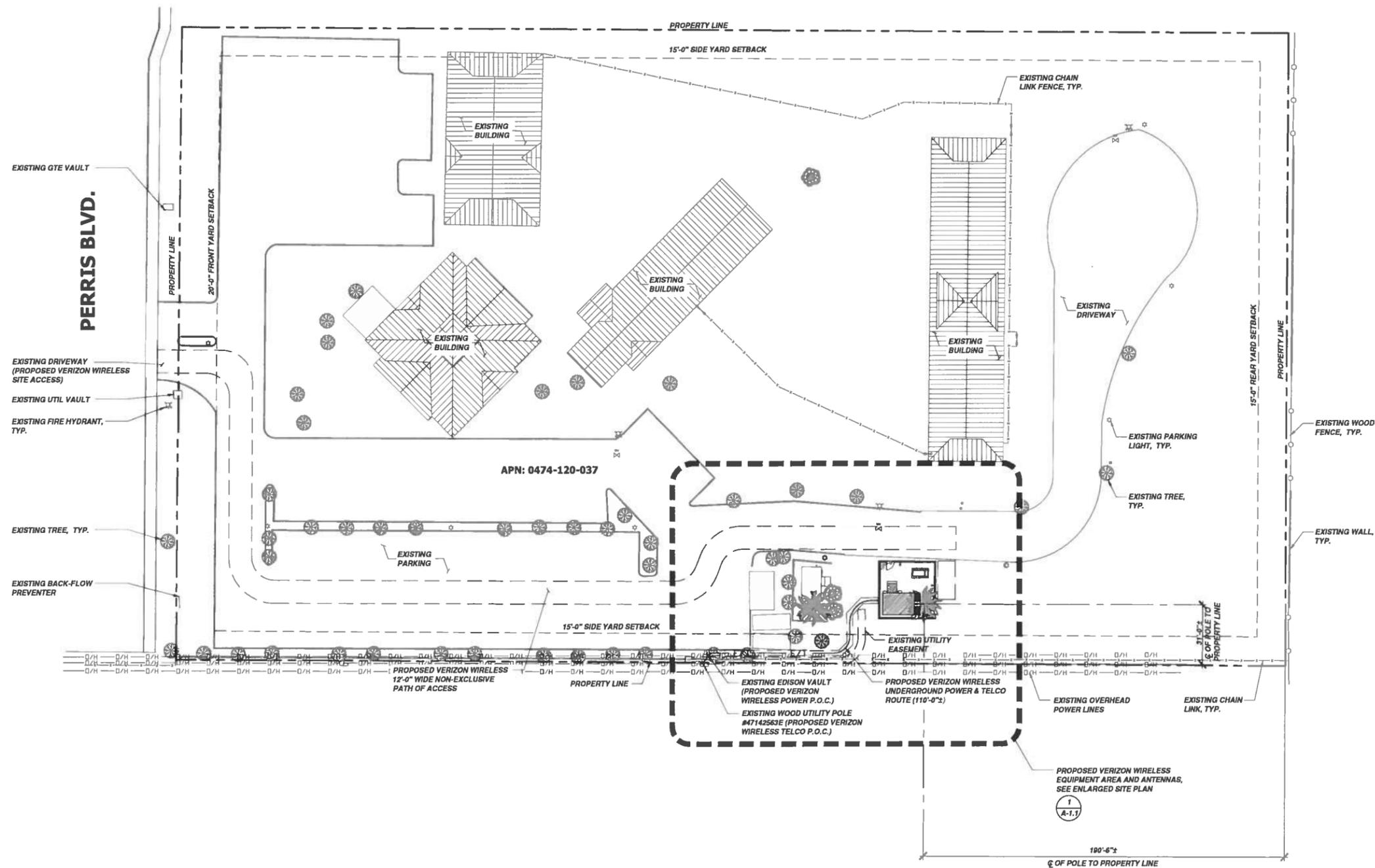
SURVEY DATE
 06/04/2014

UTILITY NOTES
 SURVEYOR DOES NOT GUARANTEE THAT ALL UTILITIES ARE SHOWN OR THEIR LOCATIONS ARE DEFINITE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND DEVELOPER TO CONTACT BLUE STAKE AND ANY OTHER INVOLVED AGENCIES TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION. REMOVAL, RELOCATION AND/ OR REPLACEMENT IS THE RESPONSIBILITY OF THE CONTRACTOR.

NOTES:
1. SITE PLAN SHALL MEET ALL ENGINEERING AND NPDES REQUIREMENTS.

verizonwireless
15505 SAND CANYON AVENUE
BUILDING 'D', 1ST FLOOR
IRVINE, CA 92618

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS
ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO VERIZON WIRELESS IS STRICTLY PROHIBITED



-24-

REV.	DATE	REVISION DESCRIPTION
1	08-15-14	100% ZONING DRAWINGS
0	07-28-14	90% ZONING DRAWINGS

PROJECT INFORMATION:
KITCHING
11650 PERRIS BLVD
MORENO VALLEY, CA 92557
RIVERSIDE COUNTY

CANDIDATE NAME:
SHEPHERD OF THE VALLEY
DRAWN BY: **PL** CHECKED BY: **SB**

SHEET TITLE:
OVERALL SITE PLAN

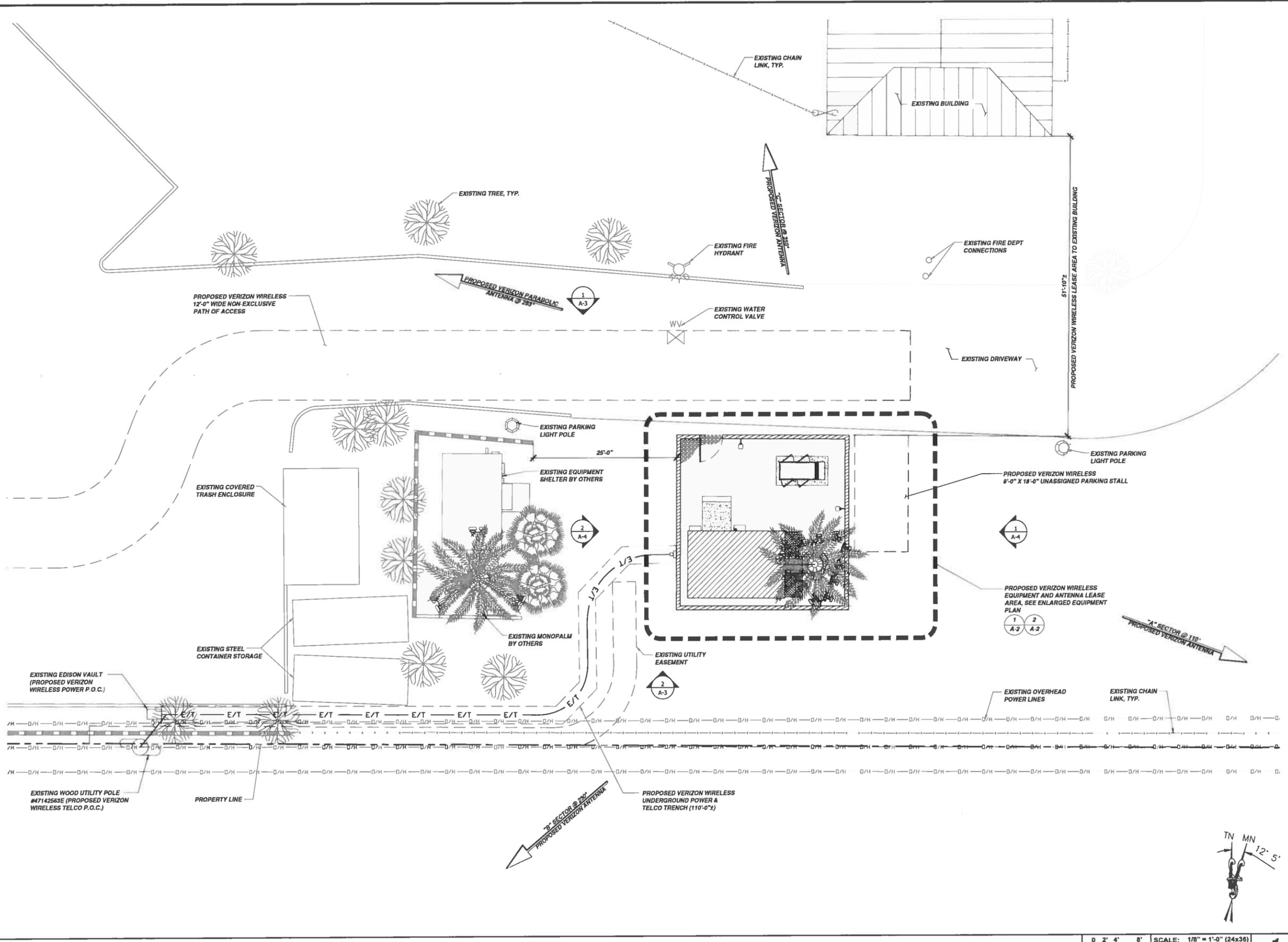
SHEET NUMBER: **A-1** REV: **1**

OVERALL SITE PLAN

OWNERSHIP OF DOCUMENTS: THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN, AS IN INSTRUMENT OF PROFESSIONAL SERVICE, ARE THE PROPERTY OF SMARTLINK, LLC AND ARE NOT TO BE USED IN WHOLE OR IN PART FOR OTHER PROJECTS WITHOUT THE WRITTEN AUTHORIZATION OF SMARTLINK, LLC. IT IS UNLAWFUL FOR ANY PERSON TO AMEND ANY ASPECT OF THESE DRAWINGS UNLESS THEY HAVE THE APPROVAL OF THE LICENSED PROFESSIONAL IN WRITING.

30' 0 15' 30' SCALE: 1" = 30'-0" (24x36)
(OR) 1/2" = 30'-0" (11x17)

1



verizonwireless
 15505 SAND CANYON AVENUE
 BUILDING 'D', 1ST FLOOR
 IRVINE, CA 92618

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS. ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO VERIZON WIRELESS IS STRICTLY PROHIBITED.

REV.	DATE	REVISION DESCRIPTION
1	08-15-14	100% ZONING DRAWINGS
0	07-28-14	90% ZONING DRAWINGS

PROJECT INFORMATION:
KITCHING
 11650 PERRIS BLVD
 MORENO VALLEY, CA 92557
 RIVERSIDE COUNTY

CANDIDATE NAME:
SHEPHERD OF THE VALLEY
 DRAWN BY: **PL** CHECKED BY: **SB**

SHEET TITLE:
ENLARGED SITE PLAN

SHEET NUMBER: **A-1.1** REV.: **1**

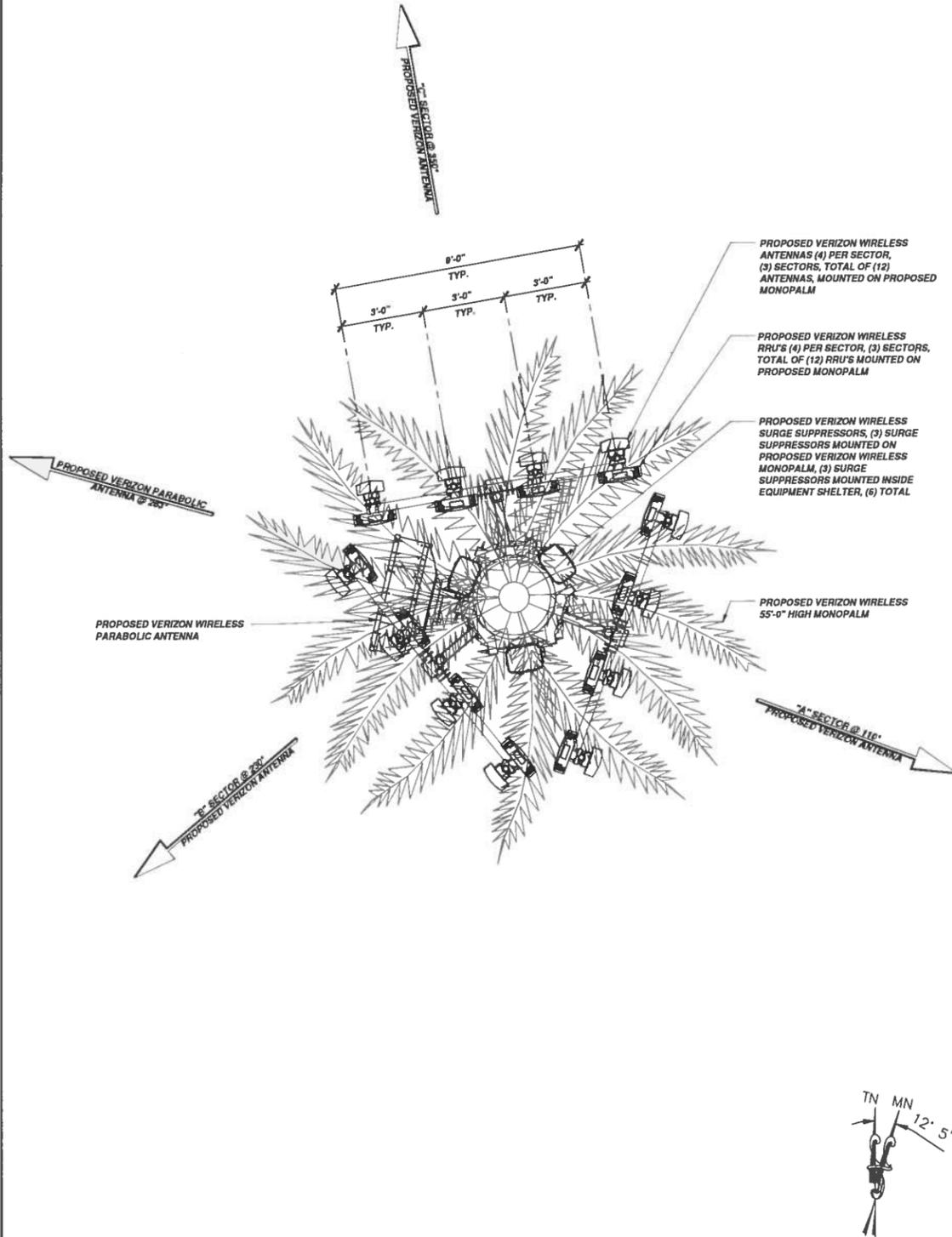
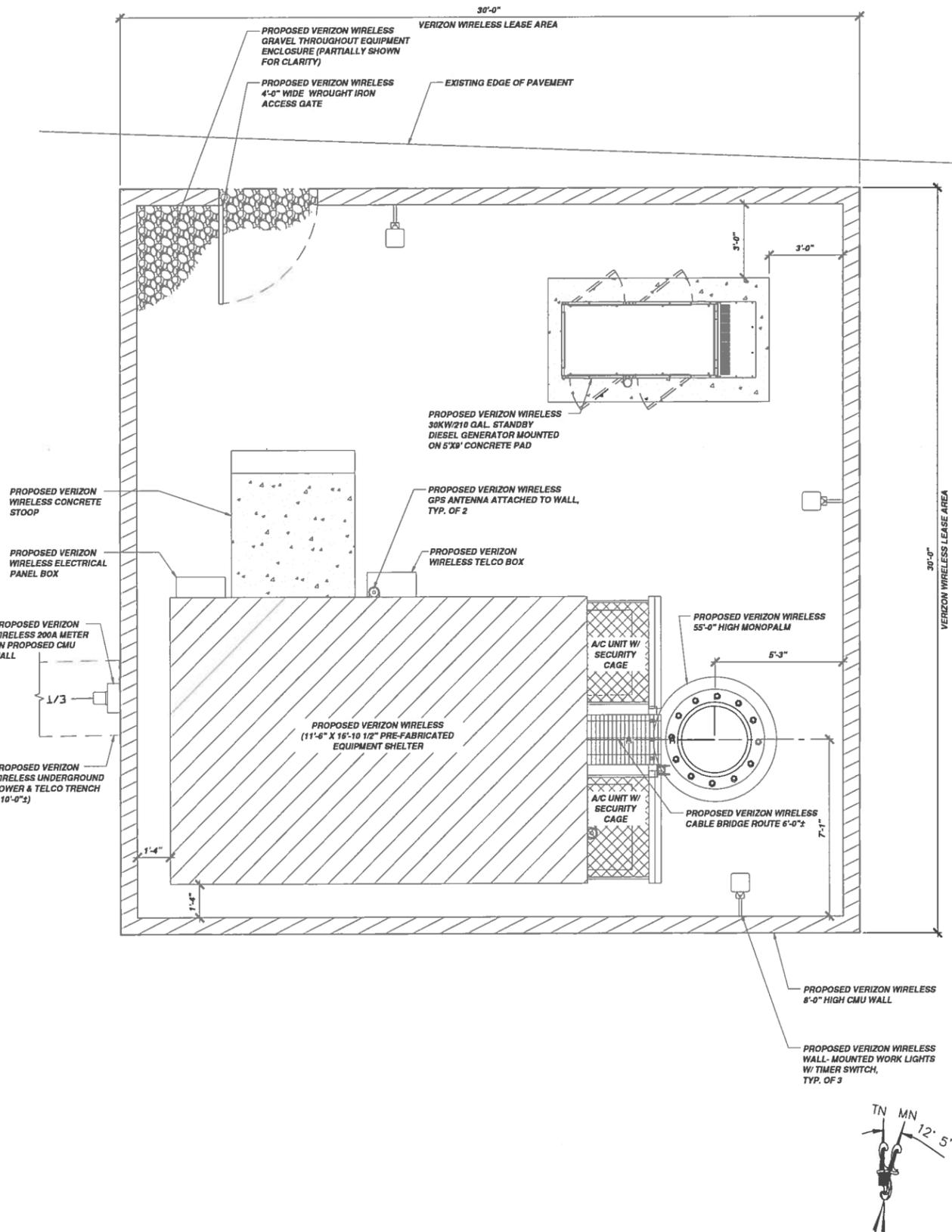
ENLARGED SITE PLAN

SCALE: 1/8" = 1'-0" (24x36)
 (OR) 1/16" = 1'-0" (11x17)

OWNERSHIP OF DOCUMENTS: THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN, AS IN INSTRUMENT OF PROFESSIONAL SERVICE, ARE THE PROPERTY OF SMARTLINK, LLC AND ARE NOT TO BE USED, IN WHOLE OR IN PART, FOR OTHER PROJECTS WITHOUT THE WRITTEN AUTHORIZATION OF SMARTLINK, LLC. IT IS UNLAWFUL FOR ANY PERSON TO AMEND ANY ASPECT OF THESE DRAWINGS UNLESS THEY HAVE THE APPROVAL OF THE LICENSED PROFESSIONAL IN WRITING.

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS. ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO VERIZON WIRELESS IS STRICTLY PROHIBITED.

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EQUIPMENT PLAN

0 1' 2' 3' SCALE: 3/8" = 1'-0" (24x36)
(OR) 3/16" = 1'-0" (11x17)

1

ANTENNA PLAN

0 1' 2' 3' SCALE: 3/8" = 1'-0" (24x36)
(OR) 3/16" = 1'-0" (11x17)

2

PROJECT INFORMATION:
KITCHING
11650 PERRIS BLVD
MORENO VALLEY, CA 92557
RIVERSIDE COUNTY

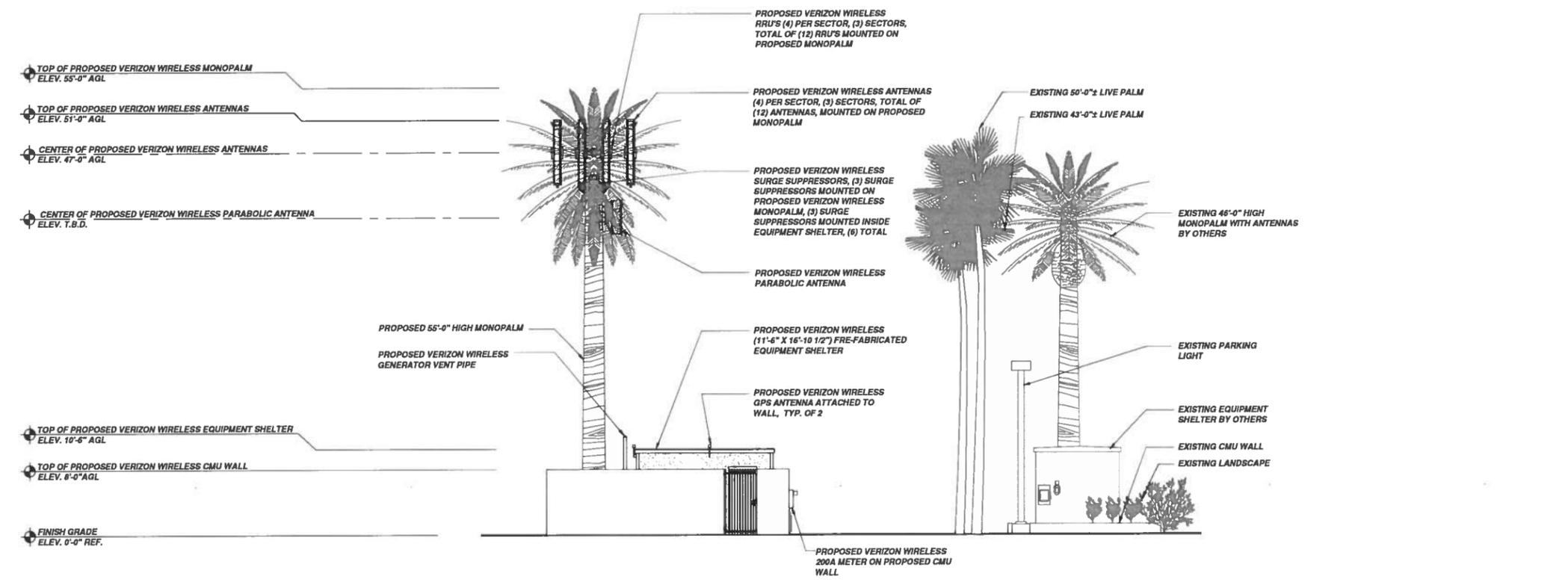
CANDIDATE NAME:
SHEPHERD OF THE VALLEY

DRAWN BY: **PL** CHECKED BY: **SB**

SHEET TITLE:
ENLARGED EQUIPMENT & ANTENNA PLANS

SHEET NUMBER: **A-2** REV.: **1**

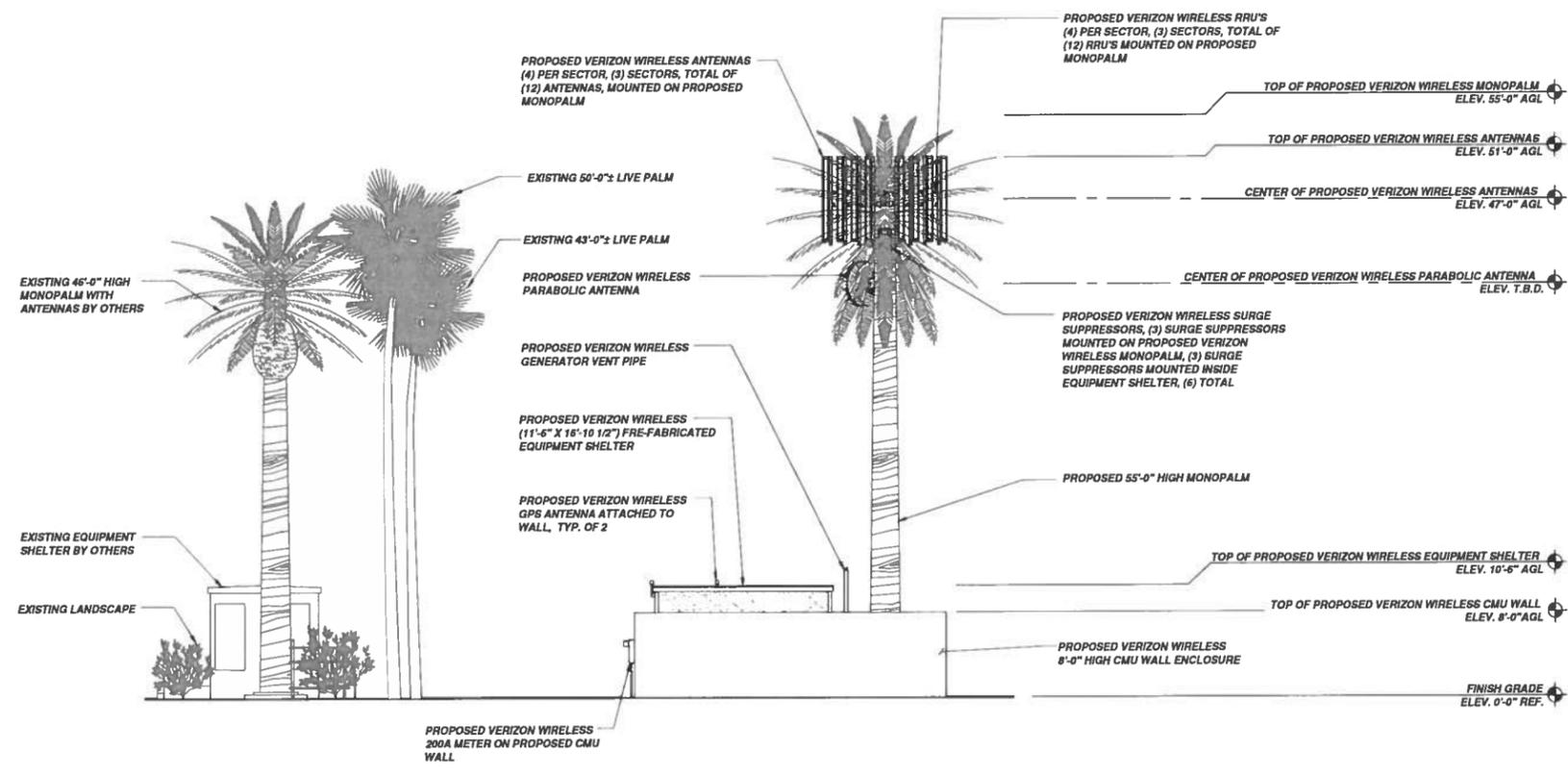
THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS
 ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO VERIZON WIRELESS IS STRICTLY PROHIBITED



NORTH ELEVATION

0 2' 4' 8' SCALE: 1/8" = 1'-0" (24x36)
 (OR) 1/16" = 1'-0" (11x17) **1**

REV.	DATE	REVISION DESCRIPTION
1	08-15-14	100% ZONING DRAWINGS
0	07-28-14	90% ZONING DRAWINGS



SOUTH ELEVATION

0 2' 4' 8' SCALE: 1/8" = 1'-0" (24x36)
 (OR) 1/16" = 1'-0" (11x17) **2**

PROJECT INFORMATION:
KITCHING
 11650 PERRIS BLVD
 MORENO VALLEY, CA 92557
 RIVERSIDE COUNTY

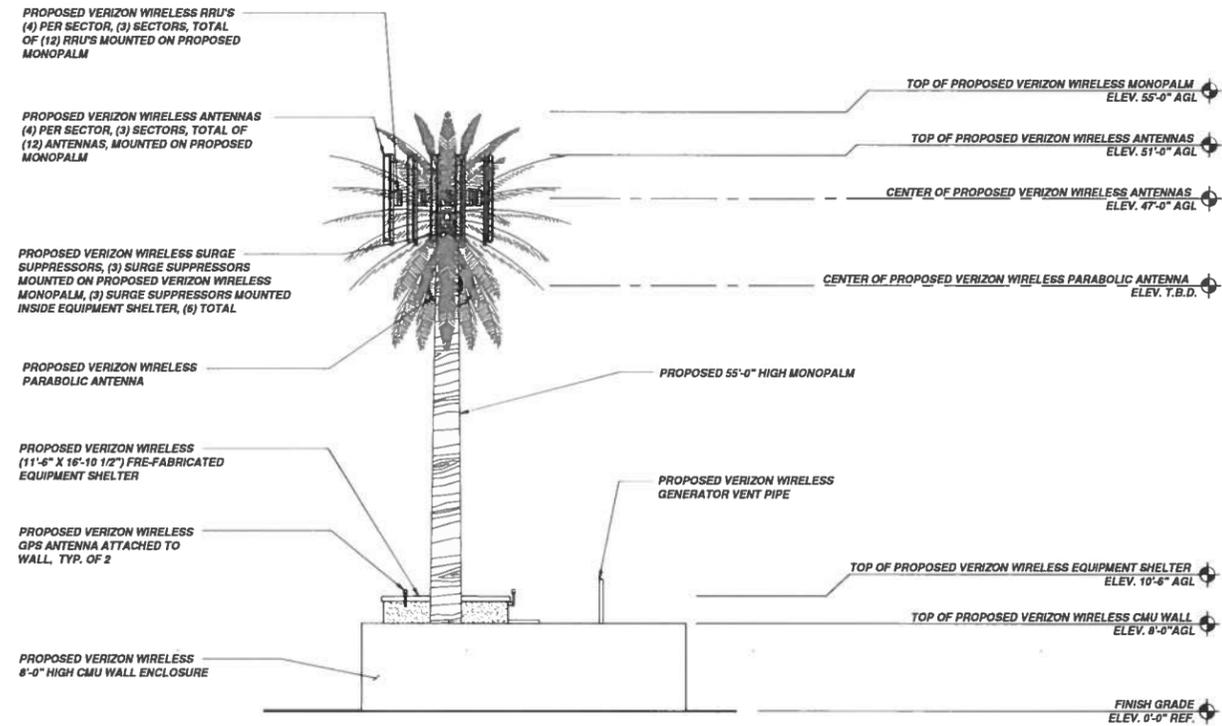
CANDIDATE NAME:
SHEPHERD OF THE VALLEY
 DRAWN BY: **PL** CHECKED BY: **SB**

SHEET TITLE:
NORTH & SOUTH ELEVATIONS

SHEET NUMBER: **A-3** REV.: **1**

-27-

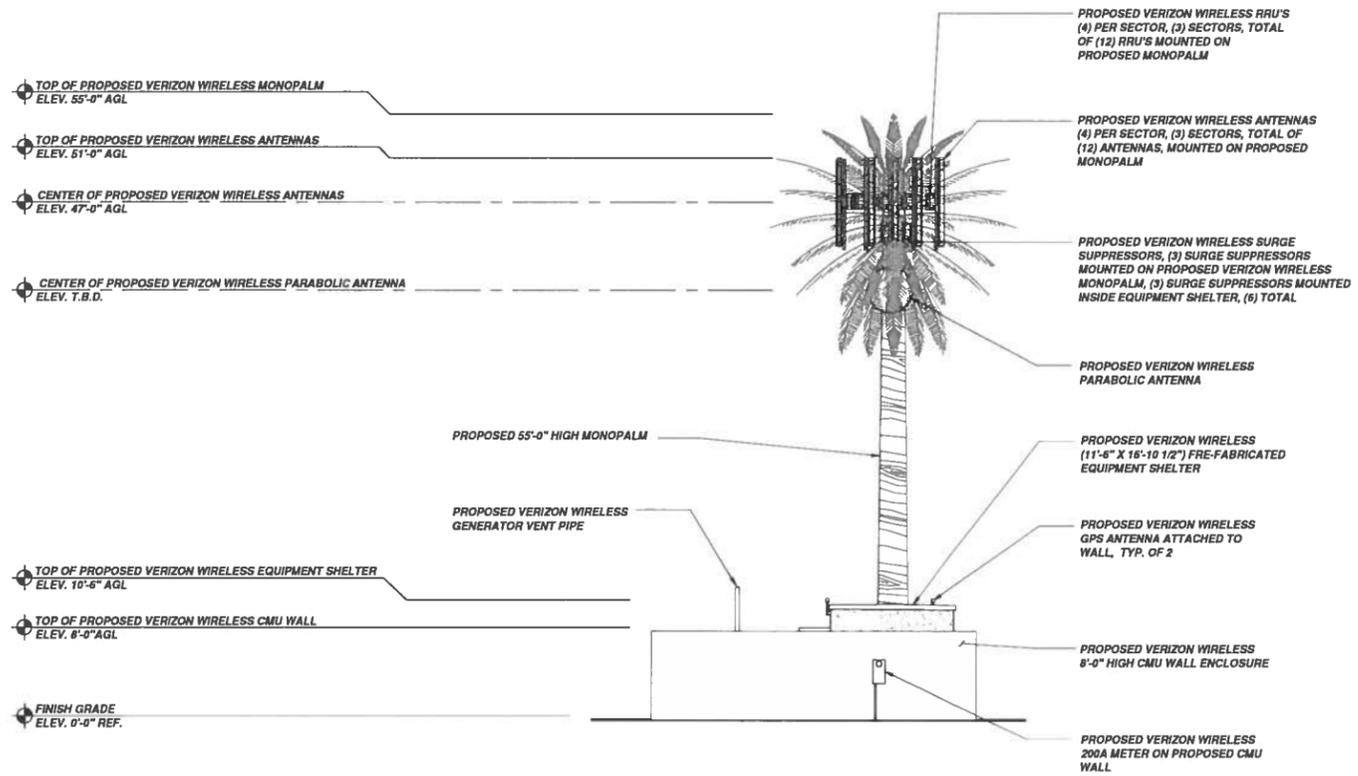
THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY & CONFIDENTIAL TO VERIZON WIRELESS. ANY USE OR DISCLOSURE OTHER THAN AS IT RELATES TO VERIZON WIRELESS IS STRICTLY PROHIBITED.



EAST ELEVATION

0 2' 4' 8' SCALE: 1/8" = 1'-0" (24x36)
(OR) 1/16" = 1'-0" (11x17) **1**

REV.	DATE	REVISION DESCRIPTION
1	08-15-14	100% ZONING DRAWINGS
0	07-28-14	90% ZONING DRAWINGS



WEST ELEVATION

0 2' 4' 8' SCALE: 1/8" = 1'-0" (24x36)
(OR) 1/16" = 1'-0" (11x17) **2**

PROJECT INFORMATION:
KITCHING
11650 PERRIS BLVD
MORENO VALLEY, CA 92557
RIVERSIDE COUNTY

CANDIDATE NAME:
SHEPHERD OF THE VALLEY

DRAWN BY: **PL** CHECKED BY: **SB**

SHEET TITLE:
EAST & WEST ELEVATIONS

SHEET NUMBER: **A-4** REV.: **1**



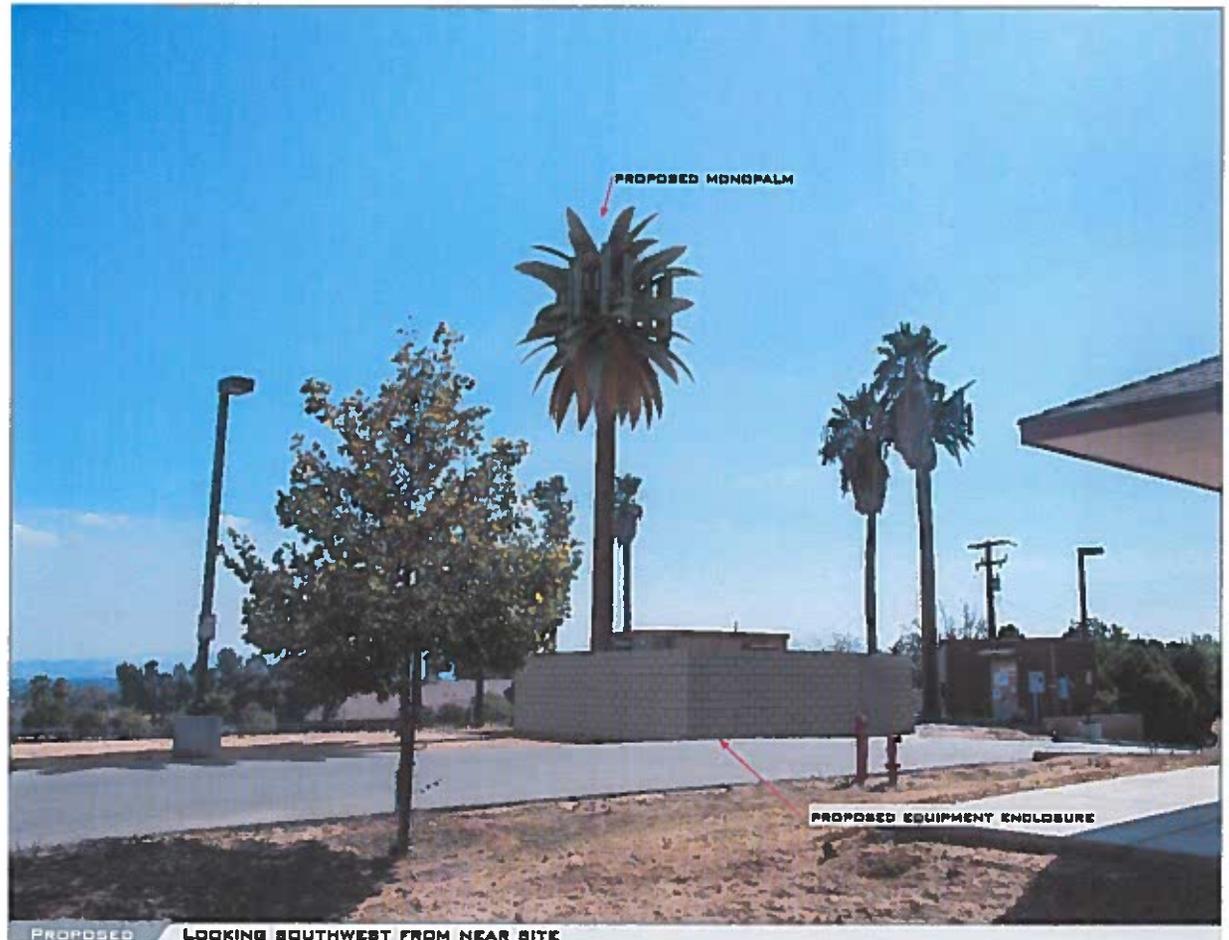
KITCHING

11650 FERRIS BOULEVARD MORENO VALLEY CA 92557



VIEW 3

-29-



ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.



KITCHING

11650 PERRIS BOULEVARD MORENO VALLEY CA 92557



VIEW 2

-30-



ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.



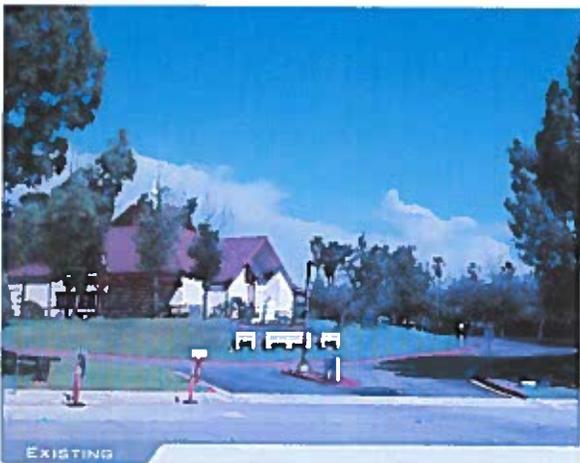
KITCHING

11650 FERRIS BOULEVARD MORENO VALLEY CA 92557



VIEW 1

-31-



ACCURACY OF PHOTO SIMULATION BASED UPON INFORMATION PROVIDED BY PROJECT APPLICANT.

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smartlink

September 19, 2014

Authorized Agent for **Verizon Wireless LLC**

Verizon Wireless Project Name: **Kitching**

City of Moreno Valley
Application for a Telecommunications Facility
Project Information and Justification

Verizon Wireless LLC is requesting approval of a Telecommunications Facility for the construction and operation of an unmanned wireless telecommunications facility (cell site), and presents the following project information for your consideration.

Project Location

Address: 11650 Perris Blvd.
APN: 0474-120-037
Zoning: R-5

Project Representative

Barbara Saito for Smartlink LLC
418 N. Cloverdale Lane, Walnut, CA 91789
909-723-6152

Verizon Wireless Contact

Name: Ahmad Smith, Project Manager
Address: 15505 Sand Canyon Avenue, Bldg. D, Irvine, CA 92618
Contact Information: 949.286.7512

Project Description

The project consists of the installation of a 55 foot tall antenna structure designed to resemble a palm tree, a 12x17 foot equipment shelter, and generator within a 30x30 foot walled compound. Twelve panel antennas, 1 microwave dish, 12 RRHs, and 3 surge protectors will be attached to the tower. Radio equipment will be housed in the shelter. There will also be 2 gps units within the compound.

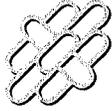
Project Objectives

There are several reasons why a wireless carrier requires the installation of a cell site within a specified area:

Coverage – No service, or insufficient service, currently existing in the vicinity

Capacity – Service exists, but is currently overloaded or approaching overload, preventing successful call completion during times of high usage.

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p: 410.263.5465 (LINK) • f: 410.263.5470 • 1.888.828.5465 (LINK)
www.smartlinkllc.com



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Quality – Service exists, but signal strength is inadequate or inconsistent.

E911 – Effective site geometry within the overall network is needed to achieve accurate location information for mobile users through triangulation with active cell sites. (Half of all 911 calls are made using mobile phones.)

Enhanced Voice and Data services – Current service does not provide adequate radio-support for advanced services.

In this instance, the purpose of site is to better provide coverage on the north side of the 10 Freeway along Avenue 42 from Monroe St and Golf Center Parkway. There is a heavy amount of usage in this area due to the many commercial stores/buildings located there.

Project Benefits

More than 80-percent of all Americans subscribe to cell phone service. People of all ages rely increasingly on their cell phones to talk, text, send media, search the Internet, and conduct business. It takes a robust physical network of antennas and supporting radio equipment to successfully provide those wireless connections, virtually anywhere and at anytime, as expected by each one of our customers.

The installation and operation of the proposed facility will also offer improved:

- Communications for local, state, and federal emergency services providers, such as police, fire, paramedics, and other first-responders.
- Personal safety and security for community members who are experiencing emergencies, or have an urgent need to reach family members or friends. Safety is the primary reason parents provide cell phones to their children. Currently 25% of all preteens, ages 9 to 12, and 75% of all teens, aged 13 to 19, have cell phones.
- Capability of local businesses to better serve their customers.
- Opportunity for a city or county to attract businesses to their community for greater economic development.

Site Selection

Customer demand drives that need for new cell sites. Data relating to incomplete and dropped calls is gathered, drive-tests are conducted, and scientific modeling using sophisticated software are all taken into account. Once the need for a new site is identified, a target search area is provided to a real estate professional to begin a search for a suitable location.

First, properties under consideration for the installation of a cell site must appear to have enough space to accommodate an antenna structure and its supporting radio equipment. The size of this space will vary depending on the objective of the site.

Additionally, four key elements are considered in the selection process:

- **The Lease:** The property must have an owner who is willing to enter into a long-term lease agreement under specific terms and conditions.

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- Zoning: It must be suitably zoned in accordance with local land-use codes to allow for a successful permitting process.
- Construction: Construction constraints and costs must be reasonable from a business perspective, and the proposed project must be capable of being constructed in accordance with local building codes and safety standards.
- RF: It must be strategically located to be able to meet the radio-frequency engineer's objective and antennas must be located at a height to clear nearby obstructions.

The property has an existing church compound. There is also an existing wireless facility, also designed to resemble a palm tree. The proposed facility is located towards the rear of the parcel next to the existing facility.

Why is the height necessary?

Certain uses by their very nature require height to be effective. Examples include silos, chimneys and water towers, which have practical as well as safety reasons that require them to be of greater height than allowed by the zoning regulations. Silos are designed to store dry materials. The height not only allows for more storage in a small area, but also helps to keep the dry goods dry. Chimneys have increased height to guide smoke away from the occupied area. Water towers utilize height to create the necessary water pressure to provide for domestic uses as well as fire protection. Restricting on these types of facilities would certainly reduce their effectiveness, and possibly render them useless.

Just as the water tanks utilize physics to create water pressure, so radio transmission utilizes physics to provide communication. Limiting a transmission facility to a certain height does not recognize the physical needs of the facility, and can render the facility useless.

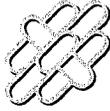
The subject antennas must be able to send out signals to, and receive signals from mobile radios. These radios are either installed in motor vehicles or are portable. A mobile radio and a portable radio operate at different power levels. The transmission signals must be stronger for a portable radio to receive them.

As implied, these radios move around from place to place. They are sometimes in the path of the signal, sometimes out of the path. While they are in the path of a signal, they can receive and transmit to the base antennas, and communicate with the world. While out of the path, they cannot transmit or receive the base signal, therefore cannot communicate with anyone. In a shadow area, the signal is sometimes strong enough to be received by the mobile radio, but not by the portable. This point is of great significance when the users of the portable radio are emergency personnel.

Radio communication is transmitted through waves. If something is in the way of the wave, the wave can bounce off the obstruction (refraction), bounce back (reflection), or stop its forward motion (absorption). Hills, trees, buildings and other objects represent obstructions in the path

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of the radio waves. Some of this obstruction is majorly based on the proximity, material, and size of the object. For instance, a tall hill that is immediate to the transmission site will effectively stop the radio wave from continuing on its path. A building made of steel will stop the transmission but a building made of wood frame construction will allow the wave to penetrate and continue along its path. Some of the energy is lost as the radio wave travels past the building, and the signal is dissipated.

Antennas are the facilities that allow radio waves to be transmitted or received. An antenna placed on the rooftop of a 40 foot building with a ground elevation of 100 feet, will send out its signal at 140 feet. This signal will keep going until it reaches something in its path which refracts, reflects, absorbs or receives it. If there were a 200 foot hill between the transmitting antenna and the receiving antenna, the hill would absorb some of the transmitted energy and refract the rest. The antenna on the far side of the hill will not be able to receive or transmit to the first antenna.

By raising the height of the first antenna in either of these examples, the radio signal can be received by the other antennas. The shadow can be reduced or eliminated entirely.

What impact will this facility make on the neighborhood?

There will be little impact to the adjacent properties. The perspective of a motorist is through his windshield. The passers-by would be more inclined to see the existing buildings and vegetation from the major thoroughfares.

Are there other alternatives to increasing the height?

There are no viable alternatives to the height. However, the zoning code allows a height up to 75 feet with planning commission approval.

Environmental Setting

The parcel is fully developed with buildings, landscaping and parking. The facility is being located in a landscaping area.

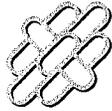
Alternate Candidate Analysis

No alternative candidates existing in the area due to residential uses.

The enclosed application is presented for your consideration. Verizon Wireless requests a favorable determination and approval of a Conditional Use Permit to build the proposed facility. Please contact me at 909-723-6152 for any questions or requests for additional information.

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Respectfully submitted,

Barbara Saito for Smartlink LLC.
Authorized Agent for Verizon Wireless LLC

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CITY OF MORENO VALLEY

PLANNING COMMISSION RULES OF PROCEDURE

I. RULES OF ORDER, ORGANIZATION AND OFFICERS

A. RULES OF ORDER

Except as otherwise provided in these Rules of Procedure, "The Standard Code of Parliamentary Procedure 4th Edition," shall be used as a guide to the conduct of the meetings of the Planning Commission; except as may otherwise be provided by applicable law, no omission to conform to said rules of order shall in any instance be deemed to invalidate any action taken by the Commission.

B. ORGANIZATION

The Planning Commission shall consist of seven regular members and shall be organized and exercise such powers as prescribed by Ordinance of the City of Moreno Valley.

C. OFFICERS

1. SELECTION

- a. A Chairperson and Vice-Chairperson shall be elected annually from among the Commission's membership at the first meeting in April, to serve at the pleasure of the Commission. The term of office for Chairperson and Vice-Chairperson shall be one (1) year. No person shall serve more than two consecutive terms as either Chairperson or Vice-Chairperson, however a commissioner may serve for two consecutive terms as Vice-Chairperson followed by two consecutive terms as Chairperson, or vice versa.
- b. If the Chairperson vacates his or her office before the term of office is completed, a new Chairperson shall be elected at the next regular meeting. A new Vice-Chairperson shall also be elected if the former Vice-Chairperson is elected Chairperson.
- c. In the absence of the Chairperson and Vice-Chairperson, any other member may call the Commission to order, whereupon a Chairperson pro tem shall be elected from the members present to preside.

2. RESPONSIBILITIES

The responsibilities and powers of the officers and staff of the Planning Commission shall be as follows:

a. Chairperson

- 1) Preside at all meetings of the Commission.
- 2) Call special meetings of the Commission in accordance with legal requirements and these Rules of Procedure.
- 3) Sign documents of the Commission.
- 4) See that all actions of the Commission are properly taken.
- 5) Assist staff in determining agenda items.
- 6) The Chairperson shall be an ex-officio member of all committees of the Planning Commission with voice but not vote.

b. Vice-Chairperson

During the absence, disability or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all the duties and be subject to all the responsibilities of the Chairperson.

- c. The Planning Official with the assistance of his staff, shall be responsible for providing the Commission with proposed minutes of its meetings, with proposed forms of resolutions when appropriate, with staff reports and recommendations on matters of business which come before the Commission, and with proposed forms of recommendations and reports for the Commission.

D. POWERS AND DUTIES

The functions, powers and duties of the Planning Commission shall be all those functions, powers and duties of a Planning Commission and Board of Zoning Adjustment as provided in Chapters 3 and 4 of Title 7 commencing with Section 65100 of the Government Code of the State (the Planning and Zoning Law), as the same may be hereafter amended. The Planning Commission shall perform such other duties and functions as may be designated by the City Council.

E. ETHICAL PROCESS AND PROCEDURE

1. Whenever after appointment, a Commissioner possesses or is likely to possess a financial interest in a project which is pending or likely to be pending in the foreseeable future before the Commission, it is the duty of the Commissioner to disclose for the record the interest and abstain not only from discussion and voting, but a higher duty to abstain from discussion with any other Commissioner or staff concerning any matters relevant to the

project, wherein the Commissioner has a financial interest in the decision.

2. It is equally unethical and improper for such Commissioner to recommend to other individuals that they contact other Commissioners or staff with respect to any matter relevant to the project.
3. Whenever a Commissioner discovers the existence of a possible conflict of interest and is unsure as to that situation, the Commissioner should consult with the City Attorney or the staff of the FPPC for clarification of his or her position; in the event a financial interest or likely financial interest exists in a project, the record should so disclose and be available for review.
4. No Commissioner should continue to serve as a Commissioner if it appears likely that he or she will receive substantial financial gain (obtain a financial interest as defined in the FPPC) from a large number of Planning Commission decisions on projects in a broad area of interest.
5. Nothing contained herein shall be construed to relieve a Commissioner of any duty imposed by State law or to change the law and regulations applicable to conflict and disclosure matters.
6. With respect to membership by a Commissioner in any other organization which may be incompatible with membership on the Planning Commission, the Commissioner should consider, to the extent recognized by law, any or all of the following, as may be applicable:
 - a. Withdrawal of membership from either the Commission or the said organization.
 - b. Leave of absence from the conflicting organization.
 - c. Inactivity during Commission tenure.
 - d. Being a non-voting participant in the conflicting organization.
 - e. Being a non-office holder in the conflicting organization.
 - f. Being a non-policy making member in the conflicting organization.
 - g. Making no public statements within or about the organization.

F. FITNESS TO SERVE; STATEMENT OF PRIOR CONVERSATIONS

1. Any Planning Commissioner who wishes to serve the City of Moreno Valley shall adhere to the goals, performance objectives, duties, responsibilities, ethical process and procedure, and public relations standards as herein listed.
2. Present Commissioners who wish to serve but cannot justifiably adhere to the contents of these Rules of Procedure must evaluate their fitness to serve.
3. Any Commissioner shall declare, prior to voting in the recorded minutes, whether or not they talked or otherwise communicated independently with the developer, with the proponents, or with the opponents or with a representative of the developer, proponents or opponents concerning a project under consideration. Commissioners shall further publicly disclose the substance of any such communication.

II. MEETINGS

A. PUBLIC MEETINGS

All meetings shall be held in full compliance with state law, ordinances of the City, and these Rules of Procedure.

B. REGULAR MEETINGS

1. Regular meetings shall be held on the second and fourth Thursdays of each month at 7:00 p.m in the Council Chambers at City Hall, 14177 Frederick Street, Moreno Valley, California, unless otherwise determined by the Commission.
2. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting shall occur on the next business day, or cancelled by motion adopted by the Planning Commission.

C. ADJOURNED MEETINGS

In the event it is determined by the Planning Commission to adjourn its meeting to a certain hour on another day, a specific date, time, and place must be set by the Commission prior to the regular motion to adjourn, and the meeting so adjourned.

D. SPECIAL MEETINGS

Special meetings of the Planning Commission may be held at any time upon the call of the Chairperson or by a majority of the voting members

of the Commission or upon request of the City Council following at least 48 hours' notice to each member of the Commission and to the press, and to each person who has duly requested notice of such meetings. The time and place of the special meeting shall be determined by the convening authority, except that the meeting place shall be within the corporate limits of the City. Only those matters of business described in the call and notice for a special meeting shall be considered by the Commission.

E. STUDY SESSIONS/WORKSHOPS

1. The Commission may be convened as a whole or as a committee of the whole in the same manner as prescribed for the calling of a special meeting for the purpose of holding a study session provided that no official action shall be taken and no quorum shall be required.
2. All study sessions shall be open to the public.

F. AGENDA

1. An agenda for each meeting of the Commission shall be prepared by the Planning Official or his delegate with the cooperation and approval of the Chairperson or in the absence of the Chairperson, by the Vice-Chairperson.
 - a. The Commission cannot guarantee that applicants meeting filing deadlines will be placed on the agenda of the first meeting thereafter.
 - b. A copy of the agenda for each meeting of the Commission shall be posted at City Hall seventy-two (72) hours prior to each regular meeting and at least twenty-four (24) hours prior to each special meeting of the Commission.

G. ORDER OF MEETINGS

1. Unless the Chairperson in his or her discretion otherwise directs, the order of business shall be as follows:
 - a. The Chairperson shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Commission to order.
 - b. Members present and absent shall be recorded.
 - c. Pledge of Allegiance shall be made.
 - d. The agenda shall be approved as submitted or revised (to the extent permitted by law).
 - e. The public shall be advised of the procedures to be followed in the meeting.

- f. The minutes of any preceding meeting shall be submitted for approval.
- g. Public comment shall be taken, during which any member of the audience may comment on any matter which is not listed on the agenda. A time limit of three minutes shall be imposed on each individual.
- h. The Commission shall then hear and act upon those proposals scheduled for consideration at public hearing, followed by such other matters of business and reports as the Commission or Planning Official finds to require Commission consideration, and as may be properly considered at that time.
- i. No action shall be taken by the Commission during any regular meeting on any item not appearing on the posted agenda unless any of the following conditions apply:
 - 1) A majority of the Commission determines that an “emergency situation” exists.
 - 2) The Commission determines by a two-thirds vote, or by a unanimous vote if less than two-thirds of the members are present, that the “need to take action” on the item arose subsequent to the posting of the agenda, or
 - 3) The item was included in a properly posted agenda for a prior meeting occurring not more than five days prior to the date of the meeting at which the action is taken and was continued to the meeting at which the action is taken.
- j. Adjournment.

2. PRESENTATION OR HEARING OF PROPOSALS

The following shall be the order of procedure for public hearings or other proposals concerning planning and zoning matters, and for testimony, unless the Chairperson in his or her discretion shall otherwise direct.

- a. The Chairperson shall announce the subject of the public hearing or other proposals as advertised.
- b. If a request is made for continuance, a motion may be made, seconded and voted upon to continue the public hearing to a definite time, date and place. The Commission may elect to open the hearing and receive evidence prior to acting upon a request or motion to continue the matter.

c. The staff shall be asked to present the substance of the application, staff report and recommendation, and to answer technical questions from the Commission.

d. ORDER OF TESTIMONY

- 1) Applicant's statement.
- 2) Public comment.
- 3) A rebuttal from the applicant.
- 4) The Chairperson may allow further comments from opponents, proponents and applicant as deemed appropriate by the Chairperson.
- 5) Public Hearing closed.
- 6) The Commission shall then deliberate and either determine the matter or continue the matter to another date and time certain.

e. RULES OF TESTIMONY

- 1) Persons presenting testimony to the Commission are requested to give their name and address for the record.
- 2) If there are numerous people in the audience who wish to participate on the issue, and it is known that all represent the same opinion, a spokesman should be selected to speak for the entire group, if possible. The spokesman will thus have the opportunity of speaking for a reasonable length of time and of presenting a complete case.
- 3) To avoid unnecessary cumulative evidence, the Chairperson may limit the number of witnesses or the time of testimony on a particular issue.
- 4) Irrelevant and off-the-subject comments will be ruled out of order.
- 5) The Chairperson will not permit personal remarks regarding the staff or individual Commissioners during a Public Hearing. Complaints should be submitted in writing or presented verbally as a separate item on the agenda.

- 6) No person shall address the Commission without first securing the permission of the Chairperson to do so.
- 7) All comments shall be addressed to the Commission. All questions shall be placed through the Chair.

H. MOTIONS

1. Action upon an order, resolution or other action of the Commission may be proposed by any commissioner by a motion. Before a motion can be considered it must be seconded, at which time it shall be on the floor and must be considered. If not seconded, the motion is lost for lack of a second.
2. A motion to adjourn shall always be in order except during roll call.
3. The Chairperson of the Commission, or other presiding officer, may make and second motions and debate from the Chair subject only to such limitations of debate as are imposed on all members of the Commission. However, since the Chairperson is primarily responsible for the conduct of the meeting, if he or she personally desires to engage in extended debate on questions before the Commission, he or she should consider turning the Chair over to another Commissioner.

I. VOTING

1. VOTING REQUIREMENTS

- a. Four members shall constitute a quorum and an affirmative vote of a majority of those Commissioners present and voting (but not less than three votes) shall be required to carry a motion, unless a larger number of votes is required by applicable ordinance or other law.
- b. When a member of the Commission abstains from voting on any matter before it because of a potential conflict of interest, that member shall not be counted towards meeting any quorum requirement. Furthermore, said vote shall not constitute nor be considered as either a vote in favor of or opposition to the matter being considered. When a member of the Commission abstains from voting for any reason other than a potential conflict of interest, the abstention shall be counted with the majority.

2. RECORDING OF VOTES

The minutes of the Commissioner's proceedings shall show the vote of each member, including if they were absent or failed to vote on a matter considered.

3. DISQUALIFICATION FROM VOTING

A member shall disqualify himself or herself from voting in accordance with the applicable Conflict of Interest Code. When a person disqualifies himself or herself, he or she shall disclose the disqualification prior to Commission consideration of the matter, and the disqualified member shall then leave the voting area.

4. RECONSIDERATION

A motion for reconsideration of a matter may be made by any commissioner who voted with the prevailing majority on the matter to be reconsidered. Any commissioner may second a motion for reconsideration. If the matter under reconsideration was first considered under a public hearing, the public hearing shall be reopened before any additional evidence is considered. A motion for reconsideration must be made at the same meeting as the meeting where the matter was voted upon.

- J. The Chairperson or such other person who may be presiding at meetings of the Commission is responsible for the maintenance of order and decorum at all times. No person should speak who has not first been recognized by the Chair. All questions and remarks should be addressed to the Chair.
- K. Any Commissioner may move to require the Chairperson or person presiding at the meeting to enforce the rules, and the affirmative vote of a majority of the Commissioners present shall require him or her to so act.
- L. Commissioners shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the Commission, and shall refrain at all times from rude and derogatory remarks, negative reflections as to integrity, abusive comments, and statements as to motive and personality.
- M. All written materials to be delivered to the Planning Commission concerning its official business shall be delivered to Planning Division staff for distribution. Staff is advised to distribute written materials concerning any matter on the agenda to the Planning Commission at least seven days (Thursday of the week before each regular meeting) before the date of the meeting when the matter is to be considered by the Planning Commission. If it is not reasonably possible to distribute the material at least seven days before the meeting when the matter is to be considered, the material may be distributed at the earliest possible time with a copy also distributed at the meeting.

- N. During Planning Commission meetings, all written materials not already included in the materials which have been previously provided to the Planning Commission and which are offered for consideration by the Commission, shall be distributed to the Planning Commission. The Planning Commission shall consider such written materials as reasonably possible at the time of the meeting.
- O. Failure to comply with the strict provisions of these rules shall not necessarily invalidate any action taken by the Commission.

III. REVIEW AND AMENDMENTS PROCEDURE

- A. These Rules of Procedure shall be reviewed in July of each year by a subcommittee appointed by the Chair with the general agreement of the Commission. The review subcommittee shall present their recommendation for amending or not amending these rules.
- B. In addition, these Rules of Procedure may be amended at any meeting of the Planning Commission by a majority of the membership (four affirmative votes) of the Commission provided that notice of the proposed amendment is received by each Commissioner not less than five days prior to said meeting.

CITY OF MORENO VALLEY
PLANNING COMMISSION RULES OF PROCEDURE

I. RULES OF ORDER, ORGANIZATION AND OFFICERS

A. RULES OF ORDER

Except as otherwise provided in these Rules of Procedure, "~~Roberts Rules of Order, Newly Revised~~The Standard Code of Parliamentary Procedure 4th Edition," shall be used as a guide to the conduct of the meetings of the Planning Commission; except as may otherwise be provided by applicable law, no omission to conform to said rules of order shall in any instance be deemed to invalidate any action taken by the Commission.

B. ORGANIZATION

The Planning Commission shall consist of seven regular members and shall be organized and exercise such powers as prescribed by Ordinance of the City of Moreno Valley.

C. OFFICERS

1. SELECTION

- a. A Chairperson and Vice-Chairperson shall be elected annually from among the Commission's membership at the first meeting in April, to serve at the pleasure of the Commission. The term of office for Chairperson and Vice-Chairperson shall be one (1) year. No person shall serve more than two consecutive terms as either Chairperson or Vice-Chairperson, however a commissioner may serve for two consecutive terms as Vice-Chairperson followed by two consecutive terms as Chairperson, or vice-versa.
- b. If the Chairperson vacates his or her office before the term of office is completed, a new Chairperson shall be elected at the next regular meeting. A new Vice-Chairperson shall also be elected if the former Vice-Chairperson is elected Chairperson.
- c. In the absence of the Chairperson and Vice-Chairperson, any other member ~~shall~~may call the Commission to order, whereupon a Chairperson pro tem shall be elected from the members present to preside.

2. RESPONSIBILITIES

Effective April 1, 1990
Amended January 2002

The responsibilities and powers of the officers and staff of the Planning Commission shall be as follows:

a. Chairperson

- 1) Preside at all meetings of the Commission.
- 2) Call special meetings of the Commission in accordance with legal requirements and these Rules of Procedure.
- 3) Sign documents of the Commission.
- 4) See that all actions of the Commission are properly taken.
- 5) Assist staff in determining agenda items.
- 6) The Chairperson shall be an ex-officio member of all committees of the Planning Commission with voice but not vote.

b. Vice-Chairperson

During the absence, disability or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all the duties and be subject to all the responsibilities of the Chairperson.

- c. The Planning Official with the assistance of his staff, shall be responsible for providing the Commission with proposed minutes of its meetings, with proposed forms of resolutions when appropriate, with staff reports and recommendations on matters of business which come before the Commission, and with proposed forms of recommendations and reports for the Commission.

D. POWERS AND DUTIES

The functions, powers and duties of the Planning Commission shall be all those functions, powers and duties of a Planning Commission and Board of Zoning Adjustment as provided in Chapters 3 and 4 of Title 7 commencing with Section 65100 of the Government Code of the State (the Planning and Zoning Law), as the same may be hereafter amended. The Planning Commission shall perform such other duties and functions as may be designated by the City Council.

E. ETHICAL PROCESS AND PROCEDURE

1. Whenever after appointment, a Commissioner possesses or is likely to possess a financial interest in a project which is pending or likely to be pending in the foreseeable future before the Commission, it is the duty of the Commissioner to disclose for the record the interest and abstain not only from discussion and

Effective April 1, 1990

voting, but a higher duty to abstain from discussion with any other Commissioner or staff concerning any matters relevant to the project, wherein the Commissioner has a financial interest in the decision.

2. It is equally unethical and improper for such Commissioner to recommend to other individuals that they contact other Commissioners or staff with respect to any matter relevant to the project.
3. Whenever a Commissioner discovers the existence of a possible conflict of interest and is unsure as to that situation, the Commissioner should consult with the City Attorney or the staff of the FPPC for clarification of his or her position; in the event a financial interest or likely financial interest exists in a project, the record should so disclose and be available for review.
4. No Commissioner should continue to serve as a Commissioner if it appears likely that he or she will receive substantial financial gain (obtain a financial interest as defined in the FPPC) from a large number of Planning Commission decisions on projects in a broad area of interest.
5. Nothing contained herein shall be construed to relieve a Commissioner of any duty imposed by State law or to change the law and regulations applicable to conflict and disclosure matters.
6. With respect to membership by a Commissioner in any other organization which may be incompatible with membership on the Planning Commission, the Commissioner should consider, to the extent recognized by law, any or all of the following, as may be applicable:
 - a. Withdrawal of membership from either the Commission or the said organization.
 - b. Leave of absence from the conflicting organization.
 - c. Inactivity during Commission tenure.
 - d. Being a non-voting participant in the conflicting organization.
 - e. Being a non-office holder in the conflicting organization.
 - f. Being a non-policy making member in the conflicting organization.

- g. Making no public statements within or about the organization.

F. FITNESS TO SERVE; STATEMENT OF PRIOR CONVERSATIONS

1. Any Planning Commissioner who wishes to serve the City of Moreno Valley shall adhere to the ~~Goalsgoals, Performance performance, Objectivesobjectives, Dutiesduties, Responsibilitiesresponsibilities, Ethicalethical, Process process~~ and ~~Procedureprocedure~~, and ~~Public-public Relations relations Standards-standards~~ as herein listed.
2. Present Commissioners who wish to serve ~~who-but~~ cannot justifiably adhere to the contents of these ~~Rules of Procedure guidelines~~ must evaluate their fitness to serve.
3. Any Commissioner shall declare, prior to voting in the recorded minutes, whether or not they talked or otherwise communicated independently with the developer, with the proponents, or with the opponents or with a representative of the developer, proponents or opponents concerning a project under consideration, ~~and Commissioners shall further publicly disclose the substance of the-any such~~ communication.

II. MEETINGS

A. PUBLIC MEETINGS

All meetings shall be held in full compliance with ~~the provision of State state~~ law, ordinances of the City, and these Rules of Procedure.

B. REGULAR MEETINGS

1. Regular meetings shall be held on the second and fourth Thursdays of each month at 7:00 p.m in the Council Chambers at City Hall, 14177 Frederick Street, Moreno Valley, California, unless otherwise determined by the Commission.
2. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting shall occur on the next business day, or cancelled by motion adopted by the Planning Commission.

C. ADJOURNED MEETINGS

In the event it is determined by the Planning Commission to adjourn its meeting to a certain hour on another day, a specific date, time, and place must be set by the Commission prior to the regular motion to adjourn, and the meeting so adjourned.

D. SPECIAL MEETINGS

Special meetings of the Planning Commission may be held at any time upon the call of the Chairperson or by a majority of the voting members of the Commission or upon request of the City Council following at least 48 hours notice to each member of the Commission and to the press, and to each person who has duly requested notice of such meetings. The time and place of the special meeting shall be determined by the convening authority, except that the meeting place shall be within the corporate limits of the City. Only those matters of business described in the call and notice for a special meeting shall be considered by the Commission.

E. STUDY SESSIONS/WORKSHOPS

1. The Commission may be convened as a whole or as a committee of the whole in the same manner as prescribed for the calling of a special meeting for the purpose of holding a study session provided that no official action shall be taken and no quorum shall be required.

~~2. All study sessions shall be open to the public; but, unless the Commission invites evidence or comments to be given, participation by interested members of the public shall not take place at such study sessions.~~

F. AGENDA

1. An agenda for each meeting of the Commission shall be prepared by the Planning Official or his ~~staff delegate~~ with the cooperation and approval of the Chairperson or in the absence of the Chairperson, by the Vice-Chairperson.

a. The Commission cannot guarantee that applicants meeting filing deadlines will be placed on the agenda of the first meeting thereafter.

b. A copy of the agenda for each meeting of the Commission shall be posted at ~~the City Hall Offices~~ seventy-two (72) hours prior to each regular meeting and at least twenty-four (24) hours prior to each special meeting of the Commission.

~~G. ORDER OF MEETINGS~~

~~H. 1. UNLESS THE CHAIRPERSON IN HIS OR HER DISCRETION OTHERWISE DIRECTS, THE ORDER OF BUSINESS SHALL BE AS FOLLOWS Unless the Chairperson in his or her discretion otherwise directs, the order of business shall be as follows::~~

a. The Chairperson shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Commission to order.

- b. Members present and absent shall be recorded.
- c. Pledge of Allegiance shall be made.
- d. The agenda shall be approved as submitted or revised (to the extent permitted by law).

~~e. The public shall be advised of the procedures to be followed in the meeting.~~

~~e-f.~~ The minutes of any preceding meeting shall be submitted for approval.

~~f-g.~~ Public comment shall be taken, during which any member of the audience may comment on any matter which is not listed on the agenda. A time limit of three minutes ~~may shall~~ be imposed on each individual. ~~if the Chairperson in his or her discretion so directs.~~

~~g. The public shall be advised of the procedures to be followed in the meeting.~~

h. The Commission shall then hear and act upon those proposals scheduled for consideration at public hearing, followed by such other matters of business and reports as the Commission or Planning Official finds to require Commission consideration, and as may be properly considered at that time.

i. No action shall be taken by the Commission during any regular meeting on any item not appearing on the posted agenda unless any of the following conditions apply:

- 1) A majority of the Commission determines that an "emergency situation" exists.
- 2) The Commission determines by a two-thirds vote, or by a unanimous vote if less than two-thirds of the members are present, that the "need to take action" on the item arose subsequent to the posting of the agenda, or
- 3) The item was included in a properly posted agenda for a prior meeting occurring not more than five days prior to the date of the meeting at which the action is taken and was continued to the meeting at which the action is taken.

j. Adjournment.

2. PRESENTATION OR HEARING OF PROPOSALS

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The following shall be the order of procedure for public hearings or other proposals concerning planning and zoning matters, and for testimony, unless the Chairperson in his or her discretion shall otherwise direct.

- a. The Chairperson shall announce the subject of the public hearing or other proposals as advertised.
- b. If a request is made for continuance, a motion may be made, seconded and voted upon to continue the public hearing to a definite time, date and place. The Commission may elect to open the hearing and receive evidence prior to acting upon a request or motion to continue the matter.
- c. The staff shall be asked to present the substance of the application, staff report and recommendation, and to answer technical questions from the Commission.

d. ORDER OF TESTIMONY

- 1) Applicant's statement.
- ~~2) Proponents' statements.~~
- ~~3)2) Opponents' statements. Public comment.~~
- ~~4)3) If desired, a~~ rebuttal from the applicant.
- ~~5)4) The Chairperson may allow further comments from opponents, proponents and applicant as deemed appropriate by the Chairperson.~~
- ~~6)5) Public Hearing closed.~~
- ~~7)6) The Commission shall then deliberate and either determine the matter or continue the matter to another date and time certain.~~

e. RULES OF TESTIMONY

- 1) Persons presenting testimony to the Commission are requested to give their name and address for the record.
- 2) If there are numerous people in the audience who wish to participate on the issue, and it is known that all represent the same opinion, a spokesman should be selected to speak for the entire group, if possible. The spokesman will thus have the opportunity of speaking for a reasonable length of time and of presenting a complete case.

- 3) To avoid unnecessary cumulative evidence, the Chairperson may limit the number of witnesses or the time of testimony on a particular issue.
- 4) Irrelevant and off-the-subject comments will be ruled out of order.
- 5) The Chairperson will not permit personal remarks regarding the staff or individual Commissioners during a Public Hearing. Complaints should be submitted in writing or presented verbally as a separate item on the agenda.
- 6) No person shall address the Commission without first securing the permission of the Chairperson to do so.
- 7) All comments shall be addressed to the Commission. All questions shall be placed through the Chair.

H. MOTIONS

1. Action upon an order, resolution or other action of the Commission may be proposed by any commissioner by a motion. Before a motion can be considered it must be seconded, at which time it shall be on the floor and must be considered. If not seconded, the motion is lost for lack of a second.

~~1-2.~~ A motion to adjourn shall always be in order except during roll call.

~~2-3.~~ The Chairperson of the Commission, or other presiding officer, may make and second motions and debate from the Chair subject only to such limitations of debate as are imposed on all members of the Commission. However, since the Chairperson is primarily responsible for the conduct of the meeting, if he or she personally desires to engage in extended debate on questions before the Commission, he or she should consider turning the Chair over to another Commissioner.

I. VOTING

1. VOTING REQUIREMENTS

- a. Four members shall constitute a quorum and an affirmative vote of a majority of those Commissioners present and voting (but not less than three votes) shall be

required to carry a motion, unless a larger number of votes is required by applicable ordinance or other law.

- b. When a member of the Commission abstains from voting on any matter before it because of a potential conflict of interest that member shall not be counted towards meeting any quorum requirement. Furthermore, said vote shall not constitute nor be considered as either a vote in favor of or opposition to the matter being considered. When a member of the Commission abstains from voting ~~from voting~~ for any reason other than a potential conflict of interest, the abstention shall be counted with the majority.

~~2.~~ VOTING ORDER

~~The order of voting will be rotated each meeting except that the Chairperson shall vote last.~~

~~3.~~ RECORDING OF VOTES

The minutes of the Commissioner's proceedings shall show the vote of each member, including if they were absent or failed to vote on a matter considered.

~~3.~~ DISQUALIFICATION FROM VOTING

A member shall disqualify himself or herself from voting in accordance with the applicable Conflict of Interest Code. When a person disqualifies himself or herself, he or she shall disclose the disqualification prior to Commission consideration of the matter, and the disqualified member shall then leave the voting area.

~~5.~~ RECONSIDERATION

~~A motion for reconsideration of a matter may be made by any commissioner who voted with the prevailing majority on the matter to be reconsidered. Any commissioner may second a motion for reconsideration. If the matter under reconsideration was first considered under a public hearing, the public hearing shall be reopened before any additional evidence is considered. Any Commissioner who voted with the prevailing side may move a reconsideration of any action. A motion for reconsideration must be made at the same meeting as or the next regular meeting following the meeting where the matter was voted upon. After a motion for reconsideration has been acted upon, no other motion for reconsideration thereof shall be made without unanimous consent of the Commissioners present.~~

- J. The Chairperson or such other person who may be presiding at meetings of the Commission is responsible for the maintenance of order and decorum at all times. No person should speak who has not first been recognized by the Chair. All questions and remarks should be addressed to the Chair.

- K. Any Commissioner may move to require the Chairperson or person presiding at the meeting to enforce the rules, and the affirmative vote of a majority of the Commissioners present shall require him or her to so act.
- L. Commissioners shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the Commission, and shall refrain at all times from rude and derogatory remarks, negative ~~reflections~~reflections as to integrity, abusive comments, and statements as to motive and personality.
- M. All written materials to be delivered to the Planning Commission concerning its official business shall be delivered to Planning Division staff for distribution. Staff is advised to ~~mail~~distribute written materials concerning any matter on the agenda to the Planning Commission at least seven days (Thursday of the week before each regular meeting) before the date of the meeting when the matter is to be considered by the Planning Commission. If it is not reasonably possible to ~~mail~~distribute the material at least seven days before the meeting when the matter is to be considered, the material may be distributed at the earliest possible time with a copy also distributed at the meeting.
- N. During Planning Commission meetings, all written materials not already included in the materials which have been ~~mailed previously~~-provided to the Planning Commission and which are offered for consideration by the Commission, shall be distributed to the Planning Commission. The Planning Commission shall consider such written materials as reasonably possible at the time of the meeting.
- O. Failure to comply with the strict provisions of these rules shall not necessarily invalidate any action taken by the Commission.

III. REVIEW AND AMENDMENTS PROCEDURE

- A. These Rules of Procedure shall be reviewed in July of each year by a subcommittee appointed by the Chair with the general agreement of the Commission. The review subcommittee shall present their recommendation for amending or not amending these rules.
- B. In addition, these Rules of Procedure may be amended at any meeting of the Planning Commission by a majority of the membership (four affirmative votes) of the Commission provided that notice of the proposed amendment is received by each Commissioner not less than five days prior to said meeting.