



NEIGHBORHOOD COUNCIL #4
TUESDAY, NOVEMBER 18, 2014, 7:30 P.M.
CITY HALL COMMUNITY ROOM
2929 TAPO CANYON ROAD

AGENDA

| | |
|----------------------|----------------------------|
| NC #4 Chair | Mark May |
| NC #4 Vice Chair | David Kennedy |
| NC #4 Secretary | Gloria Bowman |
| NC Coordinator | Emily Habib |
| City Council Liaison | Council Member Steve Sojka |

1. Call to Order/Welcome/Pledge of Allegiance
2. Agenda Review
3. Approval of Minutes
4. Correspondence
5. Public Statements/Comments
This is the time allotted for public statements or comments on matters within the subject matter and jurisdiction of the Executive Board. Statements and comments are limited to no more than five (5) minutes per speaker.
6. Informational Presentation
 - a. Overview of the Police Department's Community Liaison Officer Program
7. Continued Business: None
8. New Business
 - a. A request to consider amending the Simi Valley Town Center Specific Plan to add a monument sign, way-finding signs, two Highway Pylon signs, Drive-through Coffee Houses, and increase the allowed size of Food Stores, located at 1555 Simi Town Center Way
 - b. Selection of a nominee to the Special Event Support Review Committee
 - c. Discussion of Neighborhood Council Recruitment
9. Executive Board Comments
This is the time allotted for Executive Board member statements or comments on matters within the subject matter and jurisdiction of the Neighborhood Councils, to request a future agenda item, or to give an Ad Hoc Committee Report. This is also the time to make any announcements related to community events and other items of interest.



10. Neighborhood Council Coordinator's Report
11. Adjournment: Tuesday, January 20, 2015

/s/
Mark Oyler
Deputy Director/Citizen Services

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact the Neighborhood Council Coordinator at (805) 583-6756. Upon advance notification, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order/Pledge of Allegiance/Welcome

Chair Mark May called the meeting to order at 7:30 p.m. Secretary Gloria Bowman confirmed that a quorum was present.

| | | | |
|----------------|---|---|---|
| Reggiena Abaca | E | Bob Powers | P |
| Manuel Alvarez | A | Satish Shah | P |
| Gloria Bowman | P | Sean Smollen | P |
| Ryan Driscoll | P | Karen Thornton | P |
| Skip Faria | P | Gregory Yacoubian | E |
| David Kennedy | P | Vacant | |
| Mark May | P | P=Present; E=Excused; A=Absent; L=Leave | |

2. Agenda Review

By consensus of the Executive Board, the agenda was approved as presented.

3. Approval of Minutes

A motion to approve the September 16, 2014 minutes as presented was made by Ryan Driscoll and seconded by David Kennedy. The motion passed unanimously.

4. Correspondence: None

5. Public Statements/Comments

A resident expressed concern about the lack of maintenance of a vacant property located at the southwest corner of Stow Street and E. Los Angeles Avenue. Jennifer Santos encouraged the resident to contact Code Enforcement at 583-6753. Another resident who resides near the northern portion of Yosemite asked if other residents had issues with aircraft noise from flying at low altitudes. An Executive Board member stated that airplanes are regulated by the Federal Aviation Administration and additional information could be found by visiting www.faa.gov.

6. Informational Presentation

a. Update of the City's Traffic Impact Fee Program

James Brunner, Principle Engineer/Traffic from the Department of Public Works, provided an overview of the City's Traffic Impact Fee program that was established in 1991 to apply to new residential and non-residential developments. When new development occurs, additional traffic is generated by new residents and employees, which impacts the City's

street systems, primarily at intersections. Due to development, intersections will need to be improved to meet increased traffic demands and provide an acceptable level of service throughout the City. The General Plan sets the policy to design the City's street systems to operate intersections at Level of Service C, or better, during peak traffic periods. The current fees charged for residential development is \$33.00 per trip and \$15.50 per trip for non-residential development. The 2012 General Plan Update increased the anticipated amount of development in the City, causing an increased level of traffic impacts at 28 City intersections. A Nexus Study, is required when public agencies establish or increase Traffic Impact Fees. The Study was completed and projected 240,846 new/additional daily traffic trips would be generated when full build-out of the City occurs. The total net cost of traffic improvements was calculated at \$19.4 million, resulting with a maximum Traffic Impact Fee of \$80.68 per daily trip. The proposed Traffic Impact Fee is needed to maintain an acceptable level of service at intersections. The proposed fee increase will be presented to the City Council later this year after community outreach and education about the program is conducted.

7. Continued Business: None

8. New Business

- a. A request to allow a permit for up to 6 hens on single-family properties in conjunction with a 4-H permit project

Audience members did not have any questions.

Executive Board members asked questions and made comments relating to: if the permit would be renewable, how are the restrictions enforced if a complaint is filed, are there other areas within the City that allow hens, what happens if a Homeowners Association does not allow the use, a recommendation to require an applicant to obtain HOA approval prior to permit approval.

Christine Silver, Senior Planner of the Department of Environmental Services responded to the questions and comments as follows.

The permit can be renewed if the applicant is an active 4-H member. An applicant would need to submit a site plan to ensure the location of the chicken coop complies with Development Code requirements. Code Enforcement would investigate any complaints that are filed. Hens are allowed in the Farm Animal and Limited Farm Animal Overlay Districts. Prior to obtaining a Zoning Clearance, applicants are required to initial that they verified with their property association, if any, to ensure they are in compliance with the property owners association.

Upon conclusion of the discussion, the following motion was made by Sean Smollen and seconded by Karen Thornton.

MOTION: Recommend that the Planning Commission recommend approval of the request to allow a permit for up to 6 hens on single-family properties in conjunction with a 4-H permit, subject to an applicant's Homeowner's Association approval prior to a Zoning Clearance, and inspection of the property upon a filed complaint.

| | |
|----------------------------------|--------------------------------------|
| Executive Board vote: | 9 Ayes; 0 Noes; 0 Abstentions |
| Audience vote: | 3 Ayes; 0 Noes; 0 Abstentions |
| Unincorporated Area vote: | None |

The motion carried.

- b. Discussion of the selection and recruitment of Neighborhood Council Executive Board members

Jennifer Santos, Neighborhood Council Coordinator provided an overview of the recruitment process and the recommended guidelines used by a City Council Interview Subcommittee to nominate applicants to the Neighborhood Council Executive Boards.

It was the consensus of the Executive Board to not recommend any revisions to the selection and recruitment of Neighborhood Council Executive Board members.

9. Executive Board Comments

David Kennedy stated that there will be a Task Force on Homeless Advisory Board meeting on November 13.

Gloria Bowman reported on the Youth Employment Service Advisory Board meeting. The 26th Annual YES Job and Career Expo is tentatively scheduled for April 11, 2015. The Expo is targeted to youth that are 15-22 years old. She encouraged business owners, companies, and organizations that employ youth to have a booth at the Expo. Job openings can be submitted online through the YES Employment Service Job and Career Job Bank. For more information, please visit www.simivalley.org/yes.

10. Neighborhood Council Coordinator's Report

Jennifer Santos stated the Neighborhood Councils received a Pipeline Awareness newsletter. The newsletter provides awareness about potential hazards associated with pipelines and the steps that should be taken to avoid incidents and prepare for a possible emergency. Additional information can be

found by visiting www.pipelineawareness.org. She provided an update a list of applications that have gone through the Planning Department review process.

11. Adjournment: Tuesday, November 18, 2014, at 7:30 p.m.

By the consensus of the Executive Board, the meeting was adjourned at 8:11 p.m.



CITY OF SIMI VALLEY

Neighborhood Council Development Project Overview

Project No(s).....PD-S-945 MOD#3/SP-S-26 AMD#2
 Neighborhood Council Nos..... 1-4
 Tentative Planning Commission Meeting Date..... December 5, 2014
 Tentative City Council Meeting Date TBD
 Case Planner Lorri Hammer

Request:

Modification #3 to Planned Development Permit PD-S-945 and a Specific Plan Amendment (SP-S-26 AMD#2) to revise the Simi Valley Town Center Specific Plan and mall at 1555 Simi Town Center Way to add a monument sign, way-finding signs and two Highway Pylon Signs to the Master Sign Program (Appendix C); to amend the Land Use Matrix to add Drive-through Coffee Houses as a permitted use and increase the allowed size of Food Stores (Appendix D); and a finding that this project is covered by the Simi Valley Town Center Environmental Impact Report (EIR) and no new environmental document is required.

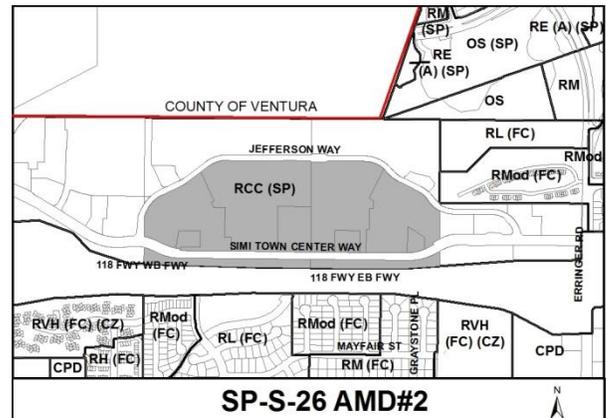
Applicant:

Alberta Development Partners
 Attn: Larry Harden
 One Park Plaza #600
 Irvine, CA 92614

Architects Orange
 Attn: Hugh Rose
 144 North Orange Street
 Orange, CA 92866

General Plan/Zoning: Regional Commercial/RCC (SP), Simi Valley Town Center Specific Plan

Location: 1555 Simi Town Center Way



Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

I. Project Description

Architects Orange on behalf of Alberta Development Corporation request amendments to Planned Development Permit (PD-S-945) and the Simi Valley Town Center Specific Plan (SVTCSP) (SP-S-26 AMD#2) in the area of the Mall District to provide additional signs and refine permitted land uses for the Simi Valley Town Center Mall (SVTC). The applicant proposes to:

- Amend the Master Sign Program and Criteria for Sign Standards contained in Appendix C as follows:
 - Add six 8'1.5" by 4'2" tall way-finding monument directional signs along the north planters of Simi Town Center Drive;
 - Add one 5' by 9'3" tall monument sign in front of Macy's West; and
 - Add two 35'9" by 20'5" tall Highway Pylon Signs along the south slope between Simi Town Center Drive and Highway 118.

- Amend the Land Use Matrix contained in Appendix D as follows:
 - Allow for drive-through Coffee House (in addition to retaining other restaurants without a drive-through) as a "PD" Permitted Use;
 - Modify the maximum size of food stores from 25,000 square feet to 35,000 square feet.

In order to update the Specific Plan to reflect recent administrative approvals for the theater, keyhole, and restaurant, and to incorporate the proposed changes, the following exhibits would be added to the Specific Plan:

- Exhibit 5, page 15 will be appended to add Exhibit 5A, page 15A to reflect the updated site plan of the mall;
- Appendix C, page C-3 will be appended to add Page C-3.1 to reflect the new location for the Highway Pylon and way-finding signs;
- Appendix C, Table 1, pages C-4 and C-5, will be replaced to reflect the new monument signs as Sign Type 16, the way-finding signs as Sign Type 17, and new Highway Pylon Sign as Sign Type 18.

II. Project Design

The Simi Valley Town Center Mall contains 644,418 square feet of retail, restaurant and service uses and associated parking, landscaping, and site improvements. In 2014, the City has approved expansion of restaurant space in Building 300 [future home of Buffalo Wild Wings, PD-S-945 AA#1]; conversion of retail space to a movie theater in Building 100 [future home of Studio Movie Grill]; and demolition of portions of Building 500 in favor of a parking keyhole, facade and pedestrian enhancements, and theater drop-off area [PD-S-945 AA#2], reflected in the updated Site Plan, Sheet A1, attached.

Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

Signs

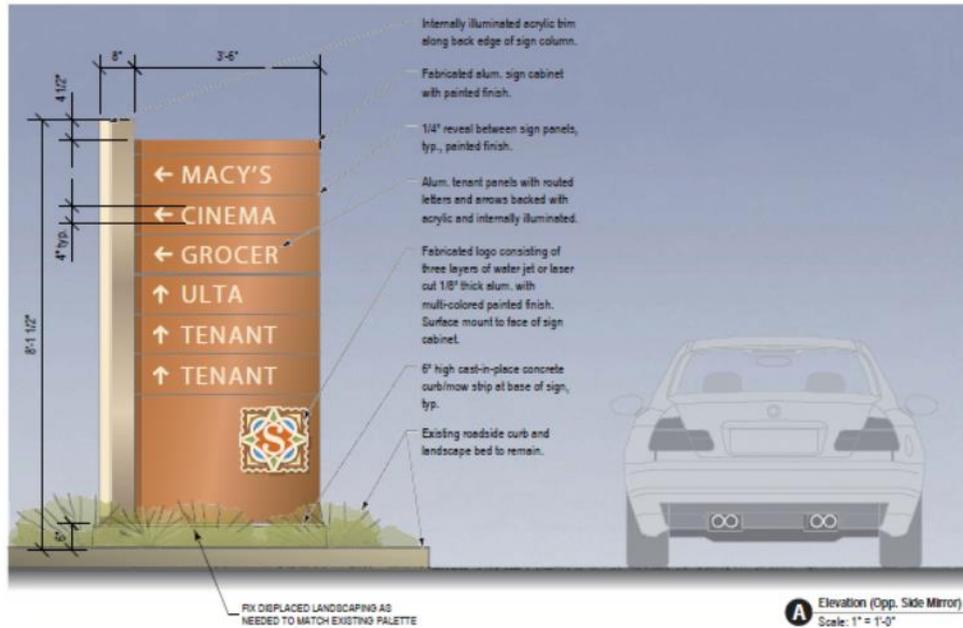
The applicant proposes to amend the Mall's overall sign program contained in Appendix C of the SVTCSP and separate Master Sign Program to add way-finding, monument, and highway pylon signage. These signs will enhance the ability to locate the mall, improve on-site directional way-finding, and promote tenants within the mall in an effort to enhance and revitalize the center. Signs are proposed to be added to the mall in the locations shown on the Site Plan Sheet A1, attached.

The one proposed monument sign to be located on the south side of Macy's West meets the standards of the Simi Valley Municipal Code (SVMC) in size, but is not currently a part of the Mall's sign program. The Specific Plan amendment will identify the location of this one new monument sign and identify its design as shown on Sheet A5, attached and as follows:



REFERENCE IMAGE

The directional signs will consist of six signs that are just over eight feet tall, and include the more updated modern aesthetic that the mall owners are incorporating. These signs will be located along Simi Town Center Way to provide patrons with information about nearby business at certain areas of the parking lot. While the mall has a Mediterranean style to its design, the Specific Plan indicates that no specific theme is required. These signs are in addition to the entry monumentation signs at the primary mall entrances at each end of the mall that announce the mall as a whole. Way-finding signs such as these are typical in larger centers and facilitate customers parking closest to their primary destination as well as informing them of available business and services. The new signage will appear as shown on Sheet A2, attached and as follows:



The applicant also requests that two highway pylon signs be permitted in the upper portions of the landscaped slopes between Simi Town Center Way and Highway 118 right-of-way. This slope is on land owned by the City of Simi Valley, but under the mall's management/maintenance and within the Planned Development Permit and Specific Plan area. In the project's original approvals, it was anticipated that highway signs might someday be contemplated on these slopes, and easements were reserved on the slopes for their inclusion. At that time however, the only sign proposed was in the center of the slope, and announced the name of the mall itself. No design, size, or other information for any future highway signs were ever contemplated. The only larger signs contemplated in the project's Master Sign Program were 40-foot tall entry monuments obelisks (without signage), along Simi Town Center Way entrances, but these were ultimately never approved.

The proposed two highway pylon signs would be in addition to the Simi Valley Town Center name sign that is in the south central part of this slope, and would be located within the existing easements. The signs would measure 35'9" tall (total height) on the south (low) side and 21'3" on the north (high) side. The pylons would be integrated into the slope including an enhanced stone base and landscaping. As the signs would be sited part way down the south-facing slope toward the freeway, the total height of the sign above Simi Town Center Way would not exceed 20 feet. Only one side of the sign would have a changeable copy sign board that announces tenant information within the center. The other side would include names of primary anchor tenants of the center. The applicant has designed the changeable copy side consistent with modern signs that provide LED lighting and a more matte finish. The sign has been designed to meet Caltrans and industry standards for illumination, will not flash and will not change copy more than every six seconds in order not to otherwise distract drivers in the area and will have sensors that adjust to ambient lighting conditions so as to reduce intensity at night as outlined in the analysis provided by the applicants consultant (attached). Landscaping at the base of the sign will also be enhanced as shown below and in the attached plan.

Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

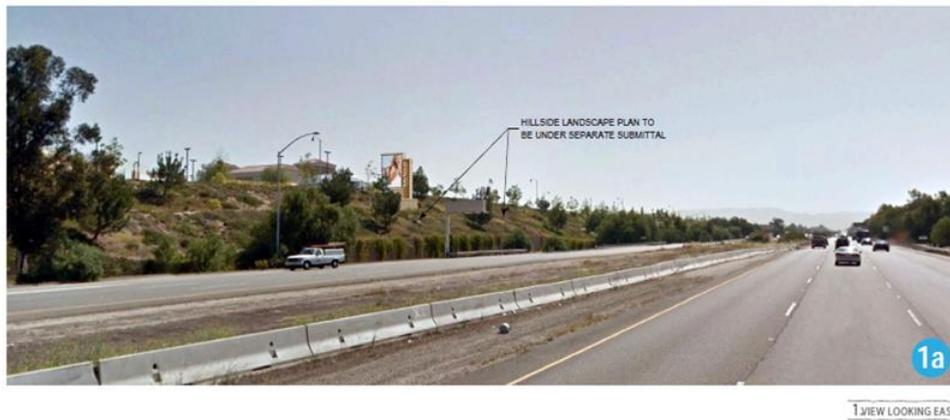
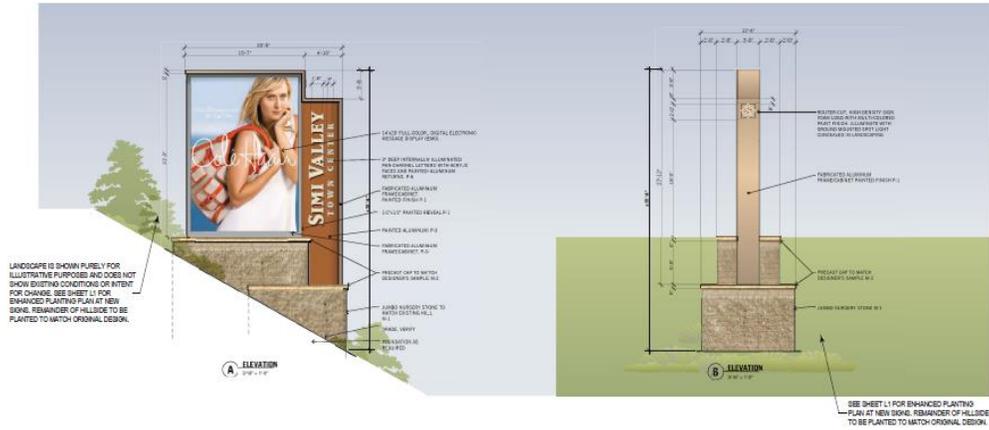


PHOTO SIMULATION OF HIGHWAY SIGNS

Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

Land Uses

The applicant requests amendment of Appendix D, the Land Use Matrix, of the SVTCSP to permit drive-through coffee houses as a “PD” permitted land use. The applicant intends to convert the existing vacant Union Bank Building pad and retro-fit the existing drive-through for this purpose as shown in the following conceptual sketch. The building would be divided and the other half left for future retail uses. If allowed to proceed as a “PD” permitted use, the amendment would be followed with an allowed administrative-level façade remodel as shown in the concept on the following page. The amendment to the Specific Plan, however, would only apply to the Mall District Specific Plan area. Defining coffee-houses differently from restaurants is consistent with SVMC that separates the two uses for the purposes of parking. Traditional restaurants with a drive-through would continue to be prohibited. Proposed changes are shown in italics below:

PROPOSED TABLE AMENDMENT

Appendix D: Use Matrix

| Allowed Uses in Specific Plan Zoning Districts | | | | |
|---|-------------------------|-------------|--------------------|-------------------------|
| Land Use | Zoning Districts | | | |
| | Gateway | Mall | Residential | Town and Country |
| RETAIL TRADE | | | | |
| <i>Coffee House with or without drive-through</i> | | <i>PD</i> | | |



SIMI VALLEY TOWN CENTER PAD BLDG REDESIGN SIMI VALLEY, CA 07 18 14

ARCHITECTS ORANGE A1

COFFEE HOUSE - CONCEPT ONLY

Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

Food Stores within the Specific Plan are limited to 25,000 square feet. This limitation was done to encourage specialty retail food stores at the mall and encourage larger or big-box food stores to be located in other parts of the City. In the years since its development, the Mall has had interest in a larger grocery store anchor and has been approached to consider the addition of an anchor-size food store of up to 35,000 square feet. While a specific store and tenant are not indicated at this time, the applicant wants the flexibility to draw and retain such an anchor to increase the diversity of food store services at the site. The new store would be processed as a Planned Development permit if and when proposed. This change to the Land Use Matrix would appear as follows, and is only applicable to the Mall District area. Any new anchor would require review and approval of a Modification to the Planned Development permit:

PROPOSED TABLE AMENDMENT

Appendix D: Use Matrix

| <u>Allowed Uses in Specific Plan Zoning Districts</u> | | | | |
|---|--------------------------------|--------------------|---------------------------|--------------------------------|
| <u>Land Use</u> | <u>Zoning Districts</u> | | | |
| | <u>Gateway</u> | <u>Mall</u> | <u>Residential</u> | <u>Town and Country</u> |
| <u>RETAIL TRADE</u> | | | | |
| Food stores, not more than 25,000 35,000 sf. | | PD | | |

III. Project Compatibility

The community should consider the needs, aesthetics, and goals of having a regional mall in their consideration of new Highway Pylon signs. In making this consideration, the community could determine that the Simi Valley Town Center Mall is uniquely situated between the First Street and Erringer Road off-ramps, is immediately adjacent to Highway 118, and the community benefits from its regional-serving nature by drawing not only from the community, but from traffic passing through the area. With the mall buildings set at the north side of the site, the mall is not as readily visible to travelers on Highway 118 as other regional malls. In order to increase the visibility and viability of the Mall, the applicant believes adding two Highway Pylon Signs and on-site directional way-finding signs furthers needs of the community and traveling public by increasing the potential for capturing local spending at the mall and the SVTCSP area in general. Siting the sign on the slope minimizes the total height of the sign above the grade of Simi Town Center Drive and the lighting analysis for the sign indicates that it will be lit at as low a level as possible to be effective and ensure light does not affect uses across the freeway. Caltrans considers Highway 118 as an “Eligible State Scenic Highway – Not Officially Designated”, however, the sign is not located within their right-of-way. These signs would represent the only Highway Pylon signs within the City.

Increasing the listed allowed uses in the Specific Plan to include coffee houses with a drive-through will facilitate the mall filling a space previously designed and used by a bank without adding traditional restaurant drive-throughs. Coffee houses tend to have a more steady all-day flow of service rather than the peak flow of a restaurant and will

Neighborhood Council Project Overview for PD-S-945 MOD#3/SP-S-26 AMD#2

often be used by patrons already in the Specific Plan area. As all residential near the mall is served off Jefferson Road to the north and the existing bank drive-through is served by interior roads accessed from Simi Town Center Drive the re-use of the bank drive-through as a coffee-shop drive-through will not change the layout or effects of the traffic. Any other proposed site would require review and approval on a case-by-case basis.

Increasing the size for a potential food store to anchor the mall as a new use would increase the viability of the site and center by providing additional services to the area. Any new building proposed for such a use would be reviewed as a Modification to the Planned Development permit.

IV. Issues

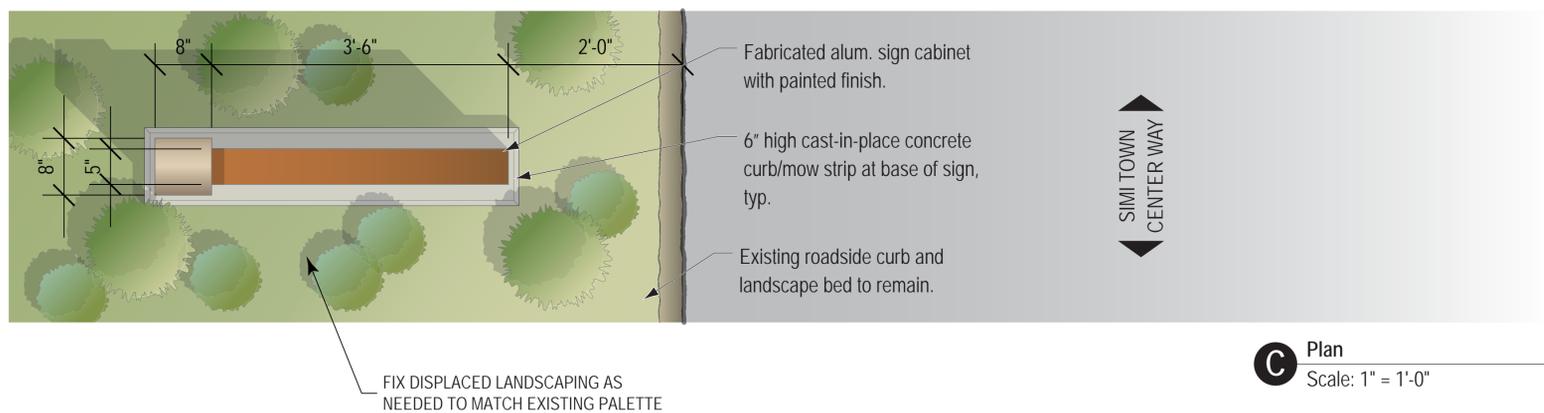
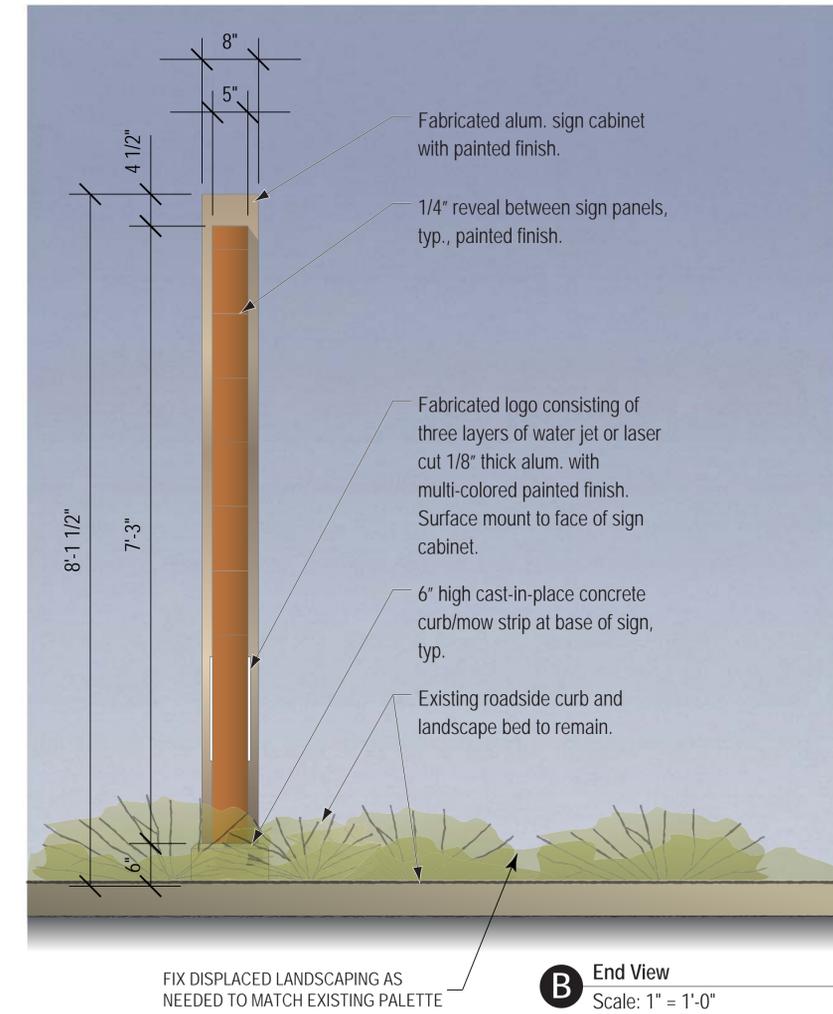
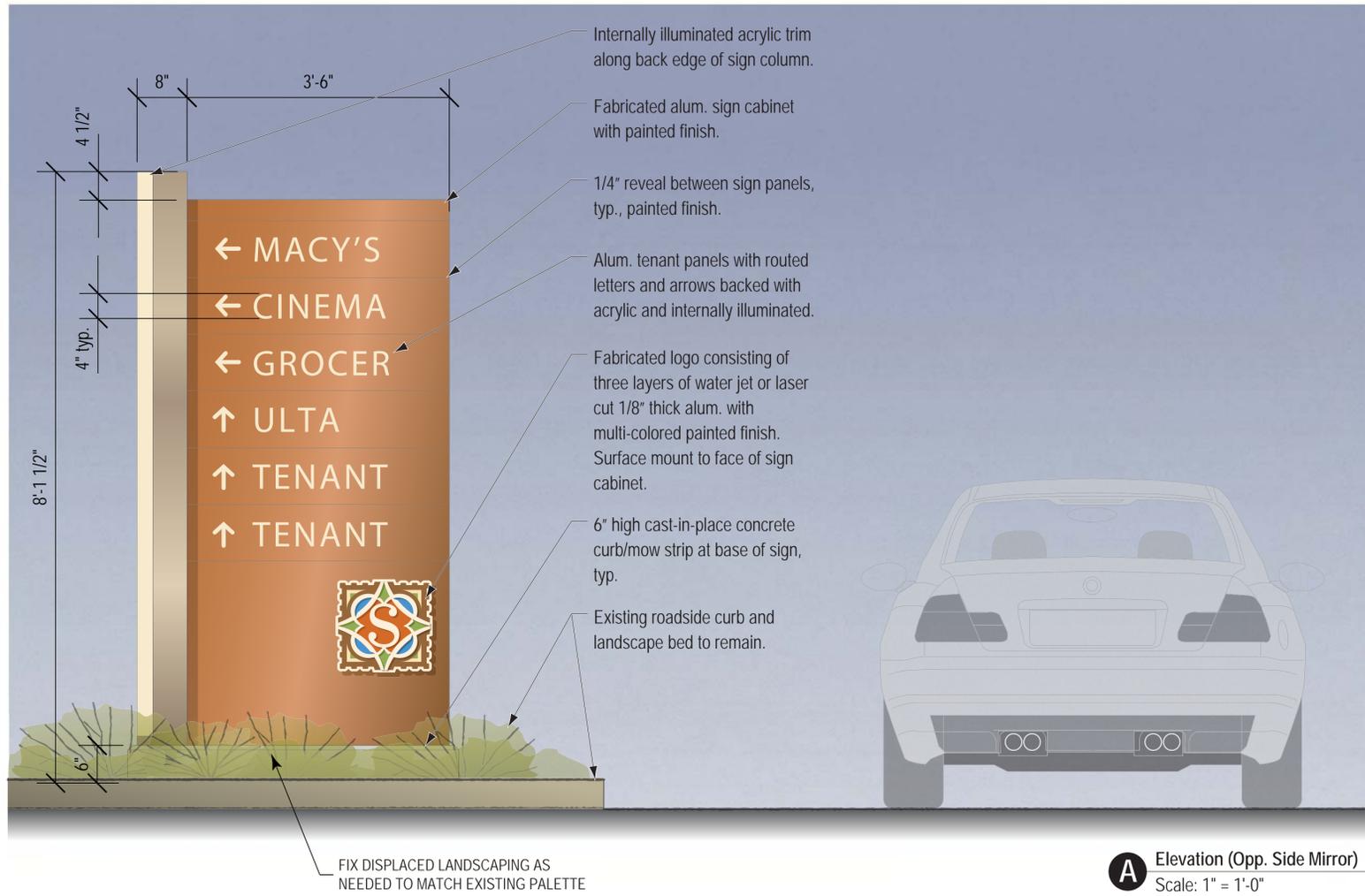
None.

V. Environmental Review

An Environmental Impact Report was approved for the Simi Valley Town Center. This project is covered by that EIR and no new environmental document is required.

VI. Exhibits

The Simi Valley Town Center Specific Plan can be found in its entirety at www.simivalley.org/specificplans. The existing Master Sign Program, proposed exhibits and sign lighting analysis are attached.



SIMI VALLEY TOWN CENTER
1555 SIMI VALLEY TOWN CENTER WAY
SIMI VALLEY, CA 93065

ALBERTA DEVELOPMENT PARTNERS, LLC
5750 DYC PARKWAY, SUITE 210
GREENWOOD VILLAGE, CO 80111

DIRECTIONAL
SIGNAGE
CONCEPT
DESIGN

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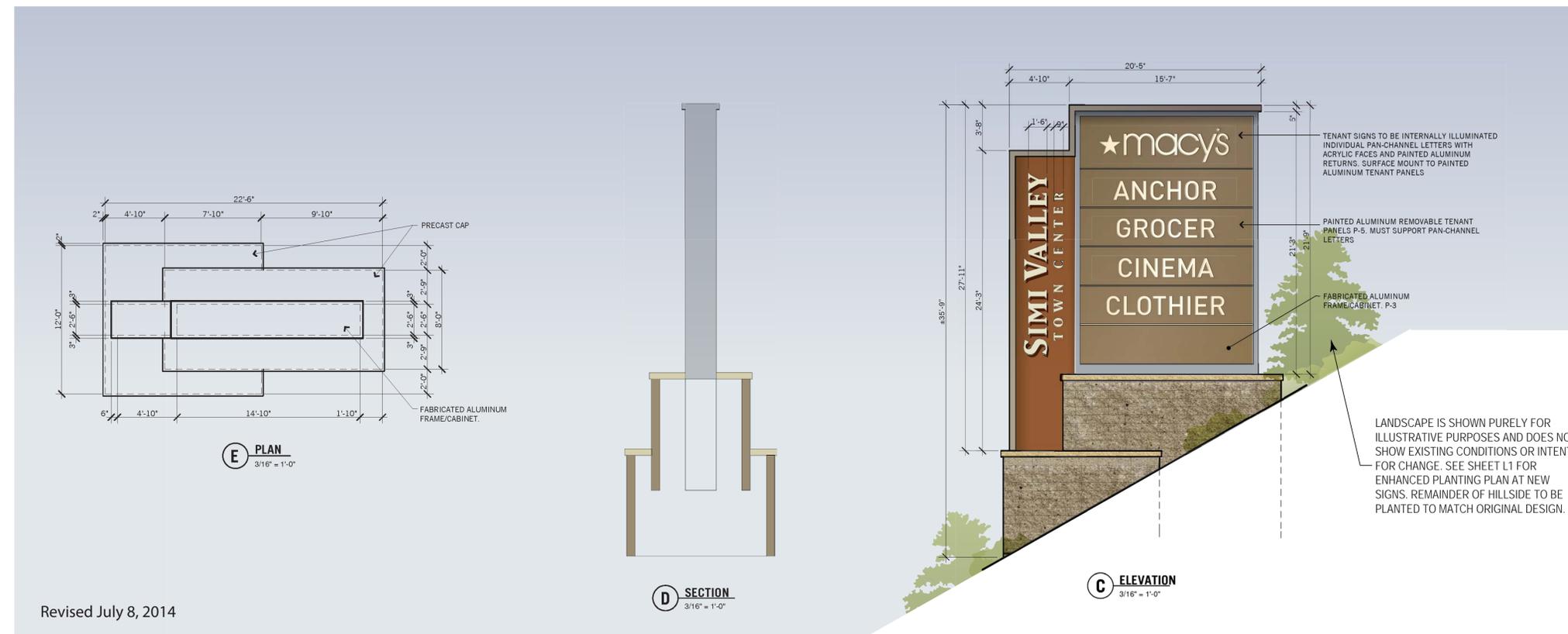
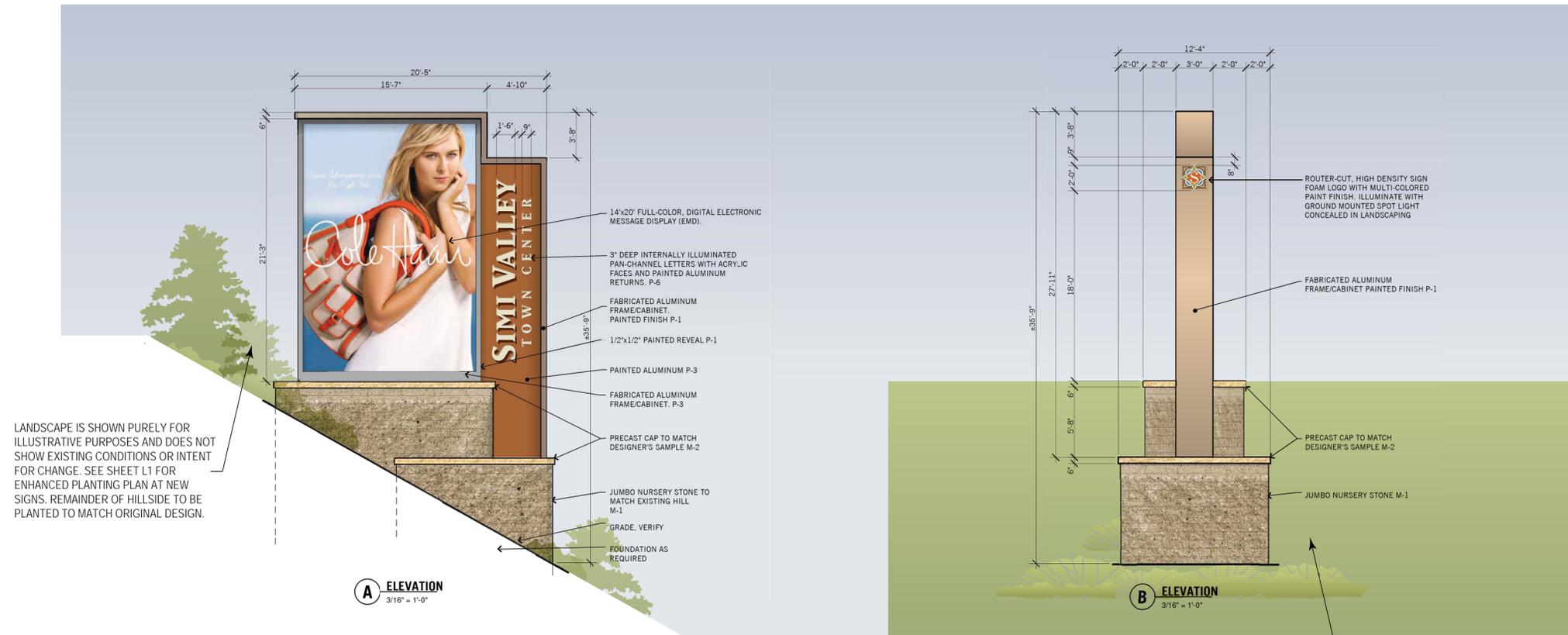
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| _____ | Permit |
| 2011-381 | Project Number |
| 1381-MOD3 | Drawing Name |
| 07.09.14 | Plot Date |
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SHEET

A2

*NOTES

1. CALTRANS GUIDELINES WILL BE MET AND ARE AS FOLLOWS:
 - A. NO VIDEO
 - B. NO FLASHING
 - C. MESSAGES CAN CHANGE EVERY 6 SECONDS, MAX.
 - D. BOTH AUTO AND MANUAL LIGHT SENSORS ARE REQUIRED.
 - E. ONLY MESSAGES AND GRAPHICS OF ACTIVITIES AND BUSINESSES AT SVTC SITE MAY BE DISPLAYED.



SIMI VALLEY TOWN CENTER
1555 SIMI VALLEY TOWN CENTER WAY
SIMI VALLEY, CA 93065

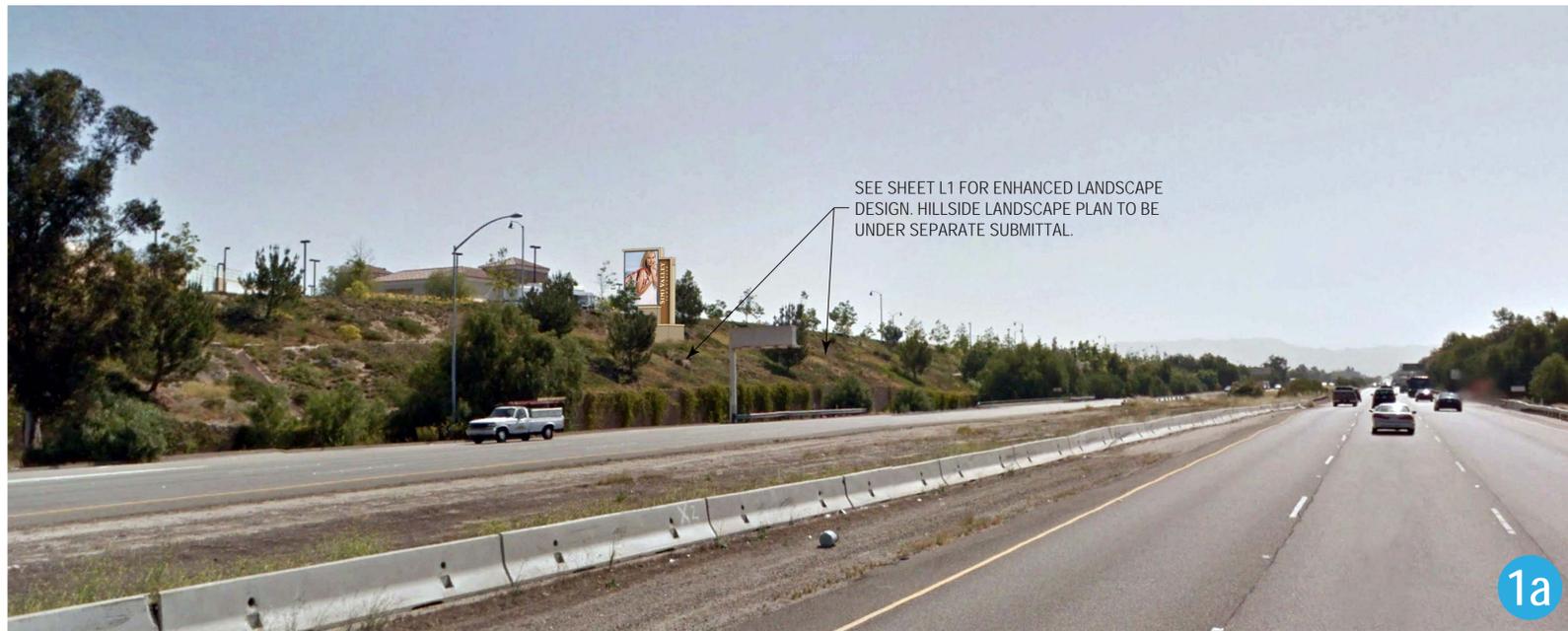
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5750 DYC PARKWAY, SUITE 210
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PYLON SIGN CONCEPT DESIGN

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| 2011-381 | Project Number |
| 1381-MOD3 | Drawing Name |
| 09.12.14 | Plot Date |
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Revised July 8, 2014



1. VIEW LOOKING EAST



2. VIEW LOOKING WEST

HIGHWAY PYLON SIGN



3. LOCATION PLAN

◀ VIEWING ANGLE
 ● PROPOSED SIGN LOCATIONS

SIMI VALLEY TOWN CENTER
 1555 SIMI VALLEY TOWN CENTER WAY
 SIMI VALLEY, CA 93065

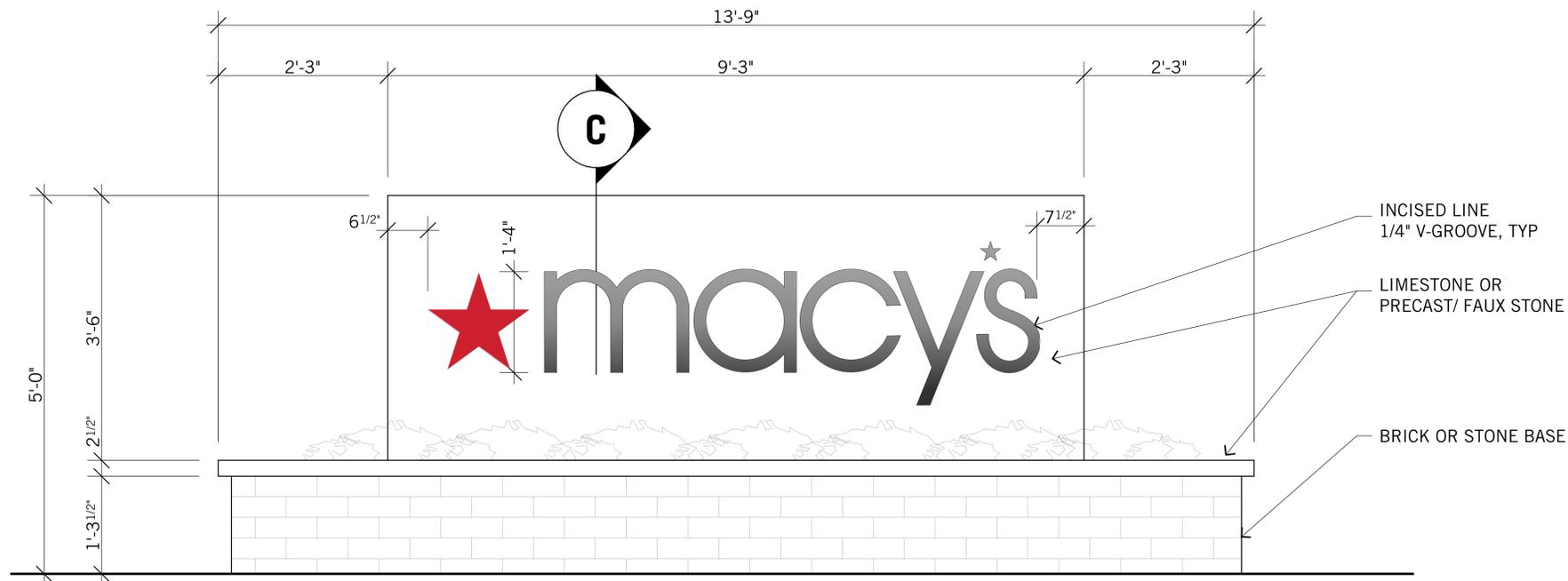
ALBERTA DEVELOPMENT PARTNERS, LLC
 5750 DYC PARKWAY, SUITE 210
 GREENWOOD VILLAGE, CO 80111

**PYLON SIGN
 CONCEPTUAL
 HIGHWAY VIEWS**

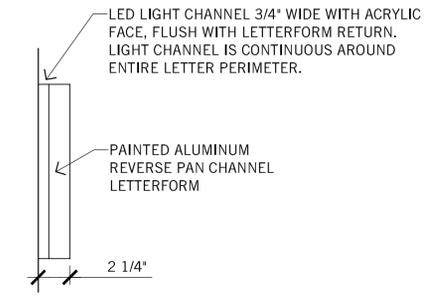
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| 09.12.14 | Plot Date |
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SHEET
A4



A ELEVATION
1" = 1'-0"

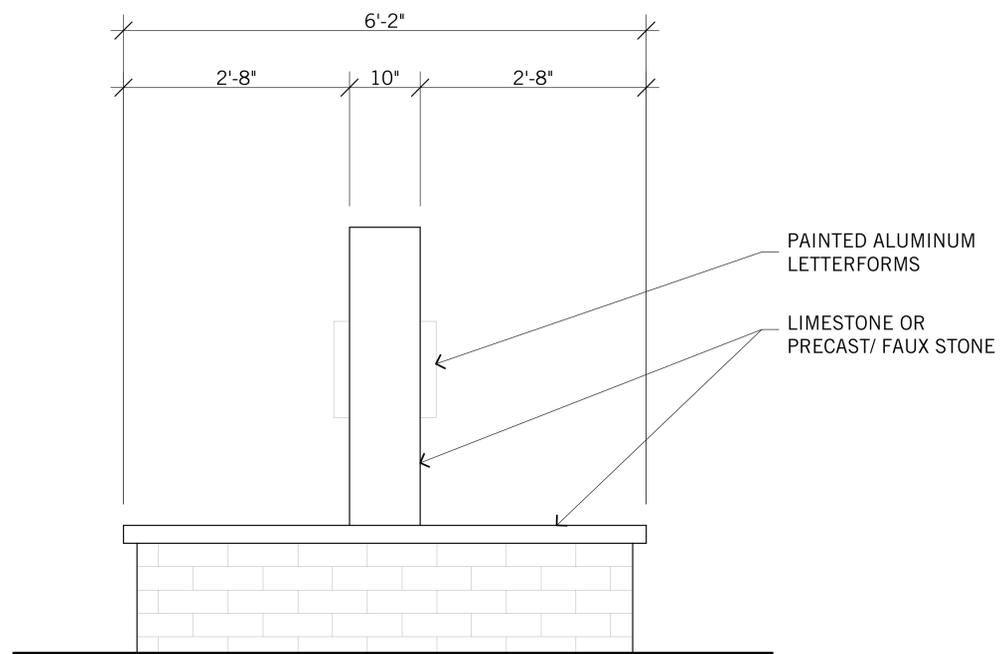


C SECTION
2" = 1'-0"

INCISED LINE
1/4" V-GROOVE, TYP

LIMESTONE OR
PRECAST/ FAUX STONE

BRICK OR STONE BASE



B SIDE ELEVATION
1" = 1'-0"



REFERENCE IMAGE

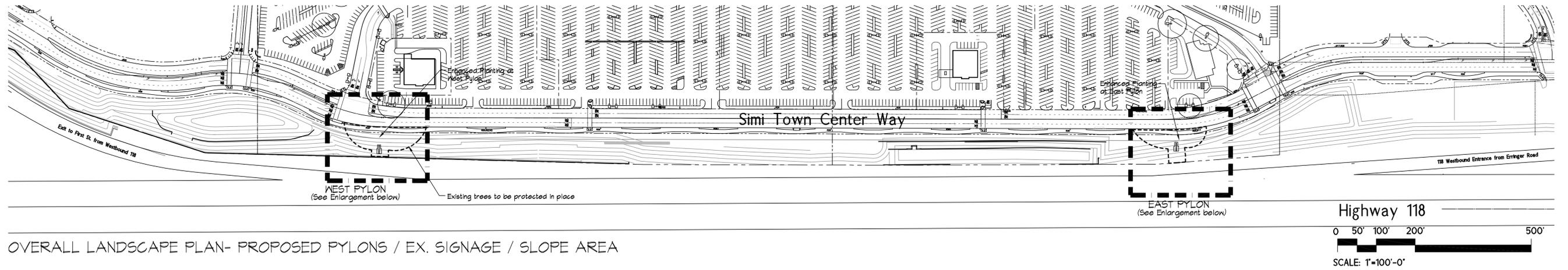
SIMI VALLEY TOWN CENTER
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ALBERTA DEVELOPMENT PARTNERS, LLC
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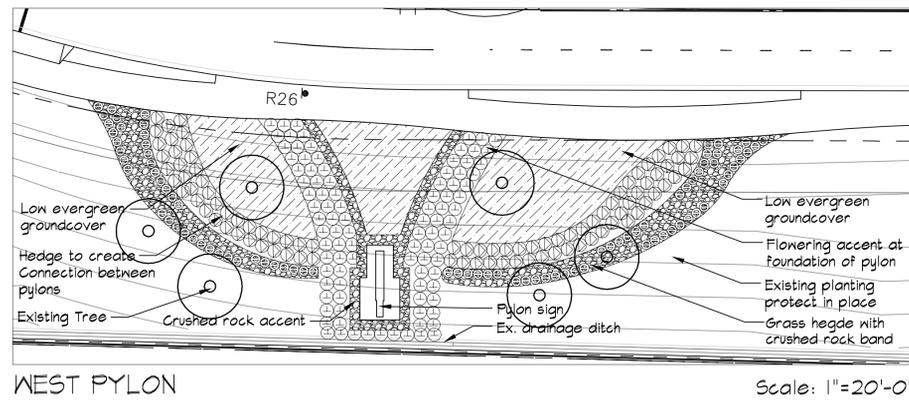
**MACY'S
MONUMENT SIGN
CONCEPT
DESIGN**

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| DATE | |
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| 1381-MOD3 | Drawing Name |
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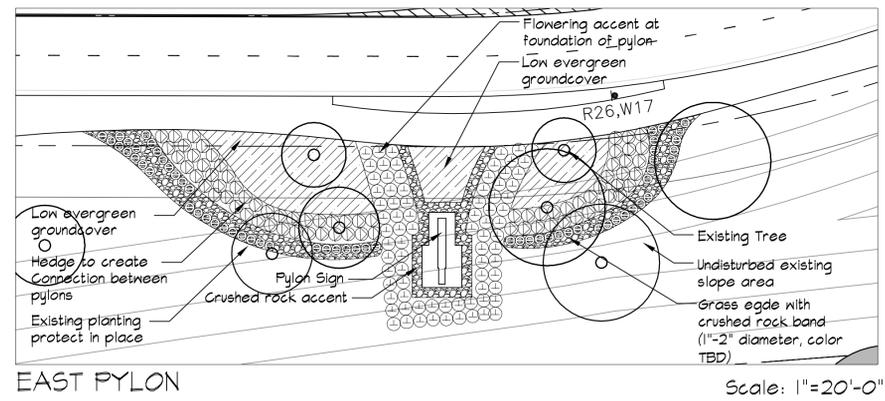


OVERALL LANDSCAPE PLAN- PROPOSED PYLONS / EX. SIGNAGE / SLOPE AREA



WEST PYLON

Scale: 1"=20'-0"



EAST PYLON

Scale: 1"=20'-0"

ACCENT SHRUB PLANTING



Bougainvillea 'Raspberry Ice'

Rosa 'Amber Carpet'

LOW EVERGREEN GROUNDCOVER



Myoporum parvifolium

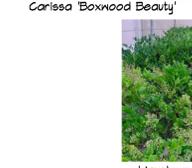
Baccharis pilularis



Carissa macrocarpa 'Green Carpet'

Ligustrum japonica

HEDGE PLANTING



Carissa 'Boxwood Beauty'

Callistemon v. 'Little John'

GRASS EDGE PLANTING



Lomandra longifolia

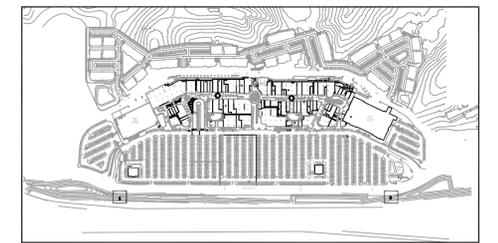
Pennisetum orientale



Muhlenbergia rigens

NOTES:

- PLANTING SIZES RATIO
- Shrub planting to be provided with the following ratio:
 - 75% - 5 Gallon
 - 25% - 1 Gallon



SITE KEY

nts

LANDSCAPE CONCEPT
SIMI VALLEY TOWN CENTER
 Simi Valley, California

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NEIGHBORHOOD COUNCILS' COMMITTEE REPRESENTATIVE OPPORTUNITIES

Joint Chairs Committee (3 members from each NC, 12 total) – Each Executive Board has a Chair, Vice Chair and Secretary who are elected approximately every 8 months. Description: Meets once a month to discuss matters of mutual concern among the Neighborhood Councils.

Other Neighborhood Council Ad Hoc Committees (3 members from each NC, 12 total) may be formed as needed for a specific task, or to research and investigate issues or develop recommendations which are reported back to the full Executive Board. Ad hoc advisory committees shall not have a quorum of the members of any of the Executive Boards in attendance and are disbanded upon completion of their task or assignment.

Youth Employment Service (YES) Advisory Board (1 member to represent all 4 NCs) – A new representative will be eligible to be appointed by City Council for a term beginning in 12/2014. Description: Advisory Board is made up of representatives of government agencies, schools, employers, and community members at large to discuss employment issues that relate to youth. The Board is comprised of 15 members and up to three alternates. Meetings take place on the third Wednesday of each month during the school year, (September through June) at 8:15 a.m. in the City Hall Community Room.

Community Development Block Grant (CDBG) Advisory Committee (2 members to represent all 4 NCs) – Two new representatives will be appointed by the City Council for terms beginning 1/2014. Description: Responsible for reviewing and making funding recommendations on applications from various non-profit groups seeking Community Development Block Grant funds. Members are nominated by the Planning Commission, Simi Valley Chamber of Commerce, Council On Aging and Neighborhood Council Joint Chairs. Nominations will be submitted to the City Council for appointment. Terms are based on either terms of nominating body or 3-year terms for members whose nominating body has no set terms. Meetings for 2014 include: City Council Appointment – November/December 2013, Orientation – January 2014, Two Public Meetings – February/March 2014, Debriefing Meeting - May 2014.

Special Event Support Review Committee (1 member from each Neighborhood Council and 1 member from the Council on Aging) – Representatives are appointed by the City Council for terms beginning 12/2014 for one year. Description: The City makes \$25,000 available each to non-profit organizers of special events. Applications are reviewed by the Special Event Support Review Committee, which meets one evening (in early December) and makes recommendations to the City Council for funding. Staff coordinate work with the committee members once appointed to identify an exact meeting date.

Task Force on Homelessness Advisory Committee (1 member from each NC) – The Task Force on Homelessness is an advisory body to the City Council to coordinate and strengthen efforts to address homelessness in Simi Valley. The Chairs serve as the representatives on behalf of the NCs; however, in the event the Chair is unable to attend he/she can delegate the responsibility to another NC Executive Board member. Meetings are quarterly.

NEIGHBORHOOD COUNCILS' COMMITTEE REPRESENTATIVE RESPONSIBILITIES

- Attend Committee meetings.
- Represent the views of his/her respective Neighborhood Council or all the Neighborhood Councils, depending on the position.
- Inform Committee staff, Neighborhood Council Chair, and Neighborhood Council Coordinator when unable to attend a committee meeting.
- Provide a written report to the Neighborhood Council(s) for distribution prior the next NC meeting following the Committee meeting.
 - When representing multiple NCs, prepare a brief written report and submit to the Neighborhood Council Coordinator prior to the next NC meeting, which could be as soon as the next evening. Remember that there are 4 NC meetings a month on Tuesday and Thursday evenings.
 - Reports should summarize the actions taken at the Committee meeting. They should not be used to continue the discussion of Committee actions at an NC meeting.
- Communicate directly with Committee staff about upcoming meetings, questions, etc. With the exception of the Joint Chairs and any other ad hoc committees that may be formed, the Committees that NC members serve on are separate advisory bodies and have separate City staff assigned to them.