City of Diamond Bar
City Council
Agenda

Steve Tye, Mayor
Ruth M. Low, Mayor Pro Tem
Andrew Chou, Council Member
Stan Liu, Council Member
Chia Yu Teng, Council Member

City Manager Dan Fox • City Attorney Omar Sandoval • City Clerk Kristina Santana

Meeting Date: Tuesday, December 16, 2025

Study Session 5:00 p.m.
Regular Meeting 6:30 p.m.

South Coast Air Quality Management District/Main Auditorium
21865 Copley Drive, Diamond Bar, CA 91765

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PUBLIC INPUT
The public may provide public comment by attending the meeting in person, by sending an email, or by logging into the teleconference. Please email public comments to the City Clerk

(cityclerk@diamondbarca.gov) by 4:00 p.m. on the day of the meeting and indicate in the Subject Line "FOR PUBLIC COMMENT." Written comments will be distributed to the City Council Members, noted for the record at the meeting, and posted on the City's official agenda webpage: www.diamondbarca.gov/agendas. Please note that the meeting will proceed at the South Coast Air Quality Management District/Main Auditorium should comments by teleconferencing become infeasible due to an internet or power outage, or due to technical problems outside the City's control. If you wish to make certain that your comments are heard, please attend the meeting in person or send an email by 4:00 p.m. on the day of the meeting/hearing.

Speakers are limited to five (5) minutes per agenda item, unless the Mayor determines otherwise. The Mayor may adjust this time limit depending on the number of people wishing to speak, the complexity of the matter, the length of the agenda, the hour and any other relevant consideration. Speakers may address the Council only once on an agenda item, except during public hearings, when the applicant/appellant may be afforded a rebuttal. Any material to be submitted to the City Council at the meeting should be submitted through the City Clerk.

Public comments must be directed to the City Council. A person who disrupts the orderly conduct of the meeting after being warned by the Mayor or the Mayor's designee that their behavior is disrupting the meeting may result in the person being removed from the meeting.

LIVE MEETING NOTICE
This meeting is being video recorded and by participating you are giving your permission to be televised. This meeting will be rebroadcast every Saturday and Sunday at 9:00 a.m. and alternate Tuesdays at 8:00 p.m.

1. STUDY SESSION:

5:00 p.m., CC-8 Conference Room

1.1 Citywide Fee Study Review.

Recommended Action:
Receive and provide direction on the User Fee Study Report dated November 26, 2025.

STUDY SESSION PUBLIC COMMENT:

The Public Comment portion of the City Council Study Session is limited to matters appearing on the Study Session. Additional opportunities for further Public Comment will be given during the regular meeting.

2. CALL TO ORDER: 6:30 p.m., Main Auditorium

PLEDGE OF ALLEGIANCE: Mayor Tye

INVOCATION: Tim Park, Lead Pastor at Evangelical Free Church

ROLL CALL: Council Members Chou, Liu, Teng, Mayor Pro Tem Low, Mayor Tye

APPROVAL OF AGENDA: Mayor Tye

3. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

3.1 Presentation of City Tile to Outgoing Planning Commissioner Naila Barlas.

4. CITY MANAGER REPORTS AND RECOMMENDATIONS:

4.1 Restaurant Week Update.

5. PUBLIC COMMENTS:

"Public Comments" is the time reserved on each regular meeting agenda to provide an opportunity for members of the public to directly address the Council on Consent Calendar items or other matters of interest not on the agenda that are within the subject matter jurisdiction of the Council. Although the City Council values your comments, pursuant to the Brown Act, members of the City Council or Staff may briefly respond to public comments if necessary, but no extended discussion and no action on such matters may take place. There is a five-minute maximum time limit when addressing the City Council.

6. SCHEDULE OF FUTURE EVENTS:

6.1 Planning Commission Meeting – December 23, 2025 - cancelled.

6.2 Christmas Holiday - December 24-26, 2025 - City Offices Closed.

6.3 New Year Holiday - December 31 at noon through January 2, 2026 - City Offices Closed.

6.4 City Council Meeting – January 6, 2025 — canceled.

6.5 City Council Meeting – January 20, 2025, 6:30 p.m., South Coast Air Quality Management District - Auditorium, 21865 Copley Dr.

7. CONSENT CALENDAR:

All items listed on the Consent Calendar are considered by the City Council to be routine and will be acted on by a single motion unless a City Council Member or member of the public request otherwise, in which case, the item will be removed for separate consideration.

7.1 City Council Minutes of the December 2, 2025 Regular Meeting.

Recommended Action:
Approve the December 2, 2025 Regular City Council meeting minutes.

7.2 Ratification of Check Register Dated November 26, 2025 through December 9, 2025 totaling $432,371.02.

Recommended Action:
Ratify the Check Register.

7.3 Amendment to the Compensation Plan for Part-time Non-Benefitted Classifications of Employment.

Recommended Action:
Adopt Resolution No. 2025-35 amending the Compensation Plan for Part-time Classifications of Employment Effective December 27, 2025.

7.4 Third Amendment to the Consultant Services Agreement with Willdan Engineering to Provide Temporary Permit Technician Staffing for the Building and Safety Division.

Recommended Action:
Approve, and authorize the City Manager to sign, the Third Amendment to the Consultant Services Agreement with Willdan Engineering to provide continued temporary Permit Technician staffing through June 30, 2026.

7.5 Treasurer's Statement.

Recommended Action:
Approve the November 2025 Treasurer's Statement.

8. PUBLIC HEARINGS:

8.1 Walnut Valley Unified School District (WVUSD) Electronic Billboard Project Planning Case No. PL2024-40.

Recommended Action:

A. Open the public hearing to receive public testimony;
B. Close the public hearing;
C. Adopt Resolution No. 2025-36 approving the Mitigated Negative Declaration and adopting the Mitigation Monitoring and Reporting Program pursuant to the California Environmental Quality Act (CEQA);
D. Introduce for first reading by title only, waive full reading of Ordinance No. 01 (2026),

and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR AMENDING SECTIONS 22.10.030, 22.36.080, 22.36.120, AND 22.80.020 OF THE DIAMOND BAR CITY CODE PERTAINING TO THE REGULATION OF BILLBOARDS;

E. Approve for first reading by title only, waive full reading of Ordinance No. 02 (2026), and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR APPROVING DEVELOPMENT AGREEMENT NO. 2026-01, FOR PROPERTY COMPRISED OF APPROXIMATELY 6.08 ACRES LOCATED AT 880 SOUTH LEMON AVENUE, WALNUT, CALIFORNIA WITHIN THE JURISDICTIONAL BOUNDARIES OF THE CITY OF DIAMOND BAR (ASSESSOR'S PARCEL NUMBER 8760-015-901); and

F. Adopt Resolution No. 2025-37 approving Conditional Use Permit and Development Review Planning Case No. PL2024-40.

9. COUNCIL CONSIDERATION:

9.1 Annual Appointment of Council Members to Serve on Local and Regional Boards, Commissions and Committees.

Recommended Action:
Ratify the Mayor's appointments, and adopt Resolution No. 2025-38 confirming appointments to the San Gabriel Valley Council of Governments.

9.2 Appointments to the Parks and Recreation Commission and Planning Commission to Fill Unexpired Terms.

Recommended Action:
Ratify Mayor Tye's appointment of Lee Mao to the Planning Commission and Devang Mehta to the Parks & Recreation Commission.

10. COUNCIL SUB-COMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS:

11. ADJOURNMENT:

CERTIFICATION
I, Kristina Santana, MMC, City Clerk, City of Diamond Bar, hereby certify, under penalty of perjury under the laws of the State of California that the foregoing notice was posted pursuant to Government Code Section 54950 Et. Seq., not less than 72 hours prior to the meeting, at the following locations: Diamond Bar City Hall Kiosk, Diamond Bar City Hall Bulletin Board, City website: www.diamondbarca.gov, and Diamond Bar Library.

Kristina Santana, MMC
City Clerk
Date Posted: December 12, 2025

CITY COUNCIL STUDY SESSION REPORT

TO: Honorable Mayor and Members of the City Council

VIA: Daniel Fox, City Manager

FROM: Dannette Mansfield, Principal Management Analyst, City Manager's Office

TITLE: Citywide Fee Study Review.

BACKGROUND:

On May 15, 2024, the City entered into an agreement with Willdan Financial Services to prepare a comprehensive Citywide User Fee Study and Cost Allocation Plan (CAP). The last full fee study was completed in 2016, and since that time, the City has relied primarily on modest CPI adjustments that no longer reflect the true cost of service delivery.

A User Fee Study allows the City to evaluate whether its fees reasonably reflect the cost of providing ***specific***, ***private-benefit services***. Under State law, user fees must not exceed the reasonable cost of the service provided but should be set to recover no more than, and ideally closely approximate, the actual cost of delivery.

In recent years, many of the City's fees have not kept pace with increasing costs, operational needs, regulatory requirements, and technology investments. These conditions have created General Fund subsidies for several service areas that primarily benefit individual users rather than the community as a whole. Conducting a comprehensive update was necessary to restore cost-recovery accuracy and ensure fiscal sustainability.

The User Fee Study examined and recalculated fees in the following categories:

- Administrative and Miscellaneous Services
- Building
- Planning
- Public Works
- Parks & Recreation
- Technology Fees
- General Plan Update Fee

A preliminary Draft Fee Schedule was shared with the Fee Study Subcommittee on October 20, 2025 at 10:30 a.m. in the Grand Conference Room at City Hall. During that meeting, staff and Willdan Financial Services, along with then Council Member Tye and Council Member Low, reviewed initial findings, fee methodologies, departmental cost recovery trends, and the structure of proposed adjustments. The Subcommittee discussion helped confirm the City's understanding of current fee structure challenges and provided a foundation for the

comprehensive Draft now presented to the full City Council.

ANALYSIS:

The Citywide User Fee Study and Cost Allocation Plan represents the City's most comprehensive evaluation of service costs since 2016. Years of incremental CPI increases have not kept up with rising expenses, operational demands, technology costs, and evolving regulatory obligations. As a result, the existing fee schedule no longer reflects the actual cost of providing many City services. The updated User Fee Study restores compliance with cost-of-service principles required under State law and offers a structured and transparent framework for evaluating service costs, establishing fee levels, and determining appropriate cost recovery targets moving forward.

Administrative & Miscellaneous Services
Many of the fees and services listed under Administrative/Miscellaneous Services are permits, regulated fees, penalties, or fees not otherwise recommended to be changed.The study identifies that several administrative and miscellaneous fees are priced below the cost of service.

Recommended adjustments include increases to five fees, a reduction to one, the addition of five new false-alarm fees, and shifting one fee from a flat rate to an actual-cost model, while ten fees remain unchanged. These updates, averaging a 15 percent increase, are based on time-and-cost analysis using fully burdened hourly rates that more accurately represent the staff time required to provide services.

Building Division
The Building and Safety Division is responsible for the protection of public health and safety through the enforcement of Building Codes and other related codes. This Division provides for Building and Safety plan check, permit issuance, and inspection services. Much of the plan check and inspections are provided through contract services.The Building Division is significantly under-recovering its costs, with Building Permit activities operating at approximately 76 percent cost recovery. Within this division it is recommended that new General Plan Update Fee be included to support State-mandated General Plan and Housing Element updates. The fee is calculated by dividing the annualized cost of updates by the average Building Permit revenue over the past eight years. The resulting proposed rate is 6 percent of Building Permit valuation, compared to a full-cost estimate of 11 percent, ensuring that development activity contributes appropriately to long-term planning efforts.

The Study recommends increasing 180 fees, decreasing 8, adding 8 new fees, and retaining 20 at current levels. Average adjustments include a 39 percent increase for flat fees and a 31 percent increase for valuation-based Building Permit fees. These updates reflect the true cost of inspections, plan reviews, and code enforcement, aligning cost recovery with modern construction practices and regulatory demands.

Planning Division
The Planning Division is responsible for the functions related to current and long-term ("advance") planning, and administers the Community Development Block Grant Program. Planning Division fees do not adequately reflect the time and expertise needed to process development applications in a more complex regulatory environment, particularly due to new State housing and land-use mandates.

The Study recommends increasing 27 fees, decreasing one, adding 15 new fees, and maintaining 37 unchanged. On average, Planning fees would increase by 70 percent, ensuring applicants pay an equitable share of entitlement review, zoning interpretation, and related planning costs.

Public Works
The Public Works Department is committed to providing for the efficient operation of public works systems and programs. The vital services include: planning, designing, constructing, and monitoring the City's roadways and sidewalk infrastructure as well as sewer and storm drain systems; overseeing traffic management/control systems and traffic signal timing programs; maintaining and repairing all City buildings and fleet of vehicles and equipment; maintaining public parks/public property and Landscape Assessment Districts' medians, parkways,

mini parks, slopes, and open space; managing the engineering design and construction of the City's robust capital improvements program; reviewing/planning and permitting land development activities and subdivisions; and managing environmental programs such as the National Pollutant Discharge Elimination System (NPDES). Public Works engineering review, permitting, and inspection fees are currently understated relative to the staff resources necessary to enforce engineering standards and coordinate infrastructure improvements.

The Study recommends increasing 29 fees and keeping 95 as currently set, many of which are deposit-based. Average adjustments result in a 42 percent increase for flat-fee services, ensuring development activity contributes fairly to the oversight and protection of public infrastructure.

Parks & Recreation
The Parks & Recreation Department administers the recreation program which includes activities and events that strengthen the community's fabric, health and well-being, economic base, and security. This includes community events, enrichment programs, athletics, excursions, activities, and facilities for residents of all ages. Parks & Recreation fees reflect the City's longstanding commitment to offering community access to recreational facilities at below-cost rates. The department is currently operating at roughly 32 percent cost recovery.

To better support facility operations and maintenance while maintaining accessibility, the Study recommends increasing 75 fees, adding 2 new fees, and keeping 31 unchanged. The average increase is approximately 9 percent, consistent with balancing cost recovery with community benefit.

Technology Fees
The Study recommends decreasing the Building Records Archiving Fee from 5 percent to 1 percent to accurately represent digital storage costs. It further recommends increasing the Technology and Permit System Replacement Fee from 4 percent to 15 percent to adequately fund technology system and equipment replacement on a 15-year cycle. These adjustments support ongoing modernization of the City's permitting and recordkeeping systems.

The User Fee Study and Cost Allocation Plan provides a transparent, data-driven basis for modernizing the City's fee structure. Updating fees to reflect the full cost of service reduces reliance on the General Fund, enhances fiscal sustainability, and improves fairness and clarity for service users. The Study recommends annual CPI-based adjustments and a full fee review every five years to maintain accuracy and avoid future cost-recovery gaps. It is anticipated that the next step will be to bring this item before the City Council during a Regular Council Meeting for a Public Hearing as required by Government Code 66016.

ATTACHMENTS:

1. City of Diamond Bar User Fee Report

City of Diamond Bar, CA







User Fee Study

November 26, **2025**

WILLDAN
FINANCIAL SERVICES

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Executive Summary

The City of Diamond Bar engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify 100% full cost recovery for City services. ***Appendix C*** details the full cost and suggested fees as determined through discussion with departmental staff. The recommended fees identified herein are either at or less than full cost recovery.

User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole ("User Fees"). As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefits. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. The State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation, at the expense of local governments. In 2004-05, the Educational Revenue Augmentation Funds ("ERAF") take-away of property taxes and the reduction of Vehicle License Fees further reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the "Stop Hidden Taxes Initiative", which is aimed at defining "regulatory fees" as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. A Cost Allocation Plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can also be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceeds the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.

Study Objective

As the City of Diamond Bar seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A User Fee Study provides assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Diamond Bar departments and fee groups:

- Administrative/Miscellaneous Service Fees
- Building
- Planning
- Public Works
- Parks and Recreation

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative approaches.

Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the "reasonable cost" of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City's fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for such fees is the "estimated, reasonable cost" principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits (see ***Appendix B***), but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

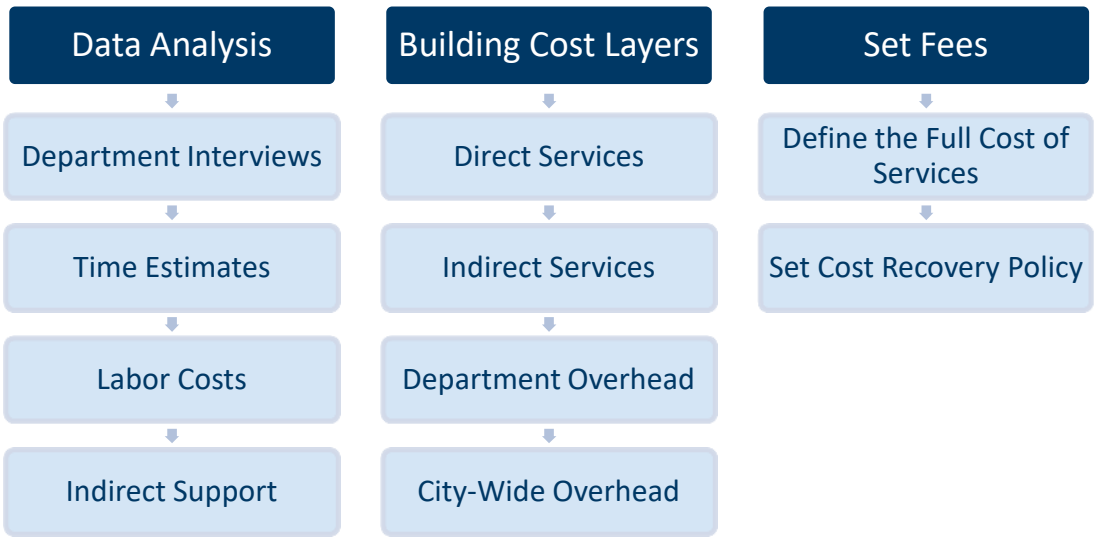
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours' employees are involved in non-billable activities such as paid vacation, sick leave, holidays, and other considerations as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee's cost based on the personnel and the amount of their time that is involved in providing each service.

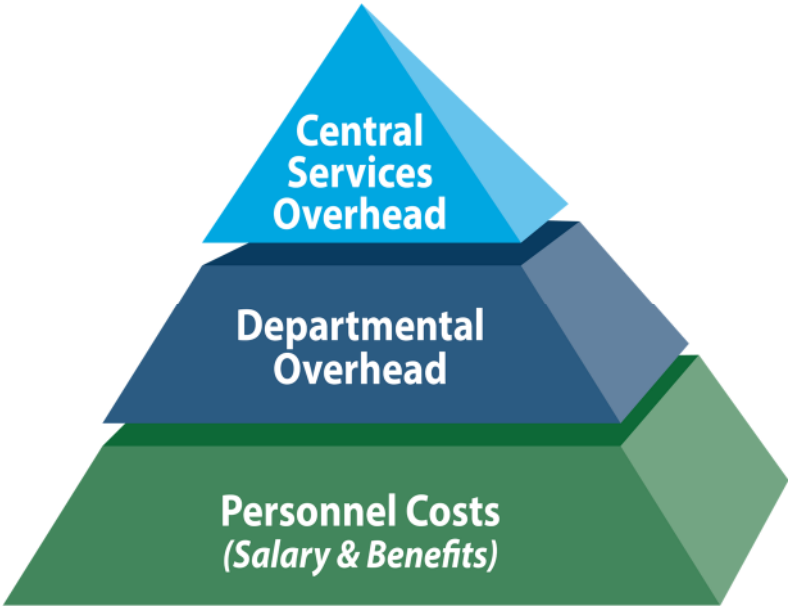
Summary Steps of the Study

The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service ***(Appendix A)***. Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:



- ***Direct Labor (Personnel Costs):*** The costs related to staff salaries for time spent directly on fee-related services.
- ***Departmental Overhead:*** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- ***Central Services Overhead:*** These costs represent services provided by those Central Services Departments whose primary function is to support other City departments.

Methodology

The three methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Program Cost Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a program's needs and goals. Typical programmatic approach cases are valuation-based fees, Recreation programs, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Valuation Based Fees: This method of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using a valuation-based fees provides for a system that can adjust as project sizes scale. Land is not included in the valuation.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in ***Appendix C***, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Position staffing levels, seniority, and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Changes in processes and procedures within a department, or the City as a whole
- Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

Diamond Bar User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in ***Appendix C***. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were obtained through interviews conducted with City staff for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility of determining the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Diamond Bar, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, some services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

City staff is recommending setting user fees at suggested fee amounts as detailed in ***Appendix C***. City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff has reviewed the full costs and identified the recommended fee levels for consideration by City Council.

The following sections provide background for each department, division, and fee group and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to ***Appendix C*** of this report.

Administrative/Miscellaneous Service Fees

Administrative/Miscellaneous service fees include Abatement Lien Processing, Appeals, Copying, False Alarms, Film Permits, Notary, NSF Checks, and Residential Parking Permit.

Analysis

Willdan individually reviewed the services associated with the Administrative/Miscellaneous Services.. The review also consisted of an evaluation of existing services to update the fee schedule.

Many of the fees and services listed under Administrative/Miscellaneous Services are permits, regulated fees, penalties, or fees not otherwise recommended to be changed. For the user fees evaluated as part of this study the analysis relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing service. Staff is recommending the fees be adjusted as detailed in ***Appendix C***. As a result, there would be:

- An increase to 5 fees;
- 1 fee would decrease;
- 5 new False Alarms fees would be added;
- 1 fee would change to Actual Cost from a flat fee;
- 10 fees would remain as currently set, and;
- the average fee change would be an increase of 15%.

Building

The Building and Safety Division is responsible for the protection of public health and safety through the enforcement of Building Codes and other related codes. This Division provides for Building and Safety plan check, permit issuance, and inspection services. Much of the plan check and inspections are provided through contract services.

Analysis

Willdan individually reviewed the services associated with the Building Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Building services relied primarily upon a standard unit cost build-up approach for fees, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that some fees are currently not in line with the updated full cost of providing services. Staff is recommending the fees be adjusted as detailed in ***Appendix C***. As a result, there would be:

- An increase to 180 fees;
- 8 fees would decrease;
- 8 new fees would be added;
- 20 fees would remain as currently set, and;
- the average fee change would be an increase of 39% for current fees.

In addition to the above referenced fees listed under Building, the Building Permit fees are also provided by this division. For the Building Permit fees, valuation is used as a proxy for measuring the effort needed to provide services on a case-by-case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, the more time and effort that is required to provide the service. Project valuation also follows that trend. By using a combination of either project valuation or historical revenue figures along with a multiplier or cost recovery analysis for historical and anticipated future trends, current cost recovery along with variability in charges due to project type and scale is determined. The result of the cost analysis completed for the Building Permit program found that the program is currently operating at 76% cost recovery based on activity level from fiscal year 2018-2025. Staff is recommending that the Building Permit fees be increased to full cost recovery.

Planning

The Planning Division is responsible for the functions related to current and long-term ("advance") planning, and administers the Community Development Block Grant Program.

The Planning Division prepares and updates the City's General Plan to guide Diamond Bar's long term growth and preservation of the community's quality of life. The Division administers and updates the zoning and subdivision ordinances, which are the primary tools used to implement the General Plans land use and development goals, objectives and policies. The planners provide information and assistance to the public by explaining the City's zoning regulations, and reviewing all land use, development and business license applications, and performing inspections to ensure compliance with regulations and conditions of approval. For projects requiring Planning Commission and City Council review, the Planning Division serves as those bodies' technical staff, and provides recommendations based on analysis of environmental, land use compatibility and design factors.

The Planning Division also supports the economic development efforts of the City. It updates and maintains records for the general public and coordinates projects and programs with other governmental agencies.

Analysis

Willdan individually reviewed the services associated with the Planning Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Planning services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in Appendix C. As a result, there would be:

- An increase for 27 fees;
- 1 fee would decrease;
- 15 new fees will be added;
- 37 fees would remain as currently set, and;
- the average fee change would be an increase of 70%.

Public Works

The Public Works Department is committed to providing for the efficient operation of public works systems and programs. The vital services include: planning, designing, constructing, and monitoring the City's roadways and sidewalk infrastructure as well as sewer and storm drain systems; overseeing traffic management/control systems and traffic signal timing programs; maintaining and repairing all City buildings and fleet of vehicles and equipment; maintaining public parks/public property and Landscape Assessment Districts' medians, parkways, mini parks, slopes, and open space; managing the engineering design and construction of the City's robust capital improvements program; reviewing/planning and permitting land development activities and subdivisions; and managing environmental programs such as the National Pollutant Discharge Elimination System (NPDES).

Analysis

Willdan individually reviewed the services associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Works services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted to full cost recovery as detailed in ***Appendix C***. As a result, there would be:

- An increase to 29 fees;
- 95 fees would remain as currently set, and;
- the average fee change would be an increase of 42%.

Parks and Recreation

The Parks & Recreation Department administers the recreation program which includes activities and events that strengthen the community's fabric, health and well-being, economic base, and security. This includes community events, enrichment programs, athletics, excursions, activities, and facilities for residents of all ages.

Analysis

Willdan individually reviewed the services associated with the Parks and Recreation Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of most Parks and Recreation programs encompassed facility rentals, sports, programs, and other community services. The fee for use for government owned facilities and property can be set discretionally by the City, typically based on past usage characteristics, policy goals, and surrounding jurisdiction comparison. The cost of capital acquisition, maintenance, repair, and upgrade to the City and subsequently the public is offset through rental or use fees. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that some Recreation programs provide a measure of public benefit to the residents and City as a whole, and as such is it common for services to bear significant subsidies. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. For a few of the fees in Parks and Recreation a standard cost of service approach was used, but some of the additional cost considerations above were not included as this is an operational cost analysis study that does not include considerations for capital. The analysis found that the current fees for facility use and services are below the cost of providing them. The analysis also included a cost recovery analysis for Community Services as a whole and it was determined to be operating at around 32% cost recovery. Staff is recommending the fees be adjusted as detailed in ***Appendix C***. As a result, there would be:

- An increase to 75 fees;
- 2 new fees will be added;
- 31 fees would remain as currently set, and;
- the average fee change would be an increase of 9%.

Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a portion of the total allowable cost is recovered as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that are charged directly to the service requestor.

City of Diamond Bar - User Fee Study

Overhead Rate Calculations

Department	Total Personnel Services	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
100: CITY CLERK'S OFFICE	366,483	108,495	30%	0%
100: CITY COUNCIL	187,616	36,250	19%	0%
100: CITY MANAGER'S OFFICE	998,968	139,110	14%	0%
100: COMMUNITY DEVELOPMENT	1,788,916	83,830	5%	58%
100: COMMUNITY RELATIONS	593,040	305,651	52%	0%
100: ECONOMIC DEVELOPMENT	313,484	89,275	28%	40%
100: FINANCE	780,669	34,225	4%	0%
100: HR & RISK MGMT	478,095	63,075	13%	0%
100: INFORMATION SYSTEMS	815,239	713,300	87%	0%
100: PARKS & RECREATION	2,875,549	751,635	26%	155%
100: PUBLIC WORKS	902,695	238,000	26%	45%
100: PUBLIC WORKS ADMIN	526,198	41,235	8%	0%
100: PUBLIC WORKS CIVIC CENTER	177,081	53,000	30%	0%
100: PUBLIC WORKS PARKS & FACLT MAINT	567,100	64,650	11%	0%
250: Integrated Waste Mgmt Fund	555,240	74,150	13%	58%

Appendix B –Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in ***Appendix C.*** The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For any user fee service request that is outside the scope of the fees detailed in ***Appendix C***, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

City of Diamond Bar - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
100: COMMUNITY DEVELOPMENT	CD - Administrative Assistant	$138.57
100: COMMUNITY DEVELOPMENT	CD - Administrative Coordinator	$153.83
100: COMMUNITY DEVELOPMENT	CD - Associate Planner	$115.52
100: COMMUNITY DEVELOPMENT	CD - Community Development Director	$333.15
100: COMMUNITY DEVELOPMENT	CD - Neighborhood Improvement Officer	$122.89
100: COMMUNITY DEVELOPMENT	CD - Permit Services Coordinator	$156.45
100: COMMUNITY DEVELOPMENT	CD - Permit Technician	$109.43
100: COMMUNITY DEVELOPMENT	CD - Planning Manager	$241.20
100: COMMUNITY DEVELOPMENT	CD - Senior Neighborhood Improvement Officer	$136.01
100: COMMUNITY DEVELOPMENT	CD - Senior Planner	$214.00
100: CITY CLERK'S OFFICE	Clerk - Administrative Assistant	$108.73
100: CITY CLERK'S OFFICE	Clerk - Administrative Coordinator	$120.71
100: CITY CLERK'S OFFICE	Clerk - City Clerk	$188.72
100: CITY MANAGER'S OFFICE	CM - Assistant City Manager	$249.76
100: CITY MANAGER'S OFFICE	CM - Assistant to the City Manager	$165.57
100: CITY MANAGER'S OFFICE	CM - City Manager	$294.79
100: CITY MANAGER'S OFFICE	CM - Management Analyst	$93.82
100: CITY MANAGER'S OFFICE	CM - Principal Management Analyst	$147.85
100: COMMUNITY RELATIONS	CR - Community Relations Coordinator	$137.30
100: COMMUNITY RELATIONS	CR - Community Relations Manager	$219.27
100: COMMUNITY RELATIONS	CR - Media Specialist	$125.28
100: ECONOMIC DEVELOPMENT	ED - Assistant City Manager	$394.57
100: ECONOMIC DEVELOPMENT	ED - Assistant to the City Manager	$261.57
100: ECONOMIC DEVELOPMENT	ED - City Manager	$465.70
100: ECONOMIC DEVELOPMENT	ED - Community Development Director	$363.01
100: ECONOMIC DEVELOPMENT	ED - Management Analyst	$144.07
100: ECONOMIC DEVELOPMENT	ED - Principal Management Analyst	$233.58
100: FINANCE	Fin - Accounting Technician	$79.33
100: FINANCE	Fin - Finance Director	$208.98
100: FINANCE	Fin - Finance Supervisor	$103.06
100: FINANCE	Fin - Senior Accounting Technician	$97.22
100: HR & RISK MGMT	HR - Human Resources & Risk Manager	$175.79
100: INFORMATION SYSTEMS	IS - Information Systems Director	$375.37
100: INFORMATION SYSTEMS	IS - Network/Systems Administrator	$249.85
100: INFORMATION SYSTEMS	IS - Network/Systems Technician	$136.74

City of Diamond Bar - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
100: PARKS & RECREATION	Parks - Administrative Coordinator	$283.68
100: PARKS & RECREATION	Parks - Facilities Maintenance Supervisor	$384.17
100: PARKS & RECREATION	Parks - Parks & Maintenance Superintendent	$419.32
100: PARKS & RECREATION	Parks - Parks & Recreation Director	$619.42
100: PARKS & RECREATION	Parks - PreSchool Teacher PT (30 hr/wk)	$142.08
100: PARKS & RECREATION	Parks - Public Works Director/City Engineer	$693.31
100: PARKS & RECREATION	Parks - Public Works Manager/Assistant City Engineer	$437.32
100: PARKS & RECREATION	Parks - Recreation Coordinator	$220.96
100: PARKS & RECREATION	Parks - Recreation Coordinator-DBC	$203.73
100: PARKS & RECREATION	Parks - Recreation Coordinator-Seniors	$220.19
100: PARKS & RECREATION	Parks - Recreation Coordinator-Sports	$201.94
100: PARKS & RECREATION	Parks - Recreation Superintendent	$417.91
100: PARKS & RECREATION	Parks - Recreation Supervisor	$352.43
100: PARKS & RECREATION	Parks - Senior Maintenance Worker	$205.48
100: PUBLIC WORKS	PW - Administrative Coordinator	$171.08
100: PUBLIC WORKS	PW - Associate Engineer	$229.79
100: PUBLIC WORKS	PW - Engineering Technician	$133.96
100: PUBLIC WORKS	PW - Facilities & Asset Maintenance Technician	$140.41
100: PUBLIC WORKS	PW - Public Works Director/City Engineer	$396.61
100: PUBLIC WORKS	PW - Public Works Manager/Assistant City Engineer	$250.17
100: PUBLIC WORKS	PW - Senior Maintenance Worker	$112.65
100: PUBLIC WORKS	PW - Senior Public Works Inspector	$183.86
100: PUBLIC WORKS ADMIN	PW Admin - Administrative Coordinator	$100.43
100: PUBLIC WORKS ADMIN	PW Admin - Associate Engineer	$134.90
100: PUBLIC WORKS ADMIN	PW Admin - Engineering Technician	$78.64
100: PUBLIC WORKS ADMIN	PW Admin - Public Works Director/City Engineer	$232.83
100: PUBLIC WORKS ADMIN	PW Admin - Public Works Manager/Assistant City Engineer	$146.86
100: PUBLIC WORKS ADMIN	PW Admin - Senior Public Works Inspector	$107.94
100: PUBLIC WORKS CIVIC CENTER	PW Civic Cntr - Facilities Maintenance Supervisor	$155.44
100: PUBLIC WORKS CIVIC CENTER	PW Civic Cntr - Parks & Maintenance Superintendent	$169.67
100: PUBLIC WORKS CIVIC CENTER	PW Civic Cntr - Public Works Director/City Engineer	$280.53
100: PUBLIC WORKS CIVIC CENTER	PW Civic Cntr - Public Works Manager/Assistant City Engineer	$176.95
100: PUBLIC WORKS CIVIC CENTER	PW Civic Cntr - Senior Maintenance Worker	$83.14
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Administrative Coordinator	$87.03
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Facilities & Asset Maintenance Technician	$85.15
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Facilities Maintenance Supervisor	$133.27
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Parks & Maintenance Superintendent	$145.47
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Public Works Director/City Engineer	$240.52
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Public Works Manager/Assistant City Engineer	$151.71
100: PUBLIC WORKS PARKS & FACLT MAINT	PW Parks & Fac - Senior Maintenance Worker	$71.28

Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee, and suggested fee is listed as "NA", the amount or percentage was not calculable. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

Administrative/Miscellaneous Services Fees

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Abatement Lien Processing	Charge the fully allocated hourly rates for all staff involved plus any outside costs.		NA	NA	Charge the fully allocated hourly rates for all staff involved plus any outside costs.	$0
2	Animal Administrative Appeal	$1,426.80	Per appeal	NA	NA	Charge the fully allocated hourly rates for all staff involved plus any outside costs.	NA
3	Copying / Document Reproduction	$0.10	FPPC copy per page after first 5 pages	NA	NA	$0.10	$0
4		$0.25	Other	$0.25	0%	$0.25	$0
5	Damage to City Property	Charge the fully allocated hourly rates for all staff involved plus any outside costs.		NA	NA	Charge the fully allocated hourly rates for all staff involved plus any outside costs.	$0
6	Document Certification	$5.00	Per document	$47.18	89%	$5.00	$0
7	Electronic File Copy	$5.00	Per device/disk	$15.00	0%	$15.00	$10
8	False Alarm Billing	$13.06	Per bill	NA	NA	$40.00	$27
9	False Alarm - 1st Response	New		NA	NA	$50.00	NA
10	False Alarm - 2nd Response	New		NA	NA	$100.00	NA
11	False Alarm - 3rd Response	New		NA	NA	$200.00	NA
12	False Alarm - 4th Response	New		NA	NA	$300.00	NA
13	False Alarm - 5th + Response	New		NA	NA	$400.00	NA
14	Film Permits	$133.96	Student	$234.33	0%	$234.33	$100
15		$582.78	Other – per application plus right-of-way rental as needed	$644.27	0%	$644.27	$61
16		$669.86	per day for right-of-way rental	$768.15	0%	$768.15	$98
17	General Research / Document Compilation	Charge the fully allocated hourly rates for all staff involved plus any outside costs.		NA	NA	Charge the fully allocated hourly rates for all staff involved plus any outside costs.	$0
18	Local Initiative Processing	$200.00	Per application	NA	NA	$200.00	$0
19	Notary Public Services	$15.00	Per signature	NA	NA	$15.00	$0
20	NSF Check Processing	$46.00	Per NSF check	NA	NA	$25 for first, $35 additional	-$21

Administrative/Miscellaneous Services Fees

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
21	Projects For Which There is No Fee Category	Charge the fully allocated hourly rates for all staff involved plus any outside costs.		NA	NA	Charge the fully allocated hourly rates for all staff involved plus any outside costs.	$0
22	Residential Parking Permit (+)	$0.00	Per permit	$0.00	NA	$0.00	$0
23	Developer Deposit for Community Facilites District Formation	New	Deposit	NA	NA	$15,000.00	NA

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
1	**Building Construction Fees**								
2	Permit Valuation	Based on ICBO/ICC Valuation Guidelines & City Ancillary Table							
3	Inspector	$46.89	Per hour/Per job site per specialty		$306.37	0%	$306.00	Per hour/Per job site per specialty	$259
4	Additional Plan Review (Including Revisions)	Charges at the fully allocated hourly rates for all personnel involved plus any outside costs.			$580.13	78%	Fully allocated cost + Permit Tech Time of $ 128.40		$0
5	Additional Support Fee (meetings, site visits, extra communication above standard time)	New	For complex projects or unprepared/unknowledgeable applicants		NA	NA	Charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	For complex projects or unprepared/unknowledgeable applicants	NA
6	After Hours Construction Review	$348.32	Per Hour		$826.66	0%	$826.00		$478
7	Alternate Materials / Methods Review	$207.65	Per application or actual costs at the discretion of the Building Official		NA	NA	$207.65	Per application or actual costs at the discretion of the Building Official	$0
8	Building Appeal	$2,083.27	Per appeal		NA	NA	$2,083.27	Per appeal	$0
9	Building Permit Fees Refund	Charge 20% of the original fee amount up to $350 maximum			NA	NA	Charge 20% of the original fee amount up to $350 maximum		$0
10	Building Plan Check Fees	85% Of Building Permit or Minimum $50			NA	NA	85% Of Building Permit or Minimum $50		$0
11	Duplicate Building Inspection Card	$33.50	Per card		$66.47	1%	$66.00	Per card	$33
12	Energy Enforcement	10% of Permit & Plan Check Fee		State Mandated	NA	NA	10% of Permit & Plan Check Fee		$0
13	Extension of Expired Permit	$100.48	Per application - $0 - $100,000 valuation		$380.70	0%	$380.00	Per application - $0 - $100,000 valuation	$280
14		$341.62	Per application - $100,001 + valuation		$504.57	0%	$504.00	Per application - $100,001 + valuation	$162
15	Extension of Unexpired Permit	$100.48	Per application - $0 - $100,000 valuation		$380.70	0%	$380.00	Per application - $0 - $100,000 valuation	$280
16		$341.62	Per application - $100,001 + valuation		$504.57	0%	$504.00	Per application - $100,001 + valuation	$162
17	Permit and Plan Check of Unpermitted Work	Double Fees			NA	NA	Double Fees		$0
18	Permit and Plan Check of Unpermitted Work w/ Cross Departmental Reviews (Complex projects Not Involving Grading Work)	New		Varies depending on scope of work and complexity of project	NA	NA	$5,000.00	Deposit	NA
19	Permit and Plan Check of Unpermitted Work w/ Cross Departmental Reviews (Complex projects Involving Grading Work)	New			NA	NA	$10,000.00	Deposit	NA
20	Strong Motion Instrumentation Program State Fee, Valuation Based	$0.50	Residential $0.50 Minimum, or .013% of valuation		NA	NA	$0.50	Residential $0.50 Minimum, or .013% of valuation	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
21		$0.50	Commercial & 3-Story + Residential $0.50 Minimum, or .028% of valuation		NA	NA	$0.50	Commercial & 3-Story + Residential $0.50 Minimum, or .028% of valuation	$0
22	Building Standards Administration Special Revolving Fund (BSASRF) State Fee (SB1473), Valuation Based	$1.00	$1-25,000		NA	NA	$1.00	$1-25,000	$0
23		$2.00	$25,000.01-50,000		NA	NA	$2.00	$25,000.01-50,000	$0
24		$3.00	$50,000.01-75,000		NA	NA	$3.00	$50,000.01-75,000	$0
25		$4.00	$75,000.01-100,000	Every $25,000.01 or fraction thereof above $100,000 add $1	NA	NA	$4.00	$75,000.01-100,000	$0
26	Site Inspection	$167.05		Site Inspections Not Otherwise Covered by a Fee	$239.90	0%	$239.00		$72
27	Inspection, Repair/Rehab of Building/Structure Declared Substandard	Regular Building Permit Fee For Structure			$574.37	Varies	Regular Building Permit Fee For Structure		$0
28	Inspection, Demolition of Building/Structure	$207.65	Per permit – complete demolition		$653.23	0%	$653.00	Per permit – complete demolition	$445
29		$522.49	Per permit – partial demolition		$826.66	0%	$826.00	Per permit – partial demolition	$304
30	Pool and/or Spa Demolition	New	Based on valuation		$326.61	0%	$326.00		NA
31	Pre-Permit Inspection	$133.98	Per inspection		$487.66	0%	$487.00	per hour	$353
32	Application and Investigation For Relocation, Building Permit as Required By Chapter 68 - Floor Area	$336.66	Less Than 2,500 S.F.		$1,322.18	0%	$1,322.00	Less Than 2,500 S.F.	$985
33		$673.34	2,501+ S.F.		$1,495.61	0%	$1,495.00	2,501+ S.F.	$822
34	Inspection Outside Normal Business Hours	$200.96	Per hour, 2 hour minimum		$826.66	0%	$826.00	Per hour, 2 hour minimum	$625
35	Building Records Archiving	5% of all building plan check and permit fees			1%	0%	1%		-4%
36	Certificate of Occupancy	$227.75	Per certificate		$306.37	0%	$306.00	Per certificate	$78
37	Certificate of Occupancy, Temporary	$515.80	Per application plus any outside costs		$1,628.30	0%	$1,628.00	Per application plus any outside costs	$1,112
38	Extension of Certificate of Occupancy, Temporary	$100.48	Per application plus any outside costs		$816.61	0%	$816.00	Per application plus any outside costs	$716
39	Construction/Demolition Monitoring Such Activities to Ensure Proper Diversion of Recyclables	$278.31	Each		$113.38	0%	$113.00		-$165
40	Solar/Photovoltaic Systems - SMIP and BSAF Fees based on valuation	$396.32	Single family residential **- plus $15 perkW above 10kW**		$468.04	16%	$396.32 (SMIP and BSAF Fees based on valuation)	Single family residential	-$3
41		$1,000.00	Multi-Family / Commercial/ Industrial **systems up to 50kW** **–plus $7 per kW between 51kW and 250kW** -plus $5 per kW above 250kW		NA	NA	$1,000 –plus $5 per kW above 250 kW	Multi-Family / Commercial/ Industrial –plus $5 per kW above 250 kW	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
42	Permit System Replacement	4% of building plan and permit revenues			15.3%	0%	15.3%		11.3%
43	General Plan Update Fee	New	% of building permit		11%	50%	6%	% of building permit	NA
44	Limited Collection Permit (valid one calendar yr.)	$314.84	Per permit		$314.84	0%	$314.00		-$1
45	Self-Hauling Permit	$1,024.89	Issued Jan.-Mar.		$1,024.89	0%	$1,024.00		-$1
46		$769.00	Issued Mar.-Jun.		$769.00	0%	$769.00		$0
47		$513.12	Issued Jul.-Sep.		$513.12	0%	$513.00		$0
48		$255.89	Issued Oct.-Dec.		$255.89	0%	$255.00		-$1
49	**Electrical, Plumbing, Mechanical Fees**								
50	**Administrative & Miscellaneous Fees**								
51	Permit Issuance	$58.06			$199.41	0%	$199.00		$141
52	Supplemental Permit Issuance	$43.42			$79.76	1%	$79.00		$36
53	Standard Retention Fee	5% of Permit & Plan Check Fees			NA	NA	5% of Permit & Plan Check Fees		0%
54	Combo Permits - Electrical, Plumbing, Mechanical	10% of the Building Permit Fee			NA	NA	10% of the Building Permit Fee		0%
55	**Administrative & Miscellaneous Fees**								
56	Minimum Inspection/Reinspection Fee: Mechanical	$99.50			$132.94	1%	$132.00		$33
57	Stand Alone/Other Mechanical Inspections	$143.82	Per Hour, Minimum Charge of ½ Hour		$239.90	0%	$239.00	Per Hour, Minimum Charge of ½ Hour	$95
58	Stand Alone/Other Mechanical Plan Check	$143.82	Per Hour, Minimum Charge of ½ Hour		$326.61	0%	$326.00	Per Hour, Minimum Charge of ½ Hour	$182
59	Unit Fees:								
60	A/C, Residential (Each)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
61		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
62		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
63	Furnace (F.A.U., Floor)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
64		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
65		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
66	Heater (Wall)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
67		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
68		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
69	Refrigeration Compressor	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
70		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
71		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
72	Boiler	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
73		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
74		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
75	Chiller	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
76		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
77		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
78	Heat Pump (Package Unit)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
79		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
80		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
81	Heater (Unit, Radiant, Etc.)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
82		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
83		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
84	Air Handler (Each)	$19.74	2000 CFMs		$25.10	0%	$25.00	2000 CFMs	$5

Building

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
85		$58.29	2001-3,999 CFMs		$74.11	0%	$74.00	2001-3,999 CFMs	$16
86		$58.29	4000-10,000 CFMs		$74.11	0%	$74.00	4000-10,000 CFMs	$16
87		$101.04	10,001+ CFMs		$128.46	0%	$128.00	10,001+ CFMs	$27
88	Duct Work	$65.33	1-10 Registers		$85.63	1%	$85.00	1-10 Registers	$20
89		$202.09	11-30 Registers		$256.92	0%	$256.00	11-30 Registers	$54
90		$306.74	31-50 Registers		$389.98	0%	$389.00	31-50 Registers	$82
91		$312.88	51+ Registers		$397.78	0%	$397.00	51+ Registers	$84
92	Evaporative Cooler	$33.90	1-12,000 BTUs		$43.10	0%	$43.00	1-12,000 BTUs	$9
93		$33.90	12,001-24,000 BTUs		$43.10	0%	$43.00	12,001-24,000 BTUs	$9
94		$33.90	24,001-36,000 BTUs		$43.10	0%	$43.00	24,001-36,000 BTUs	$9
95		$33.90	36,001-48,000 BTUs		$43.10	0%	$43.00	36,001-48,000 BTUs	$9
96		$33.90	48,001+ BTUs		$43.10	0%	$43.00	48,001+ BTUs	$9
97	Inlet & Outlet Served by AC System Register	$6.74	Each		$8.57	0%	$8.57	Each	$2
98	Moisture Exhaust Duct Clothes Dryer	$52.49	Each		$66.73	1%	$66.00	Each	$14
99	Ventilation Fan Connected to a Single Duct	$24.61	Each		$31.29	1%	$31.00	Each	$6
100	Vent System	$52.49	Each		$66.73	1%	$66.00	Each	$14
101	Exhaust Hood/Fan/Duct Residential	$101.04	Each		$128.46	0%	$128.00	Each	$27
102	Exhaust Hood, Type 1 Commercial Grease Hood	$101.04	Each		$128.46	0%	$128.00	Each	$27
103	Exhaust Hood, Type 2 Commercial Steam Hood	$101.04	Each		$128.46	0%	$128.00	Each	$27
104	Spray Booth Served By Mechanical Exhaust, Including Fans & Ducts Attached Thereto	$101.04			$128.46	0%	$128.00		$27
105	Walk-in Box/Refrigerator Coil	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
106		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
107		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
108	Install/Relocate Forced Air or Gravity-Type Furnace or Burner (Including Attached Ducts & Vents)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
109		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
110		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
111	Install/Relocate Suspended Heater, Recessed Wall Heater, or Floor Mounted Unit Heater (Each)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
112		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
113		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
114	Repair/Alter/Add Heating Appliance, Refrigeration Unit, Cooling Unit, Absorption Unit, or Each Heating, Cooling, Absorption, or Evaporative Cooling System, Including Installation of Controls (Each)	$41.81	Up to 100,000 BTUs		$53.15	0%	$53.00	Up to 100,000 BTUs	$11
115		$78.95	100,001-500,000 BTUs		$100.38	0%	$100.00	100,001-500,000 BTUs	$21
116		$202.78	500,001+ BTUs		$257.80	0%	$257.00	500,001+ BTUs	$54
117	Fire Damper	$16.50	Each		$20.97	5%	$20.00	Each	$3

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
118	Garage Ventilation System	$52.49	Each		$66.73	1%	$66.00	Each	$14
119	Product Conveying System	$52.49	Each		$66.73	1%	$66.00	Each	$14
120	Appliance or Piece of Equipment Not Classed in Other Appliance Categories, or For Which No Other Fee Is Listed	$52.49			$66.73	1%	$66.00		$14
121	Fire Suppression System	$16.50			$20.97	5%	$20.00		$3
122	**Plumbing & Gas Permit Fees**								
123	Minimum Inspection/Reinspection Fee: Plumbing & Gas	$71.92			$132.94	0%	$132.94		$61
124	Stand Alone Plumbing Inspection	$143.82	Per Hour, Minimum Charge of ½ Hour		$239.90	0%	$239.90	Per Hour, Minimum Charge of ½ Hour	$96
125	Stand Alone Plumbing Plan Check	$143.82	Per Hour, Minimum Charge of ½ Hour		$326.61	0%	$326.61	Per Hour, Minimum Charge of ½ Hour	$183
126	Unit Fees:								
127	Gas Piping System	$127.83	First 5		$162.52	0%	$162.00	First 5	$34
128		$6.57	After First 5 (Each)		$8.35	0%	$8.35	After First 5 (Each)	$2
129	Gas Meter	$25.56	Each		$32.49	2%	$32.00	Each	$6
130	Gas Pressure Regulator	$25.56	Each		$32.49	2%	$32.00	Each	$6
131	Building Sewer Connection	$73.42	Each		$93.34	0%	$93.00	Each	$20
132	Future House Sewer Section	$47.36			$60.22	0%	$60.00		$13
133	Private Sewage Disposal System Septic Tank & Seepage Pit/Connection to House	$150.36	Each		$191.16	0%	$191.00	Each	$41
134	Disconnection, Abandonment, Alteration, or Repair of Any House Sewer or Private Sewage Disposal System or Part Thereof	$51.61	Each		$65.62	1%	$65.00	Each	$13
135	Backflow Preventer	$25.56	First 5		$32.49	2%	$32.00	First 5	$6
136		$10.56	After First 5 (Each)		$13.42	3%	$13.00	After First 5 (Each)	$2
137	Water Heater and/or Vent	$25.56	Each		$32.49	2%	$32.00	Each	$6
138	Water Softener	$25.56	Each		$32.49	2%	$32.00	Each	$6
139	Dishwasher, Permanent	$25.56	Each		$32.49	2%	$32.00	Each	$6
140	Water Pipe Repair/Replacement	$25.56			$32.49	2%	$32.00		$6
141	Drainage or Vent Piping Repair/Alterations	$25.56	Each		$32.49	2%	$32.00	Each	$6
142	Drinking Fountain	$25.56	Each		$32.49	2%	$32.00	Each	$6
143	Solar Water System Fixtures Solar Panels, Tanks, Water Treatment Equipment	$85.15	Each		$108.26	0%	$108.00	Each	$23
144	Swimming Pool Drainage Trap & Receptor Water Supply for Pool Not Included	$25.56	Each		$32.49	2%	$32.00	Each	$6
145	Medical Gas System	$25.56	Each		$32.49	2%	$32.00	Each	$6
146	Plumbing Fixture/Trap or Set of Fixtures on One Trap, Including Water, Drainage Piping, Hose Bibs, and Backflow Protection	$25.56	Each		$32.49	2%	$32.00	Each	$6
147	Building Drain w/o Accompanying Plumbing	$25.56	Each		$32.49	2%	$32.00	Each	$6

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
148	Cesspool, Overflow Seepage Pit, Percolation Test Pit, Swimming Pool Drywell, or Drainfield Extension or Replacement	$73.42	Each		$93.34	0%	$93.00	Each	$20
149	Private Sewage Disposal System	$380.03	Each		$483.15	0%	$483.00	Each	$103
150	Industrial Waste Grease Trap, Pretreatment Interceptor, Including Trap & Vent	$25.56	Each		$32.49	2%	$32.00	Each	$6
151	Water Treating Equipment and/or Water Piping Installed/Altered/Repaired	$25.56	Each		$32.49	2%	$32.00	Each	$6
152	Lawn Sprinkler System On any one Meter, Including Backflow Protection Devices Therefore	$25.56	Each		$32.49	2%	$32.00	Each	$6
153	Backflow Devices Not Included in Other Fee Services e.g., Building/Trailer Sewer	$25.56	Each		$32.49	2%	$32.00	Each	$6
154	**Electrical Permit Fees**								
155	Minimum Inspection/Reinspection Fee: Electrical	$71.92			$132.94	0%	$132.94		$61
156	Stand Alone/Other Electrical Inspections	$143.82	Per Hour, Minimum Charge of ½ Hour		$239.90	0%	$239.90	Per Hour, Minimum Charge of ½ Hour	$96
157	Stand Alone/Other Electrical Plan Checks	$143.82	Per Hour, Minimum Charge of ½ Hour		$326.61	0%	$326.61	Per Hour, Minimum Charge of ½ Hour	$183
158	System Fees:								
159	Service, Subpanels, Switchboards or Section, Motor-Controlled Centers, and Panel Boards	$60.15	Up to 200 Amps		$76.47	1%	$76.00	Up to 200 Amps	$16
160		$117.76	201-1000 Amps		$149.72	0%	$149.00	201-1000 Amps	$31
161		$251.79	1001+ Amps		$320.12	0%	$320.00	1001+ Amps	$68
162	New Single & Two-Family Residential Buildings	$0.15	Per Sq. Ft.		$0.20	0%	$0.20	Per Sq. Ft.	$0.05
163	Multifamily Residential Buildings	$0.14	Per Sq. Ft.		$0.18	0%	$0.18	Per Sq. Ft.	$0.05
164	Temporary Service Power Pole or Pedestal, Including All Pole or Pedestal Mounted Receptacle Outlets and Appurtenances	$67.36			$85.63	1%	$85.00		$18
165	Temporary Distribution System & Temporary Lighting & Receptacle Outlets	$33.46	Each		$42.53	1%	$42.00	Each	$9
166	Private/Residential In-Ground Swimming Pools, Spas, Therapeutic Whirlpools, Hot Tubs, New/Repairs **Includes Complete System of Necessary Branch Wiring, Bonding, Grounding, Underwater Lighting, Water Pumping, and Other Similar Electrical Equipment Directly Related to the Operation of a Swimming Pool	$125.65	Each		$159.74	0%	$159.00	Each	$33

Building

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
167	Temporary Distribution System and Temporary Lighting and Receptacle Outlets For Construction Sites, Decorative Lights, Christmas Tree Sales Lots, Fireworks Stands, Etc.	$25.32	Each		$32.19	1%	$32.00	Each	$7
168	Unit Fees:								
169	Receptacle, Switch, Lighting, or Other Outlets at Which Current is Used or Controlled, Except Services, Feeders, & Meters	$3.03	First 20 (Or Portion Thereof)		$3.85	0%	$3.85	First 20 (Or Portion Thereof)	$1
170		$2.09	Each Additional		$2.66	0%	$2.66	Each Additional	$1
171	Light Fixtures, Sockets, or Other Lamp-Holding Devices	$3.03	First 20 (Or Portion Thereof)		$3.85	0%	$3.85	First 20 (Or Portion Thereof)	$1
172		$2.09	Each Additional		$2.66	0%	$2.66	Each Additional	$1
173	Pole or Platform Mounted Lighting Fixtures	$3.48	Each		$4.43	0%	$4.43	Each	$1
174	Theatrical-type Lighting Fixtures or Assemblies	$3.48	Each		$4.43	0%	$4.43	Each	$1
175	Residential and Nonresidential Appliances: Fixed Residential Appliances or Receptacle Outlets For Same, Including Wall-Mounted Electric Ovens, Counter Mounted Cooking Tops, Electric Ranges, Self-contained Room Console, or Through Wall Air Conditioners, Space Heaters, Food Waste Grinders, Dishwashers. Residential Appliances and Self-contained Factory Wired Non-Residential Appliances, Including Medical and Dental Services, Food, Beverage, and Ice Cream Cabinets, Illuminated Show Cases, Drinking Fountains, Vending Machines, Laundry Machines, etc. Residential Appliances and Self-contained Factory-Wired Non-Residential Appliances Not Exceeding One Horsepower (HP), Kilowatt (kW), or Kilovolt-ampere (kVA) in rating, including medical and dental devices, food, beverage, and ice cream cabinets, etc. **For other types of air conditioners, and motor-driven appliances having larger electrical ratings, see Power Apparatus Electrical Ratings, See Power Apparatus	$16.72	Each		$21.26	1%	$21.00	Each	$4

Building

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
176	Nonresidential Appliances: Residential Appliances and Self-contained Factory-Wired Non-Residential Appliances Not Exceeding One Horsepower (HP), Kilowatt (kW), or Kilovolt-ampere (kVA) in rating, including medical and dental devices, food, beverage, and ice cream cabinets, etc. **For other types of air conditioners, and motor-driven appliances having larger electrical ratings, see Power Apparatus	$16.72			$21.26	1%	$21.00		$4
177	Power Apparatus: Motors, Generators, Transformers, Rectifiers, Synchronous Converters, Capacitors, Industrial Heating, Air Conditioners, and Heat Pumps, Cooking & Baking Equipment and Other Apparatus Rating in Horsepower (HP), Kilowatts (kW), or Kilovolt-amperes (kVA)	$30.45	Over 3-10		$38.71	2%	$38.00	Over 3-10	$8
178		$71.31	Over 11-50		$90.67	1%	$90.00	Over 11-50	$19
179		$133.78	Over 51-100		$170.09	0%	$170.00	Over 51-100	$36
180		$220.41	Over 101		$280.22	0%	$280.00	Over 101	$60
181	Busways: Trolley and Plug-In Type Busways (Each 100 Ft. or Fraction Thereof) **An additional fee will be required for lighting fixtures, motors, and other appliances that are connected to trolley and plug-In type busways. No fee is required for portable tools.	$40.42			$51.38	1%	$51.00		$11
182	Other Electrical:								
183	Signs, Outline Lighting, or Marquees (Each)	$19.74			$76.47	1%	$76.00		$56
184	Signs, Outline Lighting, or Marquees Supplied From One Branch Circuit (Each)	$19.74			$25.10	0%	$25.00		$5
185	Additional Branch Circuits Within The Same Sign, Outline Lighting System, Or Marquee (Each)	$19.74			$25.10	0%	$25.00		$5
186	Miscellaneous Apparatus, Conduits, and Conductors (Each)	$100.80			$128.15	0%	$128.00		$27

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
187	Electrical Apparatus, Conduits, and Conductors For Which a Permit is Required, But For Which No Fee is Herein Set Forth (Each) **Not Applicable When a Fee is Paid For One or More Services, Outlets, Fixtures, Appliances, Power Apparatus, Busways, Signs, or Other Equipment	$92.84			$128.15	0%	$128.00		$35
188	Photovoltaic Systems	$92.84	Each		$118.03	0%	$118.00	Each	$25
189	Inspections Outside Normal Business Hours	$401.91	0-2 Hours (Minimum Fee)		$510.98	0%	$510.00	0-2 Hours (Minimum Fee)	$108
190		$200.96	Each Additional Hour or Portion Thereof		$255.50	0%	$255.00	Each Additional Hour or Portion Thereof	$54
191	Inspections For Which No Fee is Indicated	$143.82	Per Hour, Minimum Charge of ½ Hour		$182.85	0%	$182.00	Per Hour, Minimum Charge of ½ Hour	$38
192	Electrical Plans Over 2,000 Sq. Ft.	$241.31	2000-4000 (2 Hrs.)		$306.79	0%	$306.00	2000-4000 (2 Hrs.)	$65
193		$361.95	4001-6000 (3 Hrs.)		$460.17	0%	$460.00	4001-6000 (3 Hrs.)	$98
194		$482.58	6001-8000 (4 Hrs.)		$613.53	0%	$613.00	6001-8000 (4 Hrs.)	$130
195		$603.24	8001-10,000 (5 Hrs.)		$766.93	0%	$766.00	8001-10,000 (5 Hrs.)	$163
196		$723.87	10,001-14,000 (6 Hrs.)		$920.29	0%	$920.00	10,001-14,000 (6 Hrs.)	$196
197		$965.18	14,001-18,000 (8 Hrs.)		$1,227.09	0%	$1,227.00	14,001-18,000 (8 Hrs.)	$262
198		$1,045.62	18,001-22,000 (9 Hrs.)		$1,329.36	0%	$1,329.00	18,001-22,000 (9 Hrs.)	$283
199		$1,206.46	22,001+ (10 Hrs.)		$1,533.84	0%	$1,533.00	22,001+ (10 Hrs.)	$327
200	**Building Valuation Table - Ancillary Items**								
201	Additions Up To 1,000 Sq. Ft.	$141.37	per sf		$179.73	6%	$169.09	per sf	$28
202	Carports	$18.43	Good		$23.44	15%	$20.00	per sf (metal)	$2
203		$19.69	Very Good		$25.04	4%	$24.00	per sf (wood)	$4
204	Garages	$38.55	Very Good/Wood		$49.01	14%	$42.00	per sf	$3
205		$39.12	Very Good/Masonry		$49.73	3%	$48.00	per sf	$9
206		$41.37	Very Good/Wood - Hillside		$52.60	5%	$50.00	per sf	$9
207		$42.08	Very Good/Masonry - Hillside		$53.49	1%	$53.00	per sf	$11
208	Storage Shed	New			NA	NA	$34.50	per sf	NA
209	Investigation/Reinspection	$111.89			$268.28	0%	$268.00	per hour	$156
210	Patio/Porch	$13.22	Fiberglass		$16.80	-1%	$17.00	per sf	$4
211		$19.69	Metal		$25.04	8%	$23.00	per sf	$3
212		$20.68	Wood		$26.29	5%	$25.00	per sf	$4
213	Patio Enclosures	$42.21	Wood		$53.66	7%	$50.00	per sf	$8
214		$70.35	Metal		$89.43	16%	$75.00	per sf	$5
215	Balcony/Deck	$17.14			NA	NA	$35.00	per sf	$18
216	Remodel (Other)	$56.22	Add "(Other)"		$71.54	21%	$56.22		$0
217	Remodel Kitchen/Bathroom	New			NA	NA	$85.00	per sf	NA
218	Re-Roofs Allowed Only if <25% of Roof is Done	$3.01	Comp/Asphalt Shingles - Per Sq. Ft.		NA	NA	$4.00	Comp/Asphalt Shingles - Per Sq. Ft.	$1
219		$302.46	Comp/Asphalt Shingles - Roof Sq.		NA	NA	$400.00	Comp/Asphalt Shingles - Roof Sq.	$98
220		$4.43	Tile (Class A) - Per Sq. Ft.		NA	NA	$7.00	Tile (Class A) - Per Sq. Ft.	$3
221		$443.17	Tile (Class A) - Roof Sq.		NA	NA	$700.00	Tile (Class A) - Roof Sq.	$257

Building

Item No.	Title	FY 25-26 Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
222	Retaining Walls	$13.22	Masonry		$16.80	11%	$15.00	per sf	$2
223		$19.69	Concrete		$25.04	12%	$22.00	per sf	$2
224	Swimming Pools/Spas	$59.08	Private		$75.11	13%	$65.00	per sf	$6
225		$68.94	Private/Decorative		$87.65	14%	$75.00	per sf	$6
226	Tenant Improvement	$31.08			NA	NA	$50.00	per sf	$19
227	H&S Code 19851 (plans release)	New			$465.28	0%	$465.00		NA

BUILDING PERMIT FEES

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus $$	Suggested Plus $$	For every
1.00	700.00	71.20	**93.33**	0.00	**0.00**	0.00
701.00	1,000.00	106.75	**139.92**	0.00	**0.00**	100.00
1,001.00	25,000.00	106.75	**139.92**	27.58	**36.15**	1,000.00
25,001.00	50,000.00	768.64	**1,007.51**	21.15	**27.72**	1,000.00
50,001.00	100,000.00	1,297.37	**1,700.56**	15.84	**20.76**	1,000.00
100,001.00	and up	2,089.36	**2,738.66**	15.60	**20.45**	1,000.00

Percent Change = 31%

Cost Recovery Level = 100%

Planning

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
1	**Advance Planning**							
2	Annexation	$10,000.00	Deposit (RFD)	NA	NA	$10,000.00	Deposit (RFD)	$0
3	Development (Zoning) Code Amendment	$10,000.00	Deposit (RFD)	$13,111.28	1%	$13,000.00	Deposit (RFD)	$3,000
4	Development Agreement	$10,000.00	Deposit (RFD)	NA	NA	$25,000.00	Deposit (RFD)	$15,000
5	General Plan Amendment	$10,000.00	Deposit (RFD)	NA	NA	$10,000.00	Deposit (RFD)	$0
6	Specific Plan	$10,000.00	Deposit (RFD)	NA	NA	$30,000.00	Deposit (RFD)	$20,000
7	Specific Plan Amendment	$5,000.00	Deposit (RFD)	NA	NA	$5,000.00	Deposit (RFD)	$0
8	Zone Change/Map Amendment	$10,000.00	Deposit (RFD)	NA	NA	$10,000.00	Deposit (RFD)	$0
9	**Current Planning (Discretionary)**							
10	Administrative Development Review	$2,351.21	Application plus $2,000 deposit (RFD)	$6,623.71	0%	$6,623.00	Application plus $2,000 deposit (RFD)	$4,272
11	Adult Oriented Business/Entertainer Permit	$2,893.81	Application	NA	NA	$2,893.81	Application	$0
12	Animal Permit	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
13	Comprehensive Sign Program	$2,170.36	Per application plus $2,000 deposit (RFD) with charges at the fully allocated hourly rates for all project personnel plus any outside costs.	$4,764.20	0%	$4,764.00	Per application plus $2,000 deposit (RFD) with charges at the fully allocated hourly rates for all project personnel plus any outside costs.	$2,594
14	Conditional Use Permit - Minor	$2,136.88	Application plus $2,000 deposit (RFD)	$4,795.00	0%	$4,795.00	Application plus $2,000 deposit (RFD)	$2,658
15	Conditional Use Permit - Major	$2,672.76	Application plus $4,000 deposit (RFD)	$5,638.87	0%	$5,638.00	Application plus $4,000 deposit (RFD)	$2,965
16	Condition Use Permit Amendment	$3,798.12	Application	$4,300.72	0%	$4,300.00	Application	$502
17	Density Bonus	$5,000.00	Deposit (RFD)	NA	NA	$5,000.00	Deposit (RFD)	$0
18	Development Review	$3,824.92	Application plus $5,000 deposit (RFD)	$9,021.60	0%	$9,021.00	Application plus $5,000 deposit (RFD)	$5,196
19	Extension of Time	$200.96	Per application - no public hearing	$735.48	0%	$735.00	Per application - no public hearing	$534
20		$3,798.12	Per application - with public hearing	$3,828.52	0%	$3,828.00	Per application - with public hearing	$30
21	Landscape Plan Check	$455.51	Per application plus any outside costs	NA	NA	$455.51	Per application plus any outside costs	$0
22	Miscellaneous/Special Studies	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0

Planning

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
23	Parcel Map Waiver	$5,000.00	Deposit (RFD)	NA	NA	$5,000.00	Deposit (RFD)	$0
24	Parking Permit/Joint Use Parking Agreement	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
25	Revision after Tentative Parcel Map (TPM) or Tentative Tract Map (TTM) is approved	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$9,739.29	0%	$9,739.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$7,239
26	Temporary Use Permit	$334.92	Application	$1,043.00	0%	$1,043.00	Application	$708
27	Tentative Parcel Map (TPM)	$5,000.00	Deposit (RFD)	$10,068.81	0%	$10,068.00	Deposit (RFD)	$5,068
28	Tentative Tract Map (TTM)	$5,000.00	Deposit (RFD)	$35,870.68	0%	$35,870.00	Deposit (RFD)	$30,870
29	Tree Permit	$1,587.58	Application plus $2,500 Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus outside costs.	$1,388.82	0%	$1,388.00	Application plus $2,500 Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus outside costs.	-$200
30	Variance - Minor	$1,902.41	Application	$2,336.85	0%	$2,336.00	Application	$434
31	Variance - Major	$5,000.00	Deposit (RFD)	NA	NA	$5,000.00	Deposit (RFD)	$0
32	**Environmental**							
33	California Department of Fish and Wildlife LA County CDFW fees are updated every January 1. Refer to the LA County Recorder's Office website: https;//www.lavote.gov/home/county clerk/environmental-notices-fees	$75.00	City processing fee	NA	NA	$75.00	City processing fee	$0
34		$75.00	County processing fee	NA	NA	$75.00	County processing fee	$0
35		$4,123.50	CDFW Environmental Impact Report (EIR) review	NA	NA	$4,123.50	CDFW Environmental Impact Report (EIR) review	$0
36		$2,968.75	CDFW Negative Declaration & Mitigated Negative Declaration review	NA	NA	$2,968.75	CDFW Negative Declaration & Mitigated Negative Declaration review	$0
37	Environmental Analysis (i.e., Environmental Impact Report (EIR) or Negative Declaration preparation)	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0

Planning

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
38	Environmental Mitigation Monitoring Program	Cost to be determined as part of the EIR or Negative Declaration Mitigation Monitoring program to be included as a project condition of approval. Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus outside costs.		NA	NA	Cost to be determined as part of the EIR or Negative Declaration Mitigation Monitoring program to be included as a project condition of approval. Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus outside costs.		$0
39	**Ministerial Review**							
40	Streamlined Plot Plan Review (+)	$784.15	Application	$1,307.34	0%	$1,307.00	Application	$523
41	ADU Review	$784.15	Application	$1,961.01	0%	$1,961.00	Application	$1,177
42	Plot Plan Review (+)	$2,213.02	Application	$2,493.26	0%	$2,493.00	Application	$280
43	Preliminary Project Review	$2,458.40	Per application - with 50% of the fee being credited towards future Planning fees for the project.	$3,720.57	0%	$3,720.00	Per application - with 50% of the fee being credited towards future Planning fees for the project.	$1,262
44	Sign Review	$167.48	Application	$247.14	0%	$247.00	Application	$80
45	Temporary Sign Review	$93.78	Application	$164.76	39%	$100.00	Application	$6
46	Zoning Clearance (Tier 1: re-roofs, windows, interior remodel, driveway extensions, pools, fences, walls, sheds, patio covers, etc.)	$100.48	Application	$115.87	1%	$115.00	Application	$15
47	Zoning Clearance (Tier 2: 1st floor additions under 300 SF, sunrooms, guest house, enclosed spaces, etc.)	$100.48	Application	$280.63	0%	$280.00	Application	$180
48	**Miscellaneous/Other**							
49	Appeals (+)	$4,741.59	Per appeal	NA	NA	$4,741.59	Per appeal	$0
50	Business License - New (+)	$46.48	Application plus $4 State fee	$164.76	0%	$164.00	Application plus $4 State fee	$118
51	Business License - Renewal (+)	$10.00	Per application plus $4 State fee	$38.46	1%	$38.00	Per application plus $4 State fee	$28
52	CC&Rs Review	$5,000.00	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$5,000.00	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0

Planning

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
53	Certificate of Compliance	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
54	Concurrent filed applications	One deposit (RFD) shall be accepted (the largest deposit listed) and all applications shall be processed as actual cost charged against the one deposit.		NA	NA	One deposit (RFD) shall be accepted (the largest deposit listed) and all applications shall be processed as actual cost charged against the one deposit.		$0
55	Interpretation	$1,306.24	Application	NA	NA	$1,306.24	Application	$0
56	Mills Act Processing	$5,000.00	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$5,000.00	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
57	Permanent Record Retention	$2.00	Per sheet of plans collected at the time of submittal	NA	NA	$2.00	Per sheet of plans collected at the time of submittal	$0
58	Projects for which there is no fee category	Actual cost deposit (RFD) to be determined by the Community Development Director.		NA	NA	Actual cost deposit (RFD) to be determined by the Community Development Director.		$0
59	Public Convenience & Necessity (ABC)	$464.61	Application	$4,486.65	0%	$4,486.65	Application	$4,022
60	Quimby Fees (In-Lieu Park Fees)	Fees determined during discretionary review for residential projects and are based upon an appraisal of the land.		NA	NA	Fees determined during discretionary review for residential projects and are based upon an appraisal of the land.		$0
61	Research	Actual cost deposit (RFD) to be determined by the Community Development Director.		NA	NA	Actual cost deposit (RFD) to be determined by the Community Development Director.		$0
62	SEATAC Review	Add 50% to the deposit (RFD) for concurrent application.		NA	NA	Add 50% to the deposit (RFD) for concurrent application.		$0
63	SB 9 Projects	New	Deposit	NA	NA	$10,000.00	Deposit	NA
64	SB 35 Projects	New	Deposit	NA	NA	$10,000.00	Deposit	NA
65	Affordable Housing Monitoring	New	Deposit	NA	NA	$10,000.00	Deposit	NA
66	Affordable Housing Implementing Documents	New	Deposit	NA	NA	$10,000.00	Deposit	NA
67	Business License late fee	$10.00		NA	NA	$10.00		$0

Planning

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
68	Business License delinquency fees	$20, $40		NA	NA	$20, $40		$0.00
69	CSP Amendment - no public hearing	New	Application	$1,658.95	0%	$1,658.00		NA
70	CSP Amendment - with public hearing	New	Application	$3,475.11	0%	$3,475.00		NA
71	Zoning Verification Letter	New	Application	$532.50	0%	$532.00		NA
72	Reasonable Accommodations	New	Application	$3,141.45	0%	$3,141.00		NA
73	ABC License	New	Application	NA	NA	Application plus $2,000 deposit (RFD)		NA
74	Final Tract Map	New		$7,730.22	0%	$7,730.00		NA
75	Final Parcel Map	New		$6,988.80	0%	$6,988.00		NA
76	Lot Line Adjustment	New		$4,274.43	0%	$4,274.00		NA
77	Lot Merger	New		$4,274.43	0%	$4,274.00		NA
78	Transportation Plan Review	New		$1,477.55	0%	$1,477.00		NA
79	Sidewalk Vending Permit	New		$494.28	0%	$494.00		NA
80	**Small Wireless Facility (SWF) Permit**							
81	Small Wireless Facility Permit - Collocation	$500.00	Application for collocation of up to 5 SWFs on existing pole/structure	NA	NA	$500.00	Application for collocation of up to 5 SWFs on existing pole/structure	$0
82		$100.00	Additional fee per each SWF above 5	NA	NA	$100.00	Additional fee per each SWF above 5	$0
83	Small Wireless Facility Permit - New Pole	$1,000.00	Application for new pole or structure intended to support one or more SWFs (per pole)	NA	NA	$1,000.00	Application for new pole or structure intended to support one or more SWFs (per pole)	$0

(RFD) Deposit based fees will be charged at the fully allocated hourly rates for all personnel involved

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
1	**Public Works & Engineering Department Fees**							
2	As-Builts Minor Amendments/Revisions To Improvement Plans	$3,000.00	As-Builts Deposit RFD with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts Deposit RFD with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
3		Other – Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other – Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
4	Certificate of Correction For Any Changes To Final Recorded Maps	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
5	Change of Address Changes of Individual Addresses, Assigning of New Addresses (New Subdivision)	$535.89	Application	$787.23	0%	$787.00	Application	$251
6	Change of Improvement Plans Changes Made Prior To City Approval	$3,000.00	As-Builts Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
7		Other – Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other – Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
8	Curb & Gutter, Plan Check / Inspection Installation in Public Right-of-Way	$582.78	Per linear foot plus $2.32 per linear foot over 100 linear feet	$2,692.42	0%	$2,692.00	Per linear foot plus $2.32 per linear foot over 100 linear feet	$2,109
9	Curb Core Inspection	$147.38	Per permit	$1,956.97	0%	$1,956.00	Per permit	$1,809
10	Parkway Drain Inspection	$495.72	Per permit	$3,060.14	0%	$3,060.00	Per permit	$2,564
11	Dedication/Vacation Residential (One Lot) & All Others	$2,500.00	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
12	Public Works Review and Inspection for Erosion Control Projects	$328.23	Application	$1,427.27	0%	$1,427.00	Application	$1,099
13	Drainage Inspection (Rip-Rap) For Hillside Drainage Projects	$2,500.00	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
14	Driveway Approach, Plan Check / Inspection For Residential or Commercial Access	$582.78	Per permit – replacement of existing	$2,692.42	0%	$2,692.00	Per permit – replacement of existing	$2,109
15		$823.93	Per permit - new/relocation/widen	$3,060.14	0%	$3,060.00	Per permit - new/relocation/widen	$2,236
16	Dumpsters Use of Trash Dumpsters in Public ROW	$46.89	Per permit – valid for 7 days	$218.78	0%	$218.00	Per permit – valid for 7 days	$171
17	Easement Checking	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
18	Engineering Plan Review Any Plan Check/Inspection Not Listed	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
19	Supplemental Submittals (After 3 Submittals) Each Submittal of Unresolved Plan Checks	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
20	Geotechnical & Geological Reports For All Grading/Subdivision Projects and Construction in Restricted Use Area	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
21	Geotechnical Observation Observation by Geotechnical Engineer of Grading Activities	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
22	Grading, Plan Check Projects with 51 CY or Greater Require Grading Plan Approval & Permit Quantity Calculated = Cut + Fill	$1,426.81	50-100CY	NA	NA	$3,500.00	Deposit	$2,073
23		$1,426.81	101-1,000CY	NA	NA	$3,500.00	Deposit	$2,073
24		$29.47	Per 100 CY in excess of 101	NA	NA	$3,500.00	Deposit	$3,471
25		$1,692.06	1,001-10,000 CY	NA	NA	$3,500.00	Deposit	$1,808
26		$80.39	Per 1,000 CY in excess of 1,001	NA	NA	$3,500.00	Deposit	$3,420
27		Deposit - 10,001 + CY - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit - 10,001 + CY - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
28	Grading, Inspection Projects with 51 CY or Greater Require Grading Plan Approval & Permit Quantity Calculated = Cut + Fill	$937.81	50-100CY	NA	NA	$3,500.00	Deposit	$2,562
29		$937.81	101-1,000 CY	NA	NA	$3,500.00	Deposit	$2,562
30		$10.04	Per 100 CY in excess of 101	NA	NA	$3,500.00	Deposit	$3,490
31		$1,028.91	1,001-10,000 CY	NA	NA	$3,500.00	Deposit	$2,471
32		$116.55	Per 1,000 CY in excess of 1,001	NA	NA	$3,500.00	Deposit	$3,383
33		Deposit - 10,001 CY - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit - 10,001 CY - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
34	House Numbering Painting House Numbers on Public Curbs	$87.08	For permit plus $1,000 refundable deposit (RFD)	$12,525.69	0%	$12,525.00	For permit plus $1,000 refundable deposit (RFD)	$12,438
35	Hydrology & Hydraulic Reports For All Major Grading/Subdivision Projects And Construction in Flood Control Area	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
36	Subdivision Agreement Review/Preparation Review of Subdivision Agreements Prior to Final Map Approval	$493.59	Each	$1,835.05	0%	$1,835.00	Each	$1,341

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
37	Improvement/Security Agreement Review Engineer's Estimates for Bonding Purposes of Grading, Sewer, Storm Drain Street, Landscape, & Monumentation	$493.59	Each	$794.99	0%	$794.00	Each	$300
38	Other Field Inspection Any Field Inspections Not Previously Listed	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
39	Lane Closures, Utility Residential Street Closure Work on Private Property, Block Parties Any private use Monitoring Well Lane Closure Permits for Public Streets Permanent Encroachment Agreement	$355.02	Per permit	$1,589.25	0%	$1,589.00	Per permit	$1,234
40	Traffic Control, Plan Check / Inspection For Projects Requiring Traffic Control Plans For Public Street Closures	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
41	Map Analysis, Plan Check Tract & Parcel Maps	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
42	Minor Lot Line Adjustment, Plan Check	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
43	Other Engineering Reports, Plan Check Any Engineering Reports Not Listed	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$2,500.00	Minimum deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
44	Re-Inspection Fee Re-Inspection Due to Failed Inspections, Corrections Required, Premature Inspections, Or Other Additional Requests	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Minimum Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
45	Septic Tank, Plan Check Review of Conformance With State Guidelines. Permits Issued by B&S	$1,060.84	Minimum deposit (RFD)	NA	NA	$1,060.84	Minimum deposit (RFD)	$0
46	Sewer Saddle / Lateral Installation of Sewer Laterals Only	$294.74	Per permit plus County fee	$3,085.06	0%	$3,085.00	Per permit plus County fee	$2,790
47	Sewer Plans, Plan Check Sewer Work, Public/Private Mainline / Lateral	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
48		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
49	Sewer Plans, Inspection Sewer Work, Public/Private Mainline/Lateral	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
50		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
51	Sewer System Overflow Enforcement of Sewer System Overflows Reported by L.A. County	$564.12	Project	NA	NA	$564.12	Project	$0
52	Sidewalk, Plan Check / Inspection Cuts, Removal/Replacement Residential or Commercial	$582.78	Per linear foot plus $2.61 per linear foot over 100 linear feet.	$3,060.14	0%	$3,060.00	Per linear foot plus $2.61 per linear foot over 100 linear feet.	$2,477
53	Street Plans, Plan Check For All New Public/Private Streets	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
54		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
55	Street Plans, Inspection For All New Public/Private Streets	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
56		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
57	Storm Drain, Plan Check For All Storm Drain Work, Public/Private Mainline, Laterals	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
58		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
59	Storm Drain, Inspection For All Storm Drain Work, Public/Private Mainline, Laterals	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	NA	NA	$3,000.00	As-Builts - Deposit (RFD) with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	$0
60		Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Other - Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
61	Storm Drain Transfer to County	$884.22	Application	NA	NA	$884.22	Application	$27

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
62	Standard Urban Stormwater Mitigation Plan SUSMP	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
63	Stormwater Protect Plan / Inspection	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		NA	NA	Deposit (RFD) determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.		$0
64	Time Extension, Improvement Agreement	$542.00	Each	$1,725.22	0%	$1,725.00	Each	$1,183
65	Time Extension, Unexpired Plan Checks/Permits	$33.50	Per application	$357.53	0%	$357.00	Per application	$324
66	Traffic Studies & Mitigation Reports	$3,871.30	Minimum deposit (RFD)	NA	NA	$3,871.30	Minimum deposit (RFD)	$0
67	Transportation Permits Oversize Load, Weight, Width, Length, Height, Etc.	$16.00	Per permit	NA	NA	$16.00	Per permit	$0
68	Utilities	$877.52	Per permit plus $4.02 per linear feet over 150 linear feet	$3,442.83	0%	$3,442.00	Per permit plus $4.02 per linear feet over 150 linear feet	$2,564
69	Utility Encroachment - Non-Street Cut No physical cuts in street, sidewalk, or any public impermeable surface	$294.74	Per permit	$1,746.14	0%	$1,746.00	Per permit	$1,451
70	**Public Works Industrial Waste Fees**							
71	Industrial Waste Inspection	$424.68	Type I12, Class A	NA	NA	$424.68	Type I12, Class A	$0
72		$836.54	Type I 06, Class B	NA	NA	$836.54	Type I 06, Class B	$0
73		$1,258.38	Type I04, Class C	NA	NA	$1,258.38	Type I04, Class C	$0
74		$1,670.25	Type I03, Class D	NA	NA	$1,670.25	Type I03, Class D	$0
75		$1,962.38	Type I02, Class E	NA	NA	$1,962.38	Type I02, Class E	$0
76		$4,152.80	Type I01, Class M	NA	NA	$4,152.80	Type I01, Class M	$0
77	Rainwater Diversion System, Type D, Class X	$354.87		NA	NA	$354.87		$0
78	Permit Application, New	$647.01	Type A01-06, Sewer	NA	NA	$647.01	Type A01-06, Sewer	$0
79		$790.96	Type A07-12, Onsite	NA	NA	$790.96	Type A07-12, Onsite	$0
80		$866.47	Type A13-18, Offsite	NA	NA	$866.47	Type A13-18, Offsite	$0
81	Permit Application, Revision	$433.24	Type M01-06, Sewer	NA	NA	$433.24	Type M01-06, Sewer	$0
82		$647.01	Type M07-12, Onsite	NA	NA	$647.01	Type M07-12, Onsite	$0
83		$575.73	Type M13-18, Offsite	NA	NA	$575.73	Type M13-18, Offsite	$0
84	Plan Review, New, Sewer	$1,083.11	Type P01, Class 1	NA	NA	$1,083.11	Type P01, Class 1	$0
85		$1,373.81	Type P02, Class 2	NA	NA	$1,373.81	Type P02, Class 2	$0
86		$1,660.27	Type P03, Class 3	NA	NA	$1,660.27	Type P03, Class 3	$0
87		$1,948.15	Type P04, Class 4	NA	NA	$1,948.15	Type P04, Class 4	$0
88		$2,240.29	Type P05, Class 5	NA	NA	$2,240.29	Type P05, Class 5	$0
89		$2,529.59	Type P06, Class 6	NA	NA	$2,529.59	Type P06, Class 6	$0
90	Plan Review, New, Onsite	$1,227.03	Type P07, Class 1	NA	NA	$1,227.03	Type P07, Class 1	$0
91		$1,514.88	Type P08, Class 2	NA	NA	$1,514.88	Type P08, Class 2	$0
92		$1,802.81	Type P09, Class 3	NA	NA	$1,802.81	Type P09, Class 3	$0
93		$2,096.34	Type P10, Class 4	NA	NA	$2,096.34	Type P10, Class 4	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
94		$2,674.95	Type P11, Class 5	NA	NA	$2,674.95	Type P11, Class 5	$0
95		$3,106.75	Type P12, Class 6	NA	NA	$3,106.75	Type P12, Class 6	$0
96	Plan Review, New, Offsite	$1,152.92	Type P13, Class 1	NA	NA	$1,152.92	Type P13, Class 1	$0
97		$1,445.07	Type P14, Class 2	NA	NA	$1,445.07	Type P14, Class 2	$0
98		$1,734.35	Type P15, Class 3	NA	NA	$1,734.35	Type P15, Class 3	$0
99		$2,020.82	Type P16, Class 4	NA	NA	$2,020.82	Type P16, Class 4	$0
100		$2,308.68	Type P17, Class 5	NA	NA	$2,308.68	Type P17, Class 5	$0
101		$2,600.84	Type P18, Class 6	NA	NA	$2,600.84	Type P18, Class 6	$0
102	Plan Review, Revision, Sewer	$790.96	Type R01, Class 1	NA	NA	$790.96	Type R01, Class 1	$0
103		$1,083.11	Type R02, Class 2	NA	NA	$1,083.11	Type R02, Class 2	$0
104		$1,373.81	Type R03, Class 3	NA	NA	$1,373.81	Type R03, Class 3	$0
105		$1,660.27	Type R04, Class 4	NA	NA	$1,660.27	Type R04, Class 4	$0
106		$1,948.15	Type R05, Class 5	NA	NA	$1,948.15	Type R05, Class 5	$0
107		$2,240.33	Type R06, Class 6	NA	NA	$2,240.33	Type R06, Class 6	$0
108	Plan Review, Revision, Onsite	$937.73	Type R07, Class 1	NA	NA	$937.73	Type R07, Class 1	$0
109		$1,227.03	Type R08, Class 2	NA	NA	$1,227.03	Type R08, Class 2	$0
110		$1,514.88	Type R09, Class 3	NA	NA	$1,514.88	Type R09, Class 3	$0
111		$1,802.81	Type R10, Class 4	NA	NA	$1,802.81	Type R10, Class 4	$0
112		$2,096.34	Type R11, Class 5	NA	NA	$2,096.34	Type R11, Class 5	$0
113		$2,674.95	Type R12, Class 6	NA	NA	$2,674.95	Type R12, Class 6	$0
114	Plan Review, Revision, Offsite	$866.47	Type R13, Class 1	NA	NA	$866.47	Type R13, Class 1	$0
115		$1,152.92	Type R14, Class 2	NA	NA	$1,152.92	Type R14, Class 2	$0
116		$1,445.07	Type R15, Class 3	NA	NA	$1,445.07	Type R15, Class 3	$0
117		$1,734.36	Type R16, Class 4	NA	NA	$1,734.36	Type R16, Class 4	$0
118		$2,020.82	Type R17, Class 5	NA	NA	$2,020.82	Type R17, Class 5	$0
119		$2,308.68	Type R18, Class 6	NA	NA	$2,308.68	Type R18, Class 6	$0
120	Closure Inspection, Type C01-C18 All Classes	$674.08		NA	NA	$674.08		$0
121	Site Remedial & Cleanup Plan Review	$599.97	Initial Deposit	NA	NA	$599.97	Initial Deposit	$0
122	Site Remediation/Per Hour	$151.07		NA	NA	$151.07		$0
123	Off Hours Inspection/Per Hour	$329.20		NA	NA	$329.20		$0
124	Inspection For Which No Fee Is Indicated	$424.68		NA	NA	$424.68		$0
125	Additional Plan Review/Per Hour	$151.07		NA	NA	$151.07		$0
126	Wastewater Sampling	$424.68		NA	NA	$424.68		$0

(RFD) Deposit based fees will be charged at the fully allocated hourly rates for all personnel involved plus any outside costs,

Parks and Recreation Department

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRF 1	Athletic Field Group B, C, D	$0.00	Per Hour	NA	NA	$0.00	$0
PRF 2	Athletic Field - Lighting Group B, C, D	$0.00	Per Hour	NA	NA	$0.00	$0
PRF 3	Athletic Field Group E	$12.90	Per Hour	NA	NA	$14.19	$1
PRF 4	Athletic Field – Lighting (additional fee) Group E	$15.48	Per Hour	NA	NA	$17.03	$2
PRF 5	Athletic Field Group F	$32.24	Per Hour	NA	NA	$35.46	$3
PRF 6	Athletic Field – Lighting (additional fee) Group F	$32.24	Per Hour	NA	NA	$35.46	$3
PRF 7	Athletic Field – Lighting Left On Group B, C, D	$250.00	Per Day	NA	NA	$275.00	$25
PRF 8	Athletic Field Lighting Deposit Group B, C, D	$250.00	(2 Warnings Before Deduction)	NA	NA	$250.00	$0
PRF 9	Athletic Field Use Deposit All Groups	$500.00		NA	NA	$500.00	$0
PRF 12	Concession Stand Deposit	$500.00		NA	NA	$500.00	$0
PRHP 1	Heritage Park Community Room Group C	$70.93	Per Hour	NA	NA	$78.02	$7
PRHP 2	Heritage Park Community Room Group D	$83.83	Per Hour	NA	NA	$92.21	$8
PRHP 3	Heritage Park Community Room Group E	$116.08	Per Hour	NA	NA	$127.69	$12
PRHP 4	Cancellation more than 60 days in advance	50% of fees paid at signing		NA	NA	50% of fees paid at signing	$0
PRHP 5	Cancellation 59 days or less in advance	No Refund		NA	NA	No Refund	$0
PRHP 6	Cleaning Deposit	$200.00	Per Event	NA	NA	$200.00	$0
PRPP 1	Pantera Park Activity Room Group C	$32.24	Per Hour	NA	NA	$35.46	$3
PRPP 2	Pantera Park Activity Room Group D	$45.14	Per Hour	NA	NA	$49.65	$5

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRPP 3	Pantera Park Activity Room Group E	$60.62	Per Hour	NA	NA	$66.68	$6
PRPP 4	Cancellation 60 or more days in advance	50% of fees paid at signing		NA	NA	50% of fees paid at signing	$0
PRPP 5	Cancellation 59 days or less in advance	No Refund		NA	NA	No Refund	$0
PRPP 6	Cleaning Deposit	$200.00	Per Event	NA	NA	$200.00	$0
PRPIC 1	Park/Picnic Area Rental Application Group C, D	$64.49	Per Day	NA	NA	$70.94	$6
PRPIC 2	Park/Picnic Area Rental Application Group E	$128.98	Per Day	NA	NA	$141.88	$13
PRPIC 3	Park/Picnic Cancellation 7 or more days in advance	50% of fees paid at signing		NA	NA	50% of fees paid at signing	$0
PRPIC 4	Park/Picnic Cancellation 6 days or less in advance	No Refund		NA	NA	No Refund	$0
PRPIC 5	Park/Picnic Use Cleaning Deposit Groups C, D, E 0-100 Participants	$100.00		NA	NA	$100.00	$0
PRPIC 6	Park/Picnic Use Cleaning Deposit Groups C, D, E 101-200 Participants	$200.00		NA	NA	$200.00	$0
PRPIC 7	Park/Picnic Use Cleaning Deposit Groups C, D, E 201+ Participants	$300.00		NA	NA	$300.00	$0
PRDBC 1	DBC – Grand View Ballroom, Weekday Group C	$161.21	Per Hour	NA	NA	$177.33	$16
PRDBC 2	DBC – Grand View Ballroom, Weekday Group D	$238.59	Per Hour	NA	NA	$262.45	$24
PRDBC 3	DBC – Grand View Ballroom, Weekday Group E	$322.42	Per Hour	NA	NA	$354.66	$32
PRDBC 4	DBC – Grand View Ballroom, Weekend (Friday and Saturday) Group C, D, E	$5,107.15	Per Hour for 6 Hour Minimum	NA	NA	$5,617.87	$511
PRDBC 5	DBC – Grand View Ballroom, Sunday Group C	$1,915.18	Per Hour for 6 Hour Minimum	NA	NA	$2,106.70	$192
PRDBC 6	DBC – Grand View Ballroom, Sunday Group D	$3,830.36	Per Hour for 6 Hour Minimum	NA	NA	$4,213.40	$383

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRDBC 7	DBC – Grand View Ballroom, Sunday Group E	$5,107.15	Per Hour for 6 Hour Minimum	NA	NA	$5,617.87	$511
PRDBC 8	DBC – Grand View Ballroom, Weekend (Friday & Saturday) > 6 Hours Group C, D, E	$477.18	Per Hour over 6 Hour Minimum Reservation	NA	NA	$524.90	$48
PRDBC 9	DBC – Grand View Ballroom, Sunday > 6 Hours Group C	$161.21	Per Hour over 6 Hour Minimum	NA	NA	$177.33	$16
PRDBC 10	DBC – Grand View Ballroom, Sunday, > 6 Hours Group D	$322.42	Per Hour over 6 Hour Minimum	NA	NA	$354.66	$32
PRDBC 11	DBC – Grand View Ballroom, Sunday, > 6 Hours Group E	$477.18	Per Hour over 6 Hour Minimum	NA	NA	$524.90	$48
PRDBC 12	DBC – Grand View Ballroom, 2/3 Weekday Group C	$109.63	Per Hour	NA	NA	$120.59	$11
PRDBC 13	DBC – Grand View Ballroom, 2/3 Weekday Group D	$161.21	Per Hour	NA	NA	$177.33	$16
PRDBC 14	DBC – Grand View Ballroom, 2/3 Weekday Group E	$219.24	Per Hour	NA	NA	$241.16	$22
PRDBC 15	DBC – Grand View Ballroom, 2/3 Weekend (Friday & Saturday) Group C, D, E	$3,907.74	For 6 Hour Minimum	NA	NA	$4,298.51	$391
PRDBC 16	DBC – Grand View Ballroom, 2/3 Sunday Group C	$1,276.78	For 6 Hour Minimum	NA	NA	$1,404.46	$128
PRDBC 17	DBC – Grand View Ballroom, 2/3 Sunday Group D	$2,876.00	For 6 Hour Minimum	NA	NA	$3,163.60	$288
PRDBC 18	DBC – Grand View Ballroom, 2/3 Sunday Group E	$3,907.74	For 6 Hour Minimum	NA	NA	$4,298.51	$391
PRDBC 19	DBC – Grand View Ballroom, 2/3 Weekend (Friday and Saturday) > 6 Hours Group C, D, E	$322.42	Per Hour Over 6 Hour Minimum	NA	NA	$354.66	$32
PRDBC 20	DBC – Grand View Ballroom, 2/3 Sunday, > 6 Hours Group C	$122.52	Per Hour Over 6 Hour Minimum	NA	NA	$134.77	$12

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRDBC 21	DBC – Grand View Ballroom, 2/3 Sunday, > 6 Hours Group D	$238.59	Per Hour Over 6 Hour Minimum	NA	NA	$262.45	$24
PRDBC 22	DBC – Grand View Ballroom, 2/3 Sunday, > 6 Hours Group E	$322.42	Per Hour Over 6 Hour Minimum	NA	NA	$354.66	$32
PRDBC 23	DBC – Grand View Ballroom, 1/3 Weekday Group C	$70.93	Per Hour	NA	NA	$78.02	$7
PRDBC 24	DBC – Grand View Ballroom, 1/3 Weekday Group D	$77.39	Per Hour	NA	NA	$85.13	$8
PRDBC 25	DBC – Grand View Ballroom, 1/3 Weekday Group E	$103.18	Per Hour	NA	NA	$113.50	$10
PRDBC 26	DBC – Grand View Ballroom, 1/5 Weekday Group C	$45.14	Per Hour	NA	NA	$49.65	$5
PRDBC 27	DBC – Grand View Ballroom, 1/5 Weekday Group D	$51.59	Per Hour	NA	NA	$56.75	$5
PRDBC 28	DBC – Grand View Ballroom, 1/5 Weekday Group E	$70.93	Per Hour	NA	NA	$78.02	$7
PRDBC 29	DBC – Pine Room, Weekday Group C	$70.93	Per Hour	NA	NA	$78.02	$7
PRDBC 30	DBC – Pine Room, Weekday Group D	$77.39	Per Hour	NA	NA	$85.13	$8
PRDBC 31	DBC – Pine Room, Weekday Group E	$103.18	Per Hour	NA	NA	$113.50	$10
PRDBC 32	DBC – Pine Room, Weekend Group C	$148.31	Per Hour	NA	NA	$163.14	$15
PRDBC 33	DBC – Pine Room, Weekend Group D	$161.21	Per Hour	NA	NA	$177.33	$16
PRDBC 34	DBC – Pine Room, Weekend Group E	$212.80	Per Hour	NA	NA	$234.08	$21
PRDBC 35	DBC – Sycamore Room (w/Patio), Weekday Group C	$70.93	Per Hour	NA	NA	$78.02	$7

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRDBC 36	DBC – Sycamore Room (w/Patio), Weekday Group D	$77.39	Per Hour	NA	NA	$85.13	$8
PRDBC 37	DBC – Sycamore Room (w/Patio), Weekday Group E	$103.18	Per Hour	NA	NA	$113.50	$10
PRDBC 38	DBC – Sycamore Room (w/Patio), Weekend Group C	$148.31	Per Hour	NA	NA	$163.14	$15
PRDBC 39	DBC – Sycamore Room (w/Patio), Weekend Group D	$161.21	Per Hour	NA	NA	$177.33	$16
PRDBC 40	DBC – Sycamore Room (w/Patio), Weekend Group E	$212.80	Per Hour	NA	NA	$234.08	$21
PRDBC 41	DBC – Oak Room, Weekday Group C	$70.00	Per Hour	NA	NA	$77.00	$7
PRDBC 42	DBC – Oak Room, Weekday Group D	$93.00	Per Hour	NA	NA	$102.30	$9
PRDBC 43	DBC – Oak Room, Weekday Group E	$103.18	Per Hour	NA	NA	$113.50	$10
PRDBC 44	DBC – Oak Room, Weekend Group C	$148.31	Per Hour	NA	NA	$163.14	$15
PRDBC 45	DBC – Oak Room, Weekend Group D	$161.21	Per Hour	NA	NA	$177.33	$16
PRDBC 46	DBC – Oak Room, Weekend Group E	$212.80	Per Hour	NA	NA	$234.08	$21
PRDBC 47	DBC –Maple Room, Weekday Group C	$38.69	Per Hour	NA	NA	$42.56	$4
PRDBC 48	DBC –Maple Room, Weekday Group D	$45.14	Per Hour	NA	NA	$49.65	$5
PRDBC 49	DBC –Maple Room, Weekday Group E	$58.03	Per Hour	NA	NA	$63.83	$6
PRDBC 50	DBC –Maple Room, Weekend Group C	$77.39	Per Hour	NA	NA	$85.13	$8
PRDBC 51	DBC –Maple Room, Weekend Group D	$90.28	Per Hour	NA	NA	$99.31	$9

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRDBC 52	DBC –Maple Room, Weekend Group E	$116.08	Per Hour	NA	NA	$127.69	$12
PRDBC 53	DBC – Catering Kitchen, Weekday Group C, D, E	$128.98	Per Event	NA	NA	$141.88	$13
PRDBC 54	DBC – Reception/Party Package, Option A	$644.85	Per Event	NA	NA	$709.34	$64
PRDBC 55	DBC – Reception/Party Package, Option B	$515.87	Per Event	NA	NA	$567.46	$52
PRDBC 56	DBC – Reception/Party Package, Option C	$451.38	Per Event	NA	NA	$496.52	$45
PRDBC 57	DBC – Business Mtg. Package, Option A	$257.94	Per Event	NA	NA	$283.73	$26
PRDBC 58	DBC – Business Mtg. Package, Option B	$128.98	Per Event	NA	NA	$141.88	$13
PRDBC 59	DBC – Outdoor Usage Fee	$451.38	Per Event	NA	NA	$496.52	$45
PRDBC 60	DBC -- Staff Fee (Per Hour, Per Staff Member)	$32.24	Per Hour, Per Staff Member	$76.25	47%	$40.04	$8
PRDBC 61	DBC -- Staff Clean Up Fee (Per Hour, Per Staff Member)	$64.49	Per Hour, Per Staff Member	$76.25	0%	$76.25	$12
PRDBC 62	Cleaning Deposit Maple, Pine, Oak, Sycamore, 1/3, 1/5 GVB	$200.00	Per Event	NA	NA	$200.00	$0
PRDBC 63	Cleaning Deposit 2/3 GVB	$500.00	Per Event	NA	NA	$500.00	$0
PRDBC 64	Cleaning Deposit Entire GVB	$750.00	Per Event	NA	NA	$750.00	$0
PRDBC 65	Alcohol Deposit	$500.00	Per Event	NA	NA	$500.00	$0
PRDBC 66	Cancellation Fee - Grand View Ballroom, Weekend & Sunday - 180 days or more prior to event	50% of All Reservation Fees Due at Signing		NA	NA	50% of All Reservation Fees Due at Signing	$0
PRDBC 67	Cancellation Fee - Grand View Ballroom, Weekend & Sunday - 60-179 days prior to event	75% of All Reservation Fees Due at Signing		NA	NA	75% of All Reservation Fees Due at Signing	$0
PRDBC 68	Cancellation Fee - Grand View Ballroom, Weekend & Sunday - 59 days or less prior to event	No Refund		NA	NA	No Refund	$0
PRDBC 69	Cancellation Fee - Grand View Ballroom, Weekday - 60 days or more prior to event	50% of All Reservation Fees Due at Signing		NA	NA	50% of All Reservation Fees Due at Signing	$0

Item No.	Title	FY 25-26 Fee/Charge	Unit	Full Cost	Subsidy %	Suggested Fee	Fee Δ
PRDBC 70	Cancellation Fee - Grand View Ballroom, Weekday - 59 days or less prior to event	No Refund		NA	NA	No Refund	$0
PRDBC 71	Cancellation Fee - All Maple, Pine, Sycamore, Oak Room Rentals - 60 days or more prior to event	50% of All Reservation Fees Due at Signing		NA	NA	50% of All Reservation Fees Due at Signing	$0
PRDBC 72	Cancellation Fee - All Maple, Pine, Sycamore, Oak Room Rentals - 59 days or less prior to event	No Refund		NA	NA	No Refund	$0
PRDBC 73	Date Change Fee (180 days or more prior to event – one per reservation)	$126.24	Per Event	NA	NA	$126.24	$0
PRR 1	For Parks & Recreation participation fees, which include, but are not limited to elective activities such as athletics, excursions, and special events, activities, and programs, the City Manager shall have the authority to set fees to recover up to the full direct costs of the specific activity, program, or event. Direct costs include those related to City personnel, supplies, services, admissions, transportation, etc. Using the above as a guideline, in those cases where the fee to be charged is nominal (e.g. $10), the City Manager may determine not to require a fee for the elective activity if the City Manager determines the administrative burden in collecting the fee outweighs the benefit of the revenue to be derived from collecting the fee.	N/A		NA	NA	N/A	$0
PRR 2	Activity Cancellation Fee	$15.00	Per Activity	NA	NA	$15.00	$0
PRR 3	Contract Class Admin. Fee	$10.00	Per Class	NA	NA	$10.00	$0
PRR 4	Non-Resident Fee (NEW)	$5.00	Per Participant	NA	NA	$10.00	$5
PRR 5	Non-Resident Fee (Senior Programs)	New	Per Senior	NA	NA	$5.00	NA
	Maple Room Package Fee (must include GVB 2/3 rental)	New	Per Hour	NA	NA	50% of applicable Maple Room rental fee	NA







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27368 Via Industria, Suite 200
Temecula, California 92590-4856
800.755.6864 | Fax: 888.326.6864
951.587.3500 | Fax: 951.587.3510
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CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: City Council Minutes of the December 2, 2025 Regular Meeting.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Approve the December 2, 2025 Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND:

Government Code Section 36814 mandates the City Clerk to keep an accurate record of the City Council's proceedings.

ANALYSIS:

Minutes have been prepared and are being presented for approval.

PREPARED BY:

Kristina Santana, City Clerk, City Clerk's Office

ATTACHMENTS:

1. December 2, 2025 City Council Regular Meeting Minutes

CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
DECEMBER 2, 2025

CALL TO ORDER: Mayor Teng called the Regular City Council meeting to order at 6:30 p.m. in the South Coast Air Quality Management District Main Auditorium, 21865 Copley Drive, Diamond Bar, CA 91765.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Tye led the Pledge of Allegiance.

INVOCATION: Council Member Liu.

ROLL CALL: Council Members Andrew Chou, Stan Liu, Mayor Pro Tem Steve Tye, Mayor Chia Yu Teng

Absent: None.

Staff present in person: Dan Fox, City Manager; Omar Sandoval, City Attorney; Ryan McLean, Assistant City Manager; Anthony Santos, Assistant to the City Manager; Dannette Mansfield, Principal Management Analyst; Amy Haug, Human Resources and Risk Manager; Jason Jacobsen, Finance Director; David Liu, Public Works Director; Hal Ghafari, Public Works Manager/Assistant City Engineer; Cecilia Arellano, Community Relations Manager; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk.

Staff present telephonically: Greg Gubman, Community Development Director.

Others present: Nancy Farias, Deputy, Diamond Bar/Walnut Sheriff's Station; Stephen Tousey, Captain, Diamond Bar/Walnut Sheriff's Station.

APPROVAL OF AGENDA: Mayor Teng approved the agenda as presented.

2. CITY COUNCIL REORGANIZATION:

2.1 Selection of Mayor

C/Liu nominated MPT/Tye to serve as Mayor of the City of Diamond Bar. C/Low seconded the nomination and there were no other nominations offered. MPT/Tye was unanimously selected to serve as Mayor of the City of Diamond Bar by the following Roll Call vote:

C/Chou	Yes
C/Liu	Yes
C/Low	Yes
MPT/Tye	Yes
M/Teng	Yes

2.2 Selection of Mayor Pro Tem

C/Chou nominated C/Low to serve as Mayor Pro Tem for the City of Diamond Bar. C/Liu seconded the nomination and there were no other nominations offered. C/Low was unanimously selected to serve as Mayor Pro Tem of the City of Diamond Bar by the following Roll Call vote:

C/Chou	Yes
C/Liu	Yes
C/Low	Yes
C/Teng	Yes
M/Tye	Yes

2.3 Presentation to 2025 Mayor Chia Yu Teng

The City Council offered congratulations and presented the ceremonial gavel to C/Teng for his service as Mayor.

Senator Bob Archuleta presented a certificate of recognition to outgoing Mayor Chia Yu Teng.

Representative Melanie Renteria from Congresswoman Linda Sanchez's Office presented certificates of recognition to outgoing Mayor Chia Yu Teng and outgoing Mayor Pro Tem Steve Tye, and handed each Council Member Christmas ornament.

Stephen Coronel representing Assembly Member Lisa Calderon presented certificates of recognition to outgoing Mayor Chia Yu Teng and outgoing Mayor Pro Tem Steve Tye.

The Diamond Bar Chinese American Association presented flowers to outgoing Mayor Chia Yu Teng to thank him for his service, dedication and leadership.

The Diamond Bar Together Against Crime Association congratulated outgoing Mayor Chia Yu Teng on a job well done and thanked him for his efforts toward crime prevention.

RECESS/RECEPTION: M/Teng recessed the City Council meeting at 6:55 p.m.

RECONVENE CITY COUNCIL MEETING: M/Tye reconvened the City Council Meeting at 7:13 p.m.

3. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS: None.

4. CITY MANAGER REPORTS AND RECOMMENDATIONS: None.

5. PUBLIC COMMENTS:

The following provided public comments:

Miss Diamond Bar Court
Kim Baugh, resident
Captain Tousey, Captain, Diamond Bar/Walnut Sheriff's Station

CC/Santana reported that no emails and were submitted for public comment, and no guests on the teleconference line requested to speak under Public Comments.

6. SCHEDULE OF FUTURE EVENTS: CM/Fox presented the Schedule of Future Events.

7. CONSENT CALENDAR: C/Chou moved, MPT/Low seconded, to approve the Consent Calendar. Motion carried 5-0 by the following Roll Call vote:

AYES:	COUNCIL MEMBERS:	Chou, Liu, Teng, MPT/Low, M/Tye
NOES:	COUNCIL MEMBERS:	None
ABSENT:	COUNCIL MEMBERS:	None

7.1 Approved November 18, 2025 City Council Regular Meeting Minutes.

7.2 Ratified Check Register Dated November 12, 2025 through November 25, 2025 Totaling $1,063,384.86.

7.3 Approved the Cancellation of January 6, 2026 City Council Meeting and Approval of City Facilities Holiday Schedule.

7.4 Approved the Consulting Services Agreement with HdL Coren & Cone.

7.5 Approved the Consulting Services Agreement with NCE, Inc for the Civil Engineering Design Services for Residential, Collector, and Arterial Streets Rehabilitation, and Residential Neighborhood ADA Curb Ramps Improvement Projects; CIP No. SI261.

8. PUBLIC HEARINGS: None.

9. COUNCIL CONSIDERATION: None.

RECESS TO PUBLIC FINANCING AUTHORITY: M/Tye recessed the Regular City Council Meeting to the Public Finance Authority at 7:27 p.m.

RECONVENE CITY COUNCIL MEETING: M/Tye reconvened the Regular City Council Meeting at 7:36 p.m.

10. COUNCIL SUBCOMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS/COUNCIL MEMBER COMMENTS:

The following Council Members provided a report on meetings attended at the expense of the local agency per Government Code 53232.3(d).

Council Member Chou reported attending the San Gabriel Valley Regional Housing Trust Meeting.

11. ADJOURNMENT: With no further business to conduct, M/Tye adjourned the Regular City Council Meeting at 7:45 p.m.

Respectfully Submitted,

_____
Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 16th day of December, 2025.

_____
Steve Tye, Mayor

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Ratification of Check Register Dated November 26, 2025 through December 9, 2025 totaling $432,371.02.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of $432,371.02.

BACKGROUND:

The City has established the policy of issuing accounts payable checks on a bi-weekly basis with City Council ratification at the next scheduled City Council Meeting. The attached check register containing checks dated November 26, 2025 through December 9, 2025 totaling $432,371.02 is being presented for ratification.

ANALYSIS:

All payments have been made in compliance with the City's purchasing policies and procedures. The attached Affidavit affirms that the check register has been audited and deemed accurate.

PREPARED BY:

Luisa Allen, Senior Accounting Technician, Finance

ATTACHMENTS:

1. Check Register Affidavit 12-16-2025
2. Check Register 12-16-2025

CITY OF DIAMOND BAR
CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated November 26, 2025 through December 9, 2025 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	$295,343.93
Measure W Local Return Fund	$14,642.76
Measure M Local Return Fund	$0.00
Measure R Local Return Fund	$0.00
Prop A Transit Tax Fund	$0.00
Prop C Transit Tax Fund	$11,111.62
LLAD 38 Fund	$15,150.35
LLAD 41 Fund	$8,318.69
LLAD 39 Fund	$11,614.54
Vehicle Maint & Equip Fund	$4,916.16
Capital Imprv Project Fund	$10,808.68
PLHA Fund	$6,500.00
Pool Cash Fund	$21,259.97
Community Dev Block Grant Fund	$15,990.00
Integrated Waste Mgmt AB939	$15,005.31
Equip Maint & Replacement Fund	$1,709.01
	$432,371.02

Signed:

_____

Finance Director
Jason M. Jacobsen

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
17438	12/2/2025	AARP		INSTRUCTOR PAYMENT - AARP - NOV 25	100520	55320	$45.00
						CHECK TOTAL	**$45.00**
17439	12/2/2025	ABSOLUTE SECURITY INTERNATIONAL INC		SECURITY GUARD SERVICES	100520	55330	$480.00
	12/2/2025	ABSOLUTE SECURITY INTERNATIONAL INC		SECURITY GUARD SERVICES	100510	55330	$4,870.72
						CHECK TOTAL	**$5,350.72**
17440	12/2/2025	ADVANTAGE MAILING, LLC		PRINTING AND MAILING OF 2025 ENVIROLINK	250170	52110	$7,539.83
						CHECK TOTAL	**$7,539.83**
17441	12/2/2025	AIRGAS INC		ARGON RENTAL(100125-103125)	100630	51200	$105.18
						CHECK TOTAL	**$105.18**
17442	12/2/2025	ALGALITA MARINE RESEARCH & EDUCATION		ENVIRONMENTAL EDUCATION SERVICES	250170	54900	$480.00
						CHECK TOTAL	**$480.00**
17443	12/2/2025	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 10/12/25-10/25/25	100310	55412	$14,423.67
						CHECK TOTAL	**$14,423.67**
17444	12/2/2025	AMY MAO		T&T COMMISSION STIPEND - SEPT 2025	100610	52525	$45.00
						CHECK TOTAL	**$45.00**
17445	12/2/2025	ARCHITERRA INC		PL2024-39 PLAN CHECK OCT 2025	100	22107	$562.50
	12/2/2025	ARCHITERRA INC		PL2020-108 PLAN CHECK OCT 2025	100	22107	$281.25
	12/2/2025	ARCHITERRA INC		PL2025-13 PLAN CHECK OCT 2025	100	22107	$218.75
						CHECK TOTAL	**$1,062.50**
17446	12/2/2025	ATKINSON, ANDELSON, LOYA, RUUD & ROMO		PROFESSIONAL SERVICES - LEGAL	100220	54900	$8,735.58
						CHECK TOTAL	**$8,735.58**
17447	12/2/2025	ROBYN A BECKWITH		PLANT SERVICE (NOVEMBER2025)	100510	52320	$275.00
	12/2/2025	ROBYN A BECKWITH		PLANT SERVICE (NOVEMBER2025)	100620	52320	$380.00
						CHECK TOTAL	**$655.00**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
17448	12/2/2025	BELLFLOWER AUTOMOTIVE INC		FLEET VEHICLE MAINT (LIC#1363853)	502620	52312	$1,765.23
						CHECK TOTAL	**$1,765.23**
17449	12/2/2025	CA PARK & RECREATION SOCIETY		CPRS ANNUAL MEMBERSHIP	100630	52400	$1,325.00
	12/2/2025	CA PARK & RECREATION SOCIETY		CPRS ANNUAL MEMBERSHIP	100520	52400	$1,675.00
						CHECK TOTAL	**$3,000.00**
17450	12/2/2025	CHEM PRO LABORATORY INC		WATER TREATMENT (CITYHALL/NOV)	100620	52320	$187.95
	12/2/2025	CHEM PRO LABORATORY INC		QTRLY WATER MGMT (CORRECT 110125-013126/DBC)	100510	52310	$193.76
						CHECK TOTAL	**$381.71**
17451	12/2/2025	CITYGREEN CONSULTING, LLC		SOLID WASTE CONSULTING SERVICES-OCTOBER 2025	250170	54900	$4,762.50
						CHECK TOTAL	**$4,762.50**
17452	12/2/2025	CONSTRUCTION HARDWARE COMPANY		DBC AIR LOUVER REPLACEMENT	100510	52320	$414.22
						CHECK TOTAL	**$414.22**
17453	12/2/2025	DE NOVO PLANNING GROUP		1400 MONTEFINO MND OCT 2025	100	22107	$26,490.00
						CHECK TOTAL	**$26,490.00**
17454	12/2/2025	DEPARTMENT OF JUSTICE		LIVESCAN FEES - OCTOBER 2025	100220	52510	$32.00
						CHECK TOTAL	**$32.00**
17455	12/2/2025	DS SERVICES OF AMERICA INC		WATER SERVICE CITYHALL (101325-111225) FY 25/26	100620	51200	$1,040.80
						CHECK TOTAL	**$1,040.80**
17456	12/2/2025	EXTERIOR PRODUCTS CORP		MAINT & OPS SERVICES (CITYHALL 111425)	100620	51200	$1,385.19
	12/2/2025	EXTERIOR PRODUCTS CORP		MAINT & OPS SERVICES (CITYHALL 111425)	100620	52320	$1,454.44
	12/2/2025	EXTERIOR PRODUCTS CORP		MILITARY BANNER SERVICES (111825)	100520	55300	$3,188.69
						CHECK TOTAL	**$6,028.32**
17457	12/2/2025	GARY TOSHIHIKO BUSTEED		T&T COMMISSION STIPEND - SEPT 2025	100610	52525	$45.00
						CHECK TOTAL	**$45.00**
17458	12/2/2025	HELIX ENVIRONMENTAL PLANNING INC		CANYON LOOP TRAIL RESTORATION	301630	56104	$994.93

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	**$994.93**
17459	12/2/2025	HOME DEPOT CREDIT SERVICES		ROAD MAINTENANCE SUPPLIES (JW103125)	100655	51250	$1,684.82
	12/2/2025	HOME DEPOT CREDIT SERVICES		ROAD MAINTENANCE SUPPLIES (JW103125)	100655	51250	$29.60
						CHECK TOTAL	**$1,714.42**
17460	12/2/2025	HUMANE SOCIETY OF POMONA VALLEY INC		ANIMAL CONTROL SERVICES IN OCT. 2025	100340	55404	$48,293.42
						CHECK TOTAL	**$48,293.42**
17461	12/2/2025	ITERIS INC		CS - CITYWIDE TRAFFIC SIGNAL TIMING - THRU 10/31/25	207650	54410	$5,400.00
						CHECK TOTAL	**$5,400.00**
17462	12/2/2025	JAMES EVENT PRODUCTION INC		EQUIPMENT & DECOR FOR WINDMILL LIGHTING - BALANCE	100520	55300	$2,920.50
	12/2/2025	JAMES EVENT PRODUCTION INC		GAMES/ ENTERTAINMENT SNOW FEST - REMAINING BALANCE	100520	55300	$9,900.00
						CHECK TOTAL	**$12,820.50**
17463	12/2/2025	JOSE RUEL DIRA		GIS SUPPORT - 10/04/25-10/31/25	100230	54900	$1,709.01
	12/2/2025	JOSE RUEL DIRA		GIS CONSULTING SERVICES - 10/6/25-10/31/25	503230	56135	$1,709.01
						CHECK TOTAL	**$3,418.02**
17464	12/2/2025	KEVIN D JONES		PS - SR57-60 CONFLUENCE PROJ ADVOCACY - OCT 2025	100615	54400	$4,000.00
						CHECK TOTAL	**$4,000.00**
17465	12/2/2025	LEWIS ENGRAVING INC		GAVEL FOR OUTGOING MAYOR	100140	52140	$51.96
	12/2/2025	LEWIS ENGRAVING INC		BRASS PLATE FOR OUTGOING MAYOR PHOTO FRAME	100140	52140	$24.04
						CHECK TOTAL	**$76.00**
17466	12/2/2025	LOOMIS		COURIER SERVICES - OCTOBER 2025	100210	54900	$792.99
	12/2/2025	LOOMIS		COURIER SERVICES - OCTOBER 2025	100510	54900	$792.99
						CHECK TOTAL	**$1,585.98**
17467	12/2/2025	LOS ANGELES COUNTY PUBLIC WORKS		FY24-25 CATCH BASIN CLEANOUT (070124-063025)	201655	55530	$9,876.08
						CHECK TOTAL	**$9,876.08**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
17468	12/2/2025	LOWE'S BUSINESS ACCOUNT		FLEET VEHICLE SUPPLY TOOLS (LIC#1570799-CG 110725)	502655	52312	$96.92
	12/2/2025	LOWE'S BUSINESS ACCOUNT		SMALL TOOLS (JK 111425)	100630	51300	$36.44
						CHECK TOTAL	**$133.36**
17469	12/2/2025	MCE CORPORATION		ROAD MAINTENANCE (OCT/2025)	100655	55530	$3,237.76
	12/2/2025	MCE CORPORATION		ROAD MAINTENANCE (OCT/2025)	201655	55530	$3,516.68
	12/2/2025	MCE CORPORATION		ROAD MAINTENANCE (OCT/2025)	100655	55528	$11,779.42
	12/2/2025	MCE CORPORATION		LANDSCAPE MAINTENANCE (LLAD39/AS NEEDED 111025)	239639	52320	$599.52
						CHECK TOTAL	**$19,133.38**
17470	12/2/2025	MERCURY DISPOSAL SYSTEMS INC		HHW DISPOSAL AT CH	250170	55000	$188.20
	12/2/2025	MERCURY DISPOSAL SYSTEMS INC		BATTERY & BULB RECYCLING PROGRAM- ACE HARDWARE	250170	55000	$1,563.30
						CHECK TOTAL	**$1,751.50**
17471	12/2/2025	MNS ENGINEERS INC		DESIGN - DB COMPLETE STREETS PROJ - OCT 2025	301610	56105	$652.50
	12/2/2025	MNS ENGINEERS INC		DESIGN/DB COMPLETE STREETS PROJ - AUG 2025	301610	56105	$4,282.50
	12/2/2025	MNS ENGINEERS INC		DESIGN/DB COMPLETE STREETS PROJ - SEP. 2025	301610	56105	$2,210.00
						CHECK TOTAL	**$7,145.00**
17472	12/2/2025	MOSS CONSULTING		CDBG HIP ADMIN SERVICES JUL-OCT 2025	225440	54460	$15,990.00
	12/2/2025	MOSS CONSULTING		PLHA HIP AND CHIP ADMINISTRATIVE SERVICES	224440	54900	$6,500.00
						CHECK TOTAL	**$22,490.00**
17473	12/2/2025	NATIONAL TRENCH SAFETY INC		RENTAL EQUIP (KRAIL 111125-120825)	100655	52300	$607.35
						CHECK TOTAL	**$607.35**
17474	12/2/2025	NICHOLS CONSULTING ENGINEERS, CHTD		AREA 3 RES-COLL/CURB RAMP PROJ - THRU 10/24/25	301610	56101	$2,668.75
						CHECK TOTAL	**$2,668.75**
17475	12/2/2025	NOVA LANDSCAPE GROUP INC		LANDSCAPE MAINTENANCE SERVICES (PARKS/OCT2025)	201630	55505	$1,250.00

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	12/2/2025	NOVA LANDSCAPE GROUP INC		LANDSCAPE MAINTENANCE SERVICES (PARKS/OCT2025)	100510	55505	$6,240.24
	12/2/2025	NOVA LANDSCAPE GROUP INC		LANDSCAPE MAINTENANCE SERVICES (PARKS/OCT2025)	100630	55505	$29,118.54
						CHECK TOTAL	**$36,608.78**
17476	12/2/2025	OFFICE SOLUTIONS		DBC OFFICE SUPPLIES	100510	51200	$90.13
						CHECK TOTAL	**$90.13**
17477	12/2/2025	ONE TIME PAY VENDOR	ADA GARCIA	FACILITY REFUND	100	20202	$1,227.27
						CHECK TOTAL	**$1,227.27**
17478	12/2/2025	ONE TIME PAY VENDOR	TANYA SCHWENKE	FACILITY REFUND	100	20202	$1,150.00
						CHECK TOTAL	**$1,150.00**
17479	12/2/2025	PATRICK MERCADO		T&T COMMISSION STIPEND - SEPT 2025	100610	52525	$45.00
						CHECK TOTAL	**$45.00**
17480	12/2/2025	PRO1PRINT, LLC		2026 CATALYTIC ETCHING EVENTS POSTCARD	100240	52110	$164.25
						CHECK TOTAL	**$164.25**
17481	12/2/2025	PROTECTION ONE INC		CITYHALL ALRM MONITOR (112925-122825)	100620	52320	$49.59
						CHECK TOTAL	**$49.59**
17482	12/2/2025	PYRO COMM SYSTEMS INC		DBC FIRE ALARM MONITOR (NOV2025-JAN2026)	100510	52320	$135.00
	12/2/2025	PYRO COMM SYSTEMS INC		HERITAGE PARK FIRE ALRM MONITOR (NOV2025-JAN2026)	100630	52320	$195.00
						CHECK TOTAL	**$330.00**
17483	12/2/2025	RETAIL MARKETING SERVICES INC		CART RETRIEVAL SERVICES - OCTOBER 2025	250170	55000	$5.00
						CHECK TOTAL	**$5.00**
17484	12/2/2025	ROSARIO A SCEBBA		SOUND SERVICES FOR WINTER SNOWFEST	100520	55300	$1,025.00
	12/2/2025	ROSARIO A SCEBBA		SOUND SERVICES FOR WINDMILL LIGHTING	100520	55300	$995.00
						CHECK TOTAL	**$2,020.00**
17485	12/2/2025	SAN DIMAS GRAIN		STRAW BALES FOR WINTER SNOW FEST	100520	51200	$3,841.25
						CHECK TOTAL	**$3,841.25**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
17486	12/2/2025	SC FUELS		FLEET FUEL (101625-103125)	502430	52330	$56.13
	12/2/2025	SC FUELS		FLEET FUEL (101625-103125)	502620	52330	$268.38
	12/2/2025	SC FUELS		FLEET FUEL (101625-103125)	502630	52330	$630.19
	12/2/2025	SC FUELS		FLEET FUEL (101625-103125)	502655	52330	$801.88
	12/2/2025	SC FUELS		FLEET FUEL (110125-111525)	502130	52330	$46.22
	12/2/2025	SC FUELS		FLEET FUEL (110125-111525)	502620	52330	$267.25
	12/2/2025	SC FUELS		FLEET FUEL (110125-111525)	502630	52330	$479.96
	12/2/2025	SC FUELS		FLEET FUEL (110125-111525)	502655	52330	$504.00
						CHECK TOTAL	**$3,054.01**
17487	12/2/2025	SIMPSON ADVERTISING INC		DESIGN: 2026 CITY CALENDAR/SERVICES GUIDE	100510	54900	$0.00
	12/2/2025	SIMPSON ADVERTISING INC		DESIGN: 2026 CITY CALENDAR/SERVICES GUIDE	100240	54900	$4,900.00
	12/2/2025	SIMPSON ADVERTISING INC		INSTALLATION OF 2025 PHOTO CONTEST WINNERS COLLAGE	100510	54900	$0.00
	12/2/2025	SIMPSON ADVERTISING INC		INSTALLATION OF 2025 PHOTO CONTEST WINNERS COLLAGE	100240	54900	$250.00
						CHECK TOTAL	**$5,150.00**
17488	12/2/2025	SOCIAL VOCATIONAL SERVICES		MAINTENANCE: LITTER & WEED REMOVAL (OCT/2025)	100645	55528	$3,113.00
						CHECK TOTAL	**$3,113.00**
17489	12/2/2025	STAY GREEN INC		LANDSCAPE MAINTENANCE (CITY HALL)	100620	52320	$1,250.00
						CHECK TOTAL	**$1,250.00**
17490	12/2/2025	THE CITY OF DIAMOND BAR COMMUNITY FOUNDATION		WINDMILL SEPT-OCT ADVERTISEMENT-RESTAURANT WEEK	100240	52160	$800.00
						CHECK TOTAL	**$800.00**
17491	12/2/2025	THE GAS COMPANY		GAS SERVICE@ PONY FIELDS (100825-110725)	100630	52215	$14.79
	12/2/2025	THE GAS COMPANY		GAS SERVICE @ DBC (101525-111525).	100510	52215	$702.09
	12/2/2025	THE GAS COMPANY		GAS SERVICE @ CITYHALL (101025-111225)	100620	52215	$762.67
	12/2/2025	THE GAS COMPANY		GAS SERVICE @HERITAGE PARK (101325-111325)	100630	52215	$193.12

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	**$1,672.67**
17492	12/2/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR		ORD. NO. 03 (2025) 1ST READING	100140	52160	$460.74
	12/2/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR		RENEWAL SUBSCRIPTION FOR 52 WEEKS	100140	52405	$122.95
	12/2/2025	THE SAN GABRIEL VALLEY NEWSPAPER GR		PUBLICATION ORD. NO. 03 (2025) 2ND READING	100140	52160	$453.32
						CHECK TOTAL	**$1,037.01**
17493	12/2/2025	THE SAUCE CREATIVE SERVICES INC		POSTCARDS AND BANNERS FOR YOUTH BASKETBALL	100520	52110	$1,027.03
	12/2/2025	THE SAUCE CREATIVE SERVICES INC		YOUTH BASKETBALL IG POST UPDATE	100520	52110	$35.00
						CHECK TOTAL	**$1,062.03**
17494	12/2/2025	THE TAIT GROUP INC		PS/TRANSPORTATION ADVOCACY - OCT 2025	100615	54410	$1,000.00
						CHECK TOTAL	**$1,000.00**
17495	12/2/2025	ULINE INC		RECYCLING COLLECTION EQUIPMENT	250170	51300	$466.48
						CHECK TOTAL	**$466.48**
17496	12/2/2025	ULTIMATE MAINTENANCE SERVICES INC		JANITORIAL SERVICES (NOVEMBER2025)	100630	55505	$3,070.00
	12/2/2025	ULTIMATE MAINTENANCE SERVICES INC		JANITORIAL SERVICES (NOVEMBER2025)	100510	55505	$9,650.00
	12/2/2025	ULTIMATE MAINTENANCE SERVICES INC		JANITORIAL SERVICES (NOVEMBER2025)	100620	52320	$12,075.00
						CHECK TOTAL	**$24,795.00**
17497	12/2/2025	UNDERGROUND SERVICE ALERT OF SO CA		US DIGALERT - CA STATE FEE - NOV 2025	100610	54900	$102.89
	12/2/2025	UNDERGROUND SERVICE ALERT OF SO CA		US DIGALERT - MONTHLY SERVICE FEE - OCT 2025	100610	54900	$178.00
						CHECK TOTAL	**$280.89**
17498	12/2/2025	US BANK		PCARD STATEMENT - NOVEMBER 2025	999	28100	$21,259.97
						CHECK TOTAL	**$21,259.97**
17499	12/2/2025	VALLEY VISTA SERVICES, INC.		STREET SWEEPING SERVICES (100125-103125)	100655	55510	$14,059.20
						CHECK TOTAL	**$14,059.20**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
17500	12/2/2025	WW GRAINGER INC		PARK MAINT SUPPLIES (CG 111225)	100630	52320	$280.88
	12/2/2025	WW GRAINGER INC		MAINTENANCE SUPPLIES (CB 111325)	100620	52320	$623.57
						CHECK TOTAL	**$904.45**
17501	12/2/2025	WALNUT VALLEY WATER DISTRICT		CITYHALLW - (100125-103125)	100620	52220	$1,182.75
	12/2/2025	WALNUT VALLEY WATER DISTRICT		D38W-(100125-103125)	238638	52220	$12,688.31
	12/2/2025	WALNUT VALLEY WATER DISTRICT		D38(R)W-(100125-103125)	238638	52220	$2,462.04
	12/2/2025	WALNUT VALLEY WATER DISTRICT		D39W-(100125-103125)	239639	52220	$11,015.02
	12/2/2025	WALNUT VALLEY WATER DISTRICT		D41W-(100125-103125)	241641	52220	$7,463.69
	12/2/2025	WALNUT VALLEY WATER DISTRICT		DBCW-(100125-103125)	100510	52220	$531.76
	12/2/2025	WALNUT VALLEY WATER DISTRICT		PARKSW-(100125-103125)	100630	52220	$15,211.48
	12/2/2025	WALNUT VALLEY WATER DISTRICT		PARKS(R)W-(100125-103125)	100630	52220	$1,011.39
						CHECK TOTAL	**$51,566.44**
17502	12/2/2025	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC/110625)	100510	51210	$835.56
	12/2/2025	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC/111225)	100510	51210	$405.82
	12/2/2025	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (PARKS/111225)	100630	51200	$99.67
	12/2/2025	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL/111725)	100620	51200	$2,354.98
						CHECK TOTAL	**$3,696.03**
17503	12/2/2025	WEST COAST ARBORISTS INC		CITYWIDE TREE MAINTENANCE (101625-103125)	100645	55522	$18,375.00
	12/2/2025	WEST COAST ARBORISTS INC		CITYWIDE TREE MAINTENANCE	241641	55522	$855.00
						CHECK TOTAL	**$19,230.00**
17504	12/2/2025	WILLDAN FINANCIAL SERVICES		CITYWIDE FEE STUDY & COST ALLOCATION PLAN	100130	54900	$2,220.00
						CHECK TOTAL	**$2,220.00**
17505	12/2/2025	YUNEX CORP		TS MAINTENANCE - OCT 2025	207650	55536	$5,711.62
						CHECK TOTAL	**$5,711.62**
						GRAND TOTAL	**$432,371.02**

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Amendment to the Compensation Plan for Part-time Non-Benefitted Classifications of Employment.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Adopt Resolution No. 2025-35 amending the Compensation Plan for Part-time Classifications of Employment Effective December 27, 2025.

FINANCIAL IMPACT:

There is a negligible financial impact to the 2025/26 fiscal year budget as the mandatory minimum wage increases can be absorbed into the existing budget.

BACKGROUND:

On April 4, 2016, former California Governor Jerry Brown signed Senate Bill 3 into law which legislated scheduled and phased annual increases to minimum wage starting January 1, 2017 through January 1, 2022 when it would reach $15 per hour. From there, the determination of the annual minimum wage change (if any) would be based on the Department of Finance's annual Consumer Price Index (CPI) calculation for Urban Wage Earners and Clerical Workers. The minimum wage increases are based on the CPI calculation by the lesser of 3.5 percent and then certified by the Governor of California. If the CPI calculation is negative then the change to minimum wage is $0. The scheduled increases since 2017 until now are listed below for reference.

Effective Date	Minimum Hourly Rate
January 1, 2017	$10.50
January 1, 2018	$11.00
January 1, 2019	$12.00
January 1, 2020	$13.00
January 1, 2021	$14.00
January 1, 2022	$15.00

January 1, 2023	$15.50
January 1, 2024	$16.00
January 1, 2025	$16.50

One of the protections of the minimum wage law is an annual review of the wage rate using the U.S. Consumer Price Index for Urban Wage Earners and Clerical Workers (U.S. CPI-W). On August 1, 2025, the Department of Finance calculated that the U.S. CPI-W increased by 2.49 percent for the period from July 1, 2024, to June 30, 2025, compared to the prior 12-month period. Based on the adjustments for inflation, California's Department of Finance thus certified that the state-level minimum wage will increase to $16.90 per hour on Jan. 1, 2026. This change to state law will impact Step A of the part-time non-benefitted Recreation Leader, Facility Attendant and Maintenance Worker salary range on the City's part-time non-benefitted salary schedule.

ANALYSIS:

Each year, City staff reviews and analyzes its options to remain compliant with state law and manage budgetary resources in a financially prudent manner. It is requested that the City Council consider amending the Recreation Leader, Facility Attendant and Maintenance Worker salary ranges by increasing Step A by forty cents per hour from $16.50 to $16.90. As of this writing, the City currently has eight (8) part-time non-benefitted Recreation Leaders and/or Facility Attendants that would be impacted by the forty-cent increase to hourly minimum wage. If they each worked 500 hours between January – June 2026, the estimated financial impact on the remaining 2025/26 fiscal year budget is approximately $1,600. The modest increase to the part-time non-benefitted employee salaries can be managed within existing budgetary resources.

City and Union Agreement

The City met and conferred with the American Federation of State, County and Municipal Employees (AFSCME) union, representing part-time non-benefitted Parks and Recreation employees, regarding the upcoming mandatory minimum wage increase. The City and AFSCME reached written agreement on December 2, 2025 to increase Step A on the salary schedule, impacting Recreation Leaders and Facility Attendants, by forty cents from $16.50 to $16.90 per hour.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Resolution as to form.

PREPARED BY:

Amy Haug, Human Resources & Risk Manager, City Manager's Office

ATTACHMENTS:

1. Resolution No. 2025-35
2. Exhibit A

RESOLUTION NO. 2025-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, AMENDING CITY OF DIAMOND BAR COMPENSATION PLAN FOR FY 2025-2026.

WHEREAS, the City Council of the City of Diamond Bar adopted and amended the City of Diamond Bar Compensation Plan Schedule A (hereafter, the "Plan") by adoption of Resolution No. 2024-41 for Fiscal Year 2024-25; and

WHEREAS, the City Council of the City of Diamond Bar desires to revise the Plan to include the state mandated minimum wage increase for the part-time non-benefitted Recreation Leader, Facility Attendant and Maintenance Worker classifications of employment;

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Diamond Bar, does hereby adopt Resolution No. 2025- 35 as follows:

Section 1. Schedule A of the Compensation and Benefits Plan adopted by Resolution 2024-41 is hereby replaced in its entirety with Exhibit A attached hereto which shall be effective December 27, 2025.

PASSED, APPROVED AND ADOPTED this 16th day of December 2025.

_____
Steve Tye, Mayor

ATTEST:

I, KRISTINA SANTANA, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, approved and adopted at a regular meeting of the City Council of the City of Diamond Bar held on the 16th day of December 2025, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

_____
Kristina Santana, City Clerk

Attachment: "Exhibit A" Compensation Plan effective December 27, 2025

Schedule A

CITY OF DIAMOND BAR
COMPENSATION PLAN BY POSITION
FY 2025 - 2026
PART-TIME/HOURLY NON-EXEMPT/NON-BENEFITED POSITIONS

CLASSIFICATION	A	B	C
Recreation Leader	$16.90		
Facility Attendant	~~$16.50~~	$17.25	$18.00
Maintenance Worker			
Senior Recreation Leader	$18.00	$18.75	$19.50
Recreation Specialist	$19.75	$20.50	$21.25
Administrative Intern			

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Third Amendment to the Consultant Services Agreement with Willdan Engineering to Provide Temporary Permit Technician Staffing for the Building and Safety Division.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Approve, and authorize the City Manager to sign, the Third Amendment to the Consultant Services Agreement with Willdan Engineering to provide continued temporary Permit Technician staffing through June 30, 2026.

FINANCIAL IMPACT:

The proposed amendment would increase the contract amount by $110,000, thereby increasing the not-to-exceed amount of the contract from $180,000 to $290,000. Sufficient funds are available in the Community Development Department's FY 2025/26 contract services budget to cover the temporary staffing services in the Building and Safety Division. In addition, the cost is partially offset by salary savings due to an extended medical leave in the Building and Safety Division, as well as a temporary vacancy in the Neighborhood Improvement Division.

BACKGROUND:

The Building and Safety Division has two budgeted full-time Permit Technicians responsible for managing building permitting services for property owners and contractors. In December 2024, the City entered into a Consultant Services Agreement with Willdan Engineering under the City Manager's spending authority to provide temporary staffing at an hourly rate of $85 while one of the Permit Technicians was on medical leave. The City Council approved two extensions to date, with the current extension set to expire on December 31, 2025.

The employee remains on doctor-ordered medical leave with no confirmed return date. To maintain adequate staffing levels and ensure uninterrupted service, the City proposes extending its agreement with Willdan Engineering.

ANALYSIS:

In November 2024, the City issued a Request for Proposals (RFP) via PlanetBids to solicit qualified consulting

firms for interim Permit Technician services. Three firms responded, offering hourly rates ranging from $78 to $95. Following interviews with two candidates, staff selected Tressa Brown of Willdan Engineering. Ms. Brown brings over 21 years of experience in permit technician services, having served in the cities of Anaheim, Pomona, Eastvale, and other nearby jurisdictions. She has consistently demonstrated strong customer service skills and has proven to be a valuable contributor to the City's Permit Services team.

Given the continued need for temporary staffing and Ms. Brown's demonstrated performance and familiarity with department operations, it is recommended that the City council approve extending the Consultant Services Agreement with Willdan Engineering.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Third Amendment as to form.

PREPARED BY:

Greg Gubman, Director, Community Development

ATTACHMENTS:

1. 3rd Amendment - Willdan

THIRD AMENDMENT
TO
CONSULTANT SERVICES AGREEMENT

This Third Amendment to Consultant Services Agreement ("Third Amendment") is made and entered into as of January 1, 2026, by and between the City of Diamond Bar, a municipal corporation ("City"), and Willdan Engineering, a California Corporation (herein referred to as the "Consultant") with reference to the following:

A. The City and the Consultant entered into that certain Consultant Services Agreement dated as of December 2, 2024, which is incorporated herein by this reference (the "Original Agreement"); and

B. The City and the Consultant entered into that certain First Amendment to the Original Agreement dated as of April 1, 2025, which is incorporated herein by this reference ("First Amendment"), which First Amendment and Original Agreement collectively are referred to as the "Agreement"; and

C. The City and the Consultant entered into that certain Second Amendment to the Original Agreement dated as of July 1, 2025, which is incorporated herein by this reference ("Second Amendment"), which Second Amendment, First Amendment and Original Agreement collectively are referred to as the "Agreement"; and

D. The City and the Consultant desire to amend the Agreement to modify, amend and supplement certain portions thereof.

NOW, THEREFORE, the parties hereby agree as follows:

1. Defined Terms. Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Original Agreement.

2. Term. The term of the Agreement was from December 9, 2024 through December 31, 2025. This Third Amendment hereby extends the term of the Agreement through June 30, 2026.

3. Reserved.

4. Compensation. The total not-to-exceed compensation set forth in Section 3 of the Original Agreement was the sum of **Forty-Four Thousand, Nine Hundred Ninety-Nine Dollars ($44,999)**. The First Amendment amended Section 3 of the Original Agreement to provide for a not-to-exceed compensation in the sum of **Ninety Thousand Dollars ($90,000)**. The Second Amendment amended Section 3 of the Original Agreement to provide for a not-to-exceed compensation in the sum of **One Hundred Eighty Thousand Dollars ($180,000)**. The total not-to-exceed compensation of the Agreement is hereby amended to provide for an increase of **One Hundred Ten Thousand Dollars ($110,000)** so that the total not-to-exceed compensation, as amended by this Third Amendment shall not exceed **Two**

Hundred Ninety Thousand Dollars ($290,000) without the prior authorization of the City.

5. Integration. This Third Amendment and all attachments hereto (if any) integrate all of the terms and conditions mentioned herein, and supersede all negotiations with respect hereto. This Third Amendment amends, as set forth herein, the Original Agreement and except as specifically amended hereby, the Original Agreement shall remain in full force and effect. To the extent that there is any conflict or inconsistency between the terms and provisions of this Third Amendment and the terms and provisions of the Agreement, the terms and provisions of this Third Amendment shall control.

IN WITNESS WHEREOF, the parties enter into this Third Amendment on the year and day first above written.

"CONSULTANT"

WILLDAN ENGINEERING

*By: _____
Printed Name: Vanessa Munoz
Title: President

*By: _____
Printed Name: Kate Nguyen
Title: Secretary

"CITY"

CITY OF DIAMOND BAR

By: _____
Dan Fox, City Manager

ATTEST:

_____
Kristina Santana, City Clerk

APPROVED AS TO FORM:

_____
Omar Sandoval, City Attorney

NOTE:** **If Consultant is a corporation, the City requires the following signature(s):

-- *(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR*

-- *The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.*

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Treasurer's Statement.

STRATEGIC GOAL: Responsible Stewardship of Public Resources

RECOMMENDATION:

Approve the November 2025 Treasurer's Statement.

FINANCIAL IMPACT:

None.

BACKGROUND:

Consistent with City policy, the Finance Department presents the monthly Treasurer's Statement to the City Council for review and approval.

ANALYSIS:

This statement shows the cash balances with a breakdown of various investment accounts and the yield to maturity from investments. This statement also includes an investment portfolio management report which details the activities of investments.

PREPARED BY:

Jason Jacobsen, Director, Finance

ATTACHMENTS:

1. Treasurer's Cash Report - Nov 2025
2. Treasurer's Certification and Portfolio Report - Nov 2025

CITY OF DIAMOND BAR - CITY TREASURER'S CASH BALANCE REPORT
AS OF NOVEMBER 30, 2025

CASH & INVESTMENT BALANCES

Cash Funds			
General Account	$2,181,473.71		
Payroll Account	$0.00		
Change Fund - General Fund	$600.00		
Petty Cash Account	$303.00		
Cash With Fiscal Agent (US Bank 2021 Bonds)	$97,881.89		
Total Cash Funds			**$2,280,258.60**
City & LAIF Invested Funds (Book Value):			
Local Agency Investment Fund	$8,891,249.91		
City-Managed Fixed-Income Securities (0-5 year maturity)	$53,193,287.99		
Total Investment Funds (Book Value)			**$62,084,537.90**
Fiscal Year-To-Date Effective Rate of Return (City Funds & LAIF)	3.84%	(5 Months)	
Fiscal YTD Interest Earnings (City Funds & LAIF)	$1,062,100.86		
FY 2025-26 Budgeted Interest Earnings (City Funds & LAIF)	$1,530,800.00	(12 Months)	
Invested Funds With OPEB Trust (Managed by CalPERS/State Street)			**$1,092,330.04**
Annualized rate of return (6/30/2016 - 6/30/2025)	5.16%	(9 Years)	
OPEB Trust Starting Balance (7/1/2025)	**$945,947.34**		
OPEB Trust FY 25-26 Contributions	$88,000.00		
OPEB Trust FY 25-26 Earnings	$58,382.70	(5 Months)	
OPEB Trust Ending Balance (11/30/2025)	**$1,092,330.04**		
GRAND TOTAL - CASH & INVESTMENTS			**$65,457,126.54**

CITY OF DIAMOND BAR
INVESTMENT PORTFOLIO SUMMARY REPORT
NOVEMBER 30, 2025

INVESTMENTS	BOOK VALUE	PERCENT OF PORTFOLIO	TERM	DAYS TO MATURITY	YIELD TO MATURITY
Federal Credit Union CD	$14,384,000.00	23.17%	1,497	746	4.285%
Local Agency Investment Fund	$8,891,249.91	14.32%	1	1	4.096%
Corporate Notes	$3,683,130.34	5.93%	1,704	1,232	4.896%
Federal Agency Coupon Securities	$7,641,791.13	12.31%	1,552	467	4.187%
Treasury Coupon Securities	$3,093,541.19	4.98%	1,813	802	2.984%
Federal Agency Callable	$6,499,965.42	10.47%	1,826	342	2.207%
Certificates of Deposit-Banks	$6,307,135.49	10.16%	1,562	759	3.907%
Municipal Bonds	$1,544,585.13	2.49%	1,585	524	4.738%
Money Market Fund	$10,039,139.29	16.17%	1	1	4.000%
Total Investments and Averages	**$62,084,537.90**	**100.00%**	**1,119**	**470**	**3.926%**

	MONTH ENDING NOVEMBER 30, 2025	FISCAL YEAR-TO-DATE 2025-2026
TOTAL INTEREST EARNED	**$209,385.82**	**$1,062,100.86**
	4.05%	3.84%

Daniel Fox

Daniel Fox
City Treasurer

I certify that this report accurately reflects all City pooled investments and is in conformity with the investment policy of the City of Diamond Bar approved by City Council and on file in the City Clerk's office. The investment program herein provides sufficient cash flow liquidity to meet the next six months estimated expenditures.

City of Diamond Bar
Portfolio Management
Portfolio Summary
November 30, 2025

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA
(909)839-7053

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C
Federal Credit Union CD	14,384,000.00	14,492,437.69	14,384,000.00	23.17	1,497	746	4.285
Local Agency Investment Funds	8,891,249.91	8,756,356.30	8,891,249.91	14.32	1	1	4.096
Corporate Notes	3,800,000.00	3,737,275.20	3,683,130.34	5.93	1,704	1,232	4.896
Federal Agency Coupon Securities	7,625,000.00	7,663,557.05	7,641,791.13	12.31	1,552	467	4.187
Treasury Coupon Securities	3,125,000.00	3,069,040.85	3,093,541.19	4.98	1,813	802	2.984
Federal Agency Callable	6,500,000.00	6,341,856.00	6,499,965.42	10.47	1,826	342	2.207
Certificate of Deposit	6,384,000.00	6,338,707.40	6,307,135.49	10.16	1,562	759	3.907
Municipal Bonds	1,595,000.00	1,544,199.64	1,544,585.13	2.49	1,585	524	4.738
Money Market Fund	10,039,139.29	10,039,139.29	10,039,139.29	16.17	1	1	4.000
Investments	**62,343,389.20**	**61,982,569.42**	**62,084,537.90**	**100.00%**	**1,119**	**470**	**3.926**

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	209,385.82	1,062,100.86
Average Daily Balance	**62,937,522.99**	**65,982,766.96**
Effective Rate of Return	**4.05%**	**3.84%**

12/11/2025

Jason M. Jacobsen, Finance Director

Reporting period 11/01/2025-11/30/2025

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
November 30, 2025

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Credit Union CD												
06251A3K4	10402	America's Credit Union		12/16/2021	248,000.00	238,674.70	248,000.00	1.350	1,826	380	1.350	12/16/2026
00790UAC1	10682	ADVANTAGE CREDIT UNION		07/31/2024	249,000.00	252,742.72	249,000.00	4.450	1,826	1,338	4.450	07/31/2029
01025RAT6	10750	ALABAMA CREDIT UNION		07/09/2025	249,000.00	249,000.00	249,000.00	4.150	730	585	4.150	07/09/2027
02157RAA5	10683	ALTAONE FEDERAL CREDIT		07/19/2024	249,000.00	252,731.02	249,000.00	4.450	1,826	1,326	4.450	07/19/2029
011852AE0	10547	Alaska USA FCU		03/08/2023	249,000.00	252,861.74	249,000.00	4.600	1,827	828	4.600	03/08/2028
052392BT3	10495	AUSTIN TELCO FCU		09/21/2022	249,000.00	248,064.26	249,000.00	3.800	1,826	659	3.800	09/21/2027
07181JBH6	10697	Baxter Credit Union		08/22/2024	249,000.00	251,516.15	249,000.00	4.350	1,461	995	4.350	08/22/2028
07371BWA5	10679	Beal Bank-Plano TX		06/12/2024	244,000.00	249,267.47	244,000.00	4.650	1,820	1,283	4.650	06/06/2029
09776DAV6	10744	BOM BANK		06/24/2025	249,000.00	249,560.75	249,000.00	4.100	1,826	1,666	4.100	06/24/2030
14042THZ3	10453	Capital One Bank USA		07/27/2022	248,000.00	245,659.87	248,000.00	3.500	1,826	603	3.500	07/27/2027
12481GAZ0	10663	CBC Federal Credit Union		05/14/2024	249,000.00	254,402.30	249,000.00	4.650	1,826	1,260	4.650	05/14/2029
17783PAK7	10625	City Federal Credit Union		01/18/2024	249,000.00	248,770.92	249,000.00	4.000	1,827	1,144	4.000	01/18/2029
19058RAG6	10684	COASTAL1CU		07/22/2024	249,000.00	252,914.28	249,000.00	4.550	1,460	963	4.550	07/21/2028
19123RAA0	10529	COCA-COLA FCU		01/31/2023	249,000.00	249,596.60	249,000.00	4.600	1,098	63	4.600	02/02/2026
20367GBD0	10440	Community Commerce Bank		07/27/2022	248,000.00	246,357.25	248,000.00	3.050	1,280	57	3.050	01/27/2026
14622LAS1	10686	CARTER FEDERAL CU		08/07/2024	249,000.00	250,879.20	249,000.00	4.250	1,826	1,345	4.250	08/07/2029
23204HPM4	10678	Customers Bank		06/11/2024	244,000.00	247,884.48	244,000.00	4.850	1,095	557	4.850	06/11/2027
291916AG9	10596	Empower FED Credit Union		10/23/2023	248,000.00	256,339.50	248,000.00	5.100	1,827	1,057	5.100	10/23/2028
29367RNG7	10720	Enterprise Bank Corp.		08/28/2024	249,000.00	246,619.81	249,000.00	3.800	1,826	1,366	3.800	08/28/2029
32026U5U6	10664	First Foundation Bank		05/22/2024	244,000.00	248,712.37	244,000.00	4.600	1,826	1,268	4.600	05/22/2029
320165LR2	10648	FIRST FARMERS BK & TRUST		03/28/2024	249,000.00	249,899.39	249,000.00	4.850	671	58	4.850	01/28/2026
32114MBC0	10681	First Natl Bnk Blue Erth		06/20/2024	248,000.00	252,125.23	248,000.00	4.850	1,095	566	4.850	06/20/2027
33610RVR1	10685	FIRST PREMIER BANK		07/17/2024	244,000.00	247,068.79	244,000.00	4.450	1,461	959	4.450	07/17/2028
39573LAV0	10255	GREENSTATE CREDIT UNION		02/26/2021	248,000.00	242,333.70	248,000.00	0.650	1,826	87	0.650	02/26/2026
42228LAH4	10496	HEALTHCARE SYSTEMS FCU		09/21/2022	249,000.00	247,762.47	249,000.00	3.600	1,461	294	3.600	09/21/2026
42869GAB2	10639	Hickam		01/31/2024	249,000.00	250,321.19	249,000.00	4.150	1,461	791	4.150	01/31/2028
856285E98	10410	State Bank of India		01/31/2022	248,000.00	239,542.46	248,000.00	1.750	1,827	427	1.750	02/01/2027
472207AE9	10491	JEANNE D'ARC CREDIT UNION		09/30/2022	249,000.00	248,050.07	249,000.00	3.800	1,826	668	3.800	09/30/2027
48115LAM6	10707	Jovia Financial Credit Union C		08/16/2024	249,000.00	250,756.20	249,000.00	4.650	731	259	4.650	08/17/2026
50625LBR3	10606	LAFAYETTE FCU		11/30/2023	248,000.00	252,246.01	248,000.00	5.250	1,096	364	5.250	11/30/2026
530520AC9	10530	LIBERTY FIRST CU		01/27/2023	249,000.00	249,422.30	249,000.00	4.500	1,096	57	4.500	01/27/2026
534574AC2	10571	LINCOLN PARK COMMUNITY BANK		08/28/2023	248,000.00	255,291.20	248,000.00	5.000	1,827	1,001	5.000	08/28/2028
55026MAE5	10487	LUMINATE BANK		09/15/2022	249,000.00	245,970.67	249,000.00	3.400	1,826	653	3.400	09/15/2027
56824JBC7	10718	Marine Federal Corp.		08/30/2024	249,000.00	248,943.98	249,000.00	4.000	731	273	4.000	08/31/2026
58404DUA7	10622	Medallion Bank		12/29/2023	248,000.00	249,798.74	248,000.00	4.500	1,096	393	4.500	12/29/2026
59524LAA4	10549	MID CAROLINA CU		03/13/2023	249,000.00	250,484.54	249,000.00	4.850	1,096	102	4.850	03/13/2026
61690DQK7	10662	Morgan Stanley Bank		05/08/2024	244,000.00	248,468.37	244,000.00	4.700	1,461	889	4.700	05/08/2028

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Credit Union CD												
61776NTH6	10745	Morgan Stanley Bank		06/18/2025	244,000.00	246,684.49	244,000.00	4.300	1,828	1,662	4.300	06/20/2030
62847NEL6	10646	MVB BANK INC		03/27/2024	249,000.00	250,270.90	249,000.00	4.800	730	116	4.800	03/27/2026
654062LP1	10643	NICOLET NATIONAL BANK		03/08/2024	249,000.00	250,835.88	249,000.00	4.250	1,826	1,193	4.250	03/08/2029
68584JAV1	10675	Oregon Community Cred Un		06/07/2024	248,000.00	250,322.77	248,000.00	5.050	731	189	5.050	06/08/2026
682325EK7	10676	One Community Bank		06/18/2024	249,000.00	252,002.94	249,000.00	4.850	913	382	4.850	12/18/2026
722000AC0	10575	PIMA FEDERAL CREDIT		08/17/2023	248,000.00	251,496.55	248,000.00	5.300	1,096	259	5.300	08/17/2026
77357DAB4	10607	ROCKLAND FCU		11/30/2023	248,000.00	255,737.85	248,000.00	5.000	1,827	1,095	5.000	11/30/2028
835104DG2	10751	SOMERSET TRUST CO		07/08/2025	249,000.00	249,000.00	249,000.00	3.950	1,645	1,499	3.950	01/08/2030
849061AF3	10644	SPOKANE TEACHERS CR UN		03/25/2024	245,000.00	248,134.78	245,000.00	4.750	1,095	479	4.750	03/25/2027
87868YAL7	10551	TECHNOLOGY CU		03/23/2023	249,000.00	250,615.76	249,000.00	5.000	1,096	112	5.000	03/23/2026
89235MNT4	10442	Toyota Financial SGS Bank		07/22/2022	248,000.00	245,192.14	248,000.00	3.400	1,826	598	3.400	07/22/2027
89839KAD7	10604	TRUSTSTAR BANK		11/22/2023	248,000.00	253,735.25	248,000.00	4.750	1,827	1,087	4.750	11/22/2028
88709RBH1	10677	Timberland Bank Hoquaim		06/12/2024	249,000.00	251,960.11	249,000.00	4.850	912	375	4.850	12/11/2026
89854LAD5	10564	TTCU FED CU		07/26/2023	248,000.00	255,131.24	248,000.00	5.000	1,827	968	5.000	07/26/2028
91527PCF2	10651	Univest Bank & Trust Co.		03/13/2024	249,000.00	250,836.38	249,000.00	4.250	1,826	1,198	4.250	03/13/2029
91739JAD7	10589	UTAH FIRST CD		10/30/2023	248,000.00	256,390.83	248,000.00	5.100	1,827	1,064	5.100	10/30/2028
06543PDA0	10494	BANK OF THE VALLEY NE		09/30/2022	249,000.00	249,655.12	249,000.00	4.100	1,826	668	4.100	09/30/2027
91823MBE4	10499	VCC BANK		10/14/2022	249,000.00	249,741.02	249,000.00	4.250	1,461	317	4.250	10/14/2026
93883MBA5	10674	WASHINGTON FINANCIAL		05/31/2024	244,000.00	247,883.02	244,000.00	4.500	1,826	1,277	4.500	05/31/2029
949764JY1	10617	Wells Fargo		12/27/2023	248,000.00	248,606.61	248,000.00	4.100	1,827	1,122	4.100	12/27/2028
98138MCA6	10590	WORKERS FCU		10/30/2023	248,000.00	257,163.35	248,000.00	5.200	1,827	1,064	5.200	10/30/2028
		Subtotal and Average	**14,384,000.00**		**14,384,000.00**	**14,492,437.69**	**14,384,000.00**		**1,497**	**746**	**4.285**	
Local Agency Investment Funds												
LAIF	10028	Local Agency Investment Fund			8,891,249.91	8,756,356.30	8,891,249.91	4.096	1	1	4.096	
		Subtotal and Average	**8,891,249.91**		**8,891,249.91**	**8,756,356.30**	**8,891,249.91**		**1**	**1**	**4.096**	
Corporate Notes												
06406YAA0	10732	Bank of NY Mello Corp.		01/13/2025	350,000.00	336,085.75	328,523.96	3.300	1,683	1,361	5.170	08/23/2029
06048WR36	10515	Bank of America Corp.		12/27/2022	500,000.00	478,120.00	479,289.89	2.000	1,638	568	5.000	06/22/2027
17325FBK3	10733	CITIBANK		01/13/2025	350,000.00	357,378.35	347,671.37	4.838	1,666	1,313	5.042	08/06/2029
29736RAP5	10737	ESTEE LAUDER CO		03/25/2025	300,000.00	276,582.30	275,140.78	2.375	1,712	1,461	4.707	12/01/2029
24422EXB0	10668	JOHN DEERE CAPITAL CORP		05/29/2024	500,000.00	512,160.00	499,637.41	4.950	1,507	956	4.979	07/14/2028
46647PAX4	10731	JP Morgan Chase		01/07/2025	400,000.00	400,666.80	393,929.97	4.452	1,793	1,100	4.980	12/05/2029
49177JAH5	10738	KENVUE INC		03/25/2025	300,000.00	309,040.50	304,663.36	5.000	1,823	1,572	4.581	03/22/2030
59217GFT1	10734	MET LIFE GLOBAL		01/09/2025	500,000.00	509,891.00	499,417.01	4.900	1,826	1,500	4.932	01/09/2030

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Corporate Notes												
637432NV3	10739	NATIONAL RURAL UTILITIES COOPE		03/25/2025	300,000.00	275,971.50	273,977.99	2.400	1,816	1,565	4.691	03/15/2030
808513BX2	10740	CHARLES SCHWAB		03/25/2025	300,000.00	281,379.00	280,878.60	2.750	1,651	1,400	4.611	10/01/2029
		Subtotal and Average	**3,681,613.27**		**3,800,000.00**	**3,737,275.20**	**3,683,130.34**		**1,704**	**1,232**	**4.896**	
Federal Agency Coupon Securities												
17325FBB3	10631	CITIBANK		01/30/2024	750,000.00	784,097.25	767,916.56	5.803	1,704	1,033	4.847	09/29/2028
3133EPCG8	10545	Federal Farm Credit Bank		03/01/2023	1,000,000.00	1,006,393.00	997,477.89	4.125	1,736	730	4.267	12/01/2027
3133EPQC2	10572	Federal Farm Credit Bank		08/02/2023	1,000,000.00	1,006,442.00	999,787.79	4.625	1,080	228	4.661	07/17/2026
3130ASGU7	10432	Federal Home Loan Bank		06/16/2022	1,000,000.00	992,955.00	999,721.17	3.500	1,821	557	3.520	06/11/2027
3130ASJ59	10447	Federal Home Loan Bank		07/18/2022	1,000,000.00	993,763.00	1,001,156.34	3.375	1,425	193	3.141	06/12/2026
313373B68	10537	Federal Home Loan Bank		02/27/2023	500,000.00	500,936.50	499,679.76	4.375	1,110	102	4.619	03/13/2026
3130AWMN7	10563	Federal Home Loan Bank		07/21/2023	500,000.00	509,053.50	502,241.59	4.375	1,785	921	4.177	06/09/2028
3130B0N70	10645	Federal Home Loan Bank		03/27/2024	500,000.00	501,559.00	500,000.00	4.850	1,826	116	4.850	03/27/2029
3130B2F59	10706	Federal Home Loan Bank		08/20/2024	575,000.00	571,303.90	575,000.00	4.250	1,816	252	4.250	08/10/2029
45818WED4	10498	INTER-AMERICAN DEV. BANK		09/13/2022	500,000.00	491,113.00	496,163.11	2.980	1,731	556	3.902	06/10/2027
61746BCY0	10708	Morgan Stanley Bank		08/01/2024	300,000.00	305,940.90	302,646.92	6.250	738	251	4.888	08/09/2026
		Subtotal and Average	**7,642,106.06**		**7,625,000.00**	**7,663,557.05**	**7,641,791.13**		**1,552**	**467**	**4.187**	
Treasury Coupon Securities												
91282CMG3	10735	UST		02/13/2025	300,000.00	305,871.00	297,481.52	4.250	1,813	1,522	4.477	01/31/2030
91282CMD0	10736	UST		02/13/2025	325,000.00	333,150.35	323,640.36	4.375	1,782	1,491	4.489	12/31/2029
91282CDQ1	10403	U.S. Treasury		01/04/2022	1,000,000.00	962,539.00	998,882.15	1.250	1,822	395	1.357	12/31/2026
91282CEW7	10436	U.S. Treasury		07/14/2022	1,000,000.00	991,133.00	1,003,427.15	3.250	1,812	576	3.014	06/30/2027
91282CEE7	10654	U.S. Treasury		04/08/2024	500,000.00	476,347.50	470,110.01	2.375	1,818	1,216	4.393	03/31/2029
		Subtotal and Average	**3,093,192.80**		**3,125,000.00**	**3,069,040.85**	**3,093,541.19**		**1,813**	**802**	**2.984**	
Federal Agency Callable												
3133EMSH6	10258	Federal Farm Credit Bank		03/03/2021	500,000.00	488,746.50	500,000.00	0.790	1,826	92	0.790	03/03/2026
3133ENKG4	10397	Federal Farm Credit Bank		01/11/2022	1,000,000.00	964,163.00	1,000,000.00	1.470	1,826	406	1.470	01/11/2027
3133ENMA5	10405	Federal Farm Credit Bank		01/26/2022	1,500,000.00	1,453,453.50	1,500,000.00	1.840	1,826	421	1.840	01/26/2027
3133ENH52	10475	Federal Farm Credit Bank		08/23/2022	500,000.00	497,602.50	500,000.00	4.030	1,826	630	4.030	08/23/2027
3133ETMB0	10746	Federal Farm Credit Bank		06/24/2025	500,000.00	499,550.50	500,000.00	4.650	1,826	205	4.650	06/24/2030
3130AL7M0	10254	Federal Home Loan Bank		02/24/2021	500,000.00	488,617.00	499,965.42	0.625	1,826	85	0.656	02/24/2026
3130AQKJ1	10406	Federal Home Loan Bank		01/28/2022	1,500,000.00	1,448,170.50	1,500,000.00	1.700	1,826	58	1.700	01/28/2027
3010B07G8	10641	Federal Home Loan Bank		02/26/2024	500,000.00	501,552.50	500,000.00	5.000	1,827	1,183	5.000	02/26/2029
		Subtotal and Average	**6,766,623.81**		**6,500,000.00**	**6,341,856.00**	**6,499,965.42**		**1,826**	**342**	**2.207**	

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
November 30, 2025

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Certificate of Deposit												
06406GAA9	10717	Bank of NY Mello Corp.		08/01/2024	500,000.00	481,544.00	477,740.48	3.000	1,551	972	4.702	10/30/2028
066519QK8	10256	BANK UNITED NA		03/05/2021	248,000.00	242,158.86	248,000.00	0.650	1,826	94	0.000	03/05/2026
06051GGA1	10716	Bank of America Corp.		08/01/2024	300,000.00	294,235.50	292,969.39	3.248	1,176	689	4.596	10/21/2027
23288UAA5	10555	Cy Fair FCU		05/19/2023	249,000.00	250,684.98	249,000.00	4.350	1,461	534	4.355	05/19/2027
3130B0YH6	10661	Federal Home Loan Bank		04/19/2024	500,000.00	508,452.50	500,000.00	5.010	1,826	1,235	5.010	04/19/2029
356436AR6	10658	Freedom Northwest CU		04/19/2024	249,000.00	253,466.81	249,000.00	4.550	1,826	1,235	4.550	04/19/2029
38149MZJ5	10260	Goldman Sachs Bank		09/08/2021	248,000.00	239,465.58	248,000.00	1.050	1,826	281	1.051	09/08/2026
46625HQW3	10709	JP Morgan Chase		08/01/2024	300,000.00	297,978.30	298,567.11	3.300	608	121	4.813	04/01/2026
70962LBH4	10414	Pentagon Federal Credit Union		03/22/2022	248,000.00	243,864.10	248,000.00	1.800	1,462	112	1.800	03/23/2026
69353RFG8	10669	PNC BANK NA		05/29/2024	500,000.00	487,655.50	480,807.83	3.100	1,244	693	5.335	10/25/2027
70320KAX9	10257	Pathfinder Bank		03/11/2021	249,000.00	243,136.55	249,000.00	0.700	1,826	100	0.000	03/11/2026
88413QDM7	10455	Third Fed Savings & Loan		07/27/2022	245,000.00	242,205.53	245,000.00	3.400	1,826	603	3.402	07/27/2027
89236TLD5	10670	Toyota MTR Credit Corp		05/29/2024	500,000.00	508,115.50	500,989.03	5.400	905	354	5.179	11/20/2026
882508CG7	10653	TEXAS INSTRUME		04/01/2024	750,000.00	762,558.75	752,501.47	4.600	1,774	1,165	4.480	02/08/2029
90348JS92	10261	UBS Bank USA		09/09/2021	248,000.00	239,160.04	248,000.00	0.950	1,826	282	0.000	09/09/2026
91159HHW3	10715	US BANK CORP		08/01/2024	300,000.00	283,976.40	281,092.88	3.000	1,824	1,337	4.938	07/30/2029
91282CKG5	10657	UST		04/22/2024	750,000.00	760,048.50	738,467.30	4.125	1,804	1,216	4.647	03/31/2029
		Subtotal and Average	**6,305,831.42**		**6,384,000.00**	**6,338,707.40**	**6,307,135.49**		**1,562**	**759**	**3.907**	
Municipal Bonds												
54438CYL0	10523	LOS ANGELES CA CMNTY CLG DIST		01/05/2023	365,000.00	353,271.82	357,184.80	1.174	1,304	243	4.700	08/01/2026
738850TA4	10522	POWAY UNIFIED SCHOOL DIST		01/04/2023	1,230,000.00	1,190,927.82	1,187,400.33	2.414	1,670	608	4.750	08/01/2027
		Subtotal and Average	**1,543,083.47**		**1,595,000.00**	**1,544,199.64**	**1,544,585.13**		**1,585**	**524**	**4.738**	
Wells Fargo Sweep Account												
SWEEP	10036	Wells Fargo		07/01/2012	0.00	0.00	0.00	0.010	1	1	0.010	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0**	**0**	**0.000**	
Money Market Fund												
857492888	10562	State Street Advisors		05/31/2023	10,039,139.29	10,039,139.29	10,039,139.29	4.000	1	1	4.000	
52470G882	10561	Western Asset		05/25/2023	0.00	0.00	0.00	5.150	1	1	5.150	
		Subtotal and Average	**10,629,822.25**		**10,039,139.29**	**10,039,139.29**	**10,039,139.29**		**1**	**1**	**4.000**	

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
November 30, 2025

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
		Total and Average	62,937,522.99		62,343,389.20	61,982,569.42	62,084,537.90		1,119	470	3.926

City of Diamond Bar
Portfolio Management
Portfolio Details - Cash
November 30, 2025

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
		Average Balance	0.00						0	0	
		Total Cash and Investments	62,937,522.99		62,343,389.20	61,982,569.42	62,084,537.90		1,119	470	3.926

City of Diamond Bar
Portfolio Management
Activity By Type
November 1, 2025 through November 30, 2025

CUSIP	Investment #	Issuer	Stated Rate	Transaction Date	Purchases or Deposits	Redemptions or Withdrawals		Balance
Federal Credit Union CD								
		Subtotal						**14,384,000.00**
Local Agency Investment Funds (Monthly Summary)								
		Subtotal						**8,891,249.91**
Corporate Notes								
		Subtotal						**3,683,130.34**
Federal Agency Coupon Securities								
		Subtotal						**7,641,791.13**
Treasury Coupon Securities								
		Subtotal						**3,093,541.19**
Federal Agency Callable								
3133EREU1	10667	Federal Farm Credit Bank	5.000	11/17/2025	0.00	500,000.00	**	
		Subtotal			**0.00**	**500,000.00**		**6,499,965.42**
Certificate of Deposit								
		Subtotal						**6,307,135.49**
Municipal Bonds								
		Subtotal						**1,544,585.13**
Wells Fargo Sweep Account								
		Subtotal						**0.00**
Money Market Fund								
857492888	10562	State Street Advisors	4.000		39,755.54	1,500,000.00		
		Subtotal			**39,755.54**	**1,500,000.00**		**10,039,139.29**
		Total			**39,755.54**	**2,000,000.00**		**62,084,537.90**

** - Indicates incomplete recording of maturity redemption.

City of Diamond Bar
Portfolio Management
Distribution of Investments By Type
November 2024 through November 2025

Security Type	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025	July 2025	August 2025	September 2025	October 2025	November 2025	Average by Period
Federal Credit Union CD	25.3	25.5	23.2	23.3	23.1	23.0	21.4	22.5	23.1	23.5	23.5	22.5	23.2	23.3%
Local Agency Investment Funds	3.3	3.4	3.1	3.1	3.2	13.8	13.2	15.1	14.5	13.4	13.9	13.7	14.3	9.8%
Negotiable CDs														
Corporate Notes	1.5	1.5	3.7	3.7	5.3	5.3	5.1	5.3	5.4	5.6	5.8	5.8	5.9	4.6%
Federal Agency Coupon Securities	13.4	13.5	12.5	11.8	11.9	11.8	11.4	11.0	11.3	11.7	12.1	12.0	12.3	12.0%
Federal Agency Disc. -Amortizing														
Treasury Coupon Securities	13.1	13.2	12.2	13.1	8.9	8.8	8.5	7.3	7.5	7.8	6.5	4.8	5.0	9.0%
Treasury Discounts -Amortizing														
Federal Agency Callable	12.0	12.1	11.2	11.2	11.3	10.5	10.1	11.1	11.5	11.8	11.0	11.0	10.5	11.2%
Certificate of Deposit	12.4	12.5	11.6	11.6	11.7	10.9	9.5	9.4	9.3	9.6	9.9	9.9	10.2	10.6%
Callables														
Municipal Bonds	2.7	2.7	2.5	2.6	2.6	2.6	2.5	2.2	2.3	2.3	2.4	2.4	2.5	2.5%
Wells Fargo Sweep Account														
Money Market Fund	16.3	15.8	20.0	19.8	22.2	13.4	18.4	16.2	15.2	14.4	14.9	18.0	16.2	17.0%
Floating Rate Notes														

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project Planning Case No. PL2024-40.

STRATEGIC GOAL: Safe, Sustainable and Healthy Community

RECOMMENDATION:

A. Open the public hearing to receive public testimony;
B. Close the public hearing;
C. Adopt Resolution No. 2025-36 approving the Mitigated Negative Declaration and adopting the Mitigation Monitoring and Reporting Program pursuant to the California Environmental Quality Act (CEQA);
D. Introduce for first reading by title only, waive full reading of Ordinance No. 01 (2026), and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR AMENDING SECTIONS 22.10.030, 22.36.080, 22.36.120, AND 22.80.020 OF THE DIAMOND BAR CITY CODE PERTAINING TO THE REGULATION OF BILLBOARDS;
E. Approve for first reading by title only, waive full reading of Ordinance No. 02 (2026), and set for second reading and adoption at the January 20, 2026 City Council meeting: AN ORDINANCE OF THE CITY OF DIAMOND BAR APPROVING DEVELOPMENT AGREEMENT NO. 2026-01, FOR PROPERTY COMPRISED OF APPROXIMATELY 6.08 ACRES LOCATED AT 880 SOUTH LEMON AVENUE, WALNUT, CALIFORNIA WITHIN THE JURISDICTIONAL BOUNDARIES OF THE CITY OF DIAMOND BAR (ASSESSOR'S PARCEL NUMBER 8760-015-901); and
F. Adopt Resolution No. 2025-37 approving Conditional Use Permit and Development Review Planning Case No. PL2024-40.

FINANCIAL IMPACT:

Under the proposed Development Agreement, the City will receive 25 percent of the revenue WVUSD receives from Evergreen Media which is estimated at $75,000 annually for the first five years, or approximately $1,872,500 over the initial twenty-year term. Additional revenue may be generated depending on advertising performance. The agreement also provides the City with daily display time for public service messaging and emergency notifications.

BACKGROUND:

Evergreen Media LLC and the Walnut Valley Unified School District propose to construct and operate a 97-foot tall, dual-faced digital billboard on property owned by WVUSD at 880 South Lemon Avenue. Because the City's Development Code currently prohibits billboards, the proposal requires a Development Code Amendment to allow limited billboard installations, along with individual project approvals and a Development Agreement establishing operating requirements and community benefits. The project is intended to generate long-term revenue for district programs while providing the City with financial benefits, public service messaging capacity, and gateway identification along the State Route 60 corridor.

To enable development of the project, the District requests approval of the following actions:

- **Development Code Amendment (DCA)** to establish a regulatory framework for billboards within the Light Industry (I) zone;
- **Conditional Use Permit (CUP)** to allow construction and operation of a 97-foot-tall digital billboard at the subject property;
- **Development Review (DR)** to evaluate the architectural and aesthetic design elements of the proposed billboard; and
- **Development Agreement (DA)** between the City and WVUSD to establish operating standards and community benefits for the proposed digital billboard.

Planning Commission Action

On November 25, 2025, the Planning Commission conducted a noticed public hearing, received public testimony, and recommended approval of the project by a unanimous vote. Commissioners cited the District's revenue strategy, community benefits, and limited scope of the proposal. Supporting materials, including the Planning Commission staff report and draft minutes, are included as attachments.

ANALYSIS:

Policy Considerations

The City's Development Code has historically prohibited billboards in order to protect community aesthetics and avoid visual clutter along major corridors. The proposed framework retains that core policy direction by allowing a single freeway-oriented installation, subject to strict design, location, and operational standards. This is a limited exception that supports a community-serving institution. In doing so, the project advances City objectives to support public education partners, expand public safety and emergency messaging capabilities, and generate new revenue.

Development Code Amendment (DBCC Chapter 22.70)

The proposed amendment establishes a narrow regulatory allowance for billboards within Diamond Bar. Billboard placement is limited to freeway-adjacent parcels in the Light Industry zone and is contingent on approval of a Conditional Use Permit and Development Agreement. The ordinance sets standards related to spacing, height, lighting, maintenance, and operations to safeguard aesthetics, traffic safety, and residential areas. Approval of this ordinance does not authorize additional installations; any future proposals would require separate legislative action by the City Council.

Development Agreement (DBCC Chapter 22.62)

A Development Agreement is a legislative instrument establishing rights, obligations, and community benefits associated with a project. The proposed agreement grants WVUSD the vested right to construct and operate a billboard consistent with City entitlements and establishes financial provisions and oversight mechanisms.

Key components include:

- Term of twenty years with one ten-year extension option based on mutual consent.

- Operation and maintenance by Evergreen Media under a separate lease with WVUSD.
- Revenue sharing provisions benefitting WVUSD and the City. Maintenance and repair obligations to address vandalism or malfunctions.
- Restrictions on political, adult, or offensive content.

City Benefits include revenue sharing, public service announcement time, audit rights, and annual performance review authority.

- Revenue Sharing – The City will receive 25% of all revenue (including annual rent and revenue share) WVUSD receives from Evergreen Media under the lease agreement. The table below shows that with the built-in 15% rent escalator for the District, the City is expected to receive an estimated cumulative amount of approximately $1.87 million over the initial 20-year term of the lease.

Year	Guaranteed Annual Rent to WVUSD	City's Annual 25% Share (Community Benefit Fee)*
1-5	$300,000/year	$75,000/year
6-10	$345,000/year	$86,250/year
11-15	$396,750/year	$99,187.50/year
16-20	$456,262.50/year	$114,065.63/year

*These amounts represent the minimum guaranteed payments to the City; total annual revenue may be higher depending on billboard advertising performance.

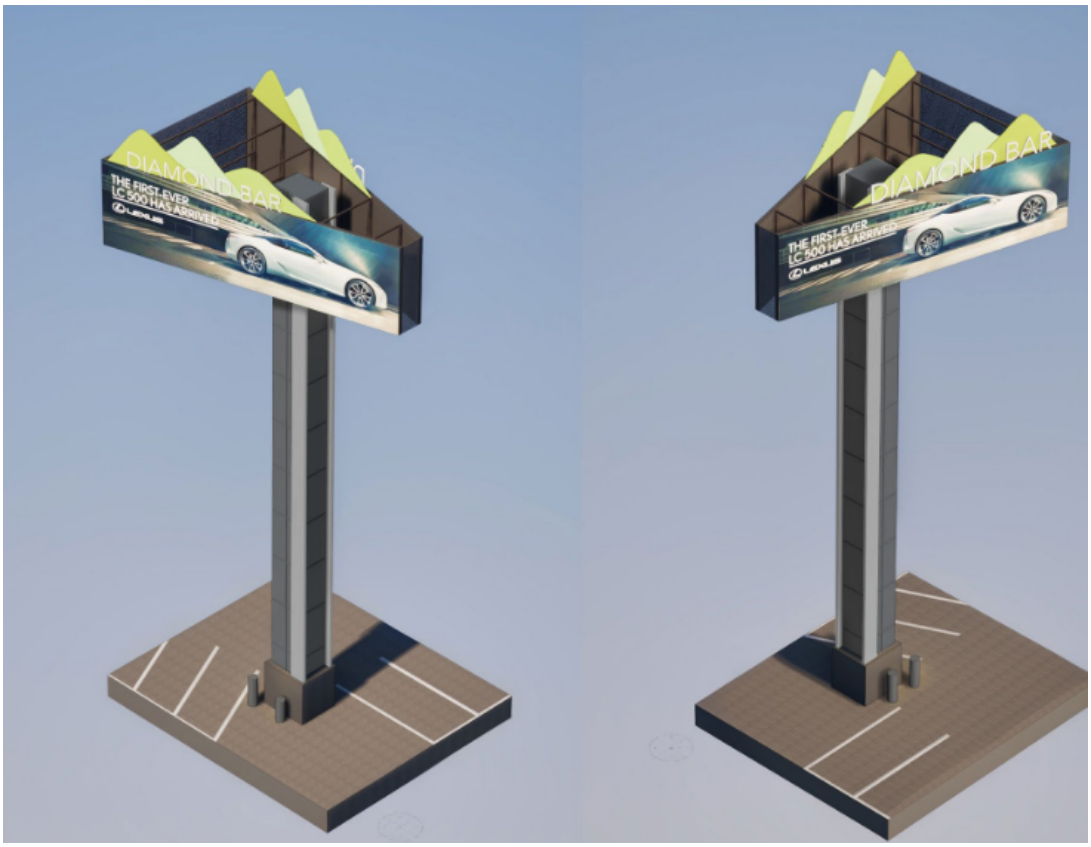
- Public Service Announcements – The City will receive 6% of total daily display time (approximately 1.5 hours within a 24-hour cycle) for public service announcements. Messages will include Amber Alerts, emergency notifications, and public safety messages.
- Audit Rights – The City will retain the right to audit revenue records to ensure accurate calculation of payments and compliance, and may conduct annual performance reviews to verify good faith compliance with DA terms.

Conditional Use Permit (DBCC Chapter 22.58)

Staff evaluated project compatibility, orientation, light levels, and operational controls. With implementation of conditions, the billboard is expected to avoid significant visual or lighting impacts on adjacent neighborhoods and will meet required findings for approval including land use compatibility, public health and safety, and consistency with adopted standards.

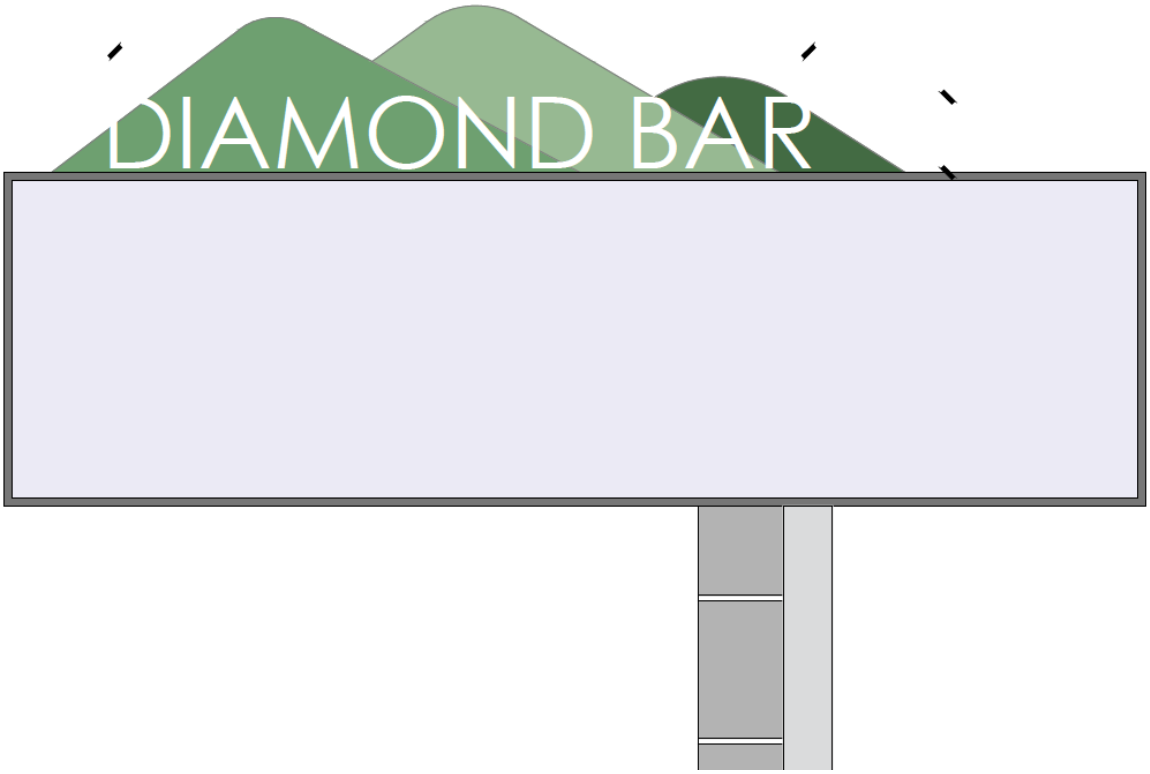
Development Review (DBCC Chapter 22.48)

The billboard will consist of two 14-foot by 48-foot LED displays mounted on a V-shaped structure. Images will remain static for eight seconds and will not include transition effects. The structure is oriented to maximize visibility for freeway motorists and minimize views from residences.



Proposed Southwest and Southeast (Facing SR-60) Isometric Drawings

Staff and Evergreen Media collaborated to establish a design concept that prominently incorporates City branding elements, including the hillside profile (7 feet tall to the highest peak) and the "Diamond Bar" wordmark utilizing 3-foot tall letters. This branding utilizes the City's official color palette, along with coordinated neutral tones on the pole cover and trim, to maintain visual consistency with surrounding streetscape elements and reinforce the City's identity. Given the billboard's highly visible location along the SR-60 corridor, a key gateway into Diamond Bar, the branding elements play an important role in supporting City recognition, strengthening the City's visual presence, and contributing positively to its overall branding strategy and gateway image.



Enlarged View of Billboard Face and Pole Cover

ENVIRONMENTAL ASSESSMENT:

Pursuant to CEQA, the City prepared an Initial Study and Mitigated Negative Declaration for the proposed project. Public notice was provided and a 30-day review period occurred between September 22 and October 21, 2025. Six mitigation measures have been identified to address potential impacts, and these will be enforced through a Mitigation Monitoring and Reporting Program. Staff finds that the MND reflects the City's independent judgment and analysis.

NOTICE OF PUBLIC HEARING:

On December 5, 2025, public hearing notices were mailed to property owners within a 1,000-foot radius of the project site. The notice was submitted to the *San Gabriel Valley Tribune* newspaper for publication on December 5, 2025. A notice display board was posted at the site, and a copy of the notice was posted at the City's designated community posting sites.

LEGAL REVIEW:

The City Attorney has reviewed the draft ordinances and resolutions for form and legal sufficiency.

CONCLUSION:

The proposed digital billboard requires legislative action to amend the Development Code, followed by discretionary approvals for operation and design. In policy terms, the project represents a narrowly tailored exception to the City's general prohibition on billboards, designed to support a community serving institution while maintaining strong protections for community character and nearby neighborhoods. The regulatory framework allows only one new billboard installation citywide and incorporates aesthetic, operational, and maintenance safeguards, while also providing long-term financial benefits and enhanced public information

and emergency notification capabilities. It is therefore recommended that the City Council approve the actions listed in this report.

PREPARED BY:

Rudy Lopez, Assistant Planner, Planning

ATTACHMENTS:

1. Resolution No. 2025-36 (Approval of MND and Adoption of the MMRP)
2. Ordinance No. 01 (2026) (Approval of DCA)
3. Ordinance No. 02 (2026) (Approval of DA)
4. Resolution No. 2025-37 (Approval of CUP and DR) and Standard Conditions of Approval
5. Planning Commission Staff Report dated November 25, 2025 (Without Attachments)
6. Draft Minutes from the November 25, 2025 Planning Commission Hearing for the Project
7. Architectual Plans, Elevations, and Isometric Drawings

RESOLUTION NO. 2025-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, APPROVING THE MITIGATED NEGATIVE DECLARATION AND ADOPTING THE MITIGATION MONITORING AND REPORTING PROGRAM FOR WALNUT VALLEY UNIFIED SCHOOL DISTRICT (WVUSD) ELECTRONIC BILLBOARD PROJECT (CASE NO. PL2024-40), CONSISTING OF A DEVELOPMENT CODE AMENDMENT, CONDITIONAL USE PERMIT, DEVELOPMENT REVIEW, AND DEVELOPMENT AGREEMENT, LOCATED AT 880 SOUTH LEMON AVENUE, DIAMOND BAR, CA 91789 (ASSESSORS PARCEL NO. 8760-015-901).

A. RECITALS

1. The applicant, Evergreen Media LLC, and property owner, Walnut Valley Unified School District ("WVUSD"), filed an application requesting approval of specified entitlements necessary for the installation and operation of a 97-foot high, dual-faced digital LED billboard on a 6.08-acre lot located at 880 South Lemon Avenue, Diamond Bar, CA 91765.

2. The following approvals (collectively, the "Project") are requested of the City Council:

   (a) **Development Code Amendment (DCA)** to Title 22 ("Development Code") of the Diamond Bar City Code to allow billboards and regulate billboards in the Light Industry (I) zone, subject to the approval of a Conditional Use Permit, Development Review, and a Development Agreement. The Development Code sections to be amended are as follows: 22.10.030, 22.36.080, 22.36.120, and 22.80.020.

   (b) **Conditional Use Permit (CUP)** to authorize a billboard on the subject property, consistent with the Development Code Amendment.

   (c) **Development Review (DR)** to assess the visual design elements of the proposed billboard.

   (d) **Development Agreement (DA)** between the City and WVUSD guaranteeing specified community benefits to be derived from the construction and operation of the proposed billboard.

3. The subject property consists of one parcel totaling 6.08 acres, located in the Light Industry (I) zone with an underlying General Plan land use designation of School (S).

4. The legal description of the subject property is Southwest Quarter of the Northwest Quarter of Section 17, Township 2 South, Range 9 West of Tract No. 10122. The Assessor's Parcel Number (APN) is 8760-015-901.

5. In accordance to the provisions of the California Environmental Quality Act (CEQA), Section 15070, the City prepared and filed an Initial

Study/Environmental Checklist and Notice of Intent to Adopt Mitigated Negative Declaration for the Project on September 19, 2025 and with the Los Angeles County Clerk on September 19, 2025. The notice was published in the *San Gabriel Valley Tribune* newspaper. The notice was also mailed to property owners within a 700-foot radius of the project site. The public review period for the MND began on September 22, 2025, and ended on October 21, 2025, for a total of 30 days pursuant to CEQA Guidelines Section 15105.

6. In accordance with CEQA Guidelines Section 15074, a Resolution approving the Mitigated Negative Declaration and adopting the Mitigation Monitoring and Reporting Program for the project was reviewed by the City Council.

7. Notification of the public hearing for this project was published in the *San Gabriel Valley Tribune* newspaper on November 14, 2025. Public hearing notices were mailed to property owners within a 700-foot radius of the project site. In addition to the published and mailed notices, the project site was posted with a display board and public notices were posted at the City's designated community posting sites.

8. On November 25, 2025, the Planning Commission of the City of Diamond Bar conducted a duly noticed public hearing, solicited testimony from all interested individuals, and concluded said hearing on that date.

9. Notification of the public hearing for this project was published in the *San Gabriel Valley Tribune* newspaper on December 5, 2025. Public hearing notices were mailed to property owners within a 700-foot radius of the project site. In addition to the published and mailed notices, the project site was posted with a display board and public notices were posted at the City's designated community posting sites.

10. On December 16, 2025, the City Council of the City of Diamond Bar conducted a duly noticed public hearing, solicited testimony from all interested individuals, and concluded said hearing on that date.

11. The documents and materials constituting the administrative record of the proceedings upon which the City's decision is based are located at the City of Diamond Bar, Community Development Department, Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765.

B. RESOLUTION

NOW, THEREFORE, it is found, determined and resolved by the City Council of the City of Diamond Bar as follows:

1. The City Council hereby specifically finds that all of the facts set forth in the Recitals, Part A, of this Resolution are true and correct.

2. The City Council hereby finds that the project identified above in this Resolution required a Mitigated Negative Declaration (MND). The MND has been prepared according to the requirements of the California Environmental Quality Act (CEQA) and guidelines promulgated thereunder. The minimum

30-day public review period for the MND began on September 22, 2025, and ended on October 21, 2025. Furthermore, the City Council has reviewed the MND and related documents in reference to the Project.

3. The City Council based on the findings and conclusions set forth herein, hereby finds and determines that conditions have been incorporated into the Application, which mitigate environmental impacts identified in the MND. The City Council hereby approves the MND and adopts the Mitigation Monitoring and Reporting Program attached herein as Exhibits A and B and hereby incorporated by reference.

The City Council shall:

(a) Certify to the adoption of this Resolution; and

(b) Forthwith transmit a certified copy of this Resolution to the Walnut Valley Unified School District, 880 South Lemon Avenue, Diamond Bar, CA 91789.

PASSED, APPROVED AND ADOPTED this 16th day of December, 2025.

CITY OF DIAMOND BAR

_____
Steve Tye, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was duly introduced, passed, and adopted by the City Council held on the 16th day of December, 2025, by the following vote:

AYES: Council Member:
NOES: Council Member:
ABSENT: Council Member:
ABSTAIN: Council Member:

EXHIBITS:

Exhibit A: Notice of Availability and Intent to Adopt a Mitigation Negative Declaration, Notice of Completion and Environmental Document Transmittal to State Clearinghouse and Initial Study

Exhibit B: Mitigation Monitoring and Reporting Program

ON September 19 2025

UNTIL October 20 2025

REGISTRAR – RECORDER/COUNTY CLERK

NOTICE OF AVAILABILITY AND INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

City of Diamond Bar, 21810 Copley Drive, Diamond Bar, CA 91765 (909) 839-7030

NOTICE: Pursuant to the provisions of the California Environmental Quality Act (CEQA – Public Resources Code, Section 21100 et. Seq.), the City of Diamond Bar has determined that the project referenced hereinafter will not have a significant effect on the environment. A draft Mitigated Negative Declaration (MND) has been prepared for review and approval in connection with project approvals and conditions of approval that the City proposes to impose on the project.

PROJECT TITLE: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project (Planning Case No. PL2024-40)

PROJECT LOCATION: 880 South Lemon Avenue, Diamond Bar, California, 91789 (Los Angeles County Assessor's Parcel Number 8760-015-901).

PROJECT DESCRIPTION: The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 South Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage. The Project site's General Plan designation is School (S) and the zoning is Light Industry (I).

Pursuant to the Diamond Bar Development Code (Title 22), the proposed project consists of the following discretionary approvals and permits:

- **Development Agreement (DA)** between the City of Diamond Bar and WVUSD governing operation and community benefits for the digital billboard.
- **Development Code Amendment (DCA)** to Title 22 to allow billboards in the I (Light Industry) zone by Conditional Use Permit and to establish standards, including maximum height and area, dual-face limits, automatic dimming to not more than 0.3 foot-candles over ambient at 250 feet, and an eight-second minimum image hold time. Sections amended include 22.10.30, 22.36.080, 22.36.120, and 22.80.020.
- **Conditional Use Permit (CUP)** to authorize the billboard on a site zoned I (Light Industry) consistent with the amended Development Code sections.
- **Development Review (DR)** for sign architecture, materials, and placement within the improved bus yard area.

The City of Diamond Bar, as the lead agency, has prepared an Initial Study and Mitigated Negative Declaration (MND) for this project, pursuant to the provisions of the California Environmental Quality Act (CEQA), Section 15070. Pursuant to CEQA Section 15072(g)(5), no known hazardous waste facilities or disposal sites exist within the Project Area.

2025 195741
FILED
Sep 19 2025
Dean C. Logan, Registrar – Recorder/County Clerk

PROPERTY OWNER: Walnut Valley Unified School District, 880 S. Lemon Avenue, Diamond Bar, CA 91789.

PROJECT APPLICANT: Evergreen Media, LLC, 9021 Sunset Boulevard, West Hollywood, CA 90069 and WVUSD, 880 S. Lemon Avenue, Diamond Bar, CA 91789.

LEAD AGENCY: City of Diamond Bar

PUBLIC REVIEW PERIOD: 30 days, beginning September 22, 2025, and ending October 21, 2025.

The public is invited to submit written comments regarding the environmental findings presented in the Mitigated Negative Declaration during the 30-day public review period. Comments must be received by 5:30 pm on October 21, 2025.

CONTACT PERSON: Rudy Lopez, Assistant Planner
City of Diamond Bar, Planning Division
21810 Copley Drive, Diamond Bar, California 91765
Email: RLopez@DiamondBarCA.Gov

CASE MATERIALS including a copy of the MND and all documents incorporated by reference in the MND are available for review between the hours of 7:30 a.m. and 5:30 p.m. Monday through Thursday and 7:30 a.m. to 4:30 p.m. on Friday, at the City of Diamond Bar, Community Development Department/Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765. In addition, case materials are available at the following location:

- Project Website: www.diamondbarca.gov/wvusdbillboard

2025 195741
FILED
Sep 19 2025
Dean C. Logan, Registrar – Recorder/County Clerk
Electronically signed by NICOLE CORONA

Notice of Completion & Environmental Document Transmittal

Mail to: State Clearinghouse, P.O. Box 3044, Sacramento, CA 95812-3044 (916) 445-0613
For Hand Delivery/Street Address: 1400 Tenth Street, Sacramento, CA 95814

SCH # 2025090910

Project Title: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project

Lead Agency: City of Diamond Bar | Contact Person: Rudy Lopez, Assistant Planner
Mailing Address: 21810 Copley Drive | Phone: 909-839-7034
City: Diamond Bar | Zip: 91765 | County: Los Angeles

Project Location: County: Los Angeles | City/Nearest Community: Diamond Bar
Cross Streets: South Lemon Avenue and SR 60 | Zip Code: 91789
Longitude/Latitude (degrees, minutes and seconds): 33 ° 59 ′ 57 ″ N / 117 ° 51 ′ 17.4 ″ W | Total Acres: <1.0 acre
Assessor's Parcel No.: 8760-015-901 | Section: | Twp.: | Range: | Base:
Within 2 Miles: State Hwy #: 60 | Waterways: N/A
Airports: N/A | Railways: Union Pacific Railroad and Metrolink | Schools: Walnut Elementary School

Document Type:

CEQA: ☐ NOP ☐ Early Cons ☐ Neg Dec ☒ Mit Neg Dec ☐ Draft EIR ☐ Supplement/Subsequent EIR (Prior SCH No.) ☐ Other:
NEPA: ☐ NOI ☐ EA ☐ Draft EIS ☐ FONSI
Other: ☐ Joint Document ☐ Final Document ☐ Other:

Local Action Type:

☐ General Plan Update ☐ General Plan Amendment ☐ General Plan Element ☐ Community Plan
☐ Specific Plan ☐ Master Plan ☐ Planned Unit Development ☐ Site Plan
☐ Rezone ☐ Prezone ☒ Use Permit ☐ Land Division (Subdivision, etc.)
☐ Annexation ☐ Redevelopment ☐ Coastal Permit ☒ Other: Development Revivew

Development Type:

☐ Residential: Units Acres
☐ Office: Sq.ft. Acres Employees
☐ Commercial: Sq.ft. Acres Employees
☐ Industrial: Sq.ft. Acres Employees
☐ Educational:
☐ Recreational:
☐ Water Facilities: Type MGD
☐ Transportation: Type
☐ Mining: Mineral
☐ Power: Type MW
☐ Waste Treatment: Type MGD
☐ Hazardous Waste: Type
☒ Other: Electronic Billboard

Project Issues Discussed in Document:

☒ Aesthetic/Visual ☒ Agricultural Land ☒ Air Quality ☒ Archeological/Historical ☒ Biological Resources ☐ Coastal Zone ☒ Drainage/Absorption ☒ Economic/Jobs
☐ Fiscal ☒ Flood Plain/Flooding ☒ Forest Land/Fire Hazard ☒ Geologic/Seismic ☒ Minerals ☒ Noise ☒ Population/Housing Balance ☒ Public Services/Facilities
☒ Recreation/Parks ☒ Schools/Universities ☒ Septic Systems ☒ Sewer Capacity ☒ Soil Erosion/Compaction/Grading ☒ Solid Waste ☒ Toxic/Hazardous ☒ Traffic/Circulation
☒ Vegetation ☒ Water Quality ☒ Water Supply/Groundwater ☒ Wetland/Riparian ☒ Growth Inducement ☒ Land Use ☒ Cumulative Effects ☐ Other:

Present Land Use/Zoning/General Plan Designation:

The Project site's General Plan designation is School (S) and the zoning is Light Industry (I).

Project Description: *(please use a separate page if necessary)*

The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 S. Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along S. Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage.

Note: The State Clearinghouse will assign identification numbers for all new projects. If a SCH number already exists for a project (e.g. Notice of Preparation or previous draft document) please fill in.

Reviewing Agencies Checklist

Lead Agencies may recommend State Clearinghouse distribution by marking agencies below with and "**X**".
If you have already sent your document to the agency please denote that with an "**S**".

____	Air Resources Board	____	Office of Historic Preservation
____	Boating & Waterways, Department of	____	Office of Public School Construction
____	California Emergency Management Agency	____	Parks & Recreation, Department of
X	California Highway Patrol	____	Pesticide Regulation, Department of
S	Caltrans District # 7	____	Public Utilities Commission
____	Caltrans Division of Aeronautics	X	Regional WQCB # 4
____	Caltrans Planning	____	Resources Agency
____	Central Valley Flood Protection Board	____	Resources Recycling and Recovery, Department of
____	Coachella Valley Mtns. Conservancy	____	S.F. Bay Conservation & Development Comm.
____	Coastal Commission	____	San Gabriel & Lower L.A. Rivers & Mtns. Conservancy
____	Colorado River Board	____	San Joaquin River Conservancy
X	Conservation, Department of	____	Santa Monica Mtns. Conservancy
____	Corrections, Department of	____	State Lands Commission
____	Delta Protection Commission	____	SWRCB: Clean Water Grants
____	Education, Department of	X	SWRCB: Water Quality
____	Energy Commission	____	SWRCB: Water Rights
X	Fish & Game Region # 5	____	Tahoe Regional Planning Agency
____	Food & Agriculture, Department of	____	Toxic Substances Control, Department of
X	Forestry and Fire Protection, Department of	____	Water Resources, Department of
____	General Services, Department of		
____	Health Services, Department of	X	Other: South Coast Air Quality Management District
X	Housing & Community Development	____	Other:
X	Native American Heritage Commission		

Local Public Review Period (to be filled in by lead agency)

Starting Date: September 22, 2025 Ending Date: October 21, 2025

Lead Agency (Complete if applicable):

Consulting Firm: De Novo Planning Group
Address: 180 E. Main Street, Suite 108
City/State/Zip: Tustin, CA 92780
Contact: Christine Abraham
Phone: 424-234-3191

Applicant: Evergreen Media, LLC., and Walnut Valley Unified School District

Address:	9021 Sunset Blvd.	880 S. Lemon Avenue
City/State/Zip:	West Hollywood, CA 90069	Diamond Bar, CA 91789
Phone:	310-807-7531	909-595-1261

Signature of Lead Agency Representative: _____ **Date:** 09/19/2025

Authority cited: Section 21083, Public Resources Code. Reference: Section 21161, Public Resources Code.

Summary Form for Electronic Document Submittal

Form F

Lead agencies may include 15 hardcopies of this document when submitting electronic copies of Environmental Impact Reports, Negative Declarations, Mitigated Negative Declarations, or Notices of Preparation to the State Clearinghouse (SCH). The SCH also accepts other summaries, such as EIR Executive Summaries prepared pursuant to CEQA Guidelines Section 15123. Please include one copy of the Notice of Completion Form (NOC) with your submission and attach the summary to each electronic copy of the document.

SCH #: 2025090910

Project Title: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project

Lead Agency: City of Diamond Bar

Contact Name: Rudy Lopez, Assistant Planner

Email: RLopez@DiamondBarCA.Gov Phone Number: 909-839-7030

Project Location: Diamond Bar, Los Angeles County
City *County*

Project Description (Proposed actions, location, and/or consequences).

The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 S. Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along S. Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage. The Project site's General Plan designation is School (S) and the zoning is Light Industry (I).

Identify the project's significant or potentially significant effects and briefly describe any proposed mitigation measures that would reduce or avoid that effect.

The IS/MND determined the proposed Project would result in less than significant or no impacts for all environmental topics with the exception of Cultural Resources, Geology and Soils (Paleontological Resources), and Tribal Cultural Resources, which could have potentially significant impacts. Mitigation measures have been identified to reduce those impacts to less than significant. For Cultural Resources, measures require halting work and retaining a qualified archaeologist if archaeological materials are encountered (CUL-1) and following Health & Safety Code §7050.5/PRC §5097.98 procedures if human remains are discovered (CUL-2). For Paleontological Resources, if subsurface paleontological evidence is found, work must cease and a County-certified paleontologist must evaluate the find and, if warranted, prepare a Paleontological Resources Mitigation Program for salvage and curation (GEO-1). For Tribal Cultural Resources, measures require retaining a Native American monitor from or approved by the Gabrieleño Band of Mission Indians – Kizh Nation prior to ground-disturbing activity (TCR-1), implementing stop-work and assessment protocols for unanticipated discovery of tribal cultural resource objects (TCR-2), and following protocols for any unanticipated discovery of human remains and associated funerary or ceremonial objects (TCR-3). Consistent with the IS/MND, implementation of CUL-1, CUL-2, GEO-1, TCR-1, TCR-2, and TCR-3 reduces these potential impacts to less than significant level.

Revised September 2011

If applicable, describe any of the project's areas of controversy known to the Lead Agency, including issues raised by agencies and the public.

Not Applicable.

Provide a list of the responsible or trustee agencies for the project.

California Department of Transportation (Caltrans), District 7 Office.

WALNUT VALLEY UNIFIED SCHOOL DISTRICT
ELECTRONIC BILLBOARD PROJECT

PUBLIC REVIEW DRAFT
INITIAL STUDY/MITIGATED NEGATIVE DECLARATION
SEPTEMBER 2025

Prepared for:

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765

Prepared by:

De Novo Planning Group
180 E. Main Street, Suite 108
Tustin, CA 92780

D e N o v o P l a n n i n g G r o u p

A Land Use Planning, Design, and Environmental Firm

WALNUT VALLEY UNIFIED SCHOOL DISTRICT ELECTRONIC BILLBOARD PROJECT

Public Review Draft

Initial Study/Mitigated Negative Declaration

LEAD AGENCY: CITY OF DIAMOND BAR
21810 Copley Drive
Diamond Bar, California 91765
Contact: Rudy Lopez, Assistant Planner
RLopez@DiamondBarCA.gov

PREPARED BY: DE NOVO PLANNING GROUP
180 E. Main Street, Suite 108
Tustin, California 92780
Contact: Starla Barker, AICP
sbarker@denovoplanning.com

September 2025

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1.0 INTRODUCTION

1.1 Statutory Authority and Requirements

This Initial Study has been prepared in accordance with the California Environmental Quality Act (CEQA) (California Public Resources Code [PRC] Sections 21000, et seq.) and the State CEQA Guidelines (14 California Code of Regulations [CCR] Title 14 Sections 15000, et seq.). This Initial Study is an informational document intended to be used as a decision-making tool for the Lead Agency and responsible agencies in considering and acting on the proposed Project.

Pursuant to State CEQA Guidelines Section 15063, the City of Diamond Bar, as Lead Agency, has prepared this Initial Study to determine if the proposed Walnut Valley Unified School District Electronic Billboard Project (Project) would have a significant effect on the environment. If, as a result of the Initial Study, the Lead Agency finds that there is evidence that mitigation cannot reduce the impact to a less than significant level for any aspect of the proposed Project, then the Lead Agency must prepare an Environmental Impact Report (EIR) to analyze project-related and cumulative environmental impacts. Alternatively, if the Lead Agency finds that there is no evidence that the Project as proposed may cause a significant effect on the environment, the Lead Agency may prepare a Negative Declaration (ND). If the Lead Agency finds that there is evidence of a significant impact, but the impact can be reduced through mitigation, the Lead Agency may prepare a Mitigated Negative Declaration (MND). Such determination can be made only if "there is no substantial evidence in light of the whole record before the Lead Agency" that such significant environmental impacts may occur (PRC Section 21080(c)).

Pursuant to State CEQA Guidelines Section 15063(c), the purposes of an Initial Study are to:

- Provide the Lead Agency with information to use as the basis for deciding whether to prepare an EIR, MND or a ND;
- Enable an applicant or Lead Agency to modify a project, mitigating adverse impacts before an EIR is prepared, thereby enabling the project to qualify for a ND;
- Assist in the preparation of an EIR, if one is required, by;
    - Focusing the EIR on the effects determined to be significant,
    - Identifying the effects determined not to be significant,
    - Explaining the reasons for determining that potentially significant effects would not be significant, and
    - Identifying whether a program EIR, tiering, or another appropriate process can be used for analysis of the project's environment effects.
- Facilitate environmental assessment early in the design of a project;
- Provide documentation of the factual basis for the finding in a MND or ND that a project will not have a significant effect on the environment;
- Eliminate unnecessary EIRs; and
- Determine whether a previously prepared EIR could be used with the project.

The environmental documentation, which is ultimately selected by the City in accordance with CEQA, is intended as an informational document undertaken to provide an environmental basis for subsequent discretionary actions upon the proposed Project. The resulting environmental documentation is not, however, a policy document and its approval and/or certification neither presupposes nor mandates any actions on the part of those agencies from whom permits and other discretionary approvals would be required.

1.2 Summary of Findings

Pursuant to State CEQA Guidelines Section 15367, the City of Diamond Bar (City), as the Lead Agency, has the authority for environmental review and adoption of the environmental documentation, in accordance with CEQA. As set forth in State CEQA Guidelines Section 15070, an Initial Study leading to a Negative Declaration (IS/ND) or Mitigated Negative Declaration (IS/MND) can be prepared when:

- The Initial Study shows that there is no substantial evidence, in light of the whole record before the agency, that the project may have a significant effect on the environment (resulting in a Negative Declaration), or
- The Initial Study identifies potentially significant effects, but:
    a. Revisions in the project plans or proposals made by, or agreed to by the applicant before a proposed mitigated negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur, and
    b. There is no substantial evidence, in light of the whole record before the agency, that the project as revised may have a significant effect on the environment (resulting in a Mitigated Negative Declaration).

Based on the Environmental Checklist Form and supporting environmental analysis provided in Section 4.0, *Environmental Analysis*, the proposed Project would have no impact or a less than significant impact concerning all environmental issue areas, except the following, for which the Project would have a less than significant impact with mitigation incorporated:

- Cultural Resources;
- Geology and Soils (Paleontological Resources);
- Tribal Cultural Resources; and
- Mandatory Findings of Significance.

1.3 Public Review Process

The Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration has been provided to the Clerk of the County of Los Angeles and State Clearinghouse and mailed to responsible agencies and trustee agencies concerned with the Project and other public agencies with jurisdiction by law over resources affected by the Project, as well as to those Native American tribes that have submitted a written request for notice and are traditionally/culturally affiliated with the geographic area of the Project site. The NOI was also posted at the Project site and published in a local newspaper. A 30-day public review period has been established for the IS/MND in accordance with State CEQA Guidelines Section 15073, which will begin on September 22, 2025, and end on October 21, 2025.

During the public review period, the IS/MND, including the technical appendices, was made available for review at the following locations:

- Diamond Bar City Hall, 21810 Copley Drive, Diamond Bar, CA 91765
- City of Diamond Bar Project Website: https://www.diamondbarca.gov/wvusdbillboard.

In reviewing the IS/MND, affected public agencies and interested members of the public should focus on the document's adequacy in identifying and analyzing the potential environmental impacts and the ways in which the Project's potentially significant effects can be avoided or mitigated.

Written comments on this IS/MND may be sent to:

Rudy Lopez, Assistant Planner
City of Diamond Bar
Planning Division
21810 Copley Drive
Diamond Bar, CA 91765
Via email: RLopez@DiamondBarCA.Gov

Following receipt and evaluation of comments from agencies, organizations, and/or individuals, the City will determine whether any substantial new environmental issues have been raised, and if further documentation may be required. If no new environmental issues have been raised or if the issues raised do not provide substantial evidence that the Project would have a significant effect on the environment, the IS/MND will be considered for adoption, and the Project will be considered for approval.

1.4 Incorporation by Reference

Pursuant to State CEQA Guidelines Section 15150, a MND may incorporate by reference all or portions of another document which is a matter of public record or is generally available to the public. Where all or part of another document is incorporated by reference, the incorporated language shall be considered to be set forth in full as part of the MND's text.

The references outlined below were utilized during preparation of this Initial Study. Copies of these documents are available for review at Diamond Bar City Hall, located at 21810 Copley Drive, Diamond Bar, California 91765.

Diamond Bar General Plan 2040. The Diamond Bar General Plan 2040 serves as a long-term policy document which identifies the community's vision for the future and provides a framework to guide decisions on growth, development, and conservation of open space and resources in a manner consistent with the quality of life desired by residents and businesses. Each General Plan element provides a set of goals, policies, and implementation actions that will guide future decisions within the City. The General Plan is comprised of the following Elements:

a) Land Use and Economic Development
b) Community Character and Placemaking
c) Circulation
d) Resource Conservation
e) Public Facilities and Services
f) Public Safety
g) Community Health and Sustainability
h) Housing

City of Diamond Bar City Code. The *Diamond Bar City Code* (DBCC) consists of all the regulatory, penal, and administrative ordinances of the City of Diamond Bar. It is the method the City uses to implement control of land uses in accordance with the General Plan goals and policies. Title 22 of the DBCC (Development Code), identifies land uses permitted and prohibited according to the zoning category of specific parcels.

City of Diamond Bar Citywide Design Guidelines. The *Citywide Design Guidelines* provide a framework to guide future development projects to achieve a high quality of aesthetic and functional design throughout the City, which includes specific guidelines for sign design.

City of Diamond Bar Climate Action Plan. The City of Diamond Bar adopted the *Diamond Bar Climate Action Plan (CAP)* on December 17, 2019, which was designed to reinforce the City's commitment to reducing greenhouse gas emissions, demonstrate how the City will comply with California emissions reduction standards, and enable streamlined environmental review of future development projects in accordance with CEQA.

1.5 Report Organization

This document is organized into the following sections:

Section 1.0, *Introduction*, provides the CEQA Statute and Guidelines applicable to the IS/MND, summarizes the findings of the IS/MND, describes the public review process, and identifies documents incorporated by reference as part of the IS/MND.

Section 2.0, *Project Description*, provides a detailed description of the proposed Project, including Project location, environmental setting, Project characteristics, construction program and phasing, and requested entitlement, permits, and approvals.

Section 3.0, *Environmental Checklist Form*, provides Project background information and a summary of environmental factors potentially affected by the proposed Project and the Lead Agency Determination based on the analysis and impact determinations provided in Section 4.0. The impact evaluation criteria utilized in Section 4.0 is also provided.

Section 4.0, *Environmental Analysis*, provides a detailed analysis of the environmental impacts identified in the environmental checklist, and identifies mitigation measures, if necessary.

Section 5.0, *References*, identifies the information sources utilized in preparation of the IS/MND to support the environmental analysis.

Section 6.0, *Report Preparation Personnel*, identifies the individuals responsible for preparing the IS/MND.

2.0 PROJECT DESCRIPTION

2.1 Project Location

The proposed Walnut Valley Unified School District (WVUSD) Electronic Billboard Project (herein referred to as the "Project" or "proposed Project") site is located in the City of Diamond Bar within the County of Los Angeles; refer to Figure 1, *Regional Map*. The City of Diamond Bar is located in the San Gabriel Valley region, bordered to the northwest by the City of Walnut, to the northeast by the City of Pomona, to the southeast by the City of Chino Hills, to the west by the City of Industry, and to the south and southwest by unincorporated Los Angeles County; refer to Figure 1 and Figure 2, *Vicinity Map*.

The property where the proposed sign will be located consists of 6.08 acres (APN 8760-015-901) located at 880 S. Lemon Avenue, Diamond Bar; refer to Figure 3, *Aerial View of the Project Site*. The Project proposes to install and operate a digital billboard within an approximately 100-square foot base area at the southwest corner of the property, as described further below. The proposed sign also occupies approximately 1,500 square feet of the airspace above the base of the sign. For purposes of the analysis, this area is referred to as the "proposed improvement area"; refer to Figure 4, *Proposed Improvement Area*. All existing on-site buildings and the remaining areas of the Project site would remain unchanged.

Regional access to the site is provided via State Route (SR) 60, located immediately south of the Project site. Local access to the site is provided primarily from S. Lemon Avenue. Secondary access is provided from Glenwick Avenue.

2.2 Existing Setting

EXISTING SITE USES

As shown in Figure 3, under existing conditions, the southwestern portion of the proposed improvement area, where the proposed Project would be installed, consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles. School buses are parked under canopies which are covered with solar panels. WVUSD administrative offices and school bus maintenance facilities are located immediately to the north and east of the installation site. The proposed improvement area is currently asphalt-paved, and a six-foot tall concrete block security wall borders the parcel along its boundaries to the west, south and east. Adjacent to this block wall is the Caltrans chain link fence which defines the State right-of-way along the southern site boundary, closest to the SR 60 corridor. On the other side of this southern boundary wall and fence, a sloped landscape strip of land, consisting of overgrown brush and dirt, separates the Project site from the SR 60 corridor. Outside the western boundary of the proposed improvement area, along S. Lemon Avenue, there are existing mature pine trees.

GENERAL PLAN AND ZONING

The Project site has a General Plan land use designation of School (S), with a corresponding zoning of Light Industry (I). The Diamond Bar General Plan 2040 Land Use and Economic Development Element identifies the School land use designation as school facilities, which are interspersed throughout the City. The Light Industry zoning designation is applied to areas appropriate for light industrial/manufacturing uses including research and development, office-based industrial uses in an "industrial park" setting, business support services, and commercial uses requiring larger sites than are available in the commercial zoning districts.

SURROUNDING LAND USES

As shown in Figure 3, the Project site is surrounded by the following uses:

- North: The WVUSD Education Center Building is located on the Project site to the north of the electronic billboard sign installation location. Further north is Walnut Elementary School, on land zoned Light Industry (I). Beyond that is Lycoming Street, with additional I-zoned office and light industrial uses, as well as a mobile home park zoned Office-Professional (OP).
- East: Glenwick Avenue borders the Project site to the east. East of Glenwick Avenue are single-family residences, zoned Low Medium Density Residential (RLM).
- South/Southwest/Southeast: SR 60 and an associated high freeway sound embankment are located immediately south of the Project site. South of SR 60 are commercial, and retail uses zoned Community Commercial (C-2) and Regional Commercial (C-3), and single-family residences zoned RLM.
- West: S. Lemon Avenue borders the Project site to the west, with multiple I-zoned light industrial and office uses to the west of S. Lemon Avenue.

2.3 Project Characteristics

The Project Applicants, Evergreen Media LLC and WVUSD, are proposing to install and operate an electronic billboard within the Project site, adjacent to the SR 60 freeway corridor; refer to Figure 3 and Figure 4. All construction activities and improvements would be concentrated within this 1,500-square-foot portion of the site. As previously stated, all existing on-site buildings and the remaining areas of the property would remain unchanged.

The total height of the electronic billboard would be 90 feet tall with an additional seven feet of decorative/architectural features, for a total of approximately 97 feet in height. The height of the proposed electronic billboard would be in compliance with the provisions of the proposed Development Code Update which limits billboards to 75 feet above the nearest freeway travel elevation, plus 10 additional feet for decorative/architectural features which would not consist of advertising space. The nearest SR 60 travel elevation is located approximately 21.5 feet from the base of the billboard; therefore, the total maximum permitted height is 96.5 feet, or 106.5 feet including decorative elements; refer to Figure 12, *Proposed Sign Section – East*.

The proposed Project involves the construction of a dual-faced, digital/LED billboard, which would be visible to both eastbound and westbound drivers on SR 60, and associated infrastructure connections; refer to Figure 5, *Isometric Sign Rendering – Northern Views*; and Figure 6, *Isometric Sign Rendering – Southern Views*. Each of the screens would be 14 feet tall by 48 feet wide, topped by a three-to-seven-foot-tall decorative/architectural design element; refer to Figure 7, *Proposed Sign Elevations – North*; Figure 8, *Proposed Sign Elevations – South*; Figure 9, *Proposed Sign Elevations – East*; and Figure 10, *Proposed Sign Elevations – West*.[1] An eight-foot in diameter round base will protect the pole, along with

[1] The final colors of the design/architectural elements presented in Figure 5 through Figure 10 may vary as compared to the images presented herein, and the final design and color scheme would be approved by the City. The Project would undergo the City's design review process, in compliance with the requirements set forth in City Code Title 22.48, Development Review, which includes the City's design review and approval process, thereby ensuring that development projects comply with all applicable design guidelines, standards, and minimize adverse effects on surrounding properties and the environment. In addition, the Project would be required to comply with all applicable

12 three-foot-tall metal bollard posts; refer to Figure 11, *Proposed Sign Section – South*; and Figure 12. The digital content of the electronic billboards would consist of general market outdoor advertising and public service messages, with the images changing every eight seconds without transition animation. Project operation would include the display of alternating LED advertisements on either side of the billboard.

PROJECT INSTALLATION/CONSTRUCTION

Installation of the billboard is anticipated to take place in early 2026. The total working time for installation of the proposed billboard would be approximately five to seven days, with demolition of asphalt requiring one day, grading and excavation requiring one day, and billboard installation requiring approximately five days. The billboard screens would be installed with a crane and aerial lift.

Approximately five days before installation of the billboard foundation, the contractor would excavate a hole measuring five feet in diameter and ten feet deep to inspect for any underground utilities, such as electrical lines, sewer systems, or other potential obstructions. This preliminary work would be completed within one day, and the excavated soil would be returned to the same hole until construction commences.

On the first day of construction, both an auger drill and rubber-tired dump trucks would be mobilized to the site. The auger would drill a hole for installation of the post approximately five feet in diameter and approximately 31 feet in depth. This process would be completed within one day. All excavated materials would be removed from the site by dump trucks. It is anticipated that approximately 32 cubic yards of soil would be exported, requiring about four truckloads. Once the post installation hole is ready, the column would be installed and concrete would be poured, completing the foundation-related ground disturbance. The concrete foundation would require one week to cure prior to installation of the electronic billboard screens and elements.

After the foundation is cured, a flatbed trailer would deliver the structural steel to the site and begin construction of the billboard superstructure, to prepare for installation of the digital screens. Each of the digital screens, which would be in two to four sections, would be bolted to the superstructure frame while on the ground. The complete superstructure with the attached digital screens would be lifted and mounted to the column, and electrical connection work would commence. After electrical wiring is completed, the screens are securely fastened to the superstructure and powered for initial testing. Communication systems would be connected, and the digital screens would be activated with advertising content.

Electrical service for the electronic billboard would be installed underground by trenching from either WVUSD's electrical transformer or a service line provided by Southern California Edison (SCE). If temporary power from WVUSD is required, that trench would be integrated with the planned trench for the SCE connection. The trench would measure approximately one foot wide and three feet deep, with the length determined by the distance between the SCE drop point and the electronic billboard. All soil or dirt that would be removed during trenching would be placed back in the trench after inspection and approval, prior to repaving with asphalt.

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regulations and requirements, including City Code Title 15, Building and Construction Safety, which incorporates the California Building Code.

As part of the Project, two pine trees along S. Lemon Avenue will be removed, and in their place, two 24-inch box crape myrtle trees will be planted. The currently degraded landscape strip between the driveway entry off S. Lemon Avenue to the property and the SR 60 corridor would be enhanced with mulch or other organic topsoil dressing.

2.4 Project-Related Approvals

CALTRANS OUTDOOR ADVERTISING (ODA) DISPLAY PERMIT (CALTRANS)

Pursuant to the Federal Highway Beautification Act (1965) and State Outdoor Advertising Act (2014), Caltrans is responsible for regulating the placement of outdoor advertising displays visible from California Highways and performing regular reviews of outdoor advertising displays located adjacent to freeways and highways identified on the National Highway System. The Project proposes to develop a digital, dual-faced billboard adjacent to the SR 60 freeway; therefore, the Project would be subject to approval of an ODA Display Permit by Caltrans. The ODA Display Permit would ensure that certain location and design features of the Project would be met, including, but not limited to, the following:

- The billboard must be located outside the right-of-way of any highway;
- There must be an existing business activity within 1,000 feet of the proposed billboard;
- The digital billboard must be at least 1,000 feet from any other digital billboard;
- The digital billboard must be at least 500 feet from any other static billboard; and
- The maximum display area is set at 25 feet in height by 60 feet in length. (Caltrans, 2021)

DEVELOPMENT CODE AMENDMENT

The City of Diamond Bar will require adoption of a Development Code Amendment to allow the Project to operate subject to a conditional use permit. The Development Code (Title 22 of the Diamond Bar City Code) would be amended to modify the following sections: Section 22.10.30 – Commercial/Industrial District Land Uses and Permit Requirements; Section 22.36.080 – Prohibited Signs; Section 22.36.120 – Standards for Specific Types of Signs; and Section22.80.020 – Definitions of Specialized Terms and Phrases. Upon adoption, the proposed Project would be required to comply with the standards established in the amended Development Code.

The following sets forth the proposed revisions to each affected section of the Development Code:

Section 22.10.30 – *Commercial/Industrial District Land Uses and Permit Requirements*, would be amended to permit "billboards" as a conditionally permitted use in the City's I (Light Industry) zones.

Section 22.36.080 – *Prohibited Signs*, would be amended to allow off-site signs, as specified.

Section 22.36.120 – *Standards for Specific Types of Signs*, would add a new subsection for billboards, as follows:

> *Billboards.* Billboards may be permitted by conditional use permit and a development agreement on properties located within the I zone, subject to the following limitations:
>
> (1) No billboard shall be located more than 400 feet from the edge of a freeway right-of-way, measured from the nearest point of the sign structure to the nearest point of the right-of-way boundary.

(2) No billboard shall be located within 800 feet of any existing billboard, regardless of whether the proposed billboard is static or digital. In addition, no digital billboard shall be located within 2,000 feet of any existing digital billboard. Distance shall be measured in a straight line between the bases of the respective billboard structures.

(3) No billboard shall be located within 400 feet of any parcel that is zoned or used for residential purposes. Distance shall be measured in a straight line from the closest point of the residentially-zoned or residentially-used parcel boundary to the base of the proposed billboard.

(4) The maximum height of a billboard shall not exceed 75 feet, measured as the vertical distance from the highest point of the sign structure to the finished surface elevation at the edge of the nearest freeway travel lane. This measurement shall be taken along a line drawn perpendicularly from the base of the sign structure to the tangent of the nearest freeway lane. A decorative or architectural element may extend up to 10 feet above the maximum height, provided it does not contain any additional display area or advertising content.

(5) The maximum area of any individual sign face shall not exceed 672 square feet. Each sign face shall be limited to a maximum length of 48 feet and a maximum height of 14 feet. No billboard shall contain more than one sign face per direction of travel, and vertical stacking of sign faces on the same side of a structure is prohibited.

(6) Architectural features such as framing, decorative borders, or structural shrouds that do not contain any advertising content shall be permitted above, below, or around the sign face and shall not count toward the maximum allowable sign area, provided they are designed as integral components of the sign structure and do not function as additional sign faces.

(7) No billboard shall contain more than two sign faces. Where two sign faces are configured in a V-shaped or angled arrangement, the angle between the faces shall not exceed 45 degrees as measured between the planes of the two sign faces.

(8) All illuminated billboards shall be equipped with automatic light-sensing technology to adjust brightness in response to ambient lighting conditions. Maximum luminance shall not exceed 0.3 foot-candles above ambient levels, measured at a distance of 250 feet perpendicular to the center of the sign face.

All luminance measurements shall be verified at a horizontal distance of 250 feet perpendicular to the sign face. A photometric analysis shall be submitted with the permit application and shall include certification by a qualified lighting professional or electrical engineer confirming compliance with these standards.

All illumination shall be directed to avoid light spillover onto adjacent properties, roadways, or into the night sky. Sign lighting shall not cause glare or impair visibility for motorists, and shall remain static, without flashing, strobing, or rapidly changing brightness.

(9) Digital billboards shall display static images only. Each image shall remain on the screen for a minimum duration of eight (8) seconds. Transitions between images shall be instantaneous, without any motion, animation, flashing, or other visual effects.

Section 22.80.020 – *Definitions of specialized terms and phrases*, would add a new definition of billboards, as follows:

(8) Billboard. A freestanding sign structure that is designed and used to display off-site advertising copy, including commercial and non-commercial messages that direct attention to a business, product, service, activity, event, or location not located on the same premises as the sign. A billboard may display either static billboard or digital billboard, as defined below. Billboards do not include on-site business identification signs, civic information signs, or temporary political signs.

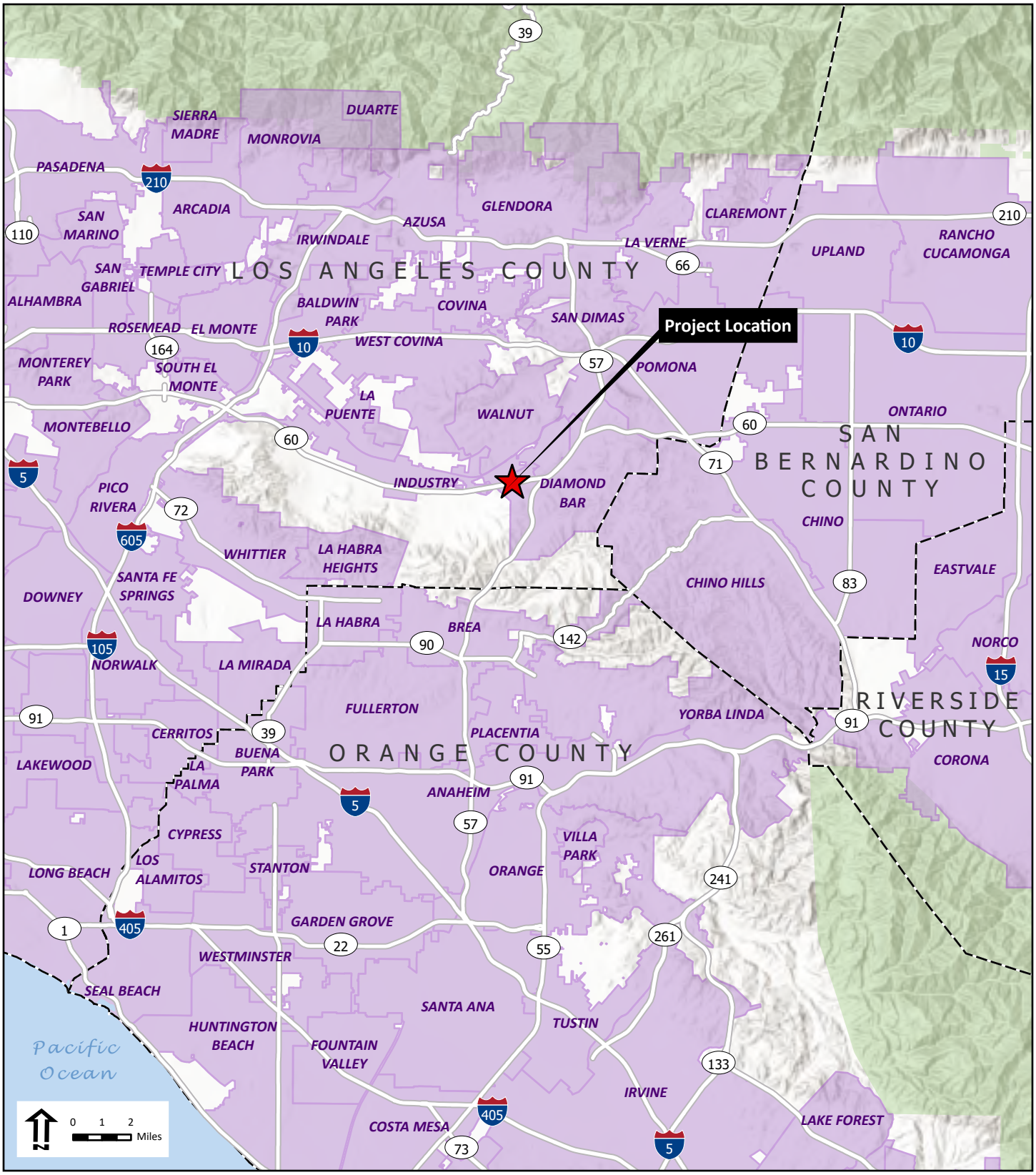
a. *Digital Billboard.* A billboard that displays off-site advertising copy using electronic changeable copy technology, such as light-emitting diodes (LEDs) or similar digital display methods. The content may change remotely and at programmed intervals but shall comply with limitations on message duration and visual effects as set forth in this Title.

b. *Static Billboard*. A billboard that displays a fixed image or message, typically through printed or painted panels. The copy does not change electronically and remains static until physically replaced.

2.5 Requested Entitlements

The Project requests approval of the following entitlements:

- Development Agreement (DA) between the City of Diamond Bar and the WVUSD
- Development Code Amendment (DCA)
- Conditional Use Permit (CUP)
- Development Review (DR)
- Approval of a development/design plan pursuant to the Outdoor Advertising Act (Caltrans) to install a digital billboard within the corridor of a National Highway System roadway (SR 60)



Project Location

Incorporated Area

County Boundary

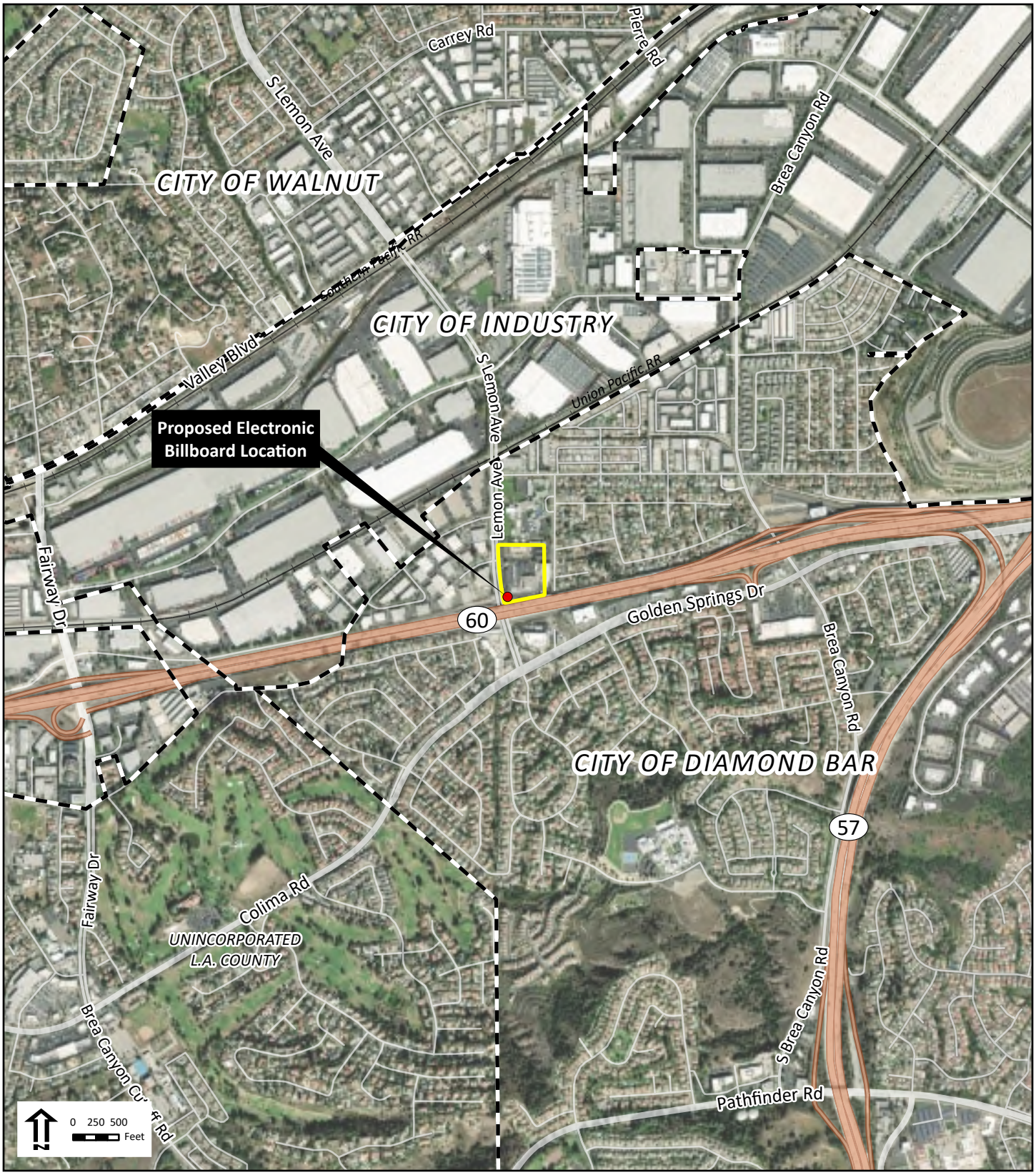
National Forest

WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 1. Regional Map

Sources: California State Geoportal; USDA Forest Service.
Map Date: June 20, 2025.

De Novo Planning Group
A Land Use Planning, Design, and Environmental Firm



Project Parcel (APN 8760-015-901)

Proposed Electronic Billboard Location

City Boundary

WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 2. Vicinity Map

Sources: Los Angeles County GIS; Google Maps; MAXAR Imagery 1/29/2024.
Map Date: June 23, 2025.

DE NOVO PLANNING GROUP
A LAND USE PLANNING, DESIGN, AND ENVIRONMENTAL FIRM



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Project Parcel (APN 8760-015-901)

Improvement Area (inset only)

Proposed Electronic Billboard Location

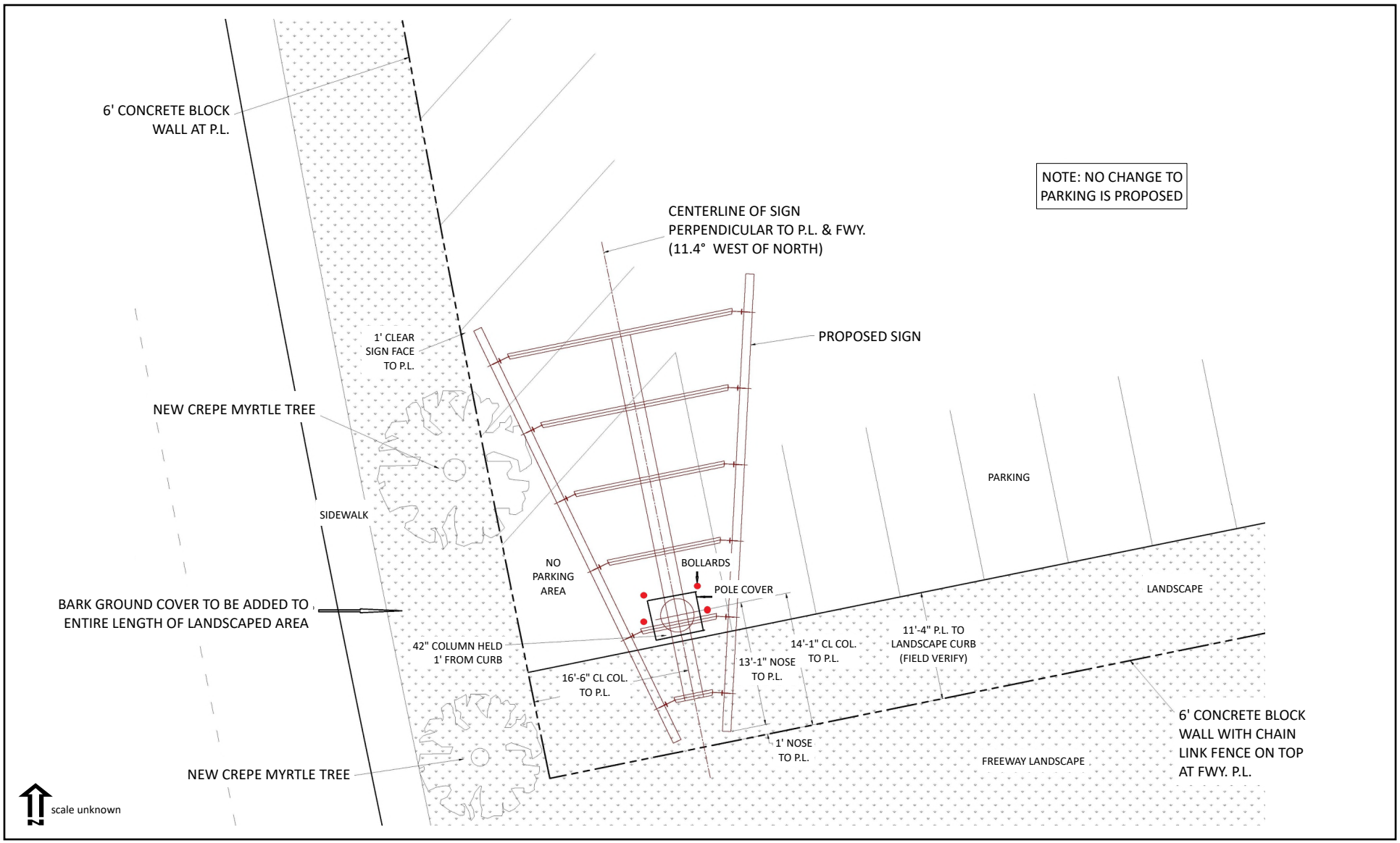
Proposed Sign (inset only)

Figure 3. Aerial View of the Project Site

Sources: Los Angeles County GIS; MAXAR Imagery 1/29/2024, Map Date: July 31, 2025.

DE NOVO PLANNING GROUP
A LAND USE PLANNING, DESIGN, AND ENVIRONMENTAL FIRM

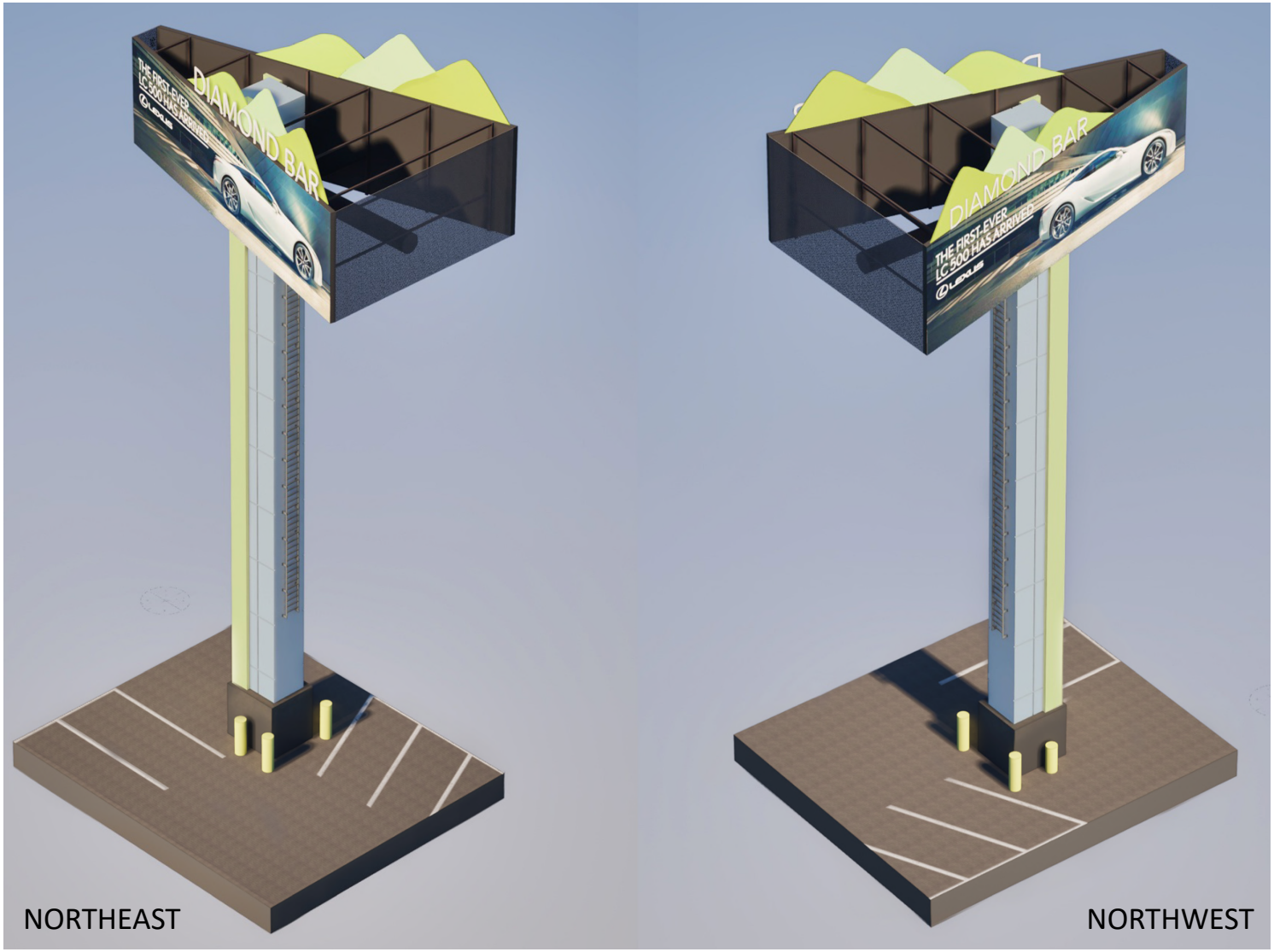
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WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 4. Proposed Improvement Area

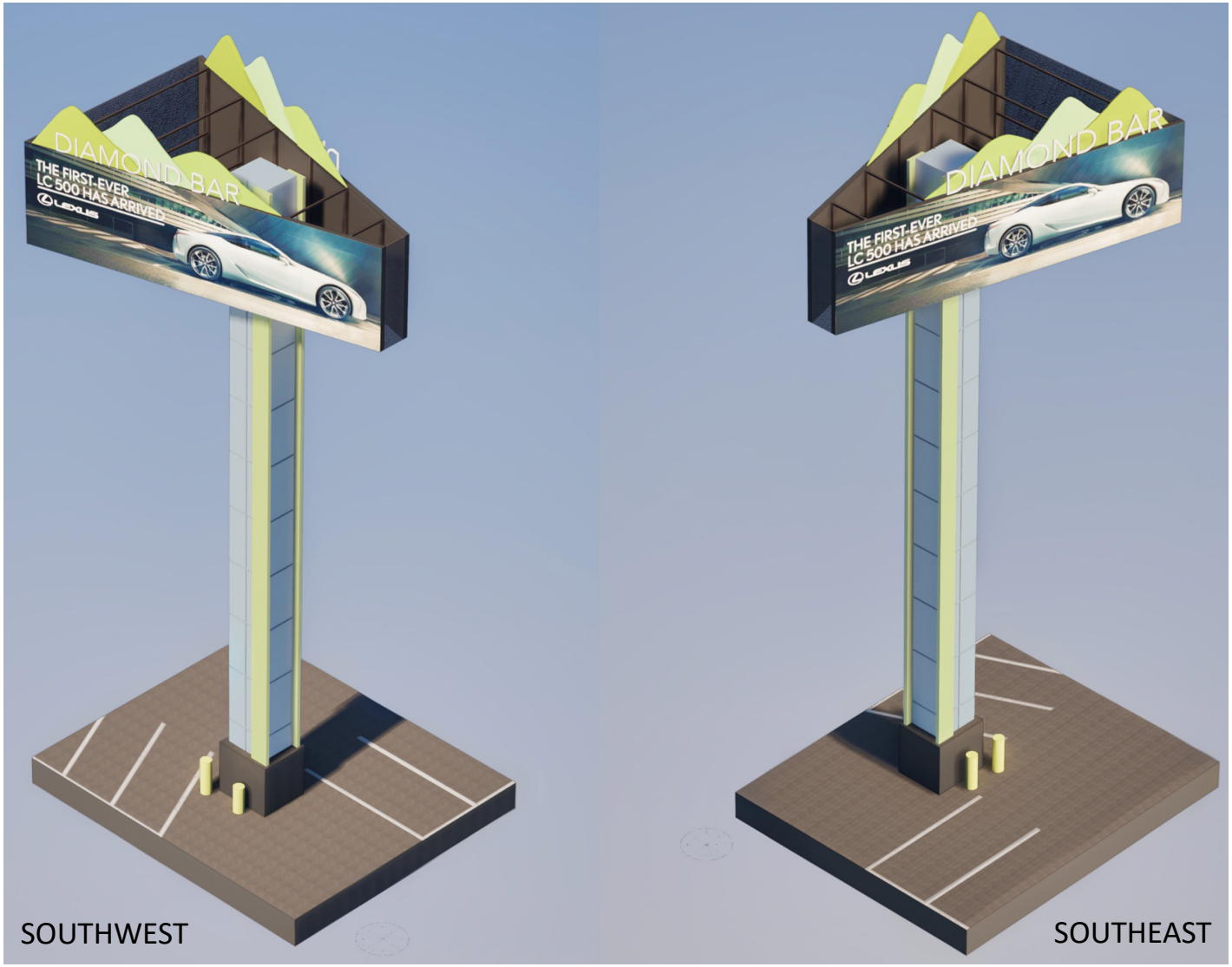
Source: Evergreen Media LLC, 4-18-2024
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 5. Isometric Sign Rendering - Northern Views

Map Date: June 20, 2025.

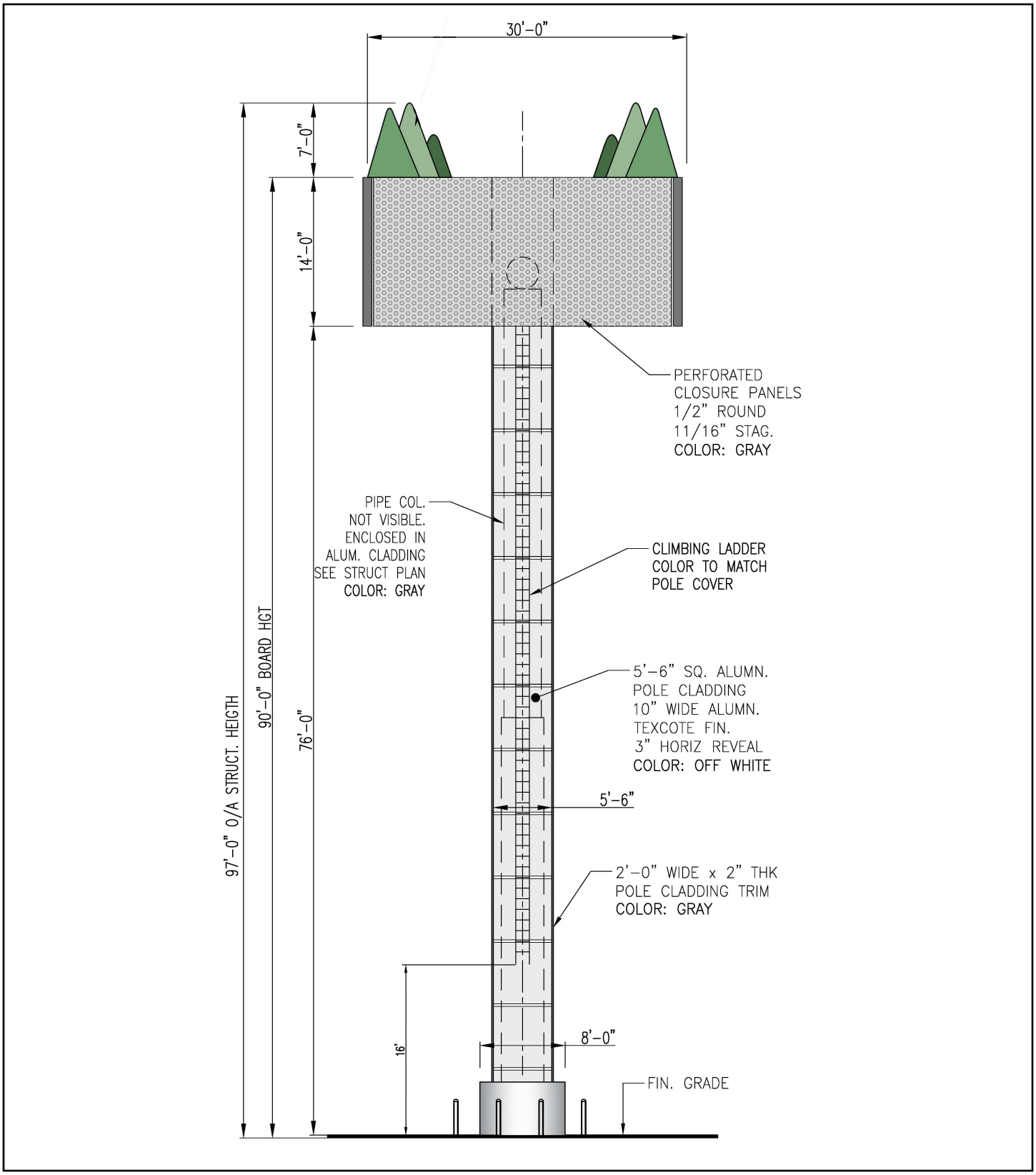


WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 6. Isometric Sign Rendering - Southern Views

Map Date: June 20, 2025.

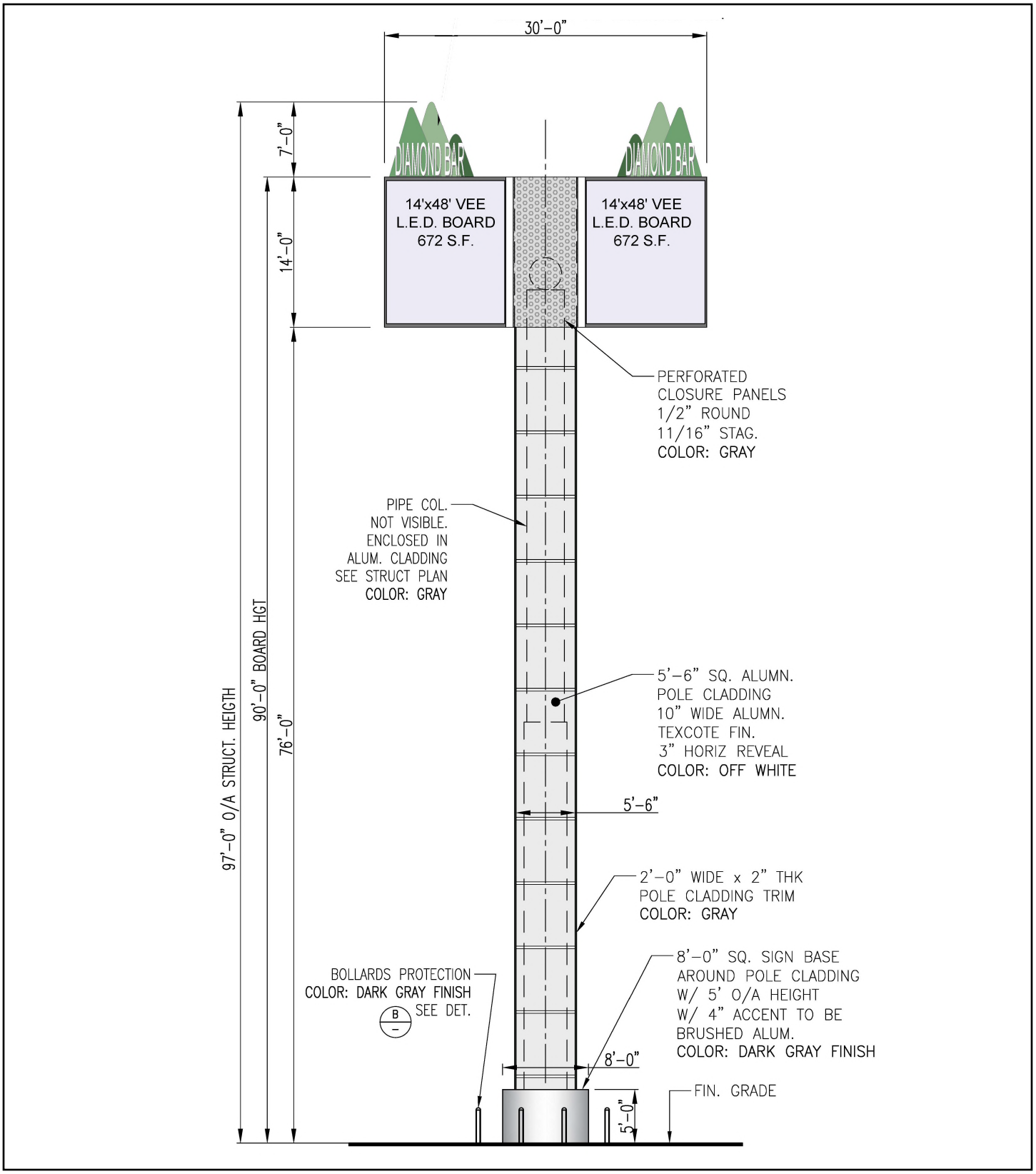
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WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 7. Proposed Sign Elevations - North

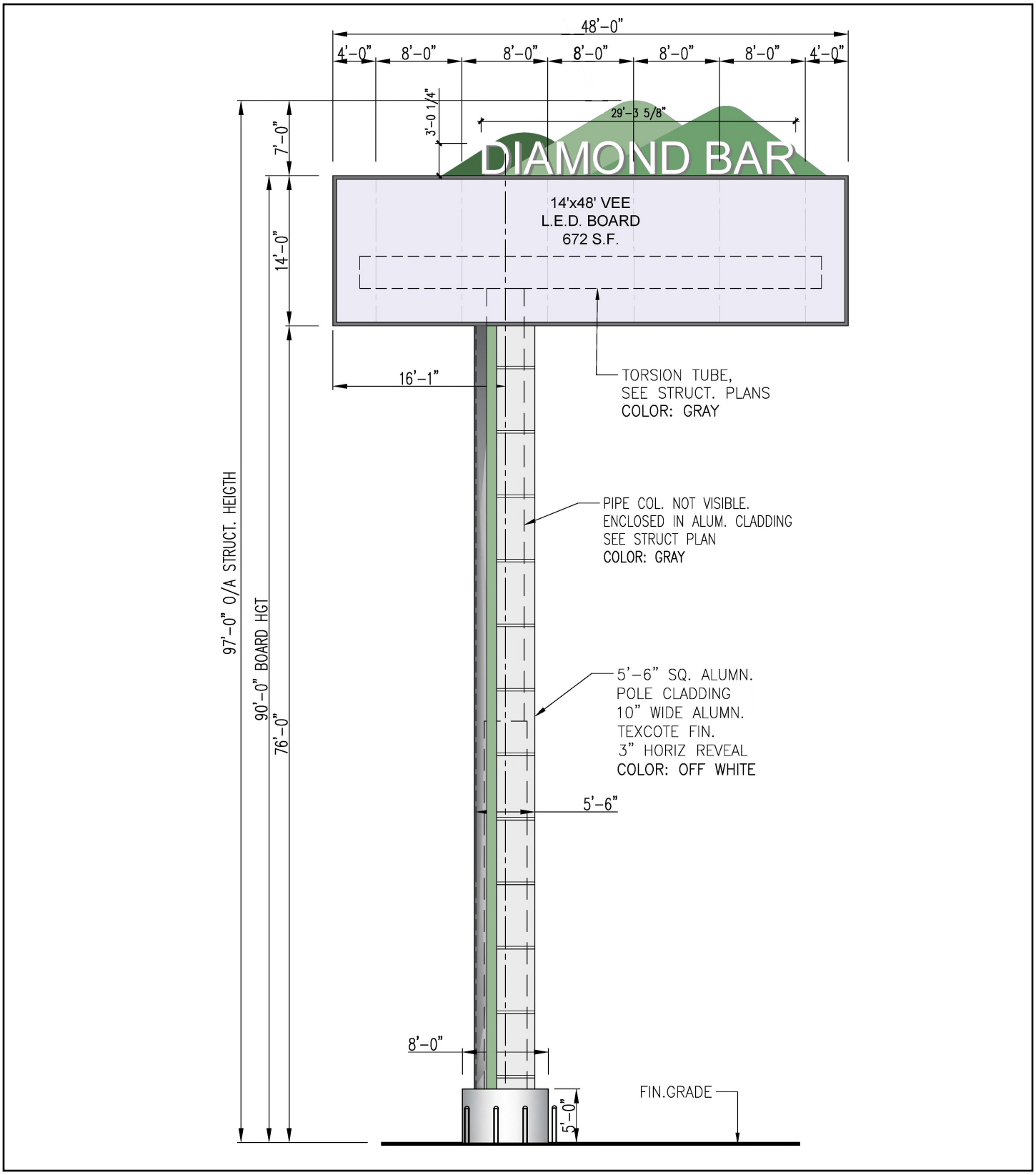
Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 8. Proposed Sign Elevations - South

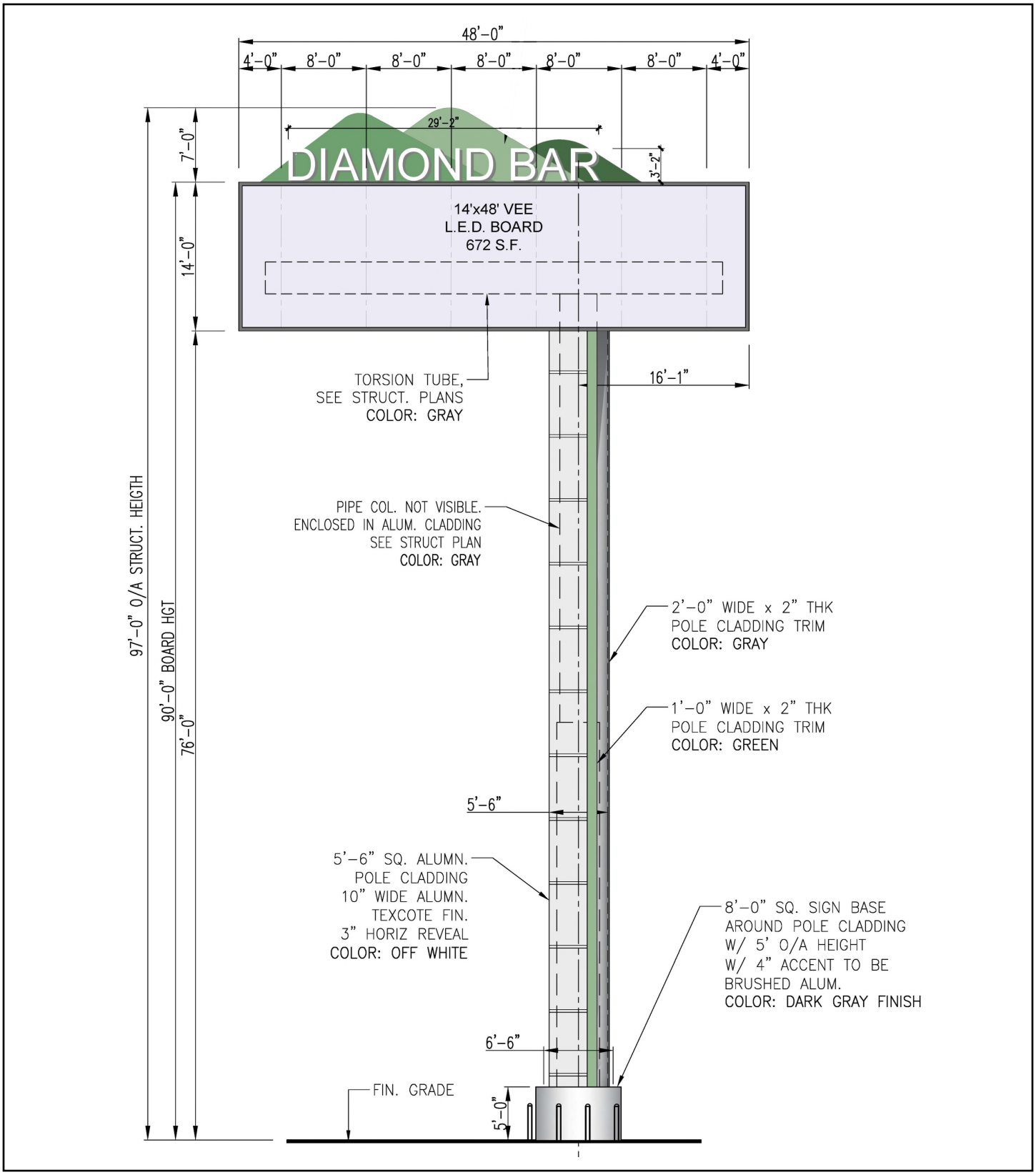
Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 9. Proposed Sign Elevations - East

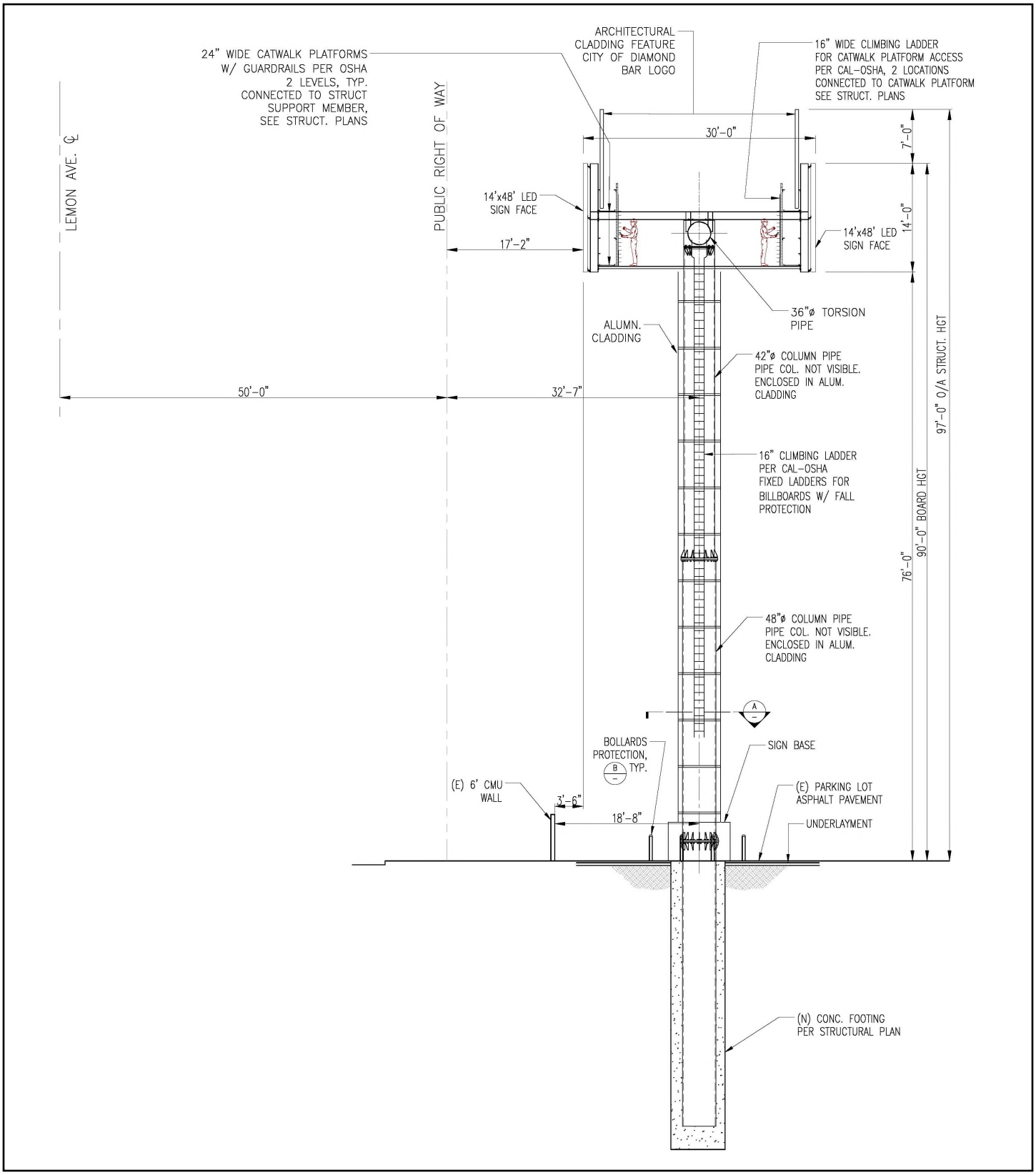
Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 10. Proposed Sign Elevations - West

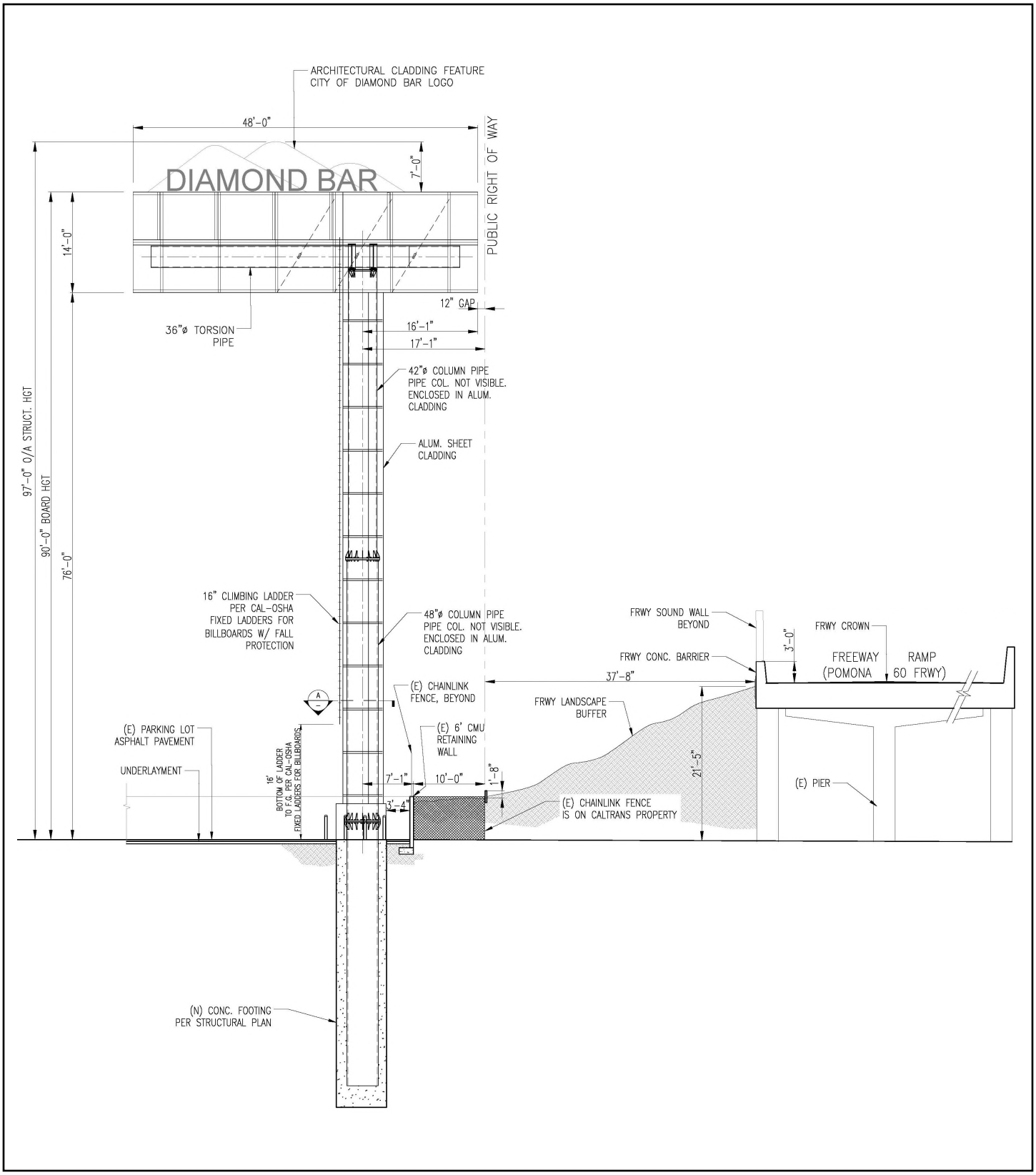
Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 11. Proposed Sign Section - South

Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 12. Proposed Sign Section - East

Source: LEEDO ENGINEERS, INC., 5-19-2025
Map Date: June 20, 2025.

3.0 ENVIRONMENTAL CHECKLIST FORM

BACKGROUND

1. Project Title: Walnut Valley Unified School District Electronic Billboard Project
2. Lead Agency Name and Address: City of Diamond Bar Planning Division 21810 Copley Drive Diamond Bar, California 91765
3. Contact Person and Address: Rudy Lopez Assistant Planner City of Diamond Bar 21810 Copley Drive Diamond Bar, California 91765 Email: RLopez@DiamondBarCA.Gov
4. Project Location: 880 S. Lemon Avenue, Diamond Bar, California
5. Project Sponsor's Name and Address: Walnut Valley Unified School District 880 S. Lemon Avenue Diamond Bar, California 91789 Evergreen Media, LLC 9021 Sunset Boulevard West Hollywood, California 90069
6. General Plan Designation: School (S)
7. Zoning: Light Industry (I)
8. Description of the Proposed Project: See Section 2.3.
9. Surrounding Land Uses and Setting: See Section 2.2.
10. Other public agencies whose approval is required: Caltrans for approval of a development/design plan pursuant to the Outdoor Advertising Act
11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code section 21080.3.1? If so, is there a plan for consultation that includes, for example, the determination of significance of impacts to tribal cultural resources, procedures regarding confidentiality, etc.? Yes, the Gabrieleño Band of Mission Indians – Kizh Nation requested consultation; refer to Section 4.18, Tribal Cultural Resources.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this Project, involving at least one impact that is a "Potentially Significant Impact" or "Less Than Significant with Mitigation Incorporated" as indicated by the checklist on the following pages.

	Aesthetics		Agriculture and Forestry Resources		Air Quality
	Biological Resources	X	Cultural Resources		Energy
X	Geology and Soils		Greenhouse Gas Emissions		Hazards and Hazardous Materials
	Hydrology and Water Quality		Land Use and Planning		Mineral Resources
	Noise		Population and Housing		Public Services
	Recreation		Transportation	X	Tribal Cultural Resources
	Utilities and Service Systems		Wildfire	X	Mandatory Findings of Significance

DETERMINATION

On the basis of this initial evaluation:

	I find that the proposed Project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
X	I find that although the proposed Project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the Project have been made by or agreed to by the Project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
	I find that the proposed Project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
	I find that the proposed Project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
	I find that although the proposed Project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed Project, nothing further is required.

CITY OF DIAMOND BAR



Date: September 17, 2025

EVALUATION OF ENVIRONMENTAL IMPACTS

The environmental analysis in this section is patterned after CEQA Guidelines Appendix G. An explanation is provided for all responses. The responses consider the whole action involved, including on- and off-site project level and cumulative, indirect and direct, and short-term construction and long-term operational impacts. The evaluation of potential impacts also identifies the significance criteria or threshold, if any, used to evaluate each impact question. If applicable, mitigation measures are identified to avoid or reduce the impact to less than significant. There are four possible responses to each question:

1. Potentially Significant Impact. This response is appropriate when there is substantial evidence that an effect is significant. If there are one or more "Potentially Significant Impact" entries, upon completion of the Initial Study, an EIR is required.

2. Less than Significant with Mitigation Incorporated. This response applies when the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact". The Lead Agency must describe the mitigation measures and briefly explain how they reduce the effect to a less than significant level.

3. Less than Significant Impact. A less than significant impact is one which is deemed to have little or no adverse effect on the environment. Mitigation measures are, therefore, not necessary, although they may be recommended to further reduce a minor impact.

4. No Impact. These issues were either identified as having no impact on the environment, or they are not relevant to the project.

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4.0 ENVIRONMENTAL ANALYSIS

4.1 Aesthetics

Except as provided in Public Resources Code Section 21099, would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Have a substantial adverse effect on a scenic vista?			X	
b. Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
c. In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?			X	
d. Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?			X	

Existing Visual Setting

The southwestern portion of the Project site, where the proposed Project would be installed, consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles. School buses are parked under canopies which are covered with solar panels. WVUSD administrative offices are located in the northern portion and school bus maintenance facilities are located in the southern and southeastern portion of the Project site. The southwestern portion of the Project site, where the proposed digital billboard would be installed, is asphalt-paved. A sloped strip of land, covered with dry brush and dirt, separates the Project site from the SR 60 corridor. There are no streams, rivers, or designated scenic resources on or near the Project site.

Public views of the Project site are available primarily from motorists traveling along SR 60, and motorists and pedestrians traveling along S. Lemon Avenue and Glenwick Avenue. From SR 60, the proposed digital billboard sign would be visible against a backdrop of existing commercial-industrial buildings, solar-panel canopies over school-bus parking, and tall light standards. Public views of the Project site from S. Lemon Avenue include the asphalt bus yard, parking canopies, and administrative buildings, while views from Glenwick Avenue are visible, but partially obscured by street trees. Views of the proposed Project from private property viewpoints, like from within businesses or homes (i.e., from windows or backyards), are not evaluated in this MND, because they are not protected under CEQA. Furthermore, the City does not

have any ordinances or policies in place that protect views from privately-owned property within this area of the City.

The analysis in this section, as related to lighting impacts, is based, in part, on the *Lighting Study*, prepared September 17, 2024, by Watchfire. It is included as Appendix A, *Lighting Study*.

a) Have a substantial adverse effect on a scenic vista?

Less than Significant Impact. The Project site is located on a developed valley floor immediately north of SR 60 and far below the ridgelines of the San Gabriel Mountains, which are located approximately nine miles to the north. The Diamond Bar General Plan EIR recognizes the San Gabriel Mountain distant range as valued vistas that can be seen from public corridors, such as Grand Avenue east of S. Diamond Bar Boulevard and N. Diamond Bar Boulevard north of SR 60. Although the General Plan EIR does not designate formal "scenic vista points," Development Code Section 22.16.130 (View Protection) and the Citywide Design Guidelines require new development to respect important view elements by controlling height, bulk, and siting. Existing views in the Project area are limited to the surrounding existing intervening development, trees, and the elevated SR 60 freeway and its soundwall. Views of distant hills would not be impacted by installation of the proposed electronic billboard, due to its location, orientation and existing intervening development.

With mandatory compliance with the Development Code and the design standards for billboard signage in the proposed Development Code Amendment, the proposed Project would not adversely affect views at the nearby school, residential, and light industrial uses. The proposed design standards include provisions related to placement of billboards, including minimum distances from residential uses, limitations on the height of the billboard and the maximum screen size, limitations on the amount of illumination to limit light spillover, and other operational characteristics of the electronic billboard, such as the minimum duration of image display times and transitions. Based on the foregoing analysis, the future development of a billboard on the southwestern portion of the Project site would not have a substantial adverse effect on scenic vistas, and a less-than-significant impact would occur.

Mitigation Measures: No mitigation measures are required.

b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?

No Impact. The nearest officially designated State scenic highway is a portion of State Route 91, approximately 11 miles south of the Project site.[2] The nearest eligible State scenic highway is a portion of State Route 57, located approximately one mile southeast of the Project site. The Project site does not contain any scenic resources and is not located adjacent to or within view of a designated State scenic highway. As such, the Project would not substantially damage scenic resources within a State scenic highway; no impacts would result.

[2] California Department of Transportation (Caltrans), *California State Scenic Highway System Map*. Available at: https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=465dfd3d807c46cc8e8057116f1aacaa. Accessed June 11, 2025.

Mitigation Measures: No mitigation measures are required.

c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?

Less Than Significant Impact. Implementation of the Project would result in the construction and operation of a dual-faced, digital/LED billboard with associated infrastructure connections. The Project would be located in an urbanized area. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is generally urbanized and developed with school, residential, and light industrial uses. The visual character of the SR 60 freeway corridor in the vicinity of the Project site is established by views of the concrete freeway sound wall, tall light standards and signage, solar panel covered canopies over the school-bus yard parking areas, and adjacent commercial and light-industrial buildings. Therefore, the installation and operation of a digital billboard on the site would not conflict with the light industrial nature of the Project area and environs located adjacent to the freeway corridor.

To demonstrate the appearance of the proposed electronic billboard in the surrounding vicinity, photo simulations were prepared exhibiting the views of the billboard from seven key vantage points; refer to Figure 13, *Photo Simulation Viewpoint Locations*.

View 1 is facing east looking directly at the Project site from S. Lemon Avenue at the intersection of the westbound SR 60 on-ramp; refer to Figure 14, *Photo Simulation Viewpoint 1*. The billboard would be prominent from this vantage point (approximately 130 feet away); however, it would generally be located above the line of sight of motorists.

View 2 is facing south looking directly at the Project site from S. Lemon Avenue at the intersection of Earlgate Street and driveway of the WVUSD offices and school bus yard, which is the access point to the proposed Project site; refer to Figure 15, *Photo Simulation Viewpoint 2*. The billboard and its supporting structure would be prominent from this vantage point (approximately 440 feet away); however, due to the angles of the screens as mounted, the illuminated faces of the electronic billboard screens are not prominent facing south.

View 3 is facing north looking directly at the Project site from S. Lemon Avenue, south of SR 60, and just south of the intersection of Golden Springs Drive; refer to Figure 16, *Photo Simulation Viewpoint 3*. The billboard would not be prominent from this vantage point, due to distance (approximately 890 feet away) and the intervening trees and structures. It would appear as another point of light in the distance, blending into the urban character of the vicinity, due to the existing developed and commercial nature of this location, as well as the distance and intervening trees and structures in the field of view.

View 4 is facing northeast from Flintgate Drive, just west of the intersection of Calpet Drive, and immediately south of the SR 60 eastbound offramp; refer to Figure 17, *Photo Simulation Viewpoint 4*. The billboard would be visible but not prominent from this vantage point, due to distance (approximately 625 feet away) and intervening trees and structures, as well as the elevated SR 60 freeway. The billboard would appear as a larger point of light in the distance, due to the proximity of SR 60 and the existing developed, commercial nature of the area, as well as the distance and intervening trees and structures in the field of view.

View 5 is facing west from Glenwick Avenue, south of the intersection of Moonlake Street; refer to Figure 18, *Photo Simulation Viewpoint 5*. The billboard would be visible from this location and introduce a more prominent illuminated object in the night sky, as trees and other structures are not present at the end of this cul-de-sac (approximately 550 feet away). Farther north on Glenwick Avenue, visibility of the billboard would be limited at the street level, due to intervening structures, including the proximity of SR 60 and its prominent soundwall. In addition, illumination from trucks and other vehicles traveling along SR 60 are visible from Glenwick Avenue.

View 6 is from the westbound lanes of SR 60; refer to Figure 19, *Photo Simulation Viewpoint 6*. The billboard would be prominent from this roadway, which is the primary intended viewpoint. Public views in the area are already limited, due to the presence of sound walls and intervening trees and structures. In addition, the proposed billboard would only be visible for a few seconds to a moving car, and views of distant mountains and hillsides would still be available from motorists traveling along the roadway.

View 7 is from the eastbound lanes of SR 60; refer to Figure 20, *Photo Simulation Viewpoint 7*. The billboard would be prominent from this roadway, which is the primary intended viewpoint. Public views in the area are already limited, due to the presence of sound walls and intervening trees and structures. In addition, the proposed billboard would only be visible for a few seconds to a moving car, and views of distant mountains and hillsides would still be available from motorists traveling along the roadway.

City staff is required to review the proposed design of the billboard as part of the approval process, and design parameters will be imposed by the City based on Development Code Chapter 22.36, *Sign Standards*. Additional limitations would be placed on the proposed in accordance with the proposed Development Code Amendment Section 22.36.120 – *Standards for Specific Types of Signs*, as described above, in Section 2.5 of the Project Description. The proposed electronic billboard would be located less than 400 feet from the edge of the freeway right-of-way. The proposed billboard would not be located within 800 feet of any other billboards, static or digital. The proposed billboard would not be located within 400 feet of any residential parcels, as the closest residential uses are approximately 500 feet away, east of Glenwick Avenue. The proposed electronic billboard would be situated less than 75 feet above the nearest SR 60 travel elevation. The total height of the electronic billboard would be 90 feet tall with an additional seven feet of decorative/architectural features, for a total of approximately 97 feet in height. The height of the proposed electronic billboard would be in compliance with the provisions of the proposed Development Code Update which limits billboards to 75 feet above the nearest freeway travel elevation, plus 10 additional feet for decorative/architectural features which would not consist of advertising space. The nearest SR 60 travel elevation is located approximately 21.5 feet from the base of the billboard; therefore, the total maximum permitted height is 96.5 feet, or 106.5 feet including decorative elements. Therefore, the proposed Project would comply with the Development Code Update height limitations.

The screen faces of the electronic billboard would not exceed 48 feet wide by 14 feet in height and would consist of two sign faces in a V-shape that would not exceed 45 degrees between the planes of the two sign faces. Architectural features would not function as additional sign faces would be designed as integral components of the sign structure. As discussed below, under Threshold 4.1(d), the luminance of the proposed electronic billboard would be controlled to prevent light spillover onto adjacent properties, roadways and the night sky, with maximum luminance not exceeding 0.3 foot-candles above ambient levels. Furthermore, the sign would present a static image for eight seconds, with no motion, animation, flashing or other visual effects, with instantaneous transitions between images.

As such, the proposed Project would be consistent with the requirements of the Outdoor Advertising Act, the City's Development Code, as amended, as well as the light industrial character of the area. Installation of the proposed electronic billboard would not result in the substantial degradation of the existing visual character or quality of the site and its surroundings, nor would it conflict with applicable zoning or other regulations governing scenic quality. Therefore, impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?

Less Than Significant Impact. Under existing conditions, the Project site is developed with WVUSD administrative offices and school bus parking and maintenance uses. Exterior lighting is present within neighboring commercial areas beyond SR 60 to the south, residential uses to the east, and industrial uses to the west of the Project site. Lighting posts are located along the SR 60 corridor adjacent to the Project site. The proposed Project would result in an increase in ambient light generation via the projection of images on an LED interface that would be visible to motorists traveling on the SR 60 freeway. Due to the height of the proposed billboard, all or a portion of the LED display also would be visible from nearby properties, including the residential neighborhoods; refer to Figure 14 through Figure 20.

Light measurements utilize foot-candles as a unit of lighting intensity, which is the amount of light produced by a single candle when measured from one foot away. For reference, a 100-watt light bulb produces 137 foot-candles from one foot away, 0.0548 foot-candles from 50 feet away, and 0.0137 foot-candles from 100 feet away.

According to the Project's Lighting Study, the manufacturer of the electronic billboard, Watchfire, has adopted brightness standards endorsed by both the International Sign Association (ISA) and Outdoor Advertising Association of America (OAAA). These standards were the result of detailed analysis and recommendations for lighting control and are based on accepted practices by the Illuminating Engineering Society of North America (IESNA) for evaluating and controlling "light trespass". The proposed electronic billboard would meet the requirements set forth by both associations, based on these studies and recommendations, which results in a lighting impact of less than 0.3 foot-candles above existing ambient light levels when viewed from a 90-degree angle and at a distance of 200 feet from the center of the sign face. This would also satisfy the City's requirements as provided in the Development Code, as amended, related to maximum permitted lighting impact.

As provided in the Lighting Study, due to the LED screens lighting direction and intensity, the nearest residential uses would not experience an increase in ambient light as a result of operation of the proposed electronic billboard. Illumination from LED screens would decrease in intensity with distance, and at 500 feet, no resulting light spillover would occur, as the broadcast of light from the LED screens would not reach residential uses which are all more than 500 feet away from the sign. To the east of the Project site, along the east side of Glenwick Avenue, ambient light levels at residential uses would not increase; refer to Figure 21, *Broadcast of Light at Distances and Angles - East Face*. To the west of the Project site, along Flintgate Drive and Calpet Drive, ambient light levels at the residential uses would not increase; refer to Figure 22, *Broadcast of Light at Distances and Angles - West Face*. The existing residential neighborhoods already experience ambient lighting from several sources, including porch and landscape lighting, security lighting at the WVUSD yard and nearby school, illumination from vehicle headlights on SR 60 and within

the neighborhood, streetlights, and nearby commercial uses and parking lots. The addition of the electronic billboard would not exceed ambient lighting conditions that already occur in the area.

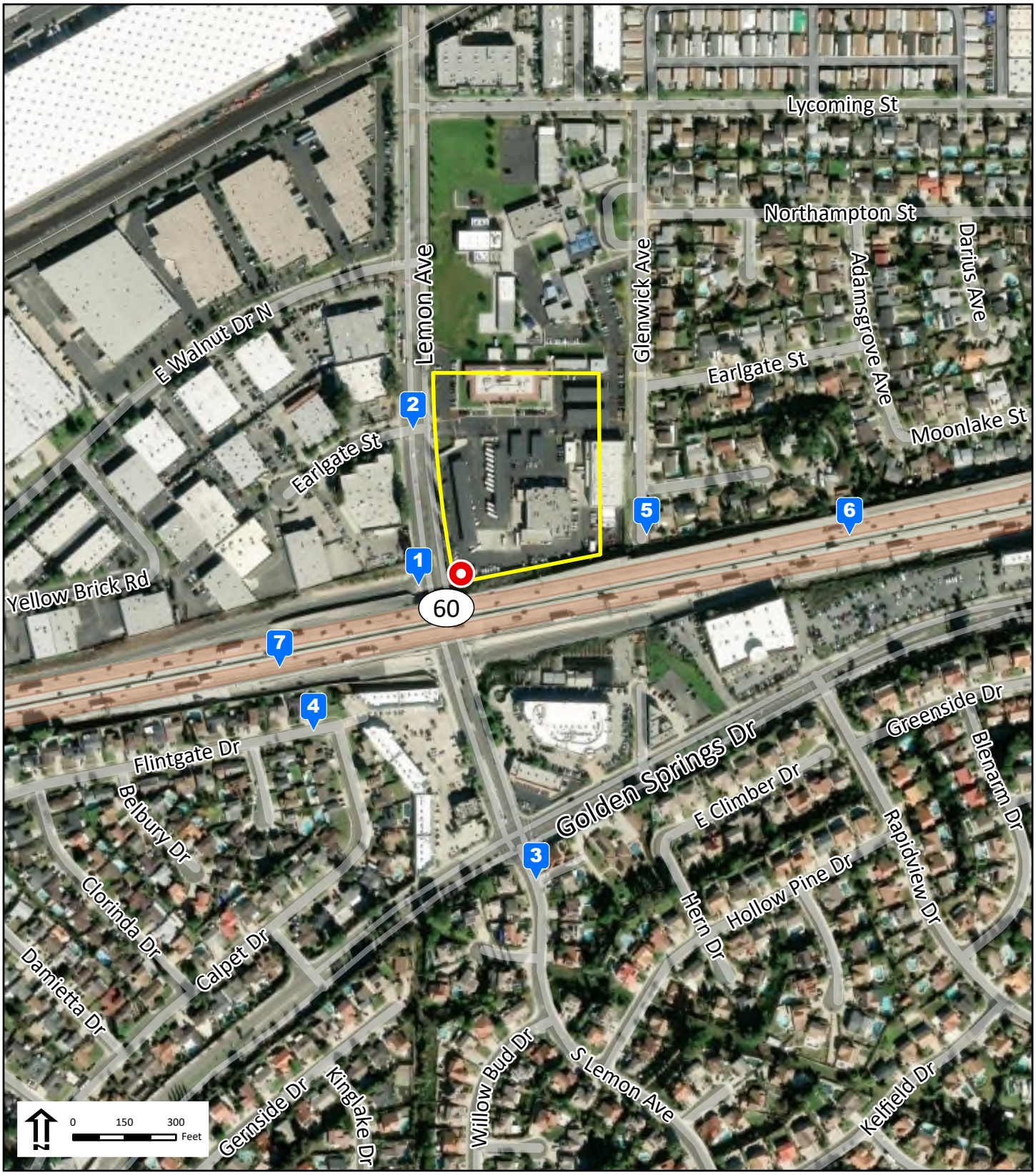
The proposed electronic billboard's LED screens automatically adjust brightness levels relative to the changes in ambient light levels, so that the screens are appropriately dimmed or brightened based around daily sunrise and sunset. The LED screens are also designed to limit the vertical impact of light output; thereby preventing impacts to vertical ambient lighting and preserving night skies. The LED screens are also automatically and remotely controlled should the sign malfunction. The electronic billboard's operator and manufacturer would be immediately notified, with protocols in place to have the sign go dark if needed.

Therefore, operation of the proposed electronic billboard would be in compliance with all City of Diamond requirements, including the design parameters as provided in Development Code Chapter 22.36, *Sign Standards*. Additional limitations would be placed on the proposed in accordance with the proposed Development Code Amendment Section 22.36.120 – *Standards for Specific Types of Signs*, as described above, in Section 2.5 of the Project Description.

With respect to glare, there are no glare-inducing aspects or components on the proposed electronic billboard. There are no reflective materials on any part of the billboard or its superstructure that could include glare.

Therefore, operation of the proposed electronic billboard would not create a new source of substantial light or glare which would adversely affect day or nighttime views in the area, and impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.



Project Parcel (APN 8760-015-901)

Proposed Electronic Billboard Location

Photo Simulation Location

WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 13. Photo Simulation Viewpoint Locations

Sources: Los Angeles County GIS; MAXAR Imagery 1/29/2024,
Map Date: July 28, 2025.

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WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 14. Photo Simulation Viewpoint 1





WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 15. Photo Simulation Viewpoint 2





WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 16. Photo Simulation Viewpoint 3





WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 17. Photo Simulation Viewpoint 4





WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 18. Photo Simulation Viewpoint 5



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

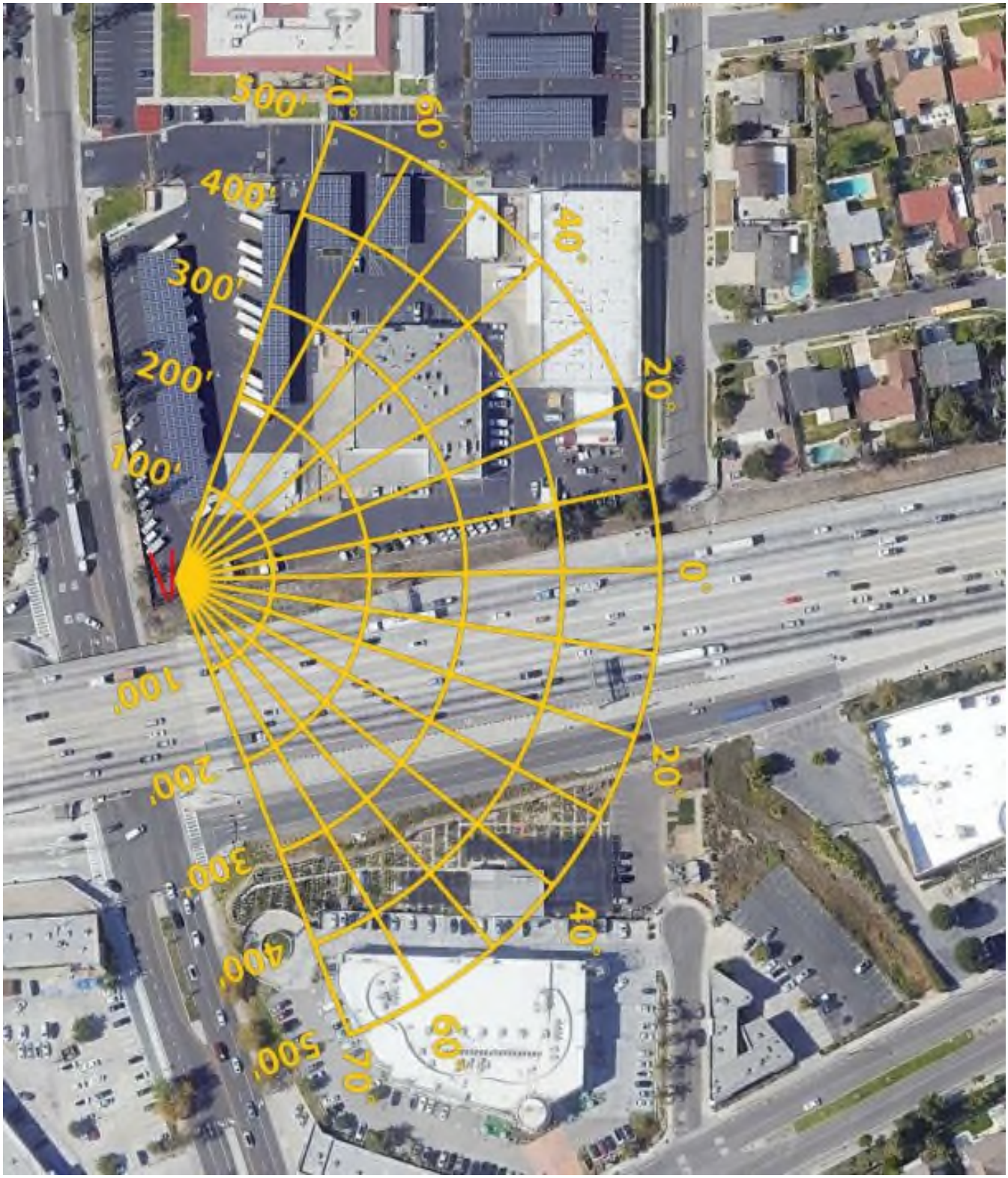
Figure 19. Photo Simulation Viewpoint 6





WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

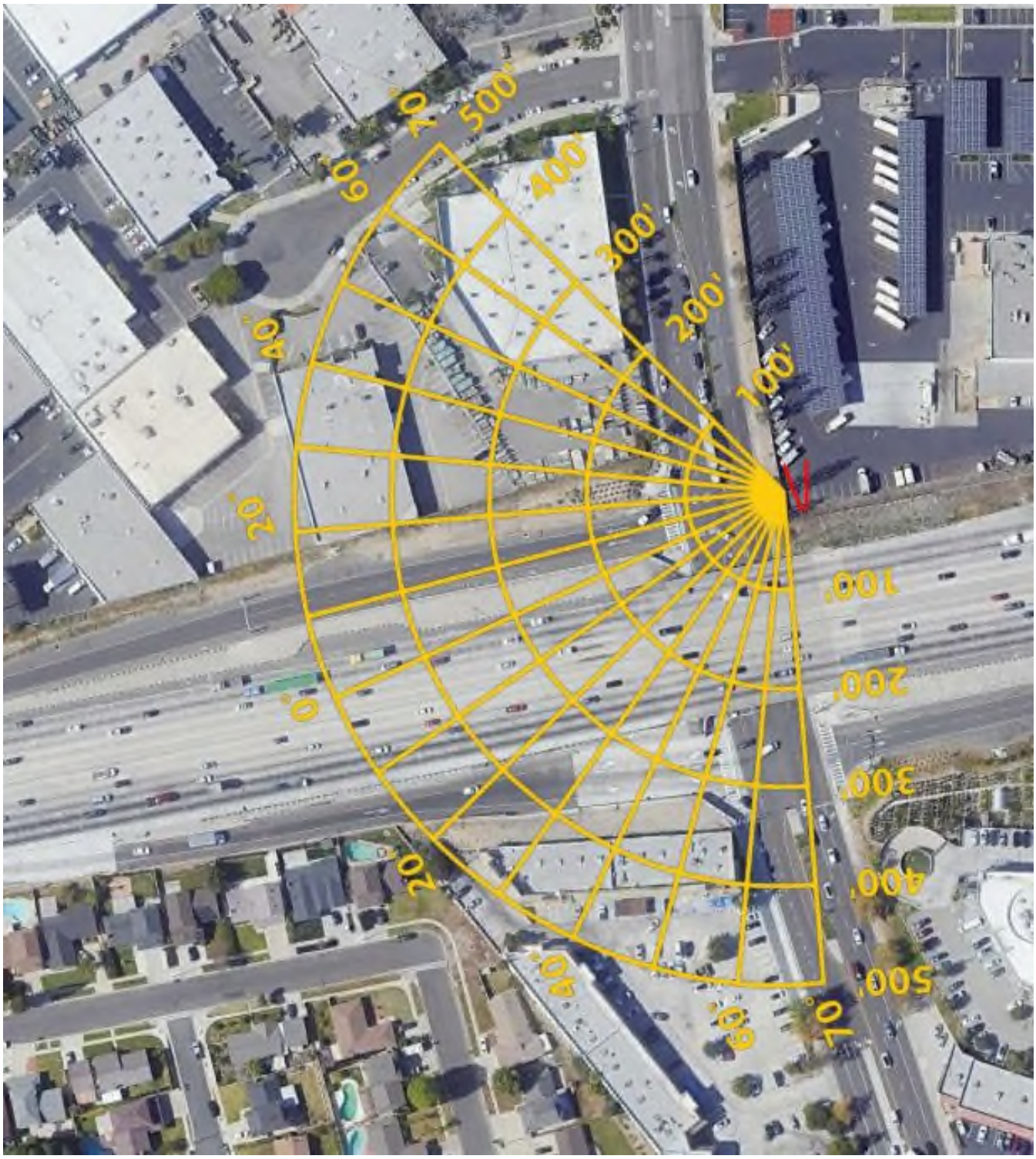
Figure 20. Photo Simulation Viewpoint 7



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 21. Broadcast of Light at Distances and Angles - East Face

Source: Watchfire 09/17/2024
Map Date: July 28, 2025.



WVUSD ELECTRONIC BILLBOARD PROJECT
DIAMOND BAR, CALIFORNIA

Figure 22. Broadcast of Light at Distances and Angles - West Face

Source: Watchfire 09/17/2024
Map Date: July 28, 2025.

4.2 Agriculture and Forestry Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X
b. Conflict with existing zoning for agricultural use, or a Williamson Act contract?				X
c. Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 1222(g)) or timberland (as defined in Public Resources Code section 4526)?				X
d. Result in the loss of forest land or conversion of forest land to non-forest use?				X
e Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?				X

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?

No Impact. According to the California Department of Conservation, the Project site and surrounding area are considered Urban and Built-Up Land; therefore, installation of an electronic billboard at the proposed Project site would not convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance.[3] Therefore, the Project would not involve the conversion of Farmland to a non-agricultural use. No impact would occur.

[3] California Department of Conservation, *California Important Farmland Finder*. Available at: https://maps.conservation.ca.gov/DLRP/CIFF/. Accessed May 13, 2025.

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?

No Impact. According to the California Department of Conservation, the Project site and surrounding area are considered Urban and Built-Up Land. Furthermore, the Project site and areas nearby are zoned as Light Industry (I), and the site is not zoned for agricultural use, nor is the site under a Williamson Act contract. Thus, the Project would not conflict with existing zoning for agricultural use or a Williamson Act contract. No impact would occur.

Mitigation Measures: No mitigation measures are required.

c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?

No Impact. The Project site and areas nearby are zoned as Light Industry (I) and do not contain forest land (as defined in PRC Section 12220(g)), timberland (as defined in PRC Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g)). The Project site is currently developed and consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles and does not contain any forest land. Thus, the proposed Project would not conflict with existing zoning for, or cause rezoning of, forest land, timberland, or timberland zoned Timberland Production. No impact would occur.

Mitigation Measures: No mitigation measures are required.

d) Result in the loss of forest land or conversion of forest land to non-forest use?

No Impact. The Project site does not contain forest land, as it is currently developed and consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles and does not contain any forest land. Thus, the proposed Project would not result in the loss of forest land or conversion of forest land to non-forest use. No impact would occur.

Mitigation Measures: No mitigation measures are required.

e) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?

No Impact. As discussed above, the proposed Project would not involve other changes in the existing environment that could result in the conversion Farmland to a non-agricultural use or conversion of forest land to a non-forest use. Therefore, no impact would occur.

Mitigation Measures: No mitigation measures are required.

4.3 Air Quality

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Conflict with or obstruct implementation of the applicable air quality plan?				X
b. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?			X	
c. Expose sensitive receptors to substantial pollutant concentrations?			X	
d. Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?			X	

a) Conflict with or obstruct implementation of the applicable air quality plan?

No Impact. As part of its enforcement responsibilities, the United States Environmental Protection Agency (EPA) requires that each state with nonattainment areas prepare and submit a State Implementation Plan (SIP) that demonstrates the means to attain the federal standards. The SIP must integrate federal, State, and local plan components and regulations to identify specific measures to reduce pollution in nonattainment areas, using a combination of performance standards and market-based programs. Similarly, under State law, the California Clean Air Act (CCAA) requires an air quality attainment plan to be prepared for areas designated as being in nonattainment with federal and State ambient air quality standards. Air quality attainment plans outline emissions limits and control measures to achieve and maintain these standards by the earliest practical date.

The Project site is located within the South Coast Air Basin (SCAB), which is under the South Coast Air Quality Management District's (SCAQMD) jurisdiction. The SCAQMD is required, pursuant to the Federal Clean Air Act (FCAA), to reduce emissions of criteria pollutants for which SCAB is in non-attainment. To reduce such emissions, the SCAQMD adopted the 2022 Air Quality Management Plan (AQMP) in December 2022 as an update to the 2016 AQMP. The 2022 AQMP establishes a program of rules and regulations directed at reducing air pollutant emissions and achieving State and national air quality standards. The AQMP is a regional and multi-agency effort including the SCAQMD, the California Air Resources Board (CARB), the Southern California Association of Governments (SCAG), and the EPA. The 2022 AQMP's pollutant control strategies are based on the latest scientific and technical information and planning assumptions, including SCAG's Connect SoCal (2020-2045 RTP/SCS), updated emission inventory

methodologies for various source categories, and SCAG's growth forecasts.[4] SCAG's growth forecasts were defined in consultation with local governments and with reference to local general plans. The proposed Project is subject to the SCAQMD's AQMP.

- **Consistency Criterion No. 1**: A proposed project would not result in an increase in the frequency or severity of existing air quality violations, or cause or contribute to new violations, or delay the timely attainment of the AQMP's air quality standards or the interim emissions reductions.

- **Consistency Criterion No. 2**: A proposed project would not exceed the AQMP's assumptions or increments based on the years of the project build-out phase.

Implementation of the proposed Project would entail the installation of a digital billboard, the installation and operation of which would not result in an increase in the frequency or severity of existing air quality violations, nor would it cause or contribute to new violations that would inhibit attainment of air quality standards specified in the AQMP. Construction and installation are anticipated to occur over a five- to seven-day period and the resulting generation of emissions would not exceed the SCAQMD's adopted thresholds for construction emissions. Additionally, operation of the project would not result in regional criteria pollutant emissions that would exceed the applicable Air District thresholds. Refer to impact b), below, for further detail.

Additionally, the proposed Project would not affect any regional population, housing, and employment projections prepared for the City of Diamond Bar by SCAG and, therefore, would not exceed the assumptions in the AQMP. As a result, the proposed Project would not conflict with, or obstruct the implementation of, the applicable air quality plan, and no impacts would occur.

Mitigation Measures: No mitigation measures are required.

b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?

Less Than Significant Impact. Air quality impacts/emissions associated with a project can be placed into two categories: temporary (short-term) or long-term emissions. Temporary (short-term) emissions are generally associated with the demolition, grading, and construction activities of a project while long-term emissions are associated with the day-to-day operation, use, and area emissions from activities such as vehicle use, consumer product use, and energy generation/consumption.

The Project would be required to follow all standard SCAQMD rules and requirements with regards to fugitive dust control. Fugitive dust emissions are commonly associated with land clearing activities, cut and fill grading operations, and exposure of soils to the air and wind. SCAQMD Rule 403 requires that fugitive dust is controlled with best-available control measures so that the presence of such dust does not remain visible in the atmosphere beyond the property line of the emission source. In addition, SCAQMD Rules 402 and 403 require implementation of dust suppression techniques to prevent fugitive dust from creating a nuisance off-site.

[4] Although SCAG has prepared a more recent RTP/SCS, the 2020-2045 RTP/SCS is used because the 2022 AQMP is based on this version of the RTP/SCS. Evaluations related to greenhouse gas emissions are based on the current RTP/SCS.

Operational activities associated with the proposed Project would result in criteria pollutant emissions strictly from energy source emissions from the Project's electricity demand and mobile source emissions, as a result of billboard maintenance visits (six to eight times per year). Additionally, construction activities would be minor and last approximately seven days. The CalEEMod model was utilized to estimate Project construction-related and operational emissions. Refer to Appendix B, *Air Quality and Greenhouse Gas Emissions Modeling*, for the modeling detail.

Estimated maximum construction-related emissions associated with operation of the Project are summarized in Table 4.3-1, *Maximum Construction-related Criteria Pollutant Emissions (Maximum Pounds per Day)*. These emissions include all worker vehicle, vendor vehicle, hauler vehicle, and off-road construction vehicle emissions. For the purposes of this analysis, the construction schedule is estimated to occur in late 2025. The length of the construction/installation schedule was provided by the Project applicant.

Construction emissions associated with the Project would not worsen ambient air quality, create additional violations of federal and State standards, or delay the SCAQMD's goal for meeting attainment standards in the SCAB.

Table 4.3-1
Maximum Construction-related Criteria Pollutant Emissions (Maximum Pounds per Day)

Construction	VOC	NO_x	CO	SO_x	PM_{10}	$PM_{2.5}$
Maximum Emissions	1.1	10.6	10.7	<1.0	2.8	1.5
SCAQMD Threshold	75	100	550	150	150	55
Exceed Threshold?	**No**	**No**	**No**	**No**	**No**	**No**

Source: CalEEMod v.2022.1
Notes: SCAQMD Rule 403 Fugitive Dust control measures applied based on values within the CalEEMod model. Volatile organic compounds = VOC; oxides of nitrogen = NO_x; carbon monoxide = CO; sulfur dioxide = SO_x; particulate matter less than 10 microns in diameter = PM_{10}; and particulate matter less than 2.5 microns in diameter = $PM_{2.5}$.

Estimated operation-related emissions associated with operation of the Project are summarized in Table 4.3-2, *Maximum Regional Operational Criteria Pollutant Emissions (Maximum Pounds per Day)*. For the purposes of this analysis, the first year of operation is estimated to occur in 2025. Operation-related emissions include the electricity required to power the billboard, as well as up to approximately eight vehicle trips per year associated with Project maintenance.

Table 4.3-2
Maximum Regional Operational Criteria Pollutant Emissions (Maximum Pounds per Day)

Operation	VOC	NOx	CO	SO_x	PM_{10}	$PM_{2.5}$
Maximum Emissions	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
SCAQMD Threshold	55	55	550	150	150	55
Exceed Threshold?	**No**	**No**	**No**	**No**	**No**	**No**

Source: CalEEMod v.2022.1
Notes: SCAQMD Rule 403 Fugitive Dust control measures applied based on values within the CalEEMod model. Volatile organic compounds = VOC; oxides of nitrogen = NO_x; carbon monoxide = CO; sulfur dioxide = SO_x; particulate matter less than 10 microns in diameter = PM_{10}; and particulate matter less than 2.5 microns in diameter = $PM_{2.5}$.

Overall, Project-related construction and operation emissions would not exceed the SCAQMD's criteria pollutant emissions thresholds, as provided in Table 4.3-1 and Table 4.3-2, above. Therefore, the proposed Project would result in less than significant impacts related to criteria pollutant emissions.

Since the Project would not exceed any of the SCAQMD's thresholds of significance, given the Project's size and type, the Project would not contribute substantially to an existing or projected air quality violation, as explained in further detail under Response 4.3(a). Further, by complying with the SCAQMD standards, the Project would not contribute to a cumulatively considerable net increase of any criteria pollutant for which the Project region is non-attainment under an applicable federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors). Therefore, Project impacts related to regional air quality would be less than significant.

Mitigation Measures: No mitigation measures are required.

c) Expose sensitive receptors to substantial pollutant concentrations?

Less Than Significant Impact. Sensitive receptors are members of the population that are particularly sensitive to the effects of air pollutants, such as children, the elderly, and people with illnesses. Examples of land uses where sensitive receptors are typically located include residences, schools, hospitals, and daycare centers. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is generally urbanized and developed with freeway, school, residential, and light industrial uses. Walnut Elementary School ls located approximately 700 feet to the north of the Project site. Therefore, there are no sensitive uses within 500 feet of the Project site.

As described in Threshold b), above, Project installation and operation would not produce emissions above SCAQMD's regional thresholds of significance. In addition, due to the nature of the Project (proposed stationary digital billboard), its trip generation would be nominal, consisting of one two-way trip approximately six to eight times per year for billboard maintenance. A maximum of one two-way trip approximately six to eight times per year could not result in a carbon dioxide (CO) "hotspot" that could lead to an exceedance of the State's CO standards. Accordingly, no substantial pollutant concentrations would result from the Project's installation or operation, and impacts would be less than significant to sensitive receptors.

Mitigation Measures: No mitigation measures are required.

d) Result in other emissions (such as those leading to odors adversely affecting a substantial number of people?

Less Than Significant Impact. The proposed Project would involve the installation and operation of an electronic billboard, which is not a land use typically associated with emitting objectionable odors. Potential temporary odor sources associated with the installation of the proposed Project may result from construction equipment exhaust and the application of asphalt (if needed after installation of the electronic billboard). Construction-related odor emissions would be temporary, short-term, and intermittent in nature and would cease upon completion of the respective phases of construction. In addition, these types of odors are common in construction activities and are not considered to be offensive or objectionable to a large portion of the population. Furthermore, there are no sensitive receptors within 500 feet of the Project installation site. As such, odor emissions associated with construction activities is considered less than significant. The Project's construction-generated refuse would be stored in covered containers and removed at regular intervals in compliance with the City of Diamond Bar Municipal Code Section 8.16.800, *Permitted Waste*, which states the requirements for construction and demolition waste. The proposed Project would also be required to comply with SCAQMD Rule 402 to prevent occurrences of public nuisances related to odors. Operation of the Project would not generate any odors. Therefore, odors associated with installation and operation of the Project would be less than significant.

Mitigation Measures: No mitigation measures are required.

4.4 Biological Resources

Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?				X
b. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?				X
c. Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
d. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?			X	
e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?			X	
f. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				X

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?

No Impact. Implementation of the Project would result in the installation and operation of a digital billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is heavily urbanized and developed with the SR 60 corridor, school uses, residential, and light industrial uses. The Project site does not contain any native habitat or sensitive plant species or vegetation that serve as habitat to sensitive animal species. Accordingly, no impacts to sensitive species would occur.

Mitigation Measures: No mitigation measures are required.

b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?

No Impact. The Project site does not contain riparian habitat or other sensitive natural communities identified in local or regional plans, policies, regulations, or by the California Department of Fish and Wildlife (CDFW) or the U.S. Fish and Wildlife Service (USFWS). Accordingly, no impact to riparian habitat would occur.

Mitigation Measures: No mitigation measures are required.

c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?

No Impact. The Project site does not contain any wetlands. Accordingly, the proposed Project would have no impact on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means.

Mitigation Measures: No mitigation measures are required.

d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?

Less Than Significant Impact. Implementation of the Project would result in the installation and operation of an electronic billboard on a portion of an existing asphalt-covered parking lot, and the area surrounding the Project site is heavily urbanized and developed with freeway, school, residential, and light industrial uses. Under existing conditions, the Project site does not provide habitat for native species, is not part of a terrestrial wildlife movement corridor, and does not serve as a native wildlife nursery site.

Outside of the electronic billboard installation area, on the other side of the cinder block wall along S. Lemon Avenue, two mature pine trees will be removed. In their place, two 24-inch box Crape Myrtle trees will be planted. The currently degraded landscaped strip between the driveway entry off S. Lemon Avenue to the property and the SR 60 corridor would be enhanced with mulch.

Should nesting birds be located within the two pine trees prior to their removal, mandatory compliance with the federal Migratory Bird Treaty Act (MBTA) would preclude impacts to nesting birds in the unlikely event that nesting birds are present. The MTBA includes construction avoidance measures designed to prevent disturbance of migratory birds, particularly during nest season (typically February 1 to September

15), and may require preconstruction surveys, scheduling work outside of nesting season, and no-work buffers around active nests, as well as other measures. Accordingly, implementation of the proposed Project would not interfere with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or with the use of native wildlife nursery sites. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

Less Than Significant Impact. As previously discussed, two pine trees would be removed during the Project's construction or operation phases; however, these are not considered protected trees by the City of Diamond Bar pursuant to DBCC Section 22.38.030. Removal of these trees would be undertaken in accordance with City of Diamond Bar requirements.

There are no other local policies or ordinances protecting biological resources that are applicable to the proposed Project; accordingly, the Project would not conflict with any local policies or ordinances protecting biological resources would occur as a result of Project implementation, and impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?

No Impact. According to the CDFW, there are no Habitat Conservation Plans, Natural Community Conservation Plans, or other approved local, regional, or state habitat conservation plans applicable to the Project site.[5] Accordingly, the Project has no potential to conflict with any of the above, and no impact would occur.

Mitigation Measures: No mitigation measures are required.

[5] California Department of Fish and Wildlife, 2023. *California Regional Conservation Plans Map*. Available at: https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=68626&inline. Accessed May 13, 2025.

4.5 Cultural Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Cause a substantial adverse change in the significance of a historical resource pursuant to § 15064.5?				X
b. Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?		*X*		
c. Disturb any human remains, including those interred outside of dedicated cemeteries?		X		

The analysis in this section is based, in part, on the *Cultural Resources Technical Report, Walnut Valley Unified School District Electronic Billboard Project, City of Diamond Bar, Los Angeles County, California*, prepared in July 2025, by South Environmental. It is included as Appendix C, *Cultural Resources Report*.

a) Cause a substantial adverse change in the significance of a historical resource pursuant to § 15064.5?

No Impact. A cultural resources technical report was prepared for the proposed Project, which included the results of a California Historical Resources Information Center (CHRIS) records search of the Project site and a 0.5-mile radius, a California Native American Heritage Commission (NAHC) Sacred Lands File (SLF) search, and archival research. No pedestrian survey was performed due to complete site paving, which precluded ground surface visibility. There are no historical structures or resources on the larger Project improvement area. Furthermore, according to the General Plan Resource Conservation Element, there are no registered historic resources in the City, including the Project site. Therefore, the Project would not cause a substantial adverse change in the significance of a historical resource pursuant to CEQA Guidelines Section 15064.5. No impact would occur.

Mitigation Measures: No mitigation measures are required.

b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?

Less Than Significant Impact with Mitigation Incorporated. The Project site is located within a region historically used for agriculture and lies adjacent to the former course of a stream that has been heavily altered by development including SR 60, directly adjacent to the south. Historical aerial photographs and maps confirm the presence of cultivated fields and proximity to San Jose Creek and Diamond Bar Creek. Environments like this near creeks are preferred for prehistoric habitation due to access to fresh water, plant and animal resources, and transportation routes.

No archaeological resources were identified within the Project site through the CHRIS records search, background research, or NAHC SLF search. While the environmental setting indicates inherent moderate

archaeological potential, the documented disturbance history and absence of recorded cultural resources within the immediate Project vicinity support a determination of low sensitivity for buried archaeological deposits. The shallow depth of documented fill materials suggests that any near-surface archaeological deposits would likely have been disturbed by historical land use activities.

Nevertheless, there is the potential for accidental discovery of archaeological resources during ground-disturbing activities. The Project would be required to comply with City of Diamond Bar General Plan Resource Conservation Cultural and Historic Resources Policies, including Policy RC-P-42, *Archaeological Resources*, which provides procedures for the management of archaeological materials on-site during development projects. Policy RC-P-43 seeks to preserve discovered archaeological resources in place to maintain the relationship between the artifacts and their archaeological context, where feasible. Policy RC-P-44 provides that preservation can be achieved through measures such as avoidance and other protections.

Should ground disturbing activities during Project construction encounter archaeological resources, incorporation of Mitigation Measures CUL-1, which identifies procedures for the unanticipated discovery of archaeological resources if it occurs during the Project's ground disturbing activities. Through compliance with the General Plan Resource Conservation policies and implementation of Mitigation Measures CUL-1, the Project's potential impacts to archaeological resources would be reduced to levels that are less than significant.

Mitigation Measures:

CUL-1: Should archaeological resources (sites, features, or artifacts) be exposed during construction activities for the proposed Project, all construction work shall immediately stop until a qualified archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards, can evaluate the significance of the find and determine whether or not additional study is warranted. Depending upon the significance of the find, the archaeologist may simply record the find and allow work to continue. If the discovery proves significant under CEQA, additional work such as preparation of an archaeological treatment plan, testing, or data recovery may be warranted.

c) Disturb any human remains, including those interred outside of dedicated cemeteries?

Less Than Significant Impact with Mitigation Incorporated. According to the General Plan Resource Conservation Element, there are no dedicated cemeteries within the Project site or surrounding area and there is no information to suggest that the site has any undiscovered human remains. Implementation of the Project would result in the installation and operation of an electronic billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is heavily urbanized and developed with freeway, school, residential, and light industrial uses. The existing asphalt-covered parking lot has been altered by previous ground disturbance associated with school development. Due to the extensive ground disturbance that has occurred on the Project site and in the surrounding area associated with construction of the existing residential developments, the potential for the proposed Project to disturb previously undiscovered human remains is highly unlikely.

Nevertheless, there is the potential for accidental discovery of unanticipated human remains during ground-disturbing activities. Should ground disturbing activities during Project construction inadvertently encounter buried human remains, incorporation of Mitigation Measure CUL-2, which provides procedures

related to the treatment of the unanticipated discovery of human remains, would ensure that the Project's potential impacts to buried remains would be reduced to levels that are less than significant.

Mitigation Measures:

CUL-2: In accordance with Section 7050.5 of the California Health and Safety Code, if human remains are found, the County Coroner shall be notified within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains. If the remains are determined to be Native American, the Coroner shall notify the NAHC in Sacramento within 24 hours. In accordance with California PRC, Section 5097.98, the NAHC must immediately notify those persons it believes to be the Most Likely Descendant (MLD) from the deceased Native American. The MLD shall complete their inspection within 48 hours of being granted access to the site. The MLD would then determine, in consultation with the property owner, the disposition of the human remains.

4.6 Energy

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?			X	
b. Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?			X	

a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?

Less Than Significant Impact. The means to achieve the goal of conserving energy include decreasing overall energy consumption, decreasing reliance on natural gas and oil, and increasing reliance on renewable energy sources. In particular, the proposed Project would be considered "wasteful, inefficient, and unnecessary" if it were to violate State and federal energy standards and/or result in significant adverse impacts related to a project's energy requirements, energy inefficiencies, energy intensiveness of materials, cause significant impacts on local and regional energy supplies or generate requirements for additional capacity, fail to comply with existing energy standards, otherwise result in significant adverse impacts on energy resources, or conflict or create an inconsistency with applicable plan, policy, or regulation.

Southern California Edison (SCE) provides electricity, and Southern California Gas Company (SoCal Gas) provides natural gas for the City, including the Project site; however, there would be no natural gas use required for Project installation or operation.[6] Implementation of the Project would result in the installation and operation of a dual-faced, electronic/LED billboard with associated infrastructure connections. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is heavily urbanized and developed with freeway, school, residential, and light industrial uses.

The proposed Project would use a limited amount of energy resources for the operation of the digital billboard (e.g., electricity), for on-road vehicle trips (six to eight times per year) for maintenance (e.g. gasoline and diesel fuel) generated by the Project (both during project construction and operation), and from off-road construction/installation activities associated with the Project (e.g. diesel fuel). Each of these activities would require the use of energy resources. This usage of energy resources would be extremely small-scale, in the context of the surrounding community, and would not be wasteful, inefficient, or unnecessary, due to the nature of the Project. By its nature, LED lighting is considered

[6] City of Diamond Bar, n.d. Utilities. Available at: https://www.diamondbarca.gov/BusinessDirectoryII.aspx?lngBusinessCategoryID=23. Accessed June 9, 2025.

energy efficient. The Project would be responsible for conserving energy, to the extent feasible, and would be required to comply with Statewide and local measures regarding energy conservation, such as Title 24 building efficiency standards, as applicable.

The proposed Project would be in compliance with all applicable federal, State, and local regulations regulating energy usage. SCE manages a mix of energy resources used to provide electricity for its customers and is actively implementing the Statewide Renewable Portfolio Standard (RPS) to expand its use of renewable energy (e.g. solar and wind). As of 2023, SCE's eligible renewable power mix was 37.6 percent, which is consistent with the RPS requirements.[7] This also compares favorably with the statewide average eligible renewable power mix in 2023, of 36.9 percent. In addition, statewide programs, such as vehicle emissions and low-carbon fuel standards, would boost fuel efficiency in passenger cars and heavy-duty trucks.

As a result, the Project would not result in any significant adverse impacts related to Project energy requirements, energy use inefficiencies, and/or the energy intensiveness of materials by amount and fuel type for each stage of the Project including construction, operations, and maintenance. SCE has sufficient capacity to serve the proposed Project. The Project would be required to comply with all existing energy efficiency standards and would not result in significant adverse impacts on energy resources. Therefore, the proposed Project would not result in a wasteful, inefficient, or unnecessary of energy resources during Project installation or operation. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?

Less Than Significant Impact. The proposed Project involves the construction of a dual-faced, electronic/LED billboard with associated infrastructure connections. The manufacturer of the electronic billboard would set the screens to a maximum daytime brightness level of 7,500 nits and a maximum nighttime brightness level of 300 nits. The area around the Project site would see an almost undetectable difference in ambient light after installation of the digital led billboards. The manufacturer of the electronic billboard has adopted brightness standards endorsed by both the International Sign Association (ISA) and Outdoor Advertising Association of America (OAAA). Furthermore, the City of Diamond Bar Building and Safety Division would review Project plans for compliance with the CBC and Title 15 of the City Code, as well as the Lighting Report's recommendations, as part of the building permit and plan check process. LED technology is inherently low-energy, and the screens would meet UL Greenleaf certifications set forth by Title 24 of the California Code of Regulations, and operation of the electronic billboard would require approximately 200 amps of operating power. This amount of electrical usage is negligible within SCE's overall portfolio. As such, the Project would not conflict with or obstruct a state or local plan for renewable energy or energy efficiency; impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

[7] Southern California Edison. 2023. 2023 Power Content Label. Available: https://www.energy.ca.gov/filebrowser/download/7362. Accessed July 2025.

4.7 Geology and Soils

Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:				
1) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				X
2) Strong seismic ground shaking?			X	
3) Seismic-related ground failure, including liquefaction?			X	
4) Landslides?				X
b. Result in substantial soil erosion or the loss of topsoil?			X	
c. Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on-or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?			X	
d. Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?			X	
e. Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				X
f. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?		X		

This section is based in part on the *Foundation Engineering Investigation Proposed Billboard 880 S. Lemon Avenue, Diamond Bar, California* (Geotechnical Report), September 4, 2024, prepared by Rybak Geotechnical, Inc., and included as Appendix D, *Geotechnical Report*. The Geotechnical Report addresses geologic and soil conditions for the Project site.

a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:

1) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.

No Impact. The Alquist-Priolo Earthquake Fault Zoning Act was passed in 1972 to mitigate the hazard of surface faulting to structures for human occupancy. The Alquist-Priolo Earthquake Fault Zoning Act's main purpose is to prevent the construction of buildings used for human occupancy on the surface trace of active faults. The Alquist-Priolo Earthquake Fault Zoning Act requires the State Geologist to establish regulatory zones, known as "Alquist-Priolo Earthquake Fault Zones," around the surface traces of active faults and to issue appropriate maps. If an active fault is found, a structure for human occupancy cannot be placed over the trace of the fault and must be set back from the fault (typically 50 feet). According to the City's General Plan Public Safety Element and California Department of Conservation Data Viewer, the Project site is not within an Alquist-Priolo Fault Zone as defined by the State of California in the Earthquake Fault Zoning Act.[8] Additionally, the Geotechnical Report notes that the potential for fault rupture is remote. Therefore, the Project would not directly or indirectly cause potential substantial adverse effects involving rupture of a known earthquake fault, and there would be no impact.

Mitigation Measures: No mitigation measures are required.

2) Strong seismic ground shaking?

Less Than Significant Impact. The Project site is located in a seismically active area of southern California that has historically been affected by moderate to occasionally high levels of ground motion. As a result, it is likely the Project site has and would continue to experience ground shaking from proximate fault activity as well as some background shaking from other seismically active areas of the Southern California region. The intensity of ground shaking on the Project site would depend upon the earthquake's magnitude, distance to the epicenter, and geology of the area between the Project site and epicenter. There are no active faults within the City; however, there are several major active faults located in the region. According to the General Plan Public Safety Element, the San Andreas Fault Zone, which has the greatest potential to cause damage in the region, is 26 miles northeast of the City. Other active local faults that are greater risk to the City include Whittier, San Jose, Sierra Madre, and San Gabriel. Rupture of any of these faults, or of an unknown fault in the region, could cause seismic ground shaking.

Implementation of the Project would result in the installation and operation of an electronic billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other

[8] California Department of Conservation, *Geologic Hazards Data Viewer*. Available at: https://maps.conservation.ca.gov/geologichazards/. Accessed June 10, 2025.

vehicles, and the area surrounding the Project site is heavily urbanized and developed with freeway, school, residential, and light industrial uses. A geotechnical investigation was conducted to evaluate subsurface conditions and site seismic hazards and perform geotechnical engineering for the proposed Project. The evaluation included review of available geotechnical background information pertaining to the site; laboratory testing of the on-site soil materials; and a summary of findings, conclusions, and recommendations for the development of the proposed Project. The Geotechnical Report concluded that development of the Project, as proposed, is feasible and safe from a geotechnical standpoint, provided the site-specific recommendations are followed during design, construction, and maintenance of the Project. The Geotechnical Report provides site-specific seismic, geotechnical design, and construction recommendations based on the results of the subsurface evaluation and laboratory testing, geotechnical analysis, and a review of referenced geologic materials. Site-specific recommendations address the monopole foundation design, installation, and maintenance. These recommendations reference California Building Code (CBC) seismic design standards in place at the time of report preparation.

The City of Diamond Bar has adopted the CBC (City Code Section 15.00.310), with amendments, which prescribes regulations for the erection, construction, enlargement, alteration, repair, improving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of all buildings and structures. The CBC includes standards related to soils and foundations, structural design, building materials, and structural testing and inspections to minimize hazards during a seismic event. The Project would be required to comply with the applicable regulations in the CBC, which would reduce potential impacts associated with strong seismic ground shaking, as well as the Geotechnical Report prepared for the Project site as it pertains to the proposed electronic billboard structure. The City of Diamond Bar Building and Safety Division would review Project plans for compliance with the CBC and City Code, as well as the Geotechnical Report's recommendations as part of the building permit and plan check process. Therefore, compliance with the City's established regulatory framework and standard engineering practices and design criteria, which would be verified through the City's development review process, would ensure potential impacts associated with strong seismic ground shaking at the Project site would be less than significant.

Mitigation Measures: No mitigation measures are required.

3) Seismic-related ground failure, including liquefaction?

Less Than Significant Impact. Liquefaction is a phenomenon where earthquake-induced ground vibrations increase the pore pressure in saturated, granular soils until it is equal to the confining, overburden pressure. Engineering research of soil liquefaction potential indicates that generally three basic factors must exist concurrently in order for liquefaction to occur. These factors include:

- A source of ground shaking, such as an earthquake, capable of generating soil mass distortions.
- A relatively loose silty and/or sandy soil.
- A relatively shallow groundwater table (within approximately 50 feet below ground surface) or completely saturated soil conditions that will allow positive pore pressure generation.

The Project site is mapped by the California Geologic Survey as being within a zone of potentially liquefiable soils.[9] However, the liquefaction analysis conducted as part of the Geotechnical Report prepared for the Project site indicates that the soils underlying the Project site are not prone to liquefaction. Impacts associated with seismic-related ground failure due to liquefaction would be less than significant. Implementation of site-specific geotechnical recommendations and compliance with applicable building regulations, would further ensure that impacts related to seismic-related ground failure, including liquefaction, would be less than significant.

Mitigation Measures: No mitigation measures are required.

4) Landslides?

No Impact. Landslides are mass movements of the ground that include rock falls, relatively shallow slumping and sliding of soil, and deeper rotational or transitional movement of soil or rock. Geologic hazards associated with landslides are not anticipated, as the Project site is not located within an area identified by the California Geologic Survey as having potential for seismic slope instability.[10] Additionally, the Geotechnical Report concludes that due to the relatively level nature of the Project site, the potential for seismically-induced landsliding is considered remote. As such, no impacts related to landslide would occur.

Mitigation Measures: No mitigation measures are required.

b) Result in substantial soil erosion or the loss of topsoil?

Less Than Significant Impact. Although construction activities associated with the proposed Project could expose soils to potential short-term erosion by wind and water, the Project would be required to comply with water quality measures included in City Code Section 8.12.1610, *City of Diamond Bar Storm Water Management and Discharge Control Ordinance*, which include conditions and requirements established by the City related to the reduction or elimination of storm water runoff pollutants during construction and operational phases of the Project. The Project would also be required to comply with CBC (City Code Section 15.00.310), as amended, which prescribes regulations for the erection, construction, enlargement, alteration, repair, improving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of all buildings and structures. Following compliance with the established regulatory framework identified in the Diamond Bar Municipal Code regarding stormwater and runoff pollution control, potential impacts associated with soil erosion and the loss of topsoil would be less than significant.

Mitigation Measures: No mitigation measures are required.

[9] California Department of Conservation, *Geologic Hazards Data Viewer*. Available at: https://maps.conservation.ca.gov/geologichazards/. Accessed June 10, 2025.
[10] California Department of Conservation, California Geological Survey (CGS), *Earthquake Zones of Required Investigation*. Available at: https://maps.conservation.ca.gov/cgs/EQZApp/. Accessed June 10, 2025.

c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on-or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?

Less Than Significant Impact. Potential landslide, lateral spreading, soil stability, and liquefaction hazards are addressed above under the discussion and analysis of Thresholds a) and b). As discussed under Thresholds a) and b), with mandatory compliance with applicable requirements and standards of the CBC, impacts due to landslides and liquefaction would be less than significant and mitigation is not required. Additionally, the entirety of the Project site is fully developed and the likelihood of the Project to be subject to unstable soils is low. The billboard column is proposed to be secured to an assumed fix installed at a depth of approximately 31 feet below the adjacent site grade. Based on the foregoing analysis, and with mandatory compliance with the CBC requirements, impacts due to unstable soil conditions that could result in on- or off-site landslides, lateral spreading, subsidence, liquefaction, and collapse would be less than significant.

Mitigation Measures: No mitigation measures are required.

d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?

Less Than Significant Impact. Expansive soils are defined as soils possessing clay particles that react to moisture changes by shrinking (when dry) or swelling (when wet). As discussed in Response 4.7(a), the Project site is not mapped by the California Geological Survey (CGS) as being within a zone of potentially liquefiable soils. In addition, according to the Geotechnical Report, the results of the liquefaction analyses indicate that the soils underlying the Project site are not prone to liquefaction.

Further, the Geotechnical Report states that the site's existing fill was encountered to a total depth of six inches. The existing fill consists of silty sand, which is gray-brown, slightly moist, dense, and contains some gravel. The underlying alluvial soils encountered consist of sand, silty sand, clayey sand, and sandy clay, which are brown, yellow-tan, moist to wet, dense and hard, and cemented. While the Geotechnical Report does not discuss expansive soils specifically, it did conclude that groundwater was encountered at a depth of 25.5 feet. As the Project site is considered to be grossly stable and would be required to comply with the established regulatory framework, standard engineering practices, and design criteria, including the CBC (or DBCC Section 15.00.310), Project implementation would not directly or indirectly increase risk to life or property due to the presence of expansive soils, and impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?

No Impact. The proposed Project is an electronic digital billboard and would not utilize septic tanks or alternative wastewater disposal systems, as it would not connect to any water or wastewater infrastructure. Accordingly, there would be no impact.

Mitigation Measures: No mitigation measures are required.

f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?

Less Than Significant Impact with Mitigation Incorporated. The City's General Plan Resource Conservation Cultural and Historic Resources Policies includes Policy RC-P-47, *Paleontological Resources*, which establishes a procedure for the management of paleontological materials found on-site during a development. The Project site is not known to contain a unique paleontological resource or contain a unique geologic feature. Nevertheless, there is a possibility that a paleontological resource could be discovered during ground-disturbing activities. As such, compliance with City General Plan policies related to paleontological resources, as well as implementation of Mitigation Measure GEO-1, which includes procedures for discovery of paleontological resources, would ensure that potential impacts would be less than significant.

Mitigation Measures:

GEO-1: If evidence of subsurface paleontological resources is found during construction, excavation and other construction activity in that area shall cease and the construction contractor shall contact the City of Diamond Bar Community Development Director or designee. With direction from the Community Development Director, a paleontologist certified by the County of Los Angeles shall evaluate the find prior to resuming grading in the immediate vicinity of the find. If warranted, the paleontologist shall prepare and complete a standard Paleontological Resources Mitigation Program for the salvage and curation of the identified resources.

4.8 Greenhouse Gas Emissions

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			X	
b. Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?				X

GREENHOUSE GASES

Various gases in the Earth's atmosphere, classified as atmospheric greenhouse gases (GHGs), play a critical role in determining the Earth's surface temperature. Solar radiation enters Earth's atmosphere from space, and a portion of the radiation is absorbed by the Earth's surface. The Earth emits this radiation back toward space, but the properties of the radiation change from high-frequency solar radiation to lower-frequency infrared radiation.

Naturally occurring GHGs include water vapor (H_2O), carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), and ozone (O_3). Several classes of halogenated substances that contain fluorine, chlorine, or bromine are also GHGs, but they are, for the most part, solely a product of industrial activities. Although the direct GHGs, including CO_2, CH_4, and N_2O, occur naturally in the atmosphere, human activities have changed their atmospheric concentrations.

Greenhouse gases, which are transparent to solar radiation, are effective in absorbing infrared radiation. As a result, this radiation that otherwise would have escaped back into space is now retained, resulting in a warming of the atmosphere. This phenomenon is known as the greenhouse effect. Among the prominent GHGs contributing to the greenhouse effect are carbon dioxide (CO_2), methane (CH_4), ozone (O_3), water vapor, nitrous oxide (N_2O), and chlorofluorocarbons (CFCs).

REGULATORY FRAMEWORK

U.S. Environmental Protection Agency Endangerment Finding

The U.S. Environmental Protection Agency's (EPA) authority to regulate GHG emissions stems from the U.S. Supreme Court decision in Massachusetts v. EPA (2007). The Supreme Court ruled that GHGs meet the definition of air pollutants under the existing FCAA and must be regulated if these gases could be reasonably anticipated to endanger public health or welfare. Responding to the Court's ruling, the EPA finalized an endangerment finding in December 2009. Based on scientific evidence it found that six GHGs (CO_2, CH_4, N_2O, hydrofluorocarbons [HFCs], perfluorocarbons [PFCs], and sulfur hexafluoride [SF_6]) constitute a threat to public health and welfare. Thus, it is the Supreme Court's interpretation of the existing FCAA and EPA's assessment of the scientific evidence that form the basis for the EPA's regulatory actions.

Senate Bill 32

In 2016, the California State Legislature adopted Senate Bill (SB) 32 and its companion bill AB 197, and both were signed by Governor Brown (Office of Governor Edmund G. Brown Jr., 2016). SB 32 and AB 197 amend California Health and Safety Code Division 25.5, establish a new GHG reduction target of 40 percent below 1990 levels by 2030, and include provisions to ensure the benefits of State climate policies reach into disadvantaged communities.

Assembly Bill 1279

Assembly Bill (AB) 1279, passed in 2022, declares the State's objective to achieve net zero greenhouse gas emissions as soon as possible, but no later than 2045, and to achieve and maintain net negative greenhouse gas emissions thereafter. This is in addition to, and does not replace or supersede, Statewide greenhouse gas emissions reduction targets.

Senate Bill 375

SB 375 (Stats. 2008, ch. 728) (SB 375) was built on AB 32 (California's 2006 climate change law). SB 375's core provision is a requirement for regional transportation agencies to develop a Sustainable Communities Strategy (SCS) in order to reduce GHG emissions from passenger vehicles. The SCS is one component of the existing Regional Transportation Plan (RTP). The SCS outlines the region's plan for combining transportation resources, such as roads and mass transit, with a realistic land use pattern, in order to meet a State target for reducing GHG emissions. The strategy must take into account the region's housing needs, transportation demands, and protection of resource and farmlands.

Additionally, SB 375 modified the State's Housing Element Law to achieve consistency between the land use pattern outlined in the SCS and the Regional Housing Needs Assessment allocation. The legislation also substantially improved cities' and counties' accountability for carrying out their housing element plans. Finally, SB 375 amended CEQA (Pub. Resources Code, Section 21000 et seq.) to ease the environmental review of developments that help reduce the growth of GHG emissions.

South Coast Air Quality Management District Threshold Development

SCAQMD has established recommended significance thresholds for GHGs for local lead agency consideration ("SCAQMD draft local agency threshold"). SCAQMD has published a five-tiered draft GHG threshold which includes a 10,000-metric ton of CO_2e per year for stationary/industrial sources and 3,000 metric tons (MT) of carbon dioxide equivalent (CO_2e) per year significance threshold for residential/commercial projects.

The current draft thresholds consist of the following tiered approach:

(a) Tier 1 consists of evaluating whether or not the project qualifies for any applicable exemption under CEQA.

(b) Tier 2 consists of determining whether or not the project is consistent with a greenhouse gas reduction plan. If a project is consistent with a qualifying local greenhouse gas reduction plan, it does not have significant greenhouse gas emissions.

(c) Tier 3 consists of screening values that are intended to capture 90 percent of the GHG emissions from projects. If a project's emissions are under the screening thresholds, then the project is less than significant. SCAQMD has presented two options that lead agencies could choose for screening values. Option #1 sets the thresholds for residential projects

to 3,500 $MTCO_2e$/year, commercial projects to 1,400 $MTCO_2e$/year), and the mixed use to 3,000 $MTCO_2e$/year. Option #2 sets a single numerical threshold for all non-industrial projects of 3,000 $MTCO_2e$/year and 10,000 MTCO $MTCO_2e$/year for industrial projects. Lead agencies are able to choose either option but must be consistent. A project's construction emissions are averaged over 30 years and are added to a project's operational emissions. If a project's emissions are under one of the following screening thresholds, then the project is less than significant:

(d) Tier 4 has the following options:
   1. Option 1: Reduce emissions from business as usual by a certain percentage; this percentage is currently undefined
   2. Option 2: Early implementation of applicable AB 32 Scoping Plan measures
   3. Option 3: Year 2020 target for service populations (SP), which includes residents and employees: 4.8 $MTCO_2e$/SP/year for projects and 6.6 $MTCO_2e$/SP/year for plans
   4. Option 3, 2035 target: 3.0 $MTCO_2e$/SP/year for projects and 4.1 $MTCO_2e$/SP/year for plans

(e) Tier 5 involves mitigation offsets to achieve target significance threshold.

In December 2019, the City of Diamond Bar adopted its own local GHG reduction plan titled Diamond Bar Climate Action Plan 2040.[11] Therefore, to determine whether the proposed Project's greenhouse gas emissions are significant, this analysis assesses how the Project aligns with the City's Climate Action Plan under Tier 2. However, since the Diamond Bar Climate Action Plan 2040 does not establish specific project level GHG thresholds, for purposes of analysis herein, the proposed Project would be considered to have a significant adverse impact on GHG emissions if it would generate GHG emissions that exceed the SCAQMD's proposed 3,000 $MTCO_2e$ per year screening threshold for all land use types (Tier 3).

SCAG's Connect SoCal: Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

The Southern California Association of Governments (SCAG) is the metropolitan planning organization (MPO) for the region in which the City of Diamond Bar is located. In 2024, SCAG adopted Connect SoCal 2024 (also referred to as the Regional Transportation Plan/Sustainable Communities Strategy [RTP/SCS]), the 2024-2050 RTP/SCS, which is an update to the previous 2020-2045 RTP/SCS (Connect SoCal 2020). Connect SoCal 2024 carries forward policy direction established in Connect SoCal 2020, as well as more recent Regional Council actions that address emerging issues facing the region. Connect SoCal 2024 outlines a vision for a more resilient and equitable future, with investment, policies and strategies for achieving the region's shared goals through 2050. As with the previous RTP/SCS, Connect SoCal 2024 is a long-term plan for the southern California region that details investment in the transportation system and development in communities. SCAG worked closely with local jurisdictions to develop Connect SoCal 2024, which incorporates current demographics and anticipated future population, household, and employment growth patterns based, in part, upon local growth forecasts, projects and programs, and includes complementary regional policies and initiatives. Connect SoCal 2024 outlines a forecasted

[11] City of Diamond Bar, 2019. *Diamond Bar Climate Action Plan 2040*. Available at: https://www.diamondbarca.gov/DocumentCenter/View/7071/Diamond-Bar-Climate-Action-Plan-2040pdf?bidId=. Accessed June 10, 2025.

development pattern that demonstrates how the region can sustainably accommodate needed housing. In addition, Connect SoCal is supported by a combination of transportation and land use strategies that outline how the region can achieve California's GHG-emission-reduction goals and federal Clean Air Act requirements.

2022 Scoping Plan Update

In accordance with AB 32, the CARB developed the first Scoping Plan in 2008 to outline the State's strategy to achieve 1990 level emissions by year 2020. In May 2014, the CARB released and adopted the First Update to the Climate Change Scoping Plan to identify the next steps in reaching AB 32 goals and evaluate the progress that has been made between 2000 and 2012. A newer version of the Scoping Plan was then adopted by the CARB in December 2017 (entitled California's 2017 Climate Change Scoping Plan). Lastly, the most recent version of the Scoping Plan was adopted by the CARB in November 2022 (entitled Final 2022 Scoping Plan for Achieving Carbon Neutrality) (2022 Scoping Plan), which was designed consistent with the long-term GHG reduction targets embedded in AB 1279. Since adoption of the 2008 Scoping Plan and the subsequent updates in 2014, 2017, and 2022, State agencies have adopted programs identified in the plan, and the Legislature has passed additional legislation to achieve the GHG reduction targets. Statewide strategies to reduce GHG emissions include the Low Carbon Fuel Standard, California Appliance Energy Efficiency regulations, California Building Standards (e.g., CALGreen and the 2022 Building and Energy Efficiency Standards), zero carbon electricity by 2045, and changes in the corporate average fuel economy standards (e.g., Pavley I and California Advanced Clean Cars).

a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?

Less Than Significant Impact. Operational activities associated with the proposed Project would result in emissions of CO_2, CH_4, and N_2O strictly from energy source emissions due to the Project's electricity demand and mobile source emissions as a result of billboard maintenance visits (six to eight times per year). Additionally, construction/installation activities would be minor and last approximately seven days. The CalEEMod model was utilized to estimate Project construction-related and operational emissions. Refer to Appendix B, *Air Quality and Greenhouse Gas Emissions Modeling*, for full detail.

Estimated maximum construction-related GHG emissions associated with operation of the Project are summarized in Table 4.7-1, *Maximum Construction-related GHG Emissions (Mitigated Average Metric Tons/year)*. These emissions include all worker vehicle, vendor vehicle, hauler vehicle, and off-road construction vehicle GHG emissions. For the purposes of this analysis, the construction schedule is estimated to occur in late 2025. The length of the construction schedule was provided by the Project applicant. It should be noted that this schedule is an approximation and may change over time.

Table 4.7-1
Maximum Construction-related GHG Emissions (Metric Tons/year)

Year	Bio-CO_2	NBio-CO_2	Total CO_2	CH_4	N_2O	R	CO_2e
2025	0	4.5	4.5	<0.1	<0.1	<0.1	4.5

Source: CalEEMod version 2022.1
Biogenic carbon dioxide = Bio-CO_2; non-biogenic carbon dioxide = NBio-CO_2; total carbon dioxide = total CO_2; nitrous oxide = and N_2O; refrigerant emissions = R; and carbon dioxide equivalent = CO_2e.

As shown above in Table 4.7-1, construction emissions are approximately 4.5 $MTCO_2e$. The SCAQMD recommends that construction GHG emissions are amortized over 30 years. Therefore, amortized construction emissions would be approximately 0.2 $MTCO_2e$.

Estimated operation-related GHG emissions associated with operation of the Project are summarized in Table 4.7-2, *Maximum Operational GHG Emissions (Mitigated Average Metric Tons/year)*. For the purposes of this analysis, the first year of operation is estimated to occur in 2025. Operation-related emissions include the electricity required to power the billboard, as well as the up to approximately eight two-way vehicle trips per year associated with Project maintenance.

Table 4.7-2
Maximum Operational GHG Emissions (Metric Tons/year)

Year	Bio-CO_2	NBio-CO_2	Total CO_2	CH_4	N_2O	R	CO_2e
2025	1.7	11.9	13.7	0.2	<0.1	<0.1	18.4

Source: CalEEMod version 2022.1
Biogenic carbon dioxide = Bio-CO_2; non-biogenic carbon dioxide = NBio-CO_2; total carbon dioxide = total CO_2; nitrous oxide = and N_2O; refrigerant emissions = R; and carbon dioxide equivalent = CO_2e.

As shown in Table 4.7-2, maximum annual operational GHG emissions would be only 18.4 $MTCO_2e$. SCAQMD recommends that a project's operational GHG emissions should be combined with a project's amortized construction emissions, to compare to the SCAQMD's interim threshold of 3,000 $MTCO_2e$ per year for GHGs individual projects. When combined with the amortized construction emissions, total GHG emissions would be approximately 18.6 $MTCO_2e$.

The SCAQMD maintains an interim threshold of 3,000 $MTCO_2e$ per year for GHGs individual projects, inclusive of both construction and operational activities. Overall, Project-related construction and operational GHG emissions (approximately 18.6 $MTCO_2e$) would produce GHG emissions well below the SCAQMD's interim threshold of 3,000 $MTCO_2e$ per year. Therefore, the proposed Project would result in less than significant impacts related to GHG emissions.

Mitigation Measures: No mitigation measures are required.

b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?

No Impact. As discussed in Threshold a) above, the Project would not generate GHG emissions above the SCAQMD draft screening level threshold of 3,000 $MTCO_2e$ per year that is utilized to evaluate the significance of a small non-industrial project's GHG emissions.

Additionally, activities associated with the Project would be subject to all applicable federal, state, and regional requirements adopted for the purpose of reducing GHG emissions, including, but not limited to: CBSC Title 24 Energy Standards (also known as CALGreen); AB 1493; Executive Orders S-3-05 and B-30-15; AB 32; SB 1368; SB 97; SB 32 (2016); and the applicable policies of the City's General Plan that reduce GHG emissions. As such, the Project would be reviewed for consistency with the *Diamond Bar Climate Action Plan 2040*, including Appendix C, Policy CR-P-56, which encourages dedicated parking and charging stations for electric vehicles. The proposed Project would use energy efficient LED lighting consistent with the Climate Action Plan's Appendix D project-level measures and would not deter EV-readiness for maintenance activities. Additionally, the Project would not conflict with the *SCAG's* adopted Connect

SoCal 2024, as well as the CARB's 2022 Scoping Plan. There are no other plans, policies, or regulations adopted for the purpose of reducing GHG emissions that are applicable to the Project area. Therefore, the Project would not conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of GHGs, and there would be no impact in this regard.

Mitigation Measures: No mitigation measures are required.

4.9 Hazards and Hazardous Materials

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?			X	
b. Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?			X	
c. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?			X	
d. Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?				X
f. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				X
g. Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?				X

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

Less Than Significant Impact. Implementation of the Project would result in the installation and operation of an electronic billboard. Once installed, the digital billboard would not involve routine on-site storage, mixing, or use of hazardous substances. Occasional maintenance would involve the handling of small quantities of materials (e.g., swapping LED modules or minor electrical components); however, LED parts are not hazardous and would be handled using normal trash disposal or e-waste procedures, as applicable. Since there would be no ongoing process associated with the Project that would routinely use or store hazardous materials, compliance with existing federal, State, and local regulations governing transport, handling, and disposal ensures potential hazards would be minimized to a less than significant level.

Mitigation Measures: No mitigation measures are required.

b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?

Less Than Significant Impact. Installation of the proposed electronic billboard would occur over the course of five to seven days, utilizing standard construction equipment with small quantities of fuels and lubricants. Work would occur within an existing asphalt bus yard with limited ground disturbance (a drilled foundation and a shallow utility trench), which reduces exposure pathways. Contractors must store, handle, and clean up any spills in accordance with applicable regulations and standard BMPs. During operation, the electronic billboard does not use or emit hazardous materials; occasional maintenance is limited to swapping electrical/LED components, which are not considered hazardous and would be handled under routine solid-waste or e-waste procedures. Given the small quantities of materials involved, the brief construction period, and required compliance with federal, State, and local regulations, reasonably foreseeable upset or accident conditions would not create a significant hazard. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?

Less Than Significant Impact. The Project site is located on property owned by WVUSD and houses administrative offices and parking lot and maintenance yard for WVUSD school buses. The Project site is adjacent to Walnut Elementary School (841 S. Lemon Avenue), which is located within one-quarter mile of the site. Additionally, Discovery World Montessori (801 South Brea Canyon Road) is located approximately 0.5 mile from the Project Site. Project installation activities would use limited construction equipment for a total of up to seven days. Installation and operation of the electronic billboard does not include the potential for hazardous emissions, nor would the handling of hazardous materials, substances or waste occur as part of the Project. Accordingly, the proposed Project has no potential to emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?

No Impact. Implementation of the Project would result in the installation and operation of an electronic billboard. The site is not located on a hazardous materials site compiled pursuant to Government Code Section 65962.5.[12] Therefore, there would be no impact.

Mitigation Measures: No mitigation measures are required.

e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?

No Impact. The nearest airport to the Project site is the Brackett Field Airport which is located approximately 7.6 miles northeast of the Project site. According to the General Plan EIR, the City is not located within the area of influence of any nearby airports, nor is the site within an airport land use plan. Accordingly, there would be no impact related to airports.

Mitigation Measures: No mitigation measures are required.

f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?

No Impact. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. The Project would not include any full-time employees or result in increased traffic or activities at the site with the potential to interfere with an emergency response plan or emergency evacuation plan. Due to the inherently small-scale nature and location of the proposed electronic billboard Project, there would be no physical interference with an adopted emergency response plan or emergency evacuation plan. Additionally, all billboard installation activities would occur on-site, and no roadway closures would be required. There would be no impact.

Mitigation Measures: No mitigation measures are required.

g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?

No Impact. The Project site consists of an existing asphalt-covered parking lot, and the area surrounding the Project site is urbanized and developed. According to the CAL FIRE Fire Hazard Severity Zone Map, the Project site is not located within a very high fire hazard severity zone (VHFHSZ), nor is the site within or

[12] State Water Resources Control Board, GeoTracker. Available at: https://geotracker.waterboards.ca.gov/map/?CMD=runreport&myaddress=880+s+lemon+ave%2C+diamond+bar. Accessed August 2025.

near a State Responsibility Area.[13] The Project would be required to comply with all City and Los Angeles County Fire requirements for fire prevention and safety measures, including site access. Additionally, due to the inherently small-scale nature and location of the proposed electronic billboard within and surrounded by urban built-up land, the proposed Project would not expose people or structures to a significant risk of loss, injury or death involving wildland fires. There would be no impact.

Mitigation Measures: No mitigation measures are required.

[13] California Department of Forestry and Fire Protection (CalFire), *FHSZ Viewer*. Available at: https://osfm.fire.ca.gov/what-we-do/community-wildfire-preparedness-and-mitigation/fire-hazard-severity-zones. Accessed June 5, 2025.

4.10 Hydrology and Water Quality

Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?			X	
b. Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?				X
c. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:			X	
1) Result in substantial erosion or siltation on- or off-site?			X	
2) Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite?			X	
3) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?			X	
4) Impede or redirect flood flows?			X	
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?			X	
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?			X	

a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?

Less Than Significant Impact. Installation of the proposed Project would involve the drilling of an approximately 31-foot deep, 5-foot-wide borehole and the installation of the billboard's support superstructure. This process would be completed within one day. All excavated materials would be removed from the site by dump trucks. It is anticipated that approximately 32 cubic yards of soil would be exported, requiring about four truckloads. Once the post installation hole is ready, the column would be installed and concrete would be poured, completing the foundation-related ground disturbance.

Excavated soil would not remain on-site and would immediately be transported to the nearest approved receiving landfills. Given the Project's minimal impact area and the fact that excavated soil would immediately be transported off-site, no substantial physical features associated with the construction of a digital billboard would lead to erosion or substantial contribution of polluted storm water runoff that would result in violation of any water quality standards or waste discharge requirements.

Minimal on-site trenching would be required to connect electrical utilities, and all soil removed during this time would be returned back to its original location. Additionally, because the area is already paved under existing conditions, the long-term operation of the digital billboard would not substantially increase the quantity or rate of storm water runoff, nor would it substantially increase pollutant concentrations in storm water runoff from the site. Additionally, the Project would not produce wastewater discharge. Therefore, water quality impacts associated with installation and operation activities would be less than significant.

Mitigation Measures: No mitigation measures are required.

b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?

No Impact. No structures that would require the use of water are being proposed as part of the Project. Furthermore, the site is currently completely paved over, and there would be no measurable increase in impervious surfaces associated with the Project that could interfere with groundwater recharge. No groundwater wells are located on the Project site. Therefore, implementation of the proposed Project would not deplete groundwater supplies.

As part of the Geotechnical Report, a subsurface exploration was conducted on July 17, 2024, consisting of one boring to a depth of 51.5 feet excavated with the aid of a truck-mounted auger drilling machine. Groundwater was encountered at a boring depth of 25.5 feet. Because the drilled foundation is anticipated to extend to approximately 31 feet below grade, potential contact with groundwater during drilling could occur; therefore, procedures for managing any encountered groundwater are discussed under subsection (e), below.

Upon review of historical documents, the Geotechnical Report found that the historically highest groundwater level below the subject site was on the order of 20 feet below existing site surface grade. The Geotechnical Report directs the foundation excavation to be at least 10 feet in depth below the existing surface grade; therefore, groundwater may be encountered during construction of the Project. If water is encountered during installation of the electronic billboard, the Geotechnical Report includes instructions to use a tremie to place concrete into the bottom of the hole. Under current conditions, the portion of the Project site where the billboard would be installed is on a portion of an existing parking lot.

In addition, installation and operation of the billboard would not involve any water consumption, and no net change in area-wide water consumption would occur as a result of Project implementation. Accordingly, there would be no impacts related to depletion of groundwater supplies or interference with groundwater recharge.

Mitigation Measures: No mitigation measures are required.

c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:

1) Result in substantial erosion or siltation on- or off-site?

Less Than Significant Impact. Implementation of the Project would result in the installation and operation of an electronic billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Ground disturbance would be limited, and runoff would continue to be conveyed to the existing drainage course. As part of the Project, two pine trees along S. Lemon Avenue would be removed, and in their place, two 24-inch box Crape Myrtle trees would be planted. These conditions would not result in substantial erosion or siltation on- or off-site. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

2) Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite?

Less Than Significant Impact. The Project does not add measurable impervious area, as it would consist of installation of a monopole foundation on an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Ground disturbance would be limited, and runoff would continue to be conveyed to the existing drainage course. Therefore, the rate or amount of runoff would not increase to a level that would cause flooding on- or off-site. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

3) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?

Less Than Significant Impact. Since the Project's runoff would continue to be conveyed to the existing drainage course and the impervious area would not meaningfully change, the Project would not exceed storm drain capacity. Operation of a digital billboard does not introduce new process water or substantial pollutant sources. The City of Diamond Bar's Public Works review of the site's drainage documentation would confirm continued compliance with existing capacity and design standards. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

4) Impede or redirect flood flows?

Less Than Significant Impact. There is no stream or river on or near the Project site. The foundation of the proposed electronic billboard would not alter the site's existing hydrology, and no on-site drainage would be conveyed to adjacent parcels, unless that is the natural drainage course. As such, the project would not impede or redirect flood flows. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?

No Impact. Tsunamis are sea waves that are generated in response to large-magnitude earthquakes, which can result in coastal flooding; however, at its closest point, the Pacific Ocean is over 23 miles away. Seiches are the oscillation of large bodies of standing water, such as lakes, which can occur in response to ground shaking; however, the closest water body is Puddingstone Reservoir, which is over six miles away. As such, the Project site is not located within a flood hazard, tsunami, or seiche zone.[14, 15] Therefore, no impacts associated with risk of pollutants due to project inundation would occur.

Mitigation Measures: No mitigation measures are required.

e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?

Less Than Significant Impact. The Geotechnical Report concludes that groundwater was encountered at a depth of 25.5 feet below the Project site. Upon review of historical documents, the Geotechnical Report found that the historically highest groundwater level below the Project site was on the order of 20 feet below existing site surface grade. The Foundation Engineering Investigation directs the foundation excavation to be at least 10 feet in depth below the existing surface grade; therefore, groundwater may be encountered during installation of the electronic billboard.

The applicable water quality control plan is the Water Quality Control Plan for the Los Angeles Region (Region 4) Basin Plan, which designates beneficial uses, sets water quality objectives for surface and ground waters, and includes implementation programs. The proposed electronic billboard construction would comply with Basin Plan provisions and any required Regional Water Board approvals. If water is encountered during installation of the proposed electronic billboard, the Geotechnical Report recommends the use of a tremie to place concrete into the bottom of the hole. This would avoid any conflict with the Basin Plan.

Additionally, the Project does not propose the installation of any wells and would not otherwise interfere with the implementation of any adopted water quality control plan or a sustainable groundwater

[14] Federal Emergency Management Agency (FEMA), *Flood Map Service Center: Search by Address*. Available at: https://msc.fema.gov/portal/search?AddressQuery. Accessed June 11, 2025.
[15] California Department of Conservation, *California Tsunami Maps and Data*, Available at: https://www.conservation.ca.gov/cgs/tsunami/maps. Accessed June 11, 2025.

management plan. The Project site overlies the adjudicated Puente Groundwater Basin.[16] Under California Water Code Section 10720.8, adjudicated basins are not subject to the Sustainable Groundwater Management Act (SGMA) requirement to prepare a Groundwater Sustainability Plan (GSP) and are administered by a court-appointed Watermaster, who must submit annual reports to the California Department of Water Resources (DWR) pursuant to Section 10720.8(f). Since the Project does not involve groundwater extraction, recharge, or an installation of a new well, there is no applicable GSP to conflict with, and the Project would not obstruct Watermaster administration of the basin. Due to limited scope of ground disturbance, brief period of construction, and adherence to the Geotechnical Report recommendations and applicable existing regulations, the Project would not conflict with or obstruct implementation of any water quality control or groundwater management plan. Impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

[16] Walnut Vally Water District, 2021. *Urban Water Management Plan, Figure 4- Puente Basin Location*. Available at: https://walnutvalleywater.gov/wp-content/uploads/2023/03/FINAL-Walnut-Valley-Water-District-2020-UWMP.pdf. Accessed August 1, 2025.

4.11 Land Use and Planning

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Physically divide an established community?				X
b. Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?			X	

a) Physically divide an established community?

No Impact. The Project site is zoned Light Industry (I). The Light Industry zoning designation is applied to areas appropriate for light industrial/manufacturing uses including research and development, office-based industrial uses in an "industrial park" setting, business support services, and commercial uses requiring larger sites than are available in the commercial zoning districts. Implementation of the Project would result in the construction and operation of a digital billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. The proposed Project would not physically divide or separate the residential neighborhood within the surrounding area, as there are no residential uses within the Project improvement area Thus, no impact would occur in this regard.

Mitigation Measures: No mitigation measures are required.

b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?

Less Than Significant Impact. The land use plans, policies, and regulations applicable to the proposed Project include the City's General Plan and the City's Zoning Code/Municipal Code. Each of these plans, policies, and regulations is discussed below.

Analysis of Consistency with the City of Diamond Bar General Plan

The Project site has a General Plan land use designation of School (S). The School land use designation is intended for school facilities. The Project site is located on property owned by WVUSD and houses administrative offices and parking lot and maintenance yard for WVUSD school buses. The Project improvement area is adjacent to Walnut Elementary School (841 S. Lemon Avenue), which is located within one-quarter mile of the site. No schools or students are present at the Project site. No General Plan land use amendment is proposed. Implementation of the Project would result in the installation and operation of the proposed electronic billboard. The proposed digital billboard use would not conflict with General Plan land use and zoning for the Project site. The Project would be consistent with City's General Plan Land Use and Economic Development Element policies that avoid or mitigate environmental effects, including Policy LU-P-1, which calls for sensitive transitions to minimize impacts on adjacent, less intensive

uses, and Policies LU-P-4 through LU-P-6, which require mitigation of land use and circulation effects and the provision of adequate public services and fair-share improvements. The proposed electronic billboard's siting within an existing asphalt-covered parking lot, static LED display with automatic dimming, and negligible traffic demand would not interfere with these policies. In addition, the Project would comply with Policy LU-P-34 by evaluating and avoiding noise and air quality effects associated with proximity to SR-60, including use of lighting controls to prevent glare.

Analysis of Consistency with the City of Diamond Bar Development Code

The Project site is zoned Light Industry (I). The Light Industry zoning designation is applied to areas appropriate for light industrial/manufacturing uses including research and development, office-based industrial uses in an "industrial park" setting, business support services, and commercial uses requiring larger sites than are available in the commercial zoning districts. Implementation of the Project would result in the installation and operation of an electronic billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses.

Development Code Amendment

The City of Diamond Bar will require adoption of a Development Code Amendment to allow the Project to operate subject to a conditional use permit. The Development Code (Title 22 of the Diamond Bar City Code) would be amended to modify the following sections: Section 22.10.30 – Commercial/Industrial District Land Uses and Permit Requirements; Section 22.36.080 – Prohibited Signs; Section 22.36.120 – Standards for Specific Types of Signs; and Section 22.80.020 – Definitions of Specialized Terms and Phrases. Upon adoption, the proposed Project would be required to comply with the standards established in the amended Development Code.

The following sets forth the proposed revisions to each affected section of the Development Code:

Section 22.10.30 – *Commercial/Industrial District Land Uses and Permit Requirements*, would be amended to permit "billboards" as a conditionally permitted use in the City's I (Light Industry) zones.

Section 22.36.080 – *Prohibited Signs*, would be amended to allow off-site signs, as specified.

Section 22.36.120 – *Standards for Specific Types of Signs*, would add a new subsection for billboards, as follows:

> *Billboards.* Billboards may be permitted by conditional use permit and a development agreement on properties located within the I zone, subject to the following limitations:
>
> (1) No billboard shall be located more than 400 feet from the edge of a freeway right-of-way, measured from the nearest point of the sign structure to the nearest point of the right-of-way boundary.
>
> (2) No billboard shall be located within 800 feet of any existing billboard, regardless of whether the proposed billboard is static or digital. In addition, no digital billboard shall be located within 2,000 feet of any existing digital billboard. Distance shall be measured in a straight line between the bases of the respective billboard structures.

(3) No billboard shall be located within 400 feet of any parcel that is zoned or used for residential purposes. Distance shall be measured in a straight line from the closest point of the residentially-zoned or residentially-used parcel boundary to the base of the proposed billboard.

(4) The maximum height of a billboard shall not exceed 75 feet, measured as the vertical distance from the highest point of the sign structure to the finished surface elevation at the edge of the nearest freeway travel lane. This measurement shall be taken along a line drawn perpendicularly from the base of the sign structure to the tangent of the nearest freeway lane. A decorative or architectural element may extend up to 10 feet above the maximum height, provided it does not contain any additional display area or advertising content.

(5) The maximum area of any individual sign face shall not exceed 672 square feet. Each sign face shall be limited to a maximum length of 48 feet and a maximum height of 14 feet. No billboard shall contain more than one sign face per direction of travel, and vertical stacking of sign faces on the same side of a structure is prohibited.

(6) Architectural features such as framing, decorative borders, or structural shrouds that do not contain any advertising content shall be permitted above, below, or around the sign face and shall not count toward the maximum allowable sign area, provided they are designed as integral components of the sign structure and do not function as additional sign faces.

(7) No billboard shall contain more than two sign faces. Where two sign faces are configured in a V-shaped or angled arrangement, the angle between the faces shall not exceed 45 degrees as measured between the planes of the two sign faces.

(8) All illuminated billboards shall be equipped with automatic light-sensing technology to adjust brightness in response to ambient lighting conditions. Maximum luminance shall not exceed 0.3 foot-candles above ambient levels, measured at a distance of 250 feet perpendicular to the center of the sign face.

All luminance measurements shall be verified at a horizontal distance of 250 feet perpendicular to the sign face. A photometric analysis shall be submitted with the permit application and shall include certification by a qualified lighting professional or electrical engineer confirming compliance with these standards.

All illumination shall be directed to avoid light spillover onto adjacent properties, roadways, or into the night sky. Sign lighting shall not cause glare or impair visibility for motorists, and shall remain static, without flashing, strobing, or rapidly changing brightness.

(9) Digital billboards shall display static images only. Each image shall remain on the screen for a minimum duration of eight (8) seconds. Transitions between images shall be instantaneous, without any motion, animation, flashing, or other visual effects.

Section 22.80.020 – *Definitions of specialized terms and phrases*, would add a new definition of billboards, as follows:

(10) Billboard. A freestanding sign structure that is designed and used to display off-site advertising copy, including commercial and non-commercial messages that direct attention to a business, product, service, activity, event, or location not located on the same premises as the sign. A billboard may display either static billboard or digital billboard, as defined below. Billboards do

not include on-site business identification signs, civic information signs, or temporary political signs.

a. *Digital Billboard.* A billboard that displays off-site advertising copy using electronic changeable copy technology, such as light-emitting diodes (LEDs) or similar digital display methods. The content may change remotely and at programmed intervals but shall comply with limitations on message duration and visual effects as set forth in this Title.

b. *Static Billboard*. A billboard that displays a fixed image or message, typically through printed or painted panels. The copy does not change electronically and remains static until physically replaced.

Upon approval of the Development Code Amendment, the Project would not conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect; therefore, impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

4.12 Mineral Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				X
b. Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?				X

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?

No Impact. According to the City's General Plan EIR, there are no mineral resources identified within the City, including the Project site.[17] Implementation of the Project would result in the installation and operation of an electronic billboard. The southwestern portion of the Project site, where the proposed Project would be installed, consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles. The Project site does not include any known mineral resources. No impact would occur.

Mitigation Measures: No mitigation measures are required.

b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?

No Impact. The Project site is not designated as a locally important mineral resource recovery area in the City's General Plan, any specific plan, or other adopted land use plan. Therefore, the proposed Project would not result in the loss of availability of a designated local mineral resource site. No impact would occur.

Mitigation Measures: No mitigation measures are required.

[17] City of Diamond Bar, September 2019. *Diamond Bar EIR 2040 Public Review Draft.*

4.13 Noise

Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?			X	
b. Generation of excessive groundborne vibration or groundborne noise levels?			X	
c. For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				X

Existing Noise Conditions

Existing Study Area Ambient Noise Conditions

Implementation of the Project would result in the construction and operation of a digital billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Accordingly, the background ambient noise levels within the vicinity of the Project site are dominated by transportation-related noise associated with the operation of school buses on the site and the surrounding roadway network, which includes noise from automobile and light/heavy truck activities along SR 60, which is immediately adjacent to the Project improvement area.

Existing Groundborne Vibration

Based on the operational characteristics of the uses on the site under current conditions, there are no sources of substantial groundborne vibration generated on the Project site. With the exception of groundborne vibration generated by school bus operation on the site and roadway vehicle traffic along SR 60 and adjacent roadways, no sources of substantial groundborne vibration occur in the Project site's vicinity.

Airport Noise and Vibration

The nearest airport to the Project site is the Brackett Field Airport which is located approximately 7.6 miles northeast of the Project site. According to the General Plan EIR, the City is not located within the area of influence of any of the nearby airports.

a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?

Less Than Significant Impact.

Construction-Related Noise Impacts

According to Development Code Section 22.28.120, construction activities are limited to the hours of 7:00 a.m. to 7:00 p.m., Monday to Saturday. No numerical noise threshold is established by the Development Code pertaining to construction noise levels within the I zoning district. Therefore, the Project's mandatory compliance with the permitted construction hours established by the City's Municipal Code would ensure that noise generated by the installation of the electronic billboard would not exceed applicable standards. Construction noise would be primarily related to operation of the drill rig to dig the hole for installation of the steel superstructure, and the crane which would lift the superstructure into place. These activities would take place on an intermittent basis over the course of five to seven days. Furthermore, the nearest noise sensitive uses (school and residential uses) would be over 500 feet away.

Noise associated with the use of a drill rig and crane were calculated using the Federal Highway Administration's Roadway Construction Noise Model would result in noise exposure levels of 59 dBA L_{eq} at the nearest noise sensitive use. Noise levels associated with the construction of the Project would result in noise levels of less than the 80 dBA L_{eq} noise threshold recommended by the Federal Transit Administration. Refer to Appendix F for detail. Since the Project's construction-related noise would be below the FTA's noise threshold, Project related construction is not substantial and impacts related to noise generated from construction/installation of the Project would be less than significant. The construction noise modeling is shown in Appendix F, *Noise Modeling,* of this MND.

Operation-Related Noise Impacts

Operation of the Project would not result in any noise, as the proposed electronic billboard does not include any components which would create noise. The billboard is silent and does not have any speakers or sound generating activities.

Regarding Project-related operational activities, noise level standards applicable to the Project include those provided in the Noise Element of the City of Diamond Bar General Plan and the Diamond Bar Development Code, as described below.

City of Diamond Bar General Plan Public Safety Element

The City of Diamond Bar General Plan Public Safety Element identifies noise-sensitive land uses and noise sources and defines areas of noise impact for the purpose of developing policies to ensure that Diamond Bar residents are protected from excessive noise intrusion. Noise sensitive receptors are defined as land uses associated with indoor and/or outdoor activities where the presence of unwanted sound could adversely affect the use of the land. Examples of noise-sensitive receptors include residential areas, senior and childcare facilities, schools, hospitals, religious facilities, parks, libraries, wildlife habitat, and open space. Sensitive receptors located near the Project site include Walnut Elementary School to the north of the Project site, single-family residences located to the east across Glenwick Avenue and to the south across SR 60. Operation of the Project is not anticipated to emit any audible noise except for very minor noise from periodic maintenance activity that would be overshadowed by vehicular noise on adjacent the

SR 60 freeway. Accordingly, the Project would result in less-than-significant impacts with respect to the noise standards established by the City of Diamond Bar General Plan Public Safety Element.

Development Code

The City of Diamond Bar Development Code Section 22.28.080, *Exterior Noise Standards*, establishes noise limits that apply to all zones within the City. Table 4.13-1, Municipal Code Exterior Noise Standards, provides base exterior noise standards applicable to the Project site and properties surrounding the Project site.

Table 4.13-1
Exterior Noise Standards

Noise Zone	Designated Noise Zone Land Use (Receptor Property)	Time Interval	Exterior Noise Levels (dBA)
I	Noise-sensitive area	Anytime	45
II	Residential properties	10:00 p.m. to 7:00 a.m. (nighttime)	45
		7:00 a.m. to 10:00 p.m. (daytime)	50
III	Commercial properties	10:00 p.m. to 7:00 a.m. (nighttime)	55
		7:00 am. to 10:00 p.m. (daytime)	60
IV	Industrial properties	Anytime	70
Source: City of Diamond Bar Development Code Section 22.28.080, Table 3-9.			

The operational activities associated with the proposed electronic billboard would not emit any audible noise except for very minor noise from periodic maintenance activity that would be overshadowed by vehicular noise on the adjacent SR 60 freeway. The operational activities associated with the proposed electronic billboard would not be anticipated to generate any substantial increases in noise levels to the area that would result in exceedance of the base exterior noise level standards shown in Table 4.13-1. Accordingly, the Project would result in less than significant impacts with respect to Municipal Code standards applicable to operational noise, and no mitigation is required.

The only potential sources of substantial temporary or periodic increases in noise levels are temporary and intermittent noise associated with the installation of the Project from the operation of heavy equipment for a period of five to seven days. Construction activity would be restricted to the permissible daytime hours permitted by the City's Development Code (7:00 a.m. to 7:00 p.m., Monday through Saturday) over the course of the Project's construction schedule (less than a week). Compliance with the City's Municipal Code noise standards would ensure that Project construction activities would be less than significant. Further, construction noise would likely be overshadowed by vehicular noise levels from the adjacent SR 60 freeway. Operation of the proposed electronic billboard would not generate increases in ambient noise levels in the Project vicinity.

Based on the foregoing analysis, the Project would not result in the exposure of persons to or generation of noise levels in excess of standards established in the City's General Plan, the Municipal Code noise ordinance, or the applicable standards of other agencies. As such, impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

b) Generation of excessive groundborne vibration or groundborne noise levels?

Less Than Significant Impact. Groundborne vibration is an oscillatory motion which can be described in terms of displacement, velocity, or acceleration. It is expected that groundborne vibration from Project installation activities would cause intermittent, localized intrusion through the operation of heavy construction equipment and trucks. Potential vibration from construction equipment would only occur during permissible construction hours as permitted by the City's Development Code. Any exposure by nearby sensitive receptors to nominal vibration would be temporary, if it would be perceptible at all. Truck vibration levels are dependent on vehicle characteristics, load, speed, and pavement conditions.

Construction-related vibration dissipates substantially with distance and distances beyond 50 feet are imperceptible to offsite uses. Since the nearest building is approximately 200 feet away, vibration levels at the nearest building is estimated to be 0.004 peak particle velocity (ppv), which is below the annoyance threshold of 0.1 ppv and the building damage threshold of 0.3 ppv for concrete buildings. Refer to Appendix F, *Noise Modeling,* for detail. Additionally, truck deliveries (if necessary) to the Project site may nominally increase vibration levels in the area; however, truck deliveries would only occur during permissible construction hours as permitted by the City's Development Code and would be most indiscernible from vehicles traveling on the adjacent SR 60 freeway. Furthermore, there would be no sources of perceptible vibration associated with Project's operation. Based on this analysis, vibration levels associated with installation and operation of the Project would be less than significant. Vibration calculations are shown in Appendix F, *Noise Modeling,* of this MND.

Mitigation Measures: No mitigation measures are required.

c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

No Impact. The nearest airport to the Project site is the Brackett Field Airport which is located approximately 7.6 miles northeast of the Project site. According to the General Plan EIR, the City is not located within the area of influence of any of the nearby airports. Accordingly, the Project would not expose people residing or working in the Project area to excessive noise levels in relation to airports. Furthermore, there are no private airstrips within the Project vicinity. Accordingly, the proposed Project would not expose people residing or working in the Project area to excessive noise levels related to airports. No impact would occur.

Mitigation Measures: No mitigation measures are required.

4.14 Population and Housing

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				X
b. Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?				X

a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

No Impact. The proposed Project consists of the installation and operation of an electronic billboard. Generally, residential uses or larger commercial uses have the potential to generate population growth; however, the proposed Project does not include any such uses. Electronic billboards are typical of and complementary to commercial freeway uses and have no potential to induce substantial population growth in the area, either directly or indirectly. Electric utility improvements required by the Project would solely serve the digital billboard's energy demand and would not directly or indirectly induce population growth to the area. No impact would occur.

Mitigation Measures: No mitigation measures are required.

b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?

No Impact. Under existing conditions, the Project site does not contain any residential structures. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Therefore, there is no potential for the Project to displace substantial numbers of people. No impact would occur.

Mitigation Measures: No mitigation measures are required.

4.15 Public Services

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
1) Fire protection?				X
2) Police protection?				X
3) Schools?				X
4) Parks?				X
5) Other public facilities?				X

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

1) Fire protection?

No Impact. Generally, residential uses or larger commercial uses have the potential to generate population growth, which would result in an increase in demand on public services, such as fire protection or emergency services. There are no such uses associated with the proposed Project. Therefore, the proposed Project would not generate additional demand for fire protection or emergency services and would not require the construction or expansion of fire protection services. The proposed Project consists of the installation and operation of an electronic billboard. Fire prevention and access requirements (e.g., plan review for electrical and structural work) would be addressed through standard building and fire code compliance. The Project would be required to comply with City Code Title 16, Fire Safety, which adopts by reference Los Angeles County Fire Code (Title 32), and incorporates the California Fire Code. Los Angeles County Fire Code Section 503 establishes the requirements for fire apparatus access roads and hydrant locations and distribution. The Project would also be required to comply with the requirements of City Code Title 15, Building and Construction Safety, which adopts by reference the California Building Code, including Division 6, Electrical Code, which adopts the California Electrical Code and its requirements. The Project would also be required to comply with the requirements of City Code

Title 22.48, Development Review, which specifies the City's application and approval process for development projects. The City's development review process would ensure that the Project's site design, configuration, access and egress, and public health and safety considerations are taken into account prior to Project approval. No new or expanded fire facilities would be required. No impact would occur.

Mitigation Measures: No mitigation measures are required.

2) Police Protection?

No Impact. The Project does not introduce residents or high-intensity commercial activity that would increase calls for police protection services. Routine operation of the proposed Project involves static digital display and occasional maintenance only. No new or expanded police facilities would be needed. No impact would occur.

Mitigation Measures: No mitigation measures are required.

3) Schools?

No Impact. The Project does not include any residential uses and would not generate student population. The proposed Project consists of the installation and operation of an electronic billboard. No new or expanded school facilities would be required. No impact would occur.

Mitigation Measures: No mitigation measures are required.

4) Parks?

No Impact. The Project would not induce population growth that could result in increased or new park demand. No new or expanded park facilities would be required. No impact would occur.

Mitigation Measures: No mitigation measures are required.

5) Other public facilities

No Impact. The Project would not increase demand on libraries, community centers, or other public facilities. Occasional maintenance would generate negligible service needs that existing City services can accommodate. No impact would occur.

Mitigation Measures: No mitigation measures are required.

4.16 Recreation

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				X
b. Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

No Impact. Refer to Response 4.15(a)(4). The Project would not increase the use of existing neighborhood regional parks or recreational facilities, as no population generating uses are proposed as part of the Project, and, as such, there would be no impact.

Mitigation Measures: No mitigation measures are required.

b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

No Impact. Refer to Response 4.15(a)(4). The development of recreational facilities is not proposed as part of the Project, and, as such, there would be no impact.

Mitigation Measures: No mitigation measures are required.

4.17 Transportation

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Conflict with a program plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?				X
b. Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?				X
c. Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?			X	
d. Result in inadequate emergency access?				X

a) Conflict with a program plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?

No Impact. Temporary traffic impacts would be restricted within the window of the Project's construction schedule (less than a week) and between the permissible construction activity hours (7:00 a.m. to 7:00 p.m., Monday through Saturday) permitted by City of Diamond Bar Development Code Section 22.28.120. Due to the small scale of the proposed Project, primarily consisting of the installation of an electronic billboard over a period of several days, a substantial quantity of car trips and truck hauls to the site would not occur. There would be a total of four truckloads of dirt associated with installation of the billboard. Additionally, the Project Applicant estimates a small number of construction crew members would be required at the site each day throughout for Project installation, which would not generate a substantial quantity of trips during construction hours.

Project operation is not anticipated to generate any additional trips to the Project site, with the exception of six to eight trips per year in order to perform on-site maintenance of the electronic billboard. The proposed electronic billboard would be installed within a private parking lot on property owned by WVUSD at 880 S. Lemon Avenue (APN 8760-015-901). The City's General Plan Circulation Element classifies S. Lemon Avenue as a major arterial, and the closest designated bicycle lanes are the Class II Bicycles Lanes along Golden Springs Drive and Brea Canyon Road, south of SR 60. The portion of S. Lemon Avenue fronting the Project site is identified as a proposed future Class IV separated bikeway. Following the construction activities described above, including limited tree removal and landscaping, ongoing operation would occur entirely within private property and would not modify, encroach upon, or require closures of the public roadway, sidewalks, or bicycle facilities; therefore, operation of the Project would not conflict with an applicable plan, ordinance or policy related to the circulation system, and no impact would occur.

Mitigation Measures: No mitigation measures are required.

b) Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?

No Impact. As discussed under Threshold a), trips generated by construction and operation of the Project would be nominal, and implementation of the Project would not generate trips that would conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b). Therefore, no impact would occur.

Mitigation Measures: No mitigation measures are required.

c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

Less than Significant Impact. Installation and operation of the proposed Project would not require the construction of new roadways, and the existing configuration of the roadways within the vicinity of the Project site would remain unchanged; therefore, impacts related to sharp curves, or dangerous intersections would not occur. Implementation of the Project would not change the existing ingress/egress into the existing WVUSD site and would not affect existing driveways or access paths to the Project improvement area.

Implementation of the Project would be required to comply with the State Outdoor Advertising Act (2014) and the Federal Highway Beautification Act (1965). The Outdoor Advertising Act contains a number of provisions related to the construction and operation of digital and static signs adjacent to roadways which are intended to prevent the creation of unsafe driving conditions along the adjacent roadways as a result of the presence of such signs. These provisions include, but are not limited to, the following:

- The placing of any light source "...of any color of such brilliance as to impair the vision of drivers upon the highway" is prohibited (Caltrans, 2014, § 21466.5);
- The sign must be constructed to withstand a wind pressure of 20 pounds per square feet of exposed surface;
- No sign shall display any statements or words of an obscene, indecent, or immoral character;
- No sign shall display flashing, intermittent, or moving light or lights; and
- Message center signs may not include any illumination or message change that is in motion or appears to be in motion or that change or expose a message for less than four seconds. No message center sign may be located within 500 feet of an existing billboard or 1,000 feet of another message center display, on the same side of the highway. (Caltrans, 2014, § 5401 - § 5405).

The proposed electronic billboard would operate in compliance with the requirements of the Outdoor Advertising Act, as it would not be installed in a manner that could impair the vision of drivers upon the highway. The electronic billboard's luminance would be automatically controlled with light-sensing technology to adjust brightness in response to ambient lighting conditions. Messaging would not include any prohibited characteristics and would not display any moving messages, and transitions between images would be instantaneous, without any motion, animation, flashing, or other visual effects. The message would appear on the billboard for a duration of at least eight seconds. The proposed billboard would not be located within 800 feet if any existing static billboard or within 2,000 feet of any existing digital billboard.

The Federal Highway Beautification Act governs advertising signage located along the interstate highway system, such as SR 60. The Federal Highway Beautification Act requires advertising signage be erected only in commercial or industrial zones and adhere to the following restrictions:

- No signs shall imitate or resemble any official traffic sign, signal or device, nor shall signs obstruct or interfere with official signs;
- Signs located on the same side of the freeway must be separated by at least 500 feet; and,
- Signs shall not include flashing, intermittent or moving lights, and shall not emit light that may obstruct or impair the vision of any driver.

As discussed above, the proposed electronic billboard would be designed in a manner that would comply with the requirements of the Federal Highway Beautification Act. Mandatory compliance with federal and State regulations would ensure that the Project would not increase hazards due to a design feature.

Additionally, the Project site is designated as "School" by the City's General Plan, and it is zoned as Light Industry (I). The installation of an electronic billboard adjacent to a freeway (SR 60) is a use that is typically seen within urbanized areas adjacent to freeways and would not conflict with future or existing large-scale development. Considering the foregoing analysis and regulatory requirements, Project impacts would be less than significant, and no mitigation is required.

Mitigation Measures: No mitigation measures are required.

d) Result in inadequate emergency access?

No Impact. Under existing conditions, adequate emergency access is provided within the vicinity of the Project site. Project-related installation and operation would not obstruct existing roadways and would not alter the existing roadway system. No component of the Project would require the temporary or permanent closure of a roadway. Accordingly, the Project would not result in inadequate emergency access, and there would be no impact.

Mitigation Measures: No mitigation measures are required.

4.18 Tribal Cultural Resources

Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
1) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or		X		
2) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.		X		

The analysis in this section is based, in part, on the *Cultural Resources Technical Report, Walnut Valley Unified School District Electronic Billboard Project, City of Diamond Bar, Los Angeles County, California*, prepared in July 2025, by South Environmental. It is included as Appendix C, *Cultural Resources Report*.

As discussed above in Section 4.5, *Cultural Resources*, a cultural resources technical report was prepared for the proposed Project, which included the results of a CHRIS records search of the Project site and a 0.5-mile radius, a NAHC SLF search, and archival research. This study was completed in compliance with CEQA and all applicable City of Diamond Bar codes, ordinances, and plans. No pedestrian survey was performed due to complete site paving, which precluded ground surface visibility. There are no historical structures or resources in the larger Project improvement area or billboard installation area. No archaeological resources were identified within the Project site through the CHRIS records search, background research, or NAHC SLF search. Furthermore, according to the General Plan Resource Conservation Element, there are no registered historic resources in the City, including the Project site.

The NAHC and the City of Diamond Bar identified Native American Individuals or tribal organizations that may have knowledge of tribal cultural resources within or near the Project site. On June 13, 2025, the City

of Diamond Bar conducted outreach to the following Native American tribal organizations and respective representatives to engage in consultation, in accordance with AB 52:

- Andrew Salas, Chairperson – Gabrieleño Band of Mission Indians – Kizh Nation
- Christine Swindall Martinez, Secretary – Gabrieleño Band of Mission Indians – Kizh Nation
- Anthony Morales, Chairperson – Gabrieleño Tongva San Gabriel Band of Mission Indians
- Joseph Ontiveros, Tribal Historic Preservation Officer – Soboba Band of Luiseño Indians
- Jessica Valdez, Cultural Resource Specialist – Soboba Band of Luiseño Indians

On July 13, 2025, the Gabrieleño Band of Mission Indians – Kizh Nation (Kizh Nation) requested formal consultation in writing and within the required timeframe, in accordance with AB 52. Correspondence conducted pursuant to AB 52 is included as Appendix E, *AB 52 Correspondence*.

a) Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:

1) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)?

Less Than Significant Impact with Mitigation Incorporated. The Project site is located within a region historically used for agriculture and lies adjacent to the former course of a stream that has been heavily altered by development including SR 60, directly adjacent to the south. Historical aerial photographs and maps confirm the presence of cultivated fields and proximity to San Jose Creek and Diamond Bar Creek. Environments like this near creeks are preferred for prehistoric habitation due to access to fresh water, plant and animal resources, and transportation routes.

No cultural resources were identified within the Project site through the CHRIS records search, background research, or NAHC SLF search. While the environmental setting indicates inherent moderate archaeological potential, the documented disturbance history and absence of recorded cultural resources within the immediate Project vicinity support a determination of low sensitivity for buried archaeological deposits. The shallow depth of documented fill materials, as well as the immediate proximity of the significant earthen embankment associated with SR-60, suggests that any near-surface archaeological deposits would likely have been disturbed by historical land use activities. The construction of such a major roadway project in the immediate vicinity of the Project site would have likely already disturbed the area beneath the Project site. The cultural resources records search found no records related to resources within the Project site, and the Project site is not considered sensitive for cultural resources.

Nevertheless, there is the potential for accidental discovery of buried resources during ground-disturbing activities. The Project would be required to comply with City of Diamond Bar General Plan Resource Conservation Cultural and Historic Resources Policies, including Policy RC-P-42, *Archaeological Resources*, which provides procedures for the management of archaeological materials on-site during development projects. Policy RC-P-43 seeks to preserve discovered archaeological resources in place to maintain the relationship between the artifacts and their archaeological context, where feasible. Policy RC-P-44 provides that preservation can be achieved through measures such as avoidance and other protections.

Should ground disturbing activities during Project construction encounter undiscovered buried resources, incorporation of Mitigation Measures CUL-1, which identifies procedures for the unanticipated discovery

of archaeological resources if it occurs during the Project's ground disturbing activities. Should ground disturbing activities during Project construction inadvertently encounter buried human remains, incorporation of Mitigation Measure CUL-2, which provides procedures related to the treatment of the unanticipated discovery of human remains, ensures that the Project's potential impacts to buried remains would be reduced to levels that are less than significant. Through compliance with the General Plan Resource Conservation policies and implementation of Mitigation Measures CUL-1 and CUL-2, the Project's potential impacts to historical resources, as defined by Public Resources Code section 5020.1(k), would be reduced to levels that are less than significant.

Mitigation Measures: Refer to Mitigation Measures CUL-1 and CUL-2.

2) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.

Less Than Significant Impact with Mitigation Incorporated. AB 52 requires that lead agencies evaluate a project's potential impact on "tribal cultural resources," which include "sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe that are eligible for inclusion in the California Register of Historical Resources or included in a local register of historical resources." AB 52 also gives lead agencies the discretion to determine, based on substantial evidence, whether a resource qualifies as a "tribal cultural resource." AB 52 applies whenever a lead agency adopts an environmental impact report, mitigated negative declaration, or negative declaration.

AB 52 also establishes a formal consultation process for California tribes regarding tribal cultural resources. Under AB 52 the lead agencies are required to "begin consultation with a California Native American tribe that is traditionally and culturally affiliated with the geographic area of the proposed project." Native American tribes to be included in the process are those that have requested notice of projects proposed within the jurisdiction of the lead agency.

As part of the AB 52 process, letters were sent by the City of Diamond Bar inviting tribes to consult on the Project, as described above. On June 24, 2025, the Kizh Nation requested consultation and engaged in correspondence with the City. On August 12, the Kizh Nation provided the City of Diamond Bar with substantial evidence of their cultural and ancestral affiliation to the Project area. As such, the Kizh Nation provided specific mitigation measures to ensure the protection and preservation of any tribal cultural resources that may be discovered during ground disturbing activities related to the proposed Project. As the City accepted the mitigation measures required by the Kizh Nation to reduce potential impacts to tribal cultural resources, consultation under AB 52 was successfully concluded on August 20, 2025. Mitigation Measure TCR-1 would require the retention of a Native American monitor prior to the commencement of ground-disturbing activities. Mitigation Measure TCR-2 is related to the unanticipated discovery of tribal cultural resource objects (non-funerary/non-ceremonial), consisting of protocols related to cessation of construction activities in the immediate Project vicinity in the event of discovery of a tribal cultural resource. Mitigation Measure TCR-3 is related to the unanticipated discovery of human remains and associated funerary or ceremonial objects, including protocols related to the disposition of these resources upon discovery. Additionally, in the unlikely event where tribal cultural resources are found, the resources would require proper treatment in accordance with applicable laws, State CEQA Guidelines Section 15064.5. State CEQA Guidelines Section 15064.5 protects historical resources, archeological sites, human remains, and dedicated cemeteries. With implementation of Mitigation

Measures TCR-1, TCR-2, and TCR-3, the Project's potential impacts related to tribal cultural resources would be reduced to levels that are less than significant.

Mitigation Measures:

TCR-1: Retain a Native American Monitor Prior to Commencement of Ground-Disturbing Activities

A. The project applicant/lead agency shall retain a Native American Monitor from or approved by the Gabrieleño Band of Mission Indians – Kizh Nation. The monitor shall be retained prior to the commencement of any "ground-disturbing activity" for the subject project at all project locations (i.e., both on-site and any off-site locations that are included in the project description/definition and/or required in connection with the project, such as public improvement work). "Ground-disturbing activity" shall include, but is not limited to, demolition, pavement removal, potholing, auguring, grubbing, tree removal, boring, grading, excavation, drilling, and trenching.

B. A copy of the executed monitoring agreement shall be submitted to the lead agency prior to the earlier of the commencement of any ground-disturbing activity, or the issuance of any permit necessary to commence a ground-disturbing activity.

C. The monitor will complete daily monitoring logs that will provide descriptions of the relevant ground-disturbing activities, the type of construction activities performed, locations of ground-disturbing activities, soil types, cultural-related materials, and any other facts, conditions, materials, or discoveries of significance to the Tribe. Monitor logs will identify and describe any discovered TCRs, including but not limited to, Native American cultural and historical artifacts, remains, places of significance, etc., (collectively, tribal cultural resources, or "TCR"), as well as any discovered Native American (ancestral) human remains and burial goods. Copies of monitor logs will be provided to the project applicant/lead agency upon written request to the Tribe.

D. On-site tribal monitoring shall conclude upon the latter of the following (1) written confirmation to the Kizh from a designated point of contact for the project applicant/lead agency that all ground-disturbing activities and phases that may involve ground-disturbing activities on the project site or in connection with the project are complete; or (2) a determination and written notification by the Kizh to the project applicant/lead agency that no future, planned construction activity and/or development/construction phase at the project site possesses the potential to impact Kizh TCRs.

TCR-2: Unanticipated Discovery of Tribal Cultural Resource Objects (Non-Funerary/Non-Ceremonial)

A. Upon discovery of any TCRs, all construction activities in the immediate vicinity of the discovery shall cease (i.e., not less than the surrounding 50 feet) and shall not resume until the discovered TCR has been fully assessed by the Kizh monitor and/or Kizh archaeologist. The Kizh will recover and retain all discovered TCRs in the form and/or manner the Tribe deems appropriate, in the Tribe's sole discretion, and for any purpose the Tribe deems appropriate, including for educational, cultural and/or historic purposes.

TCR-3: Unanticipated Discovery of Human Remains and Associated Funerary or Ceremonial Objects

A. Native American human remains are defined in PRC 5097.98 (d)(1) as an inhumation or cremation, and in any state of decomposition or skeletal completeness. Funerary objects, called associated

grave goods in Public Resources Code Section 5097.98, are also to be treated according to this statute.

B. If Native American human remains and/or grave goods are discovered or recognized on the project site, then Public Resource Code 5097.9 as well as Health and Safety Code Section 7050.5 shall be followed.

C. Human remains and grave/burial goods shall be treated alike per California Public Resources Code section 5097.98(d)(1) and (2).

D. Preservation in place (i.e., avoidance) is the preferred manner of treatment for discovered human remains and/or burial goods.

E. Any discovery of human remains/burial goods shall be kept confidential to prevent further disturbance.

4.19 Utilities and Service Systems

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Require or result in the relocation or construction of new or expanded water, or wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?			X	
b. Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?				X
c. Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?				X
d. Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?			X	
e. Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?			X	

a) Require or result in the relocation or construction of new or expanded water, or wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?

Less Than Significant Impact. Implementation of the Project would result in the installation and operation of an electronic billboard. The Project improvement area consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Due to the nature of the Project, it would not result in demand for water, wastewater, stormwater, or natural gas. Additionally, the Project would not substantially alter the Project site's existing hydrological characteristics. With installation of the proposed Project, there would be no significant alteration of the site's existing drainage pattern and there would not be any significant increases in the rate or quantity of surface runoff that could affect storm drains. The Project would utilize electric power, but not in a manner that would require or result in the relocation or construction of new facilities. If needed, the Project would connect to existing electric

infrastructure already in place and provided by Southern California Edison, and as such, no relocation or construction of new electrical facilities would be required. No other utility connections would be required. Therefore, impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?

No Impact. The installation and operation of the proposed electronic billboard would not require the use of water; nor would it create a demand for domestic water. Therefore, no impact would occur.

Mitigation Measures: No mitigation measures are required.

c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?

No Impact. The installation and operation of the proposed electronic billboard would not generate wastewater or cause an increased demand for wastewater treatment. Therefore, no impact would occur.

Mitigation Measures: No mitigation measures are required.

d) Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?

Less than Significant Impact. As of September 1, 2025, the City of Diamond Bar has contracted with Waste Management to provide commercial waste hauling services. Construction waste generated within the proposed Project would be transported to an authorized facility. In this case, Sunshine Canyon Landfill is authorized to receive construction waste from the City and the County of Los Angeles. As of 2024, Sunshine Canyon Landfill is permitted to receive no more than 12,000 tons per day and currently receives approximately 9,000 tons of municipal solid waste per day. It has a maximum permitted capacity of 140,900,000 cubic yards and has a remaining capacity of 66,200,000 cubic yards. Sunshine Canyon Landfill has a cease operation date of October 31, 2037.[18] El Sobrante Landfill was calculated to have a remaining capacity of 121,083,583 cubic yards as of May 1, 2023, with a cease operation date of January 1, 2051.[19] Olinda Alpha Landfill was calculated to have a remaining capacity of 17,500,000 cubic yards as of October 1, 2020, with a cease operated date of December 31, 2036.[20] Cumulatively, these solid waste facilities would have sufficient capacity to accommodate the Project's 32 cubic yards of soil and other nominal construction-related waste. Lastly, Project operation would generate negligible, if any, demand for solid

[18] CalRecycle, SWIS Facility/Site Activity Details, *Sunshine Canyon Landfill,* 2025a. Available at: https://www2.calrecycle.ca.gov/SolidWaste/SiteActivity/Details/259?siteID=4702. Accessed May 14, 2025.
[19] CalRecycle, SWIS Facility/Site Activity Details, *El Sobrante Landfill,* 2025b. Available at: https://www2.calrecycle.ca.gov/SolidWaste/SiteActivity/Details/2280?siteID-2402. Accessed May 14, 2025.
[20] CalRecycle, SWIS Facility/Site Activity Details, *Olinda Alpha Landfill*, 2025c. Available at: https://www2.calrecycle.ca.gov/SolidWaste/SiteActivity/Details/2757?siteID=2093. Accessed May 14, 2025.

waste disposal. Therefore, the Project would not adversely affect the physical capacity of any landfills, and impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?

Less Than Significant Impact. The construction and operation of an electronic billboard is not anticipated to generate a substantial demand for solid waste disposal. Project-related construction activities would generate nominal quantities of solid waste during the Project's construction schedule (less than a week). The Project would be required to comply with all applicable solid waste statutes and regulations; as such, impacts related to solid waste statutes and regulations would be less than significant. Accordingly, the Project would not foreseeably conflict with any federal, State, and local statutes and regulations related to solid waste, resulting in a less than significant impact.

Mitigation Measures: No mitigation measures are required.

4.20 Wildfire

If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a. Substantially impair an adopted emergency response plan or emergency evacuation plan?				X
b. Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?				X
c. Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?				X
d. Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?				X

a) Substantially impair an adopted emergency response plan or emergency evacuation plan?

No Impact. As discussed above, the Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. According to the CAL FIRE Fire Hazard Severity Zone Map, the Project site is not located within a VHFHSZ, nor is the site within or near a State Responsibility Area.[21] The Project would be required to comply with all City and Los Angeles County Fire requirements for fire prevention and safety measures, including site access. Therefore, there would be no impact related to impairment an adopted emergency response plan or emergency evacuation plan.

Mitigation Measures: No mitigation measures are required.

[21] California Department of Forestry and Fire Protection (CalFire), *FHSZ Viewer*, https://osfm.fire.ca.gov/what-we-do/community-wildfire-preparedness-and-mitigation/fire-hazard-severity-zones, accessed June 5, 2025.

b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?

As discussed above, the Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Furthermore, according to the CAL FIRE Fire Hazard Severity Zone Map, the Project site is not located within a VHFHSZ, nor is the site within or near a State Responsibility Area. In addition, the Project site and its characteristics would not exacerbate wildfire risks, and there are no Project occupants that could be exposed to pollutant concentrations from a wildfire or the uncontrolled spread of wildfire. Therefore, there would be no impact in this regard.

Mitigation Measures: No mitigation measures are required.

c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?

As discussed above, the Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. Furthermore, according to the CAL FIRE Fire Hazard Severity Zone Map, the Project site is not located within a VHFHSZ, nor is the site within or near a State Responsibility Area. In addition, due to its characteristics, the Project would not require the installation or maintenance of associated infrastructure that could exacerbate fire risk or result environmental impacts. Therefore, there would be no impact in this regard.

Mitigation Measures: No mitigation measures are required.

d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?

Mitigation Measures: No mitigation measures are required.

4.21 Mandatory Findings of Significance

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?		X		
b. Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?			X	
c. Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?			X	

a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

Less Than Significant Impact with Mitigation Incorporated. All impacts to the environment, including impacts to habitat for fish and wildlife species, fish and wildlife populations, plant and animal communities, rare and endangered plants and animals, and historical and pre-historical resources were evaluated as part of this IS/MND. Implementation of the Project would result in the installation and operation of an electronic billboard. The Project site consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the area surrounding the Project site is urbanized and developed with freeway, school, residential, and light industrial uses. The proposed Project would not impact biological resources. As indicated in the discussion and analysis of Cultural Resources, none of the existing buildings on the Project site are included on the National Register of Historic Places, California Register of Historical Resources, or a local register of historical resources, nor are they eligible for listing;

accordingly, there would be no impact to historical resources resulting from Project implementation. The Project site is fully developed under existing conditions; therefore, no significant archaeological, paleontological, or tribal cultural resources are likely to be discovered during excavation activities. Additionally, the limited and focused amount of excavation that would be required to install the proposed billboard column and associated utility connections would not result in impacts to significant archaeological, paleontological, or tribal cultural resources. Nonetheless, Mitigation Measures CUL-1 and CUL-2 would be implemented to reduce impacts in the event of inadvertent discovery of potential archaeological resources or human remains, and Mitigation Measure GEO-1 would be implemented to reduce potential impacts to paleontological resources to a less than significant level. Mitigation Measures TCR-1, TCR-2, and TCR-3 would reduce potential impacts to tribal cultural resources be requiring the retention of a Native American monitor prior to commencement of ground-disturbing activities, the unanticipated discovery of tribal cultural resource objects, and the unanticipated discovery of human remains and associated funerary or ceremonial objects. Accordingly, the Project would not degrade the quality of the environment and impacts would be less than significant with implementation of Mitigation Measures CUL-1, CUL-2, GEO-1, TCR-1, TCR-2, and TCR-3.

Mitigation Measures: Refer to Mitigation Measures CUL-1, CUL-2, GEO-1, TCR-1, TCR-2, and TCR-3.

b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

Less Than Significant Impact. Based on the analysis contained in this Initial Study, the proposed Project would result in less than significant impacts with implementation of Project mitigation measures. Furthermore, there are no other electronic billboards proposed or permitted in the City of Diamond Bar, and there are no other related projects within the area with the potential to combine with the proposed Project, resulting in a significant impact. Implementation of standard conditions and mitigation measures at the project-level would reduce the potential for the incremental effects of the proposed Project to be considerable when viewed in connection with the effects of past projects, current projects, or probable future projects.

Mitigation Measures: No mitigation measures are required.

c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

Less Than Significant Impact. Previous sections of this Initial Study reviewed the proposed Project's potential impacts to human beings related to several environmental topical areas. As determined throughout this Initial Study, the proposed Project would not result in any potentially significant impacts that cannot be mitigated or reduced below the level of significance with implementation of mitigation measures and/or standard conditions imposed by the City. The Project would not cause any substantial adverse effect on human beings, either directly or indirectly, and impacts would be less than significant.

Mitigation Measures: No mitigation measures are required.

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6.0 REPORT PREPARATION PERSONNEL

City of Diamond Bar (Lead Agency)

Planning Division
21810 Copley Dr,
Diamond Bar, CA 91765

Greg Gubman, Community Development Director
Grace Lee, Planning Manager
Rudy Lopez, Assistant Planner

De Novo Planning Group (Environmental Consultant)

180 E Main Street, Suite 108
Tustin, CA 92780

Starla Barker, Principal Planner
Christine Abraham, Principal Planner
Tin Cheung, Principal Scientist
Josh Smith, Senior Planner
Megan Thorne, Senior Planner - Designer
Jennifer DeMartino, GIS Manager
Abdul Jama, Assistant Planner
Natasha Victa, Assistant Planner

Technical Specialists

Ryback Geotechnical (Foundation Engineering Investigation)
16022 Arminta Street, Suite 7
Van Nuys, CA 91406

Watchfire (Lighting Study)
1850 M Street, N.W., Suite 1040
Washington, D.C. 20036

South Environmental (Cultural Resources Technical Report)
2061 N. Los Robles Avenue, Suite 205
Pasadena, CA 91104

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WALNUT VALLEY UNIFIED SCHOOL DISTRICT ELECTRONIC BILLBOARD PROJECT

FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

NOVEMBER 2025

Prepared for:

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765

Prepared by:

De Novo Planning Group
180 E. Main Street, Suite 108
Tustin, CA 92780

De Novo Planning Group

A Land Use Planning, Design, and Environmental Firm

WALNUT VALLEY UNIFIED SCHOOL DISTRICT ELECTRONIC BILLBOARD PROJECT

Final

Initial Study/Mitigated Negative Declaration

LEAD AGENCY: CITY OF DIAMOND BAR
21810 Copley Drive
Diamond Bar, California 91765
Contact: Rudy Lopez, Assistant Planner
RLopez@DiamondBarCA.gov

PREPARED BY: DE NOVO PLANNING GROUP
180 E. Main Street, Suite 108
Tustin, California 92780
Contact: Starla Barker, AICP
sbarker@denovoplanning.com

November 2025

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1.0 INTRODUCTION

The Walnut Valley Unified School District Electronic Billboard (Planning Case No. PL2024-40) Project (referenced herein as "Project") site is located in the City of Diamond Bar within the County of Los Angeles. The applicants are requesting approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 South Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage. The Project site's General Plan designation is School (S) and the zoning is Light Industry (I).

In accordance with the California Environmental Quality Act (CEQA) Guidelines, an Initial Study/Mitigated Negative Declaration (IS/MND) has been prepared for the proposed Project.

The Draft IS/MND was made available for public review and comment pursuant to CEQA Guidelines Section 15073 and 15105. The public review period commenced on September 22, 2025, and concluded on October 21, 2025. The Draft IS/MND and supporting attachments were available for review by the general public at:

- Diamond Bar City Hall, 21810 Copley Drive, Diamond Bar, CA 91765
- City of Diamond Bar Website: www.diamondbarca.gov/wvusdbillboard

The Draft IS/MND identifies the potential environmental impacts associated with development of the Project. The Responses to Comments, together with the Public Review Draft IS/MND, constitutes the Final IS/MND for the proposed Walnut Valley Unified School District Electronic Billboard (Planning Case No. PL2024-40) Project.

2.0 RESPONSES TO COMMENTS

During the public review period, comments were received on the IS/MND. The following is a list of the public agencies, organizations, and individuals that submitted comments on the IS/MND during the public review period:

Comment Letter	Agency, Organization or Individual	Letter Dated
A	State of California Department of Toxic Substances Control (DTSC) Tamara Purvis Associate Environmental Planner	September 26, 2025
B	State of California Department of Transportation (Caltrans) Miya Edmonson LDR/CEQA Branch Chief	October 15, 2025
C	William Moore Resident	September 26, 2025

Although the CEQA Guidelines do not require a Lead Agency to prepare written responses to comments received on an IS/MND, the City of Diamond Bar has elected to prepare the following written responses with the intent of conducting a comprehensive and meaningful evaluation of the proposed Project. The comment letter and responses follow. Each comment letter is lettered (i.e., Letter A), each comment within each letter is numbered (i.e., A-1, A-2, etc.), and each response is numbered correspondingly (i.e., A-1, A-2, etc.).

Department of Toxic Substances Control

Yana Garcia
Secretary for
Environmental Protection

Katherine M. Butler, MPH, Director
8800 Cal Center Drive
Sacramento, California 95826-3200
dtsc.ca.gov

Gavin Newsom
Governor

SENT VIA ELECTRONIC MAIL

September 26, 2025

Rudy Lopez
Assistant Planner
City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765
rlopez@diamondbarca.gov

RE: MITIGATED NEGATIVE DECLARATION FOR THE WALNUT VALLEY UNIFIED SCHOOL DISTRICT ELECTRONIC BILLBOARD PROJECT DATED SEPTEMBER 19, 2025, STATE CLEARINGHOUSE NUMBER 2025090910

Dear Rudy Lopez,

The Department of Toxic Substances Control (DTSC) reviewed the Mitigated Negative Declaration (MND) for the Walnut Valley Unified School District Electronic Billboard Project (Project). The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 South Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or Southern California Edison service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape

A-1

enhancements along the SR-60 frontage. DTSC recommends and requests consideration of the following comments: A-1 con't

1. If the district plans to use California Department of Education (CDE) State funds for the Project, then the district shall comply with the requirements of Education Code (EDC), §17210, §17213.1, and §17213.2, unless otherwise specifically exempted under section §17268. If the district is not using CDE State funds for the Project, or is otherwise specifically exempt under section §17268, DTSC recommends the district continue to investigate, clean up the Site under the oversight of Los Angeles County and in concurrence with all applicable DTSC guidance documents, if necessary. For more information on the CDE State funding, please visit the Office of Public-School Construction webpage. A local education agency may also voluntarily request the CDE site/plan approval for locally funded site acquisitions and new construction projects. In these cases, CDE will require DTSC to review and approve prior to its final approval, except when exempt under section 17268. A-2
2. If buildings or other structures are to be demolished on any Project sites included in the proposed Project, surveys should be conducted for the presence of lead-based paints or products, mercury, asbestos containing materials, and polychlorinated biphenyl caulk. Removal, demolition, and disposal of any of the above-mentioned chemicals should be conducted in compliance with California environmental regulations and policies. In addition, sampling near current and/or former buildings should be conducted in accordance with DTSC's Preliminary Endangerment Assessment (PEA) Guidance Manual. A-3
3. All imported soil/fill material should be tested to assess any contaminants of concern meet screening levels as outlined in DTSC's PEA Guidance Manual. Additionally, DTSC advises referencing the DTSC Information Advisory Clean Imported Fill Material Fact Sheet if importing fill is necessary. To minimize the possibility of introducing contaminated soil/fill material, there should be A-4

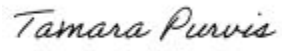
documentation of the origins of the soil/fill material and, if applicable, sampling be conducted to ensure that the imported soil/fill material are suitable for the intended land use. The soil sampling should include analysis based on the source of the soil/fill and knowledge of prior land use.

A-4 con't

DTSC appreciates the opportunity to comment on the MND for the Walnut Valley Unified School District Electronic Billboard Project. If you would like to proceed with DTSC's school environmental review process, please visit DTSC's Evaluating & Clean-up School 3-Step Process to begin a Phase I Environmental Site Assessment. If you have any questions or would like clarification on DTSC's comments, please respond to this letter or via our CEQA Review email for additional guidance.

A-5

Sincerely,



Tamara Purvis
Associate Environmental Planner
HWMP - Permitting Division – CEQA Unit
Department of Toxic Substances Control
Tamara.Purvis@dtsc.ca.gov

cc: (via email)

Governor's Office of Land Use and Climate Innovation
State Clearinghouse
State.Clearinghouse@lci.ca.gov

Christine Abraham
Principal Planner
De Novo Planning Group / Consulting Firm
cabraham@denovoplanning.com

Matthew Torres
Assistant Superintendent
Walnut Valley Unified School District / Project Applicant
matorres@wvusd.k12.ca.us

Andy Goodman
President
Evergreen Media, LLC. / Project Applicant
andygoodman.age@gmail.com

Dave Kereazis
Associate Environmental Planner
HWMP-Permitting Division – CEQA Unit
Department of Toxic Substances Control
Dave.Kereazis@dtsc.ca.gov

Scott Wiley
Associate Governmental Program Analyst
HWMP - Permitting Division – CEQA Unit
Department of Toxic Substances Control
Scott.Wiley@dtsc.ca.gov

Response to Commenter Letter A

Tamara Purvis, Associate Environmental Planner
State of California
Department of Toxic Substances Control (DTSC)
September 26, 2025

A-1 The comment is introductory in nature. The comment does not contain any information requiring changes to the Public Review Draft IS/MND. No further response is warranted.

A-2 The proposed Project will not use California Department of Education (CDE) State funds, and the WVUSD is not seeking CDE site or plan approval. Therefore, Education Code §§17210, 17213.1, and 17213.2 do not apply. Consistent with DTSC's recommendation for locally funded projects, WVUSD will continue to implement appropriate due diligence and manage any unanticipated contamination under Los Angeles County oversight and applicable DTSC guidance, if necessary. The Project involves limited asphalt removal, drilling a single hole approximately five feet in diameter to a depth of approximately 31 feet, and a shallow electrical conduit trench. All existing on-site buildings would remain in place. If stained or odorous soils are encountered during ground disturbance, would be paused and soils will be handled, profiled, and, if off-hauled, disposed at an appropriately permitted facility in compliance with federal, State, and local requirements. The comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

A-3 The proposed Project does not include the demolition of buildings or other structures. All construction is limited to minor asphalt removal, auger drilling for the monopole foundation, and shallow utility trenching within an existing paved yard; all existing on-site buildings and the remaining areas of the property would remain unchanged. DTSC's recommendation for sampling near current and/or former buildings under its Preliminary Endangerment Assessment (PEA) Guidance Manual would not be required, because no additional demolition or subsurface work adjacent to building footprints is anticipated. Because the current Project scope does not include building demolition or subsurface disturbance at building pads, this comment does not require changes to the IS/MND. No further response is warranted.

A-4 Implementation of the proposed Project would result in the installation and operation of an electronic billboard. The Project improvement area consists of an existing asphalt-covered parking lot used for WVUSD school buses and other vehicles, and the surrounding area is urbanized and developed with freeway, school, residential, and light industrial uses. The Project does not propose the demolition of buildings or other structures. Construction will be limited to minor asphalt removal, auger drilling for the monopole foundation, and shallow utility trenching within an existing paved yard. All existing on-site buildings will remain in place and unchanged. DTSC's recommendation for sampling near current and former buildings under its PEA Guidance Manual would not be required, because no additional demolition or subsurface work adjacent to building footprints is anticipated. Thus, importing soils is not required for the Project. However, should the import of soil become necessary, the applicant would comply with applicable clean-fill testing and documentation requirements. Because the current Project scope does not include building

demolition or subsurface disturbance at building pads, this comment does not require changes to the IS/MND. No further response is warranted.

A-5 The comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

STATE OF CALIFORNIA—CALIFORNIA STATE TRANSPORTATION AGENCY GAVIN NEWSOM, Governor

DEPARTMENT OF TRANSPORTATION
DISTRICT 7
100 S. MAIN STREET, MS 16
LOS ANGELES, CA 90012
PHONE (213) 269-1124
FAX (213) 897-1337
TTY 711
www.dot.ca.gov

Making Conservation a California Way of Life

October 15, 2025

Rudy Lopez, Assistant Planner
Planning Division
City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA 91765

RE: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project (Planning Case No. PL2024-40)
SCH #2025090910
Vic. LA-60/PM R22.397
GTS # LA-2025-04913-MND

Dear Rudy Lopez:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above-referenced environmental document. The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 South Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage.

B-1

Any proposed off-premises commercial advertising display visible from the State Highway System (SHS) must obtain an Outdoor Advertising (ODA) Permit from Caltrans prior to placement, you may visit our website at

B-2

https://dot.ca.gov/programs/traffic-operations/oda

for our permit application forms and permitting requirements. Also, please note that this freeway segment may be classified as a Landscaped Freeway and pursuant to the California Outdoor Advertising Act new outdoor advertising displays are prohibited from being placed adjacent to a Landscaped Freeway segment.

B-2 con't

Please be reminded that any work performed within the State Right-of-way will require an Encroachment Permit from Caltrans. Any modifications to State facilities must meet all mandatory design standard and specifications.

B-3

Any transportation of heavy construction equipment and/or materials which require use of oversized transport vehicles on State highways will need a Caltrans transportation permit. We recommend large-size truck trips be limited to off-peak commute periods. Truck drivers should cover construction trucks with tarpaulin to avoid debris spillage onto the State Highway.

B-4

If you have any questions, please feel free to contact the Caltrans ODA Program at (916) 654-6473 or at ODA@dot.ca.gov.

B-5

Sincerely,

Miya Edmonson

MIYA EDMONSON
LDR/CEQA Branch Chief

email: State Clearinghouse

Response to Commenter Letter B

Miya Edmonson, LDR/CEQA Branch Chief
State of California
Department of Transportation (Caltrans)
October 15, 2025

B-1 The comment is introductory in nature. The comment does not contain any information requiring changes to the Public Review Draft IS/MND. No further response is warranted.

B-2 The proposed Project is required to obtain an Outdoor Advertising Display (ODA) Permit from Caltrans before installation. Further, the Project will remain outside the State right of way and will comply with ODA location and design criteria. The City will condition approvals on proof of an issued ODA permit. This comment is related to permitting and compliance, rather than the evaluation of an environmental impact in the Draft IS/MND. As such, this comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

B-3 The proposed Project would install and operate an electronic billboard within the WVUSD parking lot on the southwestern portion of the site, outside the State right of way, and thus no encroachment would occur. Further, the Project will not involve any modifications to State facilities. The comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

B-4 Project construction activities will not take place within a Caltrans right of way. Construction activities related to installation of the electronic billboard will, instead, take place on the WVUSD parking lot. A Caltrans transportation permit will be obtained if the Project necessitates the transportation of heavy construction equipment and/or materials requiring the use of oversized transport vehicles on State highways. This comment is related to permitting and compliance, rather than the evaluation of an environmental impact in the Draft IS/MND. Thus, the comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

B-5 The comment does not contain any information requiring changes to the Draft IS/MND. No further response is warranted.

NOTICE OF AVAILABILITY AND INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

City of Diamond Bar, 21810 Copley Drive, Diamond Bar, CA 91765 (909) 839-7030

NOTICE: Pursuant to the provisions of the California Environmental Quality Act (CEQA – Public Resources Code, Section 21100 et. Seq.), the City of Diamond Bar has determined that the project referenced hereinafter will not have a significant effect on the environment. A draft Mitigated Negative Declaration (MND) has been prepared for review and approval in connection with project approvals and conditions of approval that the City proposes to impose on the project.

PROJECT TITLE: Walnut Valley Unified School District (WVUSD) Electronic Billboard Project (Planning Case No. PL2024-40)

PROJECT LOCATION: 880 South Lemon Avenue, Diamond Bar, California, 91789 (Los Angeles County Assessor's Parcel Number 8760-015-901).

PROJECT DESCRIPTION: The applicants request approval to install and operate a dual-faced digital LED billboard on the Walnut Valley Unified School District (WVUSD) property at 880 South Lemon Avenue, Diamond Bar, immediately north of SR-60. The sign would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage. The Project site's General Plan designation is School (S) and the zoning is Light Industry (I).

Pursuant to the Diamond Bar Development Code (Title 22), the proposed project consists of the following discretionary approvals and permits:

- **Development Agreement (DA)** between the City of Diamond Bar and WVUSD governing operation and community benefits for the digital billboard.
- **Development Code Amendment (DCA)** to Title 22 to allow billboards in the I (Light Industry) zone by Conditional Use Permit and to establish standards, including maximum height and area, dual-face limits, automatic dimming to not more than 0.3 foot-candles over ambient at 250 feet, and an eight-second minimum image hold time. Sections amended include 22.10.30, 22.36.080, 22.36.120, and 22.80.020.
- **Conditional Use Permit (CUP)** to authorize the billboard on a site zoned I (Light Industry) consistent with the amended Development Code sections.
- **Development Review (DR)** for sign architecture, materials, and placement within the improved bus yard area.

The City of Diamond Bar, as the lead agency, has prepared an Initial Study and Mitigated Negative Declaration (MND) for this project, pursuant to the provisions of the California Environmental Quality Act (CEQA), Section 15070. Pursuant to CEQA Section 15072(g)(5), no known hazardous waste facilities or disposal sites exist within the Project Area.

PROPERTY OWNER: Walnut Valley Unified School District, 880 S. Lemon Avenue, Diamond Bar, CA 91789.

PROJECT APPLICANT: Evergreen Media, LLC, 9021 Sunset Boulevard, West Hollywood, CA 90069 and WVUSD, 880 S. Lemon Avenue, Diamond Bar, CA 91789.

LEAD AGENCY: City of Diamond Bar

PUBLIC REVIEW PERIOD: 30 days, beginning September 22, 2025, and ending October 21, 2025.

The public is invited to submit written comments regarding the environmental findings presented in the Mitigated Negative Declaration during the 30-day public review period. Comments must be received by 5:30 pm on October 21, 2025.

CONTACT PERSON: Rudy Lopez, Assistant Planner
City of Diamond Bar, Planning Division
21810 Copley Drive, Diamond Bar, California 91765
Email: RLopez@DiamondBarCA.Gov

CASE MATERIALS including a copy of the MND and all documents incorporated by reference in the MND are available for review between the hours of 7:30 a.m. and 5:30 p.m. Monday through Thursday and 7:30 a.m. to 4:30 p.m. on Friday, at the City of Diamond Bar, Community Development Department/Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765. In addition, case materials are available at the following location:

- Project Website: www.diamondbarca.gov/wvusdbillboard

DEAR MR. LOPEZ;

IF EVERGREEN MEDIA FROM WEST HOLLYWOOD ARE THE PRINCIPLE OWNERS OF THIS "BIG BEAUTIFUL SIGN" - THEN CAN WE ASSUME THAT THEY WILL BE ALSO THE DECIDERS OF WHO ADVERTISES ON 'THEIR SIGN'?? OR DOES DIAMOND-BAR, WALNUT RESIDENTS HAVE ANYTHING TO SAY ABOUT WHAT 'HOLLYWOOD' WANTS TO PUSH OUT HERE??

C-1

William Moore
20739 Lycoming St. #74
Walnut, CA 91789

Moore

Response to Commenter Letter C

William Moore, Resident
September 26, 2025

C-1 Advertising content and advertiser selection are controlled by the sign owner or operator, subject to City regulations, State and federal laws, and any lease or operating agreement with WVUSD. The City does not pre-approve individual ads but enforces content-neutral sign rules and conditions of approval, and residents may participate through public hearings and may report alleged violations for City enforcement. This comment does not alter the Draft IS/MND analysis or conclusions, and no further response is warranted.

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3.0 ERRATA

This chapter is intended to include minor edits, or errata, to the IS/MND that are warranted based on responses to comments received during the Draft IS/MND public review period or other minor modifications and clarifications to the text of the IS/MND which are more editorial in nature. The comments received did not require any changes to the Draft IS/MND. The revisions herein do not result in new significant environmental impacts, do not constitute significant new information, and do not alter the conclusions of the environmental analysis that would warrant recirculation of the Draft IS/MND pursuant to State CEQA Guidelines Section 15073.5. Minor editorial revisions are limited to the text of Mitigation Measures CUL-1 and CUL-2, as indicated below. Changes are provided in revision marks with underline for new text and ~~strikeout for deleted text~~. There are no other errata changes warranted.

Revisions to the Draft IS/MND

4.5 Cultural Resources

The following edits are made to page 56 in Section 4.5 of the Draft IS/MND.

Mitigation Measures:

CUL-1: Should archaeological resources (sites, features, or artifacts) be exposed during construction activities for the proposed Project, all construction work shall immediately stop until the Project applicant engages a qualified archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards, that can evaluate the significance of the find and determine whether or not additional study is warranted. Depending upon the significance of the find, the archaeologist may simply record the find and allow work to continue. If the discovery proves significant under CEQA, additional work such as preparation of an archaeological treatment plan, testing, or data recovery may be warranted.

The following edits are made to page 57 in Section 4.5 of the Draft IS/MND.

Mitigation Measures:

CUL-2: In accordance with Section 7050.5 of the California Health and Safety Code, if human remains are found, the Project applicant shall notify the County Coroner ~~shall be notified~~ within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains. If the remains are determined to be Native American, the Coroner shall notify the NAHC in Sacramento within 24 hours. In accordance with California PRC, Section 5097.98, the NAHC must immediately notify those persons it believes to be the Most Likely Descendant (MLD) from the deceased Native American. The MLD shall complete their inspection within 48 hours of being granted access to the site. The MLD would then determine, in consultation with the property owner, the disposition of the human remains.

4.0 MITIGATION MONITORING AND REPORTING PROGRAM

The California Environmental Quality Act (CEQA) requires that when a public agency completes an environmental document which includes measures to mitigate or avoid significant environmental effects, the public agency must adopt a reporting or monitoring program. This requirement ensures that environmental impacts found to be significant will be mitigated. The reporting or monitoring program must be designed to ensure compliance during project implementation (Public Resources Code Section 21081.6). Specifically, Public Resources Code Section 21081.6 states:

> (a) *When making findings required by paragraph (1) of subdivision (a) of Section 21081 or when adopting a mitigated negative declaration pursuant to paragraph (2) of subdivision (c) of Section 21080, the following requirements shall apply:*
>
> *(1) The public agency shall adopt a reporting or monitoring program for the changes made to the project or conditions of project approval, adopted in order to mitigate or avoid significant effects on the environment. The reporting or monitoring program shall be designed to ensure compliance during project implementation. For those changes which have been required or incorporated into the project at the request of a responsible agency or a public agency having jurisdiction by law over natural resources affected by the project, that agency shall, if so requested by the lead or responsible agency, prepare and submit a proposed reporting or monitoring program.*
>
> *(2) The lead agency shall specify the location and custodian of the documents or other material which constitute the record of proceedings upon which its decision is based.*

This Mitigation Monitoring and Reporting Program (MMRP) has been developed to provide the mechanism by which to monitor mitigation measures outlined in Walnut Valley Unified School District Electronic Billboard Project Draft IS/MND. The MMRP has been prepared in conformance with Public Resources Code Section 21081.6 and City of Diamond Bar's (City) monitoring requirements.

State CEQA Guidelines Section 15097 provides clarification of mitigation monitoring and reporting requirements and guidance to local lead agencies on implementing strategies. The reporting or monitoring program must be designed to ensure compliance during project implementation. The City of Diamond Bar is the Lead Agency for the Walnut Valley Unified School District Electronic Billboard Project and is therefore responsible for ensuring MMRP implementation. This MMRP has been drafted to meet Public Resources Code Section 21081.6 requirements as a fully enforceable monitoring program.

The MMRP Checklist is intended to provide verification that all applicable mitigation measures relative to significant environmental impacts are monitored and reported. Monitoring will include: 1) verification that each mitigation measure has been implemented; 2) recordation of the actions taken to implement each mitigation; and 3) retention of records in the Walnut Valley Unified School District Electronic Billboard Project file.

This MMRP delineates responsibilities for monitoring the Project, but also allows the City flexibility and discretion in determining how best to monitor implementation. Monitoring procedures will vary according to the type of mitigation measure. Adequate monitoring consists of demonstrating that monitoring

procedures took place and that mitigation measures were implemented. This includes the review of all monitoring reports, enforcement actions, and document disposition, unless otherwise noted in the MMRP Checklist. If an adopted mitigation measure is not being properly implemented, the designated monitoring personnel shall require corrective actions to ensure adequate implementation.

The numbering system in the following table corresponds with the IS/MND's numbering system. The MMRP table "Verification" column will be used by the parties responsible for documenting when the mitigation measure has been completed. The City of Diamond Bar will complete ongoing documentation and mitigation compliance monitoring. The completed MMRP and supplemental documents will be kept on file at the City of Diamond Bar Community Development Department.

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Mitigation Monitoring and Reporting Program Checklist

Mitigation Measures	Implementation Timing	Monitoring/ Reporting Methods	Responsible for Approval/ Monitoring	Verification		
				Initials	Date	Remarks
CULTURAL RESOURCES						
Mitigation Measures						
CUL-1: Should archaeological resources (sites, features, or artifacts) be exposed during construction activities for the proposed Project, all construction work shall immediately stop until the Project applicant engages a qualified archaeologist, meeting the Secretary of the Interior's Professional Qualification Standards, that can evaluate the significance of the find and determine whether or not additional study is warranted. Depending upon the significance of the find, the archaeologist may simply record the find and allow work to continue. If the discovery proves significant under CEQA, additional work such as preparation of an archaeological treatment plan, testing, or data recovery may be warranted.	During ground-disturbing activities	Notification of Native American Heritage Commission, if identified remains are Native American in origin	Community Development Department Director, or designee			
CUL-2: In accordance with Section 7050.5 of the California Health and Safety Code, if human remains are found, the Project applicant shall notify the County Coroner within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains. If the remains are determined to be Native American, the Coroner shall notify the NAHC in Sacramento within 24 hours. In accordance with California PRC, Section 5097.98, the NAHC must immediately notify those persons it believes to be the Most Likely Descendant	During ground-disturbing activities	Notification of Los Angeles County Coroner/ Notification of Native American Heritage Commission, if identified remains are Native	Community Development Department Director, or designee			

Mitigation Measures	Implementation Timing	Monitoring/ Reporting Methods	Responsible for Approval/ Monitoring	Verification		
				Initials	Date	Remarks
(MLD) from the deceased Native American. The MLD shall complete their inspection within 48 hours of being granted access to the site. The MLD would then determine, in consultation with the property owner, the disposition of the human remains.		American in origin				
GEOLOGY AND SOILS						
Mitigation Measures						
GEO-1: If evidence of subsurface paleontological resources is found during construction, excavation and other construction activity in that area shall cease and the construction contractor shall contact the City of Diamond Bar Community Development Director or designee. With direction from the Community Development Director, a paleontologist certified by the County of Los Angeles shall evaluate the find prior to resuming grading in the immediate vicinity of the find. If warranted, the paleontologist shall prepare and complete a standard Paleontological Resources Mitigation Program for the salvage and curation of the identified resources.	During ground-disturbing activities	Assessment of resources by a professional vertebrate paleontologist. If significant under CEQA, verify additional work, such as data recovery excavation, has been implemented.	Community Development Department Director, or designee			
TRIBAL CULTURAL RESOURCES						
Mitigation Measures						
TCR-1: Retain a Native American Monitor Prior to Commencement of Ground-Disturbing Activities. a) The project applicant/lead agency shall retain a Native American Monitor from or approved by the Gabrieleño Band of Mission Indians – Kizh Nation. The monitor shall be retained prior to the commencement of any "ground-	During ground-disturbing activities	Grading Plan: Prior to grading or ground disturbing activities	Community Development Department Director, or designee			

Mitigation Measures	Implementation Timing	Monitoring/ Reporting Methods	Responsible for Approval/ Monitoring	Verification		
				Initials	Date	Remarks
disturbing activity" for the subject project at all project locations (i.e., both on-site and any off-site locations that are included in the project description/definition and/or required in connection with the project, such as public improvement work). "Ground-disturbing activity" shall include, but is not limited to, demolition, pavement removal, potholing, auguring, grubbing, tree removal, boring, grading, excavation, drilling, and trenching. b) A copy of the executed monitoring agreement shall be submitted to the lead agency prior to the earlier of the commencement of any ground-disturbing activity, or the issuance of any permit necessary to commence a ground-disturbing activity. c) The monitor will complete daily monitoring logs that will provide descriptions of the relevant ground-disturbing activities, the type of construction activities performed, locations of ground-disturbing activities, soil types, cultural-related materials, and any other facts, conditions, materials, or discoveries of significance to the Tribe. Monitor logs will identify and describe any discovered TCRs, including but not limited to, Native American cultural and historical artifacts, remains, places of significance, etc., (collectively, tribal cultural resources, or "TCR"), as well as any discovered Native American (ancestral) human remains and burial goods. Copies of monitor logs will be provided to the project applicant/lead agency upon written request to the Tribe. d) On-site tribal monitoring shall conclude upon the latter of the following: (1) written confirmation to the Kizh from a designated point of contact for the project applicant/lead agency that all ground-disturbing		Prior to issuance of any grading permit				

Mitigation Measures	Implementation Timing	Monitoring/ Reporting Methods	Responsible for Approval/ Monitoring	Verification		
				Initials	Date	Remarks
activities and phases that may involve ground-disturbing activities on the project site or in connection with the project are complete; or (2) a determination and written notification by the Kizh to the project applicant/lead agency that no future, planned construction activity and/or development/construction phase at the project site possesses the potential to impact Kizh TCRs.						
TCR-2: Unanticipated Discovery of Tribal Cultural Resource Objects (Non-Funerary/Non-Ceremonial). a) Upon discovery of any TCRs, all construction activities in the immediate vicinity of the discovery shall cease (i.e., not less than the surrounding 50 feet) and shall not resume until the discovered TCR has been fully assessed by the Kizh monitor and/or Kizh archaeologist. The Kizh will recover and retain all discovered TCRs in the form and/or manner the Tribe deems appropriate, in the Tribe's sole discretion, and for any purpose the Tribe deems appropriate, including for educational, cultural and/or historic purposes.	During ground-disturbing activities	Grading Plan: Prior to grading or ground disturbing activities. Prior to issuance of any grading permits	Community Development Department Director, or designee			
TCR-3: Unanticipated Discovery of Human Remains and Associated Funerary or Ceremonial Objects. a) Native American human remains are defined in PRC 5097.98 (d)(1) as an inhumation or cremation, and in any state of decomposition or skeletal completeness. Funerary objects, called associated grave goods in Public Resources Code Section 5097.98, are also to be treated according to this statute. b) If Native American human remains and/or grave goods are discovered or recognized on the project site, then	During ground-disturbing activities	Grading Plan: Prior to grading or ground disturbing activities Prior to issuance of any grading permits	Community Development Department Director, or designee			

Mitigation Measures	Implementation Timing	Monitoring/ Reporting Methods	Responsible for Approval/ Monitoring	Verification		
				Initials	Date	Remarks
Public Resource Code 5097.9 as well as Health and Safety Code Section 7050.5 shall be followed. c) Human remains and grave/burial goods shall be treated alike per California Public Resources Code section 5097.98(d)(1) and (2). d) Preservation in place (i.e., avoidance) is the preferred manner of treatment for discovered human remains and/or burial goods. e) Any discovery of human remains/burial goods shall be kept confidential to prevent further disturbance.						

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ORDINANCE NO. 01 (2026)

AN ORDINANCE OF THE CITY OF DIAMOND BAR AMENDING SECTIONS 22.10.030, 22.36.080, 22.36.120, AND 22.80.020 OF THE DIAMOND BAR CITY CODE PERTAINING TO THE REGULATION OF BILLBOARDS.

WHEREAS, WVUSD and Evergreen have submitted an application with the City for approval of: the Development Agreement governing the operation and community benefits for the electronic billboard; a Development Code Amendment to allow billboards in the I (Light Industry) zone by Conditional Use Permit, and to establish development standards for billboards; a Conditional Use Permit to authorize the billboard on the property; and Development Review for sign architecture, materials, and placement of the billboard on the property; and

WHEREAS, on November 25, 2025, the Planning Commission held a duly noticed public hearing regarding proposed amendments to Title 22 ("Development Code") of the Diamond Bar City Code pertaining to billboards, Planning Case No. PL 2024-40, and adopted Resolution No. 2025-19 recommending City Council approval of said Development Code Amendment; and

WHEREAS, on December 5, 2025, notification of the City Council public hearing for this project was published in the San Gabriel Valley Tribune. Public hearing notices were mailed to property owners within a 1000-foot radius of the project site and notices were posted at the City's designated community posting sites; and

WHEREAS, on December 16, 2025, the City Council held a duly noticed public hearing regarding the proposed Development Code Amendment; and

WHEREAS, the City Council finds that this Ordinance is subject to the California Environmental Quality Act ("CEQA") because it can be seen with certainty that the proposed Development Code Amendment will result in a project that has the potential for causing a significant effect on the environment (Section 15061(b)(3) of the CEQA Guidelines). Environmental review for the proposed project has been conducted pursuant to CEQA, and a Mitigated Negative Declaration (MND) has been prepared, circulated, and reviewed in accordance with CEQA Section 15070 and the CEQA Guidelines Section 15105. The MND determined that, with implementation of the identified mitigation measures, the project will not have a significant effect on the environment. Therefore, the City Council finds that adoption of this Ordinance is consistent with the conclusions of the MND; and

WHEREAS, the documents and materials constituting the administrative record of the proceedings upon which the City's decision is based are located at the City of Diamond Bar, Community Development Department, Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765; and

WHEREAS, the City Council hereby adopts the facts and reasons stated in

Planning Commission Resolution No. 2025-19 recommending City Council approval of said Development Code Amendments, a copy of which is on file with the City Clerk and which is incorporated herein by reference with the same force and effect as if set forth in full.

NOW, THEREFORE, the City Council of the City of Diamond Bar does hereby find, determine and ordains as follows:

SECTION 1: Table 2-6 of Section 22.10.030 (Commercial/Industrial district land uses and permit requirements) of Title 22, Chapter 22.10 of the Diamond Bar City Code is amended as follows (deletions in ~~strikethrough~~ text and additions shown in double underline):

TABLE 2-6
ALLOWED USES AND PERMIT REQUIREMENTS FOR
COMMERCIAL/INDUSTRIAL ZONING DISTRICTS

	Permit Requirement by District				
LAND USE (1)	C-1	C-2	C-3	I	See Standards in Section:
. . .	. . .	. . .	. . .	. . .	. . .
TRANSPORTATION & COMMUNICATION USES					
Billboards				CUP	22.36.120
. . .	. . .	. . .	. . .	. . .	. . .

SECTION 2: Subsection (11) of Section 22.36.080 (Prohibited Signs) of Title 22, Chapter 22.36 of the Diamond Bar City Code is amended as follows (deletions in ~~strikethrough~~ text and additions shown in double underline):

(11) Off-site signs not specifically allowed by the provisions of this chapter, ~~including billboards and outdoor advertising~~;

SECTION 3: Subsection (b) of Section 22.36.120 (Standards for Specific Types of Signs) of Title 22, Chapter 22.36 of the Diamond Bar City Code is amended as follows to add a new subsection that provides development standards for billboards (deletions in ~~strikethrough~~ text and additions shown in double underline):

(b) *Billboards.* Billboards may be permitted by conditional use permit and a development agreement on properties located within the I zone, subject to the following limitations:

(1) No billboard shall be located more than 400 feet from the edge of a freeway right-of-way, measured from the nearest point of the sign structure to the nearest point of the right-of-way boundary.

(2) No billboard shall be located within 800 feet of any existing static billboard, regardless of whether the proposed billboard is static or digital. In addition, no digital billboard shall be located within 2,000 feet of any existing digital billboard. Distance shall be measured in a straight line between the bases of the respective billboard structures.

(3) No billboard shall be located within 400 feet of any parcel that is zoned or used for residential purposes. Distance shall be measured in a straight line from the closest point of the residentially-zoned or residentially-used parcel boundary to the base of the proposed billboard.

(4) The maximum height of a billboard shall not exceed 75 feet, measured as the vertical distance from the highest point of the sign structure to the finished surface elevation at the edge of the nearest freeway travel lane. This measurement shall be taken along a line drawn perpendicularly from the base of the sign structure to the tangent of the nearest freeway lane. A decorative or architectural element may extend up to 10 feet above the maximum height, provided it does not contain any additional display area or advertising content.

(5) The maximum area of any individual sign face shall not exceed 672 square feet. Each sign face shall be limited to a maximum length of 48 feet and a maximum height of 14 feet. No billboard shall contain more than one sign face per direction of travel, and vertical stacking of sign faces on the same side of a structure is prohibited.

(6) Architectural features such as framing, decorative borders, or structural shrouds that do not contain any advertising content shall be permitted above, below, or around the sign face and shall not count toward the maximum allowable sign area, provided they are designed as integral components of the sign structure and do not function as additional sign faces.

(7) No billboard shall contain more than two sign faces. Where two sign faces are configured in a V-shaped or angled arrangement, the angle between the faces shall not exceed 45 degrees as measured between the planes of the two sign faces.

(8) All illuminated billboards shall be equipped with automatic light-sensing technology to adjust brightness in response to ambient lighting conditions. Maximum luminance shall not exceed 0.3 foot-candles above ambient levels, measured at a distance of 250 feet perpendicular

to the center of the sign face.

All luminance measurements shall be verified at a horizontal distance of 250 feet perpendicular to the sign face. A photometric analysis shall be submitted with the permit application and shall include certification by a qualified lighting professional or electrical engineer confirming compliance with these standards.

All illumination shall be directed to avoid light spillover onto adjacent properties, roadways, or into the night sky. Sign lighting shall not cause glare or impair visibility for motorists, and shall remain static, without flashing, strobing, or rapidly changing brightness.

(9) Digital billboards shall display static images only. Each image shall remain on the screen for a minimum duration of eight (8) seconds. Transitions between images shall be instantaneous, without any motion, animation, flashing, or other visual effects

The Section 22.36.120 standards for specific signs beginning with freestanding monument signs and ending with window signs are consecutively renumbered beginning at subsection (c) and ending at subsection (i).

SECTION 4: Subsection (b) and Subsection (s) of Section 22.80.020 (Definitions of specialized terms and phrases) of Title 22, Chapter 22.80 of the Diamond Bar City Code is amended as follows to add a new definition for "billboard" as well as a definition for the subcategories "digital billboard" and "static billboard" (deletions in ~~strikethrough~~ text and additions shown in double underline):

(a) Definitions, "B." The following definitions are in alphabetical order:

. . .

Billboard. See *Sign/Billboard*

. . .

(e) Definitions, "S." The following definitions are in alphabetical order:

. . .

(8) *Billboard*. A freestanding sign structure designed and used to display off-site advertising copy, including commercial or non-commercial messages that direct attention to a business, product, service, activity, event, or location not located on the same premises as the sign. A billboard may be either a static billboard or a digital billboard as defined below. Billboards do not include on-site business identification signs, civic information signs, or temporary political signs;

a. *Digital Billboard.* A billboard that displays off-site advertising copy using electronic changeable copy technology, such as light-emitting diodes

(LEDs) or similar digital display methods. The content may change remotely and at programmed intervals but shall comply with limitations on message duration and visual effects as set forth in this Title.

b. *Static Billboard*. A billboard that displays a fixed image or message, typically through printed or painted panels. The copy does not change electronically and remains static until physically replaced

. . .

The subsection (s) definitions beginning with *Business identification sign* and ending with *Window sign* are consecutively renumbered beginning at subsection (9) and ending at subsection (47).

SECTION 5: If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

SECTION 6: The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause a certified copy of this Ordinance to be posted within fifteen (15) days after this Ordinance is passed and adopted, in the Office of the City Clerk and two additional public places, together with the vote for and against the same, and forthwith transmit a certified copy of this Ordinance, by certified mail, to: Walnut Valley Unified School District, 880 South Lemon Avenue, Walnut, CA 91789.

APPROVED AND ADOPTED this 20th day of January, 2026, by the City Council of the City of Diamond Bar.

CITY OF DIAMOND BAR

_____

Steve Tye, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Diamond Bar held on the 16th day of December, 2025, and was finally passed at a regular meeting of the City Council of the City of Diamond Bar held on the 20th day of January, 2026, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

_____
Kristina Santana, City Clerk

ORDINANCE NO. 02 (2026)

AN ORDINANCE OF THE CITY OF DIAMOND BAR APPROVING DEVELOPMENT AGREEMENT NO. 2026-01, FOR PROPERTY COMPRISED OF APPROXIMATELY 6.08 ACRES LOCATED AT 880 SOUTH LEMON AVENUE, WALNUT, CALIFORNIA WITHIN THE JURISDICTIONAL BOUNDARIES OF THE CITY OF DIAMOND BAR (ASSESSOR'S PARCEL NUMBER 8760-015-901).

WHEREAS, the property owner/co-applicant, Walnut Valley School District ("WVUSD"), and its lessee /co-applicant, Evergreen Media, LLC, ("Evergreen") entered into an Outdoor Advertising Lease Agreement dated February 15, 2023, to construct and operate a new double sided electronic billboard on a portion of the property located at 880 S. Lemon Street, ground leased to Evergreen; and

WHEREAS, WVUSD and Evergreen have submitted an application with the City for approval of: the Development Agreement governing the operation and community benefits for the electronic billboard; a Development Code Amendment to allow billboards in the I (Light Industry) zone by Conditional Use Permit, and to establish development standards for billboards; a Conditional Use Permit to authorize the billboard on the property; and Development Review for sign architecture, materials, and placement of the billboard on the property; and

WHEREAS, the billboard would be placed within an approximately 100-square-foot base area at the southwest corner of the 6.08-acre parcel, occupying roughly 1,500 square feet of airspace above the base. The proposed structure would be approximately 97 feet in total height, consisting of a 90-foot sign with up to 7 feet of decorative architectural features. Each sign face would measure 14 feet high by 48 feet wide and display static images that change every eight seconds. Project work includes foundation excavation, installation of the monopole and superstructure, underground electrical trenching to connect to WVUSD or SCE service, removal of two pine trees along South Lemon Avenue with replacement planting of two 24-inch box crape myrtles, and minor landscape enhancements along the SR-60 frontage. The Project site's General Plan designation is School (S) and the zoning is Light Industry (I); and

WHEREAS, on November 25, 2025, the Planning Commission held a duly noticed public hearing regarding proposed amendments to Title 22 ("Development Code") of the Diamond Bar City Code pertaining to billboards, Planning Case No. PL 2024-40, and adopted Resolution No. 2025-20, recommending City Council approval of said Development Agreement; and

WHEREAS, on December 5, 2025, notification of the City Council public hearing for this project was published in the San Gabriel Valley Tribune. Public hearing notices were mailed to property owners within a 1000-foot radius of the project site and notices were posted at the City's designated community posting sites; and

WHEREAS, on December 16, 2025, the City Council held a duly noticed public hearing regarding Development Agreement No. 2026-01; and

WHEREAS, pursuant to Government Code Section 65864, *et seq*., the City is authorized to enter into development agreements with persons having legal or equitable interests in real property located within the City; and

WHEREAS, pursuant to Development Code Section 22.62 and Government Code Section 65865, the City has adopted rules and regulations for consideration of development agreements; and

WHEREAS, the City is entering into a Development Agreement with the WVUSD for the purpose of establishing an agreement between the City and WVUSD setting forth obligations and benefits to the respective parties; and

WHEREAS, the City Council finds that this Ordinance is subject to the California Environmental Quality Act ("CEQA") because it can be seen with certainty that the proposed Development Code Amendment will result in a project that has the potential for causing a significant effect on the environment (Section 15061(b)(3) of the CEQA Guidelines). Environmental review for the proposed project has been conducted pursuant to CEQA, and a Mitigated Negative Declaration (MND) has been prepared, circulated, and reviewed in accordance with CEQA Section 15070 and the CEQA Guidelines Section 15105. The MND determined that, with implementation of the identified mitigation measures, the project will not have a significant effect on the environment. Therefore, the City Council finds that adoption of this Ordinance is consistent with the conclusions of the MND; and

WHEREAS, the documents and materials constituting the administrative record of the proceedings upon which the City's decision is based are located at the City of Diamond Bar, Community Development Department, Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765; and

WHEREAS, the City Council hereby adopts the facts and reasons stated in Planning Commission Resolution No. 2025-20 recommending City Council approval of said Development Agreement, a copy of which is on file with the City Clerk and which is incorporated herein by reference with the same force and effect as if set forth in full.

NOW, THEREFORE, the City Council of the City of Diamond Bar does hereby find, determine and ordains as follows:

SECTION 1: The City Council hereby finds that the facts set forth in the Recitals of this Ordinance are true and correct.

SECTION 2: In compliance with CEQA, the City Council approved the initial study and Mitigated Negative Declaration and mitigation reporting and monitoring program for the project.

SECTION 3: In accordance with the Development Code, Section 22.62.030(e) of the Diamond Bar City Code, the City Council makes the following findings of fact regarding Development Agreement 2026-01:

(a) The Development Agreement, attached hereto as Exhibit 1, would be in the best interests of the City; is consistent with the General Plan, and the Development Code; and would promote the public interest and welfare of the city;

(b) The Development Agreement is in compliance with the conditions, requirements, restrictions, and terms of Development Code Sections 22.62.030(d) and 22.62.040, because the agreement contains all the mandatory provisions and permissive content required by Government Code Section 65865.2;

SECTION 4: The City Manager is hereby authorized to execute the Development Agreement;

SECTION 5: The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause a certified copy of this Ordinance to be posted within fifteen (15) days after this Ordinance is passed and adopted, in the Office of the City Clerk and two additional public places, together with the vote for and against the same, and forthwith transmit a certified copy of this Ordinance, by certified mail, to: Walnut Valley Unified School District, 880 South Lemon Avenue, Walnut, CA 91789.

APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Diamond Bar on the 20th day of January, 2026.

CITY OF DIAMOND BAR

_____
Steve Tye, Mayor

ATTEST:
I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Diamond Bar held on the 16th day of December, 2025, and was finally passed at a regular meeting of the City Council of the City of Diamond Bar held on the 20th day of January, 2026, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

_____
Kristina Santana, City Clerk

Exhibit A

Development Agreement No. 2026-01

[Attached]

RECORDING REQUESTED BY)
AND WHEN RECORDED MAIL TO:)

City Clerk's Office)
City of Diamond Bar)
21810 Copley Drive)
Diamond Bar, CA 91765)
)

(Space above for Recorder)

APN: Portion of 8760-015-901

This document is exempt from payment of a recording fee pursuant to Govt. Code §§ 6103 & 21383.

By: _____
Dated:_____

DEVELOPMENT AGREEMENT
880 S. Lemon Billboard Project

THIS DEVELOPMENT AGREEMENT ("AGREEMENT") is made this 16th day of December, 2025, by the CITY OF DIAMOND BAR, a municipal corporation ("CITY"), and Walnut Valley Unified School District ("DISTRICT"). DISTRICT and CITY are hereinafter referred to as the "PARTIES" or individually as a "PARTY".

RECITALS

The following recitals are a substantive part of this Development Agreement:

1. DISTRICT is the owner of property located at 880 S. Lemon Street, Walnut, California and having assessor's parcel number ("APN") 8760-015-901 (the "PROPERTY").

2. The DISTRICT and Evergreen Media LLC ("EVERGREEN" or "DEVELOPER"), a Delaware Limited Liability Company, entered into an Outdoor Advertising Lease Agreement dated February 15, 2023, attached hereto and incorporated herein as **Exhibit "A"** ("LEASE AGREEMENT"), to construct and operate a new double sided digital light-emitting diode ("LED") billboard ("BILLBOARD") on a portion of the Property ("PROJECT") ground leased to EVERGREEN. The billboard location is depicted in Exhibit A of the LEASE AGREEMENT.

3. Pursuant to the LEASE AGREEMENT in Exhibit "A", EVERGREEN is the applicant for any and all entitlement applications, and any requirements for the District to obtain entitlements pursuant to this AGREEMENT, shall be passed on to EVERGREEN, at EVERGREEN'S sole cost and expense.

4. The CITY and DISTRICT desire to enter into this Agreement in order to outline the CITY and DISTRCT's obligations.

5. The CITY's City Council approved a Development Code Amendment, Conditional Use Permit, and Development Review on December 16, 2025 in conjunction with this AGREEMENT.

6. The PROJECT is a development requiring the foregoing legislative and discretionary approvals by the CITY before it may be constructed.

7. Per the LEASE AGREEMENT, the DISTRICT receives lease revenue from EVERGREEN. In consideration for entitling the PROJECT, the CITY seeks to receive a Community Benefit Fee (further defined below) that is a percentage of the lease revenue received by the DISTRICT. The CITY also seeks advertising time on the digital LED BILLBOARD at no cost to the CITY.

8. Government Code Section 65864 *et seq*. provides the authority for CITY to enter into binding development agreements with the DISTRICT having a legal and equitable interest in real property.

AGREEMENT

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Duration. This AGREEMENT, the CUP to install and maintain the BILLBOARD, and any and all discretionary land use entitlements granted to EVERGREEN for the PROPERTY shall expire twenty (20) years from its effective date, unless any duty specified remains executory, in which case this Agreement may be renewed for a successive ten (10) year term upon notice from the DISTRICT, pursuant to law, until all duties are performed. This renewal shall not be unreasonably withheld by the CITY.

2. Exclusive Rights to Develop. Subject to the terms of this AGREEMENT, DISTRICT shall have an exclusive vested right to develop the Property in accordance with, and to the extent of, the LEASE AGREEMENT and EVERGREEN's entitlement applications.

3. Permitted Uses. The following use is permitted at the PROJECT: erecting, constructing, installing, placing, operating, maintaining, and servicing, a double-sided digital LED BILLBOARD for advertising, including supporting structures, illumination facilities and connections, back-up panels, service ladders, telecommunication devices and other appurtenances and ancillary equipment subject to a CUP.

4. Maximum Height and Building Size. The maximum height and building size are as follows: A fourteen feet (14) x forty-eight feet (48) (Height x Width) double sided digital LED Billboard with an overall height including the supports plus sign of ninety feet (90).

5. Resolution/Material Terms. All conditions of approval as per City Council Resolution No. 2025-XX, attached hereto and incorporated herein as **Exhibit "B"**,

are material terms of this AGREEMENT. Breach of any condition of approval shall be deemed to be a breach of this Development Agreement.

6. Reimbursement. DISTRICT shall pay CITY as follows:

    a. Community Benefit Fee. The CITY shall receive twenty- five percent (25%) of all revenue the DISTRICT receives pursuant to Section 4.2(c) of the LEASE AGREEMENT or any amendment to the LEASE AGREEMENT or other agreement pertaining to the installation of a Billboard or other advertising display with EVERGREEN or any other party. ("Community Benefit Fee"). The DISTRICT shall remit payment of the Community Benefit Fee to the CITY within thirty (30) days after the DISTRICT receives payment from EVERGREEN pursuant to the LEASE AGREEMENT.

    b. Public Safety Messages. Pursuant and subject to Section 2.5 of the LEASE AGREEMENT, Amber Alerts and other emergency and public safety announcements shall be posted on the billboard at no cost to the DISTRICT and the CITY. DISTRICT and CITY agree on shared needs for future installation of telecommunications equipment on the billboard, as necessary for public safety.

    c. Public Service Messages. DISTRICT shall receive approximately 12% of the available time from EVERGREEN (or any other advertising display party), equally spread throughout a 24-hour day for public service messages on the sign, on a space available basis. DISTRICT and CITY shall split that time on a 50/50 basis. The Party wishing to post public service messages shall be responsible for producing all camera-ready art-work ready to post at their cost.

    d. Except with respect to the display of CITY public service announcements and emergency broadcasts, District shall have sole and exclusive control over and responsibility for the content of any messages, announcements or advertisements displayed on the BILLBOARD or any other advertising display, and the CITY shall have no responsibility or authority with respect to such displays.

7. Records of Revenue. CITY shall have the right to audit the calculations, accounting, and payments to the DISTRICT, and to receive a copy of the "Annual Report" or similar report provided by EVERGREEN (or any other adverting display party) to the DISTRICT. These records will be made available at reasonable times to CITY with prior written request from the CITY.

8. Payment Due Date. The amounts due to CITY under this Agreement shall be due and payable within thirty (30) days after the DISTRICT receives payment from EVERGREEN (or any other advertising display party) pursuant to the LEASE AGREEMENT (or any amendment or other advertising display agreement).

9. Termination Provisions. This Agreement may be terminated upon the happening of any of the following events:

a. Failure of DISTRICT to perform any of the provisions of this Agreement, or

b. Mutual agreement of the Parties or,

c. Failure of DISTRICT to cure any default under the terms and conditions of this Development Agreement or,

d. DISTRICT retains the right to terminate this Agreement upon thirty (30) days' written notice to CITY in the event that the Lease Agreement is terminated or expired.

e. In any event of termination, DISTRICT shall remove, or cause to be removed, the BILLBOARD or any other advertising display installed on the PROPERTY.

10. Periodic Review. CITY shall review DISTRICT'S performance every twelve (12) months at the anniversary of the adoption of this Agreement. DISTRICT shall demonstrate good faith compliance with the terms of this Agreement. If as a result of the review, CITY finds and determines, based upon substantial evidence, that DISTRICT has not taken good faith efforts to comply with terms or conditions of this Agreement, CITY may terminate or modify the Agreement. This review shall be conducted by the Director of Community Development.

11. CITY Discretion. CITY retains its right and discretion, under all applicable Codes, to approve or disapprove any item related to this PROJECT which it has not specifically agreed to via this Agreement, however such approval shall not be unreasonably withheld**.** DISTRICT acknowledges that it shall comply with all CITY requirements for applications and permits of any nature and that this Agreement does not relieve DISTRICT of the necessity of filing appropriate applications and obtaining appropriate permits.

12. DISTRICT Breach. Failure by DISTRICT to pay amounts specified as required by this AGREEMENT, shall result in the withholding of building permits or any other permit until the breach is remedied.

13. Non-Liability of Officials and Employees of the CITY. No official, employee or agent of CITY shall be personally liable to DISTRICT in the event of any default or breach by CITY, or for any amount that will become due to DISTRICT, or for any obligation under the terms of this Agreement.

14. Notices. All notices shall be personally delivered or mailed to the below listed address, or to such other address as may be designated by written notice and shall be deemed sufficiently given and served for all purposes when delivered personally, by generally recognized overnight courier service (provided that sender retains a receipt evidencing the date and time of delivery), or three (3) days after deposit in the United States mail, certified or registered, return receipt requested, with postage prepaid. These addresses shall be used for delivery or service of process.

a. Address of DISTRICT is as follows:
Walnut Unified School District
Attention: Matt Torres Ed.D
Assistant Superintendent, Business Services
matorres@wvusd.org
880 S. Lemon Ave.
Walnut, CA 91789

With a copy to:
Orbach Huff & Henderson LLP
Attn: Sarine Abrahamian
sabrahamian@ohhlegal.com
1901 Avenue of the Stars, Suite 575
Los Angeles, CA 90067

b. Address of CITY is as follows:
City of Diamond Bar
Attention: City Clerk
21810 Copley Drive
Diamond Bar, CA 91765

15. Developer Proposal. The PROJECT shall include EVERGREEN's proposal, as modified by the City Council, including all conditions of approval contained in Planning Commission/City Council Resolution No. 2025-XX, which is incorporated herein by this reference. In the event of any inconsistency between terms of the proposal and this Agreement, this Agreement shall govern.

16. Licenses, Permits, Fees, and Assessments. At its sole expense, EVERGREEN shall obtain all licenses, permits, and approvals as may be required by this Agreement, or by the nature of the PROJECT.

17. Time of Essence. Time is of the essence in the performance of this Agreement.

18. Successor's Interest. The provisions of this Agreement shall be binding upon and inure to successors in interest of the parties and shall be specifically binding upon any future lessees or other owners of an interest in the PROPERTY.

19. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement and that by executing this Agreement, the parties are formally bound.

20. Indemnification. DISTRICT agrees to protect, defend, and hold harmless CITY and their elective or appointive boards, officers, agents, and employees from any and all claims, liabilities, expenses or damages of any nature, including attorneys' fees, for bodily injury or death of any person, or damage to property, or interference with use of property, or otherwise arising out of negligent acts or omissions, or willful misconduct in the performance of the Agreement by DISTRICT, DISTRICT'S agents, officers or employees, contractors and

subcontractors hired by DISTRICT. DISTRICT shall have the right to select counsel to perform the defense, subject to such counsel being reasonably acceptable to CITY. DISTRICT shall also have the ability to control strategy and resolution of such actions, provided that DISTRICT must obtain CITY's consent for any strategy or resolution that would impose an obligation on CITY (financial or otherwise) that would not be borne by DISTRICT or that would amount to a representation concerning, or an admission by, CITY.

21. Modification. This Agreement constitutes the entire agreement between the parties and supersedes any previous agreements, oral or written. This Agreement may be modified only by subsequent mutual written agreement executed by CITY and DISTRICT.

22. Remedies. The occurrence of any Event of Default shall give the nondefaulting party the right to proceed with any and all remedies set forth in this Agreement, including an action for damages, an action or proceeding at law or in equity to require the defaulting party to perform its obligations and covenants under this Agreement or to enjoin acts or things which may be unlawful or in violation of the provisions of this Agreement, and the right to terminate this Agreement.

23. Force Majeure. Subject to the party's compliance with the notice requirements as set forth below, performance by either party hereunder shall be deemed not to be in default, and all performance and other dates specified in this Agreement shall be extended, where delays or default are due to causes beyond the control and without the fault of the party claiming an extension of time to perform, which may include, without limitation, the following: war, insurrection, strikes, lockouts, riots, floods, earthquakes, fires, assaults, acts of God, acts of the public enemy, epidemics, quarantine restrictions, freight embargoes, lack of transportation, governmental restrictions or priority, litigation, unusually severe weather, inability to secure necessary labor, material or tools, acts or omissions of the other party, or acts or failures to act of any public or governmental entity (except that the City's acts or failure to act shall not excuse performance of the City hereunder). An extension of the time for any such cause shall be for the period of the enforced delay and shall commence to run from the time of the commencement of the cause, if notice by the party claiming such extension is sent to the other party within thirty (30) days of the commencement of the cause.

24. Attorney's Fees. In addition to any other remedies provided hereunder or available pursuant to law, if either party brings an action or proceeding to enforce, protect or establish any right or remedy hereunder, the prevailing party shall be entitled to recover from the other party its costs of suit and reasonable attorney's fees.

25. Remedies Cumulative. No right, power, or remedy given by the terms of this Agreement is intended to be exclusive of any other right, power, or remedy; and each other and every such right, power, remedy shall be cumulative and in addition to every other right, power, or remedy given by the terms of any such instrument, or by any statute or otherwise.

26. Waiver of Terms and Conditions. The failure of a PARTY to insist upon the strict performance of any of the provisions of this Agreement by the other PARTY, or the failure by a PARTY to exercise its rights upon the default of the other PARTY, shall not constitute a waiver of such PARTY's right to insist and demand strict compliance by the other PARTY with the terms of this Agreement thereafter.

27. Recitals. The Recitals above are hereby incorporated into this section as though fully set forth herein and each party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, these parties have executed this Agreement on the day and year shown below.

"CITY"
CITY OF DIAMOND BAR,
a municipal corporation

BY:_____
Mayor
Date:_____

ATTEST:

_____
City Clerk
Date:_____

APPROVED AS TO FORM:

_____
City Attorney
Date: _____

"DISTRICT"
Walnut Valley Unified School District

By:_____
Name:_____
Title:_____
Date:_____

ATTEST:

_____
Secretary
Date:_____

APPROVED AS TO FORM:

_____
General Counsel
Date: _____

EXHIBIT A

LEASE AGREEMENT BETWEEN DISTRICT AND EVERGREEN

EXHIBIT B

CITY COUNCIL RESOLUTION NO. 2025-37

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES)

On _____, 2025, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify UNDER PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(seal)

RESOLUTION NO. 2025-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, APPROVING THE WALNUT VALLEY UNIFIED SCHOOL DISTRICT (WVUSD) ELECTRONIC BILLBOARD PROJECT NO. PL 2024-40 CONSISTING OF A CONDITIONAL USE PERMIT AND DEVELOPMENT REVIEW LOCATED AT 880 SOUTH LEMON AVENUE, DIAMOND BAR, CA 91789 (ASSESSORS PARCEL NO. 8760-015-901).

A. RECITALS

1. The applicant, Evergreen Media LLC, and property owner, Walnut Valley Unified School District (WVUSD), filed an application requesting approval of specific entitlements necessary for the installation and operation of a 97-foot high, dual-faced digital LED billboard on a 6.08-acre lot located at 880 South Lemon Avenue, Diamond Bar, CA 91789.

2. The following approvals (collectively, the "Project") are requested of the City Council:

   (a) **Development Code Amendment (DCA)** to Title 22 ("Development Code") of the Diamond Bar City Code to allow billboards and regulate billboards in the Light Industry (I) zone, subject to the approval of a Conditional Use Permit, Development Review, and a Development Agreement. The Development Code sections to be amended are as follows: 22.10.030, 22.36.080, 22.36.120, and 22.80.020.

   (b) **Conditional Use Permit (CUP)** to authorize a billboard on the subject property, consistent with the Development Code Amendment.

   (c) **Development Review (DR)** to assess the visual design elements of the proposed billboard.

   (d) **Development Agreement (DA)** between the City and WVUSD guaranteeing specified community benefits to be derived from the construction and operation of the proposed billboard.

3. The subject property consists of one parcel totaling 6.08-acres, located in the Light Industry (I) zone with an underlying General Plan land use designation of School (S).

4. The legal description of the subject property is Southwest Quarter of the Northwest Quarter of Section 17, Township 2 South, Range 9 West of Tract No. 10122. The Assessor's Parcel Number (APN) is 8760-015-901.

5. In accordance to the provisions of the California Environmental Quality Act (CEQA), Section 15070, the City prepared and filed an Initial Study/Environmental Checklist and Notice of Intent to Adopt Mitigated Negative Declaration for the Project on September 19, 2025 and with the Los Angeles

County Clerk on September 19, 2025. The notice was published in the *San Gabriel Valley Tribune* newspaper. The notice was also mailed to property owners within a 700-foot radius of the project site. The public review period for the MND began on September 22, 2025, and ended on October 21, 2025, for a total of 30 days pursuant to CEQA Guidelines Section 15105.

6. In accordance with CEQA Guidelines Section 15074, a Resolution approving the Mitigated Negative Declaration and adopting the Mitigation Monitoring and Reporting Program for the project was reviewed by the City Council concurrently with this Resolution.

7. Notification of the public hearing for this project was published in the *San Gabriel Valley Tribune* newspaper on November 5, 2025. Public hearing notices were mailed to property owners within a 700-foot radius of the project site. In addition to the published and mailed notices, the project site was posted with a display board and public notices were posted at the City's designated community posting sites.

8. On November 25, 2025, the Planning Commission of the City of Diamond Bar conducted a duly noticed public hearing, solicited testimony from all interested individuals, and concluded said hearing on that date.

9. Notification of the public hearing for this project was published in the *San Gabriel Valley Tribune* newspaper on December 5, 2025. Public hearing notices were mailed to property owners within a 700-foot radius of the project site. In addition to the published and mailed notices, the project site was posted with a display board and public notices were posted at the City's designated community posting sites.

10. On December 16, 2025, the City Council of the City of Diamond Bar conducted a duly noticed public hearing, solicited testimony from all interested individuals, and concluded said hearing on that date.

11. The documents and materials constituting the administrative record of the proceedings upon which the City's decision is based are located at the City of Diamond Bar, Community Development Department, Planning Division, 21810 Copley Drive, Diamond Bar, CA 91765.

B. RESOLUTION

NOW, THEREFORE, it is found, determined and resolved by the City Council of the City of Diamond Bar as follows:

1. This City Council hereby specifically finds that all of the facts set forth in the Recitals, Part A, of this Resolution are true and correct;

2. The City Council hereby finds that the project identified above in this Resolution required a Mitigated Negative Declaration (MND). The MND has been prepared according to the requirements of the California Environmental Quality Act (CEQA) and guidelines promulgated thereunder. The minimum 30-day public review

period for the MND began on September 22, 2025, and ended on October 21, 2025. Furthermore, the City Council has reviewed the MND and related documents in reference to the Project.

C. FINDINGS OF FACT

Based on the findings and conclusions set forth herein and as prescribed under Diamond Bar City Code (DBCC) Sections 22.58 and 22.48, this City Council hereby finds and approves as follows:

Conditional Use Permit Findings (DBCC Section 22.58)

1. The Proposed Use is allowed within the subject zoning district with the approval of a conditional use permit and complies with all other applicable provisions of this Development Code and the Municipal Code.

   Pursuant to the Development Code Amendment and DBCC Section 22.10.030 Table 2-6, billboards, as defined by DBCC Section 22.80.020 once amended, will be a permitted use in the I zoning district with approval of a conditional use permit. Through compliance with the conditions of approval stipulating the manner in which the use must be conducted, the proposed digital billboard will be compatible with neighboring uses and surrounding neighborhood.

   Staff has evaluated the proposed digital billboard and determined that it is compatible with the surrounding industrial and commercial setting. The billboard's location adjacent to the SR-60 freeway, its placement, and orientation are designed to minimize visibility from nearby residential areas and will not obstruct views, impede access, or conflict with existing site operations. Operational characteristics, including brightness, display transitions, and content, will be regulated through project conditions to prevent visual distractions or light spillover.

   The project will not generate additional parking demand, as the structure is self-contained and does not involve on-site employees or land use intensification. Installation and maintenance activities will occur periodically without affecting existing site circulation or parking.

   The project is consistent with the intent of the proposed DCA, which regulates the location, design, and permitting of digital billboards to ensure visual compatibility and minimize potential visual, operational, and aesthetic impacts

2. The Proposed Use is consistent with the general plan and any applicable specific plan.

   The Proposed Use is consistent with General Plan Goal PF-G-4: ("Continue to provide residents of all ages and abilities with access to high quality local educational facilities in cooperation with the Walnut Valley and Pomona Unified School District (WVUSD and PUSD, respectively), the Los Angeles County library system, and community organizations") in that the Proposed Use will be located on an existing developed site owned by WVUSD. The project utilizes an already

improved area without displacing existing land uses or requiring new infrastructure, thereby supporting the continued and efficient use of an established institutional property. In addition, the digital billboard will generate ongoing lease revenue for WVUSD, providing a consistent source of funding that will support educational programs and facility improvement. The project also includes a dedicated allocation of on-screen time for City public service announcements, allowing the City to communicate important community information and emergency notifications at no cost, further enhancing public outreach and community benefit.

The Proposed Use is consistent with General Plan Goal ED-G-3: ("Support the retention, rehabilitation, and/or expansion of existing businesses, and the attraction of new businesses") in that the Proposed Use may contribute to supporting business visibility and marketing opportunities. The project allows businesses within the City and the surrounding region to advertise, thereby promoting customer retention and the attraction of new economic activity. In addition, the billboard will generate a steady revenue stream for the Walnut Valley Unified School District, helping sustain and enhance local public facilities that serve the community.

The Project site is not subject to the provisions of any specific plan.

3. The design, location, size and operating characteristics of the Proposed Use are compatible with the existing and future land uses in the vicinity.

The Proposed Use will be located in the southwest corner of an existing asphalt-covered school bus parking lot. The Proposed Use complies with the proposed Development Code design requirements, and project does not generate any additional parking demand.

The Proposed Use is situated on a developed site adjacent to the SR-60 freeway, oriented to limit visibility from nearby residences. Its design will not obstruct views or interfere with site operations, and operational standards—such as brightness, display transitions, and content—will be regulated through project conditions to prevent visual or lighting impacts.

Through compliance with the conditions of approval stipulating the manner in which the use must be conducted, the Proposed Use will be compatible with the other uses within the commercial building and surrounding neighborhood.

4. The subject site is physically suitable for the type and density/intensity of use being proposed, including access, provision of utilities, compatibility with adjoining land uses, and the absence of physical constraints.

The project site currently serves as the headquarters for WVUSD and is used for the parking and maintenance of school buses and other district vehicles. The Proposed Use will not create additional parking demand, as it is a self-contained structure with no on-site employees. Occasional maintenance will have minimal impact and will not affect existing parking or site circulation.

The Proposed Use has been designed and sited to ensure compatibility with its surroundings and to minimize visual and land use impacts. Located within a developed, non-sensitive area adjacent to the SR-60 freeway, the structure is oriented to limit visibility from nearby residences and will not obstruct views, affect access, or interfere with existing operations. Operational features—such as brightness, display transitions, and content—will be regulated through project conditions to prevent glare, light spillover, or visual distraction. Additionally, the Proposed Use is surrounded by large-scale commercial and light industrial development.

Given the proposed location, the overall parking demands, and the types of adjoining uses, it is reasonable to conclude that the Proposed Use will be compatible with the other uses in the light industrial area and neighborhood.

The Proposed Use is physically suitable for the subject site as it will be located within an existing developed parking lot. The project will utilize the site's existing access, circulation, and paved areas, requiring no new infrastructure or modifications to accommodate the digital billboard installation.

5. Granting the conditional use permit will not be detrimental to the public interest, health, safety, convenience, or welfare, or injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located.

   Prior to the issuance of any city permits, the Project is required to comply with all conditions of approval within the attached resolution, and the Building and Safety Division.

6. The proposed Project has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA).

   In accordance to the provisions of the California Environmental Quality Act (CEQA), Section 15070, the City prepared and filed an Initial Study/Environmental Checklist and Notice of Intent to Adopt Mitigated Negative Declaration for the Project on September 19, 2025 and with the Los Angeles County Clerk on September 19, 2025. The notice was published in the San Gabriel Valley Tribune newspaper. The notice was also mailed to property owners within a 700-foot radius of the project site. The public review period for the MND began on September 22, 2025, and ended on October 21, 2025, for a total of 30 days pursuant to CEQA Guidelines Section 15105.

Development Review Findings (DBCC Section 22.48)

1. The design and layout of the proposed development are consistent with the General Plan, development standards of the applicable district, design guidelines, and architectural criteria for special areas (e.g., theme areas, specific plans, community plans, boulevards or planned developments).

   The design of the Project is consistent with the applicable elements of the City's General Plan, City Design Guidelines and development standards. The City's General Plan Policy LU-P-12 requires that commercial uses are designed in a

manner compatible with adjacent residential areas in terms of traffic and noise impacts, building scale, and appropriate transitions and buffers. The proposed digital billboard is located within the enclosed bus parking lot of the Walnut Valley Unified School District (WVUSD) District Office, adjacent to the SR-60 freeway corridor. The surrounding area is characterized by institutional and commercial uses that are compatible with the proposed freeway-oriented signage. The billboard has been carefully designed and sited to minimize potential visual impacts on nearby residential areas, incorporates an architecturally-enhanced support structure that complements the surrounding built environment, and includes automatic brightness controls to reduce potential light spillover.

A gradual transition between the project and adjacent uses is achieved through appropriate separation distances, structure height, and sign configuration. Additionally, the design includes City branding at the top of the sign faces. All elevations are architecturally treated and strongly articulated through projections along the visible façade [City's Design Guidelines B. Architecture (3)].

The Project complies with all proposed development standards according to the Development Code Amendment by complying with all development standards such as required separation distances, structure height, and sign configuration. The project site is not part of any theme area, specific plan, community plan, boulevard or planned development.

2. The design and layout of the proposed development will not interfere with the use and enjoyment of neighboring existing or future developments, and will not create traffic or pedestrian hazards.

   The Project will not interfere with the use or enjoyment of neighboring existing or future developments because the digital billboard has been designed and located to minimize potential impacts on adjacent land uses. The billboard will be situated within the school bus parking lot, adjacent to the WVUSD district office building, vehicle maintenance building, and SR-60 freeway corridor. The Project site is surrounded primarily by institutional and commercial uses, with the nearest residential properties located east of the site and separated by existing buildings, landscaping, and roadway infrastructure, providing adequate buffering.

   The Project will not create traffic or pedestrian hazards as no changes are proposed to existing site access, circulation patterns, or driveway configurations. The proposed digital billboard is not intended to serve on-site vehicular or pedestrian activity and will not generate additional vehicle trips. The structure will comply with Caltrans safety regulations and applicable standards for digital freeway-oriented signage, including brightness and message display intervals, ensuring that it does not cause driver distraction or visibility hazards. Therefore, the Project will not adversely affect traffic or pedestrian safety in the surrounding area.

3. The architectural design of the proposed development is compatible with the character of the surrounding neighborhood and will maintain and enhance the harmonious, orderly and attractive development contemplated by this chapter, the general plan, or any applicable specific plan.

The Project is designed to be compatible with the surrounding neighborhood and minimize any potential negative impacts. From the SR-60, the proposed digital billboard integrates appropriately within the transportation corridor. Its modern, single-pole design and clean architectural lines present a streamlined and uncluttered appearance, reducing visual bulk compared to traditional multi-pole structures. The placement and orientation of the digital display are optimized for freeway visibility while maintaining adequate separation from nearby structures and public rights-of-way. From South Lemon Avenue and Glenwick Avenue, the proposed billboard appears as a distant and unobtrusive vertical feature within a predominantly commercial and industrial setting. The sign does not impede pedestrian circulation or create visual obstructions for local traffic. Existing landscaping and perimeter walls effectively screen the base of the structure, maintaining compatibility with the area's established urban character. From nearby residential streets, the proposed billboard is screened by existing commercial buildings, walls, and mature landscaping. Any limited views of the upper display are distant and intermittent, minimizing potential visual impacts on residential areas. The sign will include automatic dimming technology to adjust brightness based on ambient light levels, ensuring compliance with City standards and preventing glare or light spillover to nearby neighborhoods.

The Project also elevates the architectural character of the area. The Project consists of a V-shaped structure with two 14-foot by 48-foot LED display faces oriented toward motorists traveling eastbound and westbound along SR-60. Each display will show static images for eight seconds without transitional effects, featuring both commercial advertising and public service messages. The V-shaped configuration maximizes freeway visibility while minimizing views from nearby residential areas. The billboard design includes a five-foot-high sign base and protective bollards, all finished in dark gray to match the pole cover. The top of the structure features prominent City branding with an illuminated "DIAMOND BAR" wordmark and a stylized mountain silhouette rendered in layered aluminum panels. The use of green and gray tones aligns with the City's official color palette, creating a cohesive, modern, and visually distinctive design that reflects Diamond Bar's identity along the SR-60 corridor.

4. The design of the proposed development will provide a desirable environment for its occupants and visiting public as well as its neighbors through good aesthetic use of materials, texture and color, and will remain aesthetically appealing.

   See Response 3 above.

5. The proposed development will not be detrimental to the public health, safety or welfare or materially injurious (e.g., negative effect on property values or resale(s) of property) to the properties or improvements in the vicinity.

   Before the issuance of any City permits, the Project is required to comply with all conditions within the approval resolutions, and the Building and Safety Division and Public Works Department requirements. The referenced agencies through the permit and inspection process will ensure that the Project is not detrimental to the public health, safety or welfare or materially injurious to the properties or improvements in the vicinity.

6. The proposed project has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA).

   In accordance to the provisions of the California Environmental Quality Act (CEQA), Section 15070, the City prepared and filed an Initial Study/Environmental Checklist and Notice of Intent to Adopt Mitigated Negative Declaration for the Project on September 19, 2025 and with the Los Angeles County Clerk on September 19, 2025. The notice was published in the San Gabriel Valley Tribune newspaper. The notice was also mailed to property owners within a 700-foot radius of the project site. The public review period for the MND began on September 22, 2025, and ended on October 21, 2025, for a total of 30 days pursuant to CEQA Guidelines Section 15105.

Based on the findings and conclusions set forth herein and as prescribed under DBCC Sections 22.58 and 22.48, this City Council hereby finds and approves the Conditional Use Permit and Development Review subject to the following conditions, and the attached Conditions of Approval:

A. GENERAL

1. The Project shall comply with the Conditions of Approval attached hereto and referenced herein. The following Conditions of Approval, including the Standard Conditions of Approval attached hereto, shall be binding on and enforceable against, and, whenever used herein, the terms “applicant”, "owner", and/or "applicant/owner" shall mean and refer to, each of the following: the project applicant, the owner(s) and tenants(s) of the property, and each of their respective successors and assigns.

2. This approval shall not be effective for any purpose until the applicant/owner of the property involved has filed, within twenty-one (21) days of approval of this Conditional Use Permit, Development Review, and Development Agreement Planning Case No PL2024-40, at the City of Diamond Bar Community Development Department, an affidavit stating that the applicant/owner is aware and agrees to accept all the conditions of this approval. Further, this approval shall not be effective until the applicant pays the remaining City processing fees.

3. This approval shall not become effective, and no building permits shall be issued, until the Development Agreement between the applicant and the City has been fully executed and recorded. Thereafter, the project shall be constructed, maintained, and operated in full compliance with the conditions of approval and the terms of the executed Development Agreement.

4. The Project shall comply with the Mitigation Monitoring and Report Program for the Mitigated Negative Declaration.

5. All ancillary supporting equipment and cables shall be screened from public view from abutting public streets and rights-of-way. The method of screening shall be architecturally compatible with the pole structure in terms of colors, materials, and architectural style subject to approval by

the Community Development Director. The screening design/construction shall blend with the design of the pole structure.

6. The exterior of the structure (apart from the billboard faces) shall have a noncorrosive finish that is not conductive to reflection or glare.

7. Prior to the release of electrical service to the billboard, the parkway area along South Lemon Avenue, between the sidewalk and the bus yard enclosure wall, shall be rejuvenated with plantings, irrigation and/or a minimum 2-inch layer of mulch, and maintained thereafter.

8. A minimum of two 24-inch box trees shall be planted as replacements for the proposed removal of two pine trees. The species and placement of the replacement trees shall be subject to approval by the Community Development Director. The trees shall be installed and subject to City inspection prior to the release of electrical service to the billboard.

9. Prior to building permit final signature, surveillance cameras shall be installed to capture images of individuals intending to vandalize or deface the billboard structure. The placement and exact number of cameras shall be determined by the Los Angeles County Sheriff Department prior to issuance of building permits. If the Los Angeles County Sheriff Department determines that the placement of surveillance camera(s) is infeasible, alternative security measure(s) shall be proposed and is subject to review by the Community Development Director.

10. Surveillance camera recordings shall be a minimum of 1080p resolution, kept for a minimum of 15 days and relinquished to the Los Angeles County Sheriff's Department upon request. The billboard operator shall maintain the surveillance cameras in working condition.

B. DEVELOPMENT REVIEW

1. This approval is for the site plan, elevations, exterior materials, and isometric drawings for a new digital billboard to be constructed at 880 South Lemon Avenue, as described in the staff report and depicted on the approved plans on file with the Planning Division, subject to the conditions in this Resolution.

2. The construction documents submitted for plan check shall be in substantial compliance with the architectural plans approved by the City Council, as modified pursuant to the conditions below. If the plan check submittal is not in substantial compliance with the approved Development Review submittal, the plans may require further staff review and renotification of the surrounding property owners, which may delay the project and entail additional fees.

3. All existing public improvements damaged during construction shall be repaired or replaced upon project completion.

The City Council shall:

(a) Certify to the adoption of this Resolution; and

(b) Forthwith transmit a certified copy of this Resolution to the Walnut Valley Unified School District, 880 South Lemon Avenue, Diamond Bar, CA 91789.

PASSED, APPROVED, AND ADOPTED this 16th day of December, 2025.

CITY OF DIAMOND BAR

_____
Steve Tye, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was duly introduced, passed, and adopted by the City Council held on the 16th day of December, 2025, by the following vote:

AYES: Council Member:
NOES: Council Member:
ABSENT: Council Member:
ABSTAIN: Council Member:

_____
Kristina Santana, City Clerk

COMMUNITY DEVELOPMENT DEPARTMENT

STANDARD CONDITIONS

USE PERMITS, COMMERCIAL AND RESIDENTIAL NEW AND REMODELED STRUCTURES

PROJECT #: **Development Code Amendment, Conditional Use Permit, Development Review, and Development Agreement Planning Case No. PL2024-40**

SUBJECT: **To install and operate a 97-foot high, dual-faced digital LED billboard.**

PROPERTY OWNER: **Walnut Valley Unified School District, 880 South Lemon Avenue, Diamond Bar, CA 91765**

APPLICANT: **Evergreen Media LLC, 9021 Sunset Boulevard, West Hollywood, CA 90069**

LOCATION: **880 South Lemon Avenue, Diamond Bar, CA 91765**

ALL OF THE FOLLOWING CONDITIONS APPLY TO YOUR PROJECT.

APPLICANT SHALL CONTACT THE PLANNING DIVISION AT (909) 839-7030, FOR COMPLIANCE WITH THE FOLLOWING CONDITIONS:

A. GENERAL REQUIREMENTS

1. In accordance with Government Code Section 66474.9(b) (1), the applicant shall defend, indemnify, and hold harmless the City, and its officers, agents and employees, from any claim, action, or proceeding to attack, set-aside, void or annul the approval of Development Code Amendment, Conditional Use Permit, Development Review, and Development Agreement Planning Case No. PL 2024-40 brought within the time period provided by Government Code Section 66499.37. In the event the city and/or its officers, agents and employees are made a party of any such action:

(a) Applicant shall provide a defense to the City defendants or at the City's option reimburse the City its costs of defense, including reasonable attorneys fees, incurred in defense of such claims.

(b) Applicant shall promptly pay any final judgment rendered against the City defendants. The City shall promptly notify the applicant of any claim, action of proceeding, and shall cooperate fully in the defense thereof.

2. This approval shall not be effective for any purpose until the applicant and owner of the property involved have filed, within twenty-one (21) days of approval of this Development Code Amendment, Conditional Use Permit, Development Review, and Development Agreement Planning Case No. PL 2024-40 at the City of Diamond Bar Community Development Department, their affidavit stating that they are aware of and agree to accept all the conditions of this approval. Further, this approval shall not be effective until the applicants pay remaining City processing fees, school fees and fees for the review of submitted reports.

3. All designers, architects, engineers, and contractors associated with this project shall obtain a Diamond Bar Business License, and zoning approval for those businesses located in Diamond Bar.

4. Signed copies of Planning Commission Resolution No. 2025-XX, Standard Conditions, and all environmental mitigations shall be included on the plans (full size). The sheet(s) are for information only to all partied involved in the construction/grading activities and are not required to be wet sealed/stamped by a licensed Engineer/Architect.

5. Prior to the plan check, revised site plans and building elevations incorporating all Conditions of Approval shall be submitted for Planning Division review and approval.

6. Prior to any use of the project site or business activity being commenced thereon, all conditions of approval shall be completed.

7. The project site shall be maintained and operated in full compliance with the conditions of approval and all laws, or other applicable Federal, State, or City regulations.

8. Approval of this request shall not waive compliance with all sections of the Development Code, all other applicable City Ordinances, and any applicable Specific Plan in effect at the time of building permit issuance.

9. All site, grading, landscape/irrigation, roof, and elevation plans shall be coordinated for consistency prior to issuance of City permits (such as grading, tree removal, encroachment permit, etc.,) or approved use has commenced, whichever comes first.

10. Property owner/applicant shall remove the public hearing notice board within three (3) days of this project's approval.

11. The applicant shall comply with the requirements of City Planning, Building and Safety Divisions, and Public Works Department.

B. FEES/DEPOSITS

1. Applicant shall pay development fees (including but not limited to Planning, Building and Safety Divisions, and Public Works Department) at the established rates, prior to issuance of building permits, as required by the City. In addition, the applicant shall pay all remaining prorated City project review and processing fees prior to issuance of grading or building permit, whichever comes first.

2. Prior to any plan check, all deposit accounts for the processing of this project shall have no deficits.

C. TIME LIMITS

1. The approval of Development Code Amendment, Conditional Use Permit, and Development Review shall expire within one (1) year from the date of approval if the use has not been exercised as defined per DBCC Section 22.66.050(b)(1). The applicant may request in writing a one-year time extension subject to DBCC Section 22.66.050(c) for City Council approval.

D. SITE DEVELOPMENT

1. The project site shall be developed and maintained in substantial conformance with the approved plans submitted to, approved, and amended herein by the Planning Commission, on file with the Planning Division: site plans, architectural elevations, and isometric drawings in the Planning Division, the conditions contained herein, Development Code regulations.

2. All ground-mounted utility appurtenances such as transformers, air conditioning condensers, etc., shall be located out of public view and adequately screened through the use of a combination of concrete or masonry walls, berms, and/or landscaping to the satisfaction of the Planning Division.

3. All structures, including walls, trash enclosures, canopies, etc., shall be maintained in a structurally sound, safe manner with a clean, orderly appearance. All graffiti shall be removed within 72 hours by the property owners/occupant.

4. If any aspect of construction requires the use of an easement on a third party’s property or the use of an easement granted to a third party on the applicant’s property, the applicant must provide the City with correspondence/proof documenting that the easement has been granted before any building permits will be issued.

5. Prior to placement of any construction trailers, the applicant shall submit a site plan showing placement of the construction trailers and shall agree to abide by all conditions of approval required by the Community Development Director.

6. Prior to issuance of a building permit, the location, size, and screening of all building utility service connections, including water, gas, and electric service, fire service, and irrigation connections shall be approved by the Community Development Director. All changes to building utility connections shall be approved by the Community Development Director prior to construction. Building utility connections shall be located, sized and screened in such a manner that they have the least possible impact on the design of the building and site. The architect of record shall be directly involved in the design and placement of all site and building service connections and shall sign all plans submitted to the City which locate, size and/or screen utility connections.

E. SOLID WASTE

1. The site shall be maintained in a condition, which is free of debris both during and after the construction, addition, or implementation of the entitlement approved herein. The removal of all trash, debris, and refuse, whether during or subsequent to construction shall be done only by the property owner, applicant or by a duly permitted waste contractor, who has been authorized by the City to provide collection, transportation, and disposal of solid waste from residential, commercial, construction, and industrial areas within the City. It shall be the applicant's obligation to ensure that the waste contractor used has obtained permits from the City of Diamond Bar to provide such services.

2. Mandatory solid waste disposal services shall be provided by the City franchised waste hauler to all parcels/lots or uses affected by approval of this project.

APPLICANT SHALL CONTACT THE PUBLIC WORKS/ENGINEERING DEPARTMENT, (909) 839-7040, FOR COMPLIANCE WITH THE FOLLOWING CONDITIONS:

A. GENERAL

1. Prior to issuance of a building permit, the applicant shall submit an Erosion Control Plan to the Public Works Department for review and approval. The Erosion Control Plan shall clearly detail erosion control measures that will be implemented during construction. The Erosion Control Plan shall conform to National Pollutant Discharge Elimination System (NPDES) standards and incorporate the appropriate Best Management Practices (BMP's) as specified in the Storm Water BMP Certification.

B. DRAINAGE

1. Prior to issuance of a building permit, the applicant shall submit a detailed

drainage system information of the lot with careful attention to any flood hazard area to the Public Works Department. All drainage/runoff from the development shall be conveyed from the site to the natural drainage course. No on-site drainage shall be conveyed to adjacent parcels, unless that is the natural drainage course.

APPLICANT SHALL CONTACT THE BUILDING AND SAFETY DIVISION, (909) 839-7020, FOR COMPLIANCE WITH THE FOLLOWING CONDITIONS:

A. GENERAL CONDITIONS:

1. A complete electrical plan is required to be submitted and approved during building plan check, which includes grounding, panel location, panel size, and energy compliance measures.

END

PLANNING COMMISSION AGENDA REPORT

CASE/FILE NUMBER:	Development Code Amendment, Conditional Use Permit, Development Review, and Development Agreement Planning Case No. PL2024-40
PROJECT LOCATION:	The proposed Development Code Amendment applies Citywide. The proposed Conditional Use Permit, Development Review, and Development Agreement apply to 880 South Lemon Avenue. APN: 8760-015-901
GENERAL PLAN DESIGNATION:	School (S)
ZONING DISTRICT:	Light Industry (I)
PROPERTY OWNER:	Walnut Valley Unified School District 880 South Lemon Avenue Diamond Bar, CA 91789
APPLICANT:	Evergreen Media LLC 9021 Sunset Boulevard West Hollywood, CA 90069

SUMMARY:

The applicant, Evergreen Media LLC, and property owner, Walnut Valley Unified School District (WVUSD), propose to install and operate a 97-foot-high, dual-faced digital LED billboard at the District headquarters, located at 880 South Lemon Avenue.

Title 22 of the Diamond Bar City Code ("Development Code") currently prohibits billboards citywide. In order to move forward with its proposal, Evergreen Media and WVUSD, are requesting approvals for the following:

- **Development Code Amendment (DCA)** to Title 22 (Development Code) of DBCC to allow billboards and to establish standards for billboards, in the Light Industry (I) zone, subject to the approval of a Conditional Use Permit, Development Review, and a Development Agreement. The Development Code sections to be amended include 22.10.030, 22.36.080, 22.36.120, and 22.80.020;
- **Conditional Use Permit (CUP)** to authorize a billboard in the Light Industry (I) zone, consistent with the Development Code Amendment;
- **Development Review (DR)** to assess the visual design elements of the proposed billboard; and
- **Development Agreement (DA)** between the City and WVUSD governing operation and community benefits for the proposed digital billboard.

RECOMMENDATION:

Adopt the attached Resolution (Attachment A) recommending that the City Council adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.

Adopt the attached Resolution (Attachment B) recommending that the City Council approve Development Code Amendment No. PL2024-40 based on the findings of Diamond Bar City Code (DBCC) Section 22.70.

Adopt the attached Resolution (Attachment C) recommending that the City Council adopt Development Agreement No. 2026-01 between the City and District, based on the findings of DBCC Section 22.62 and included as Exhibit A thereto.

Adopt the attached Resolution (Attachment D) recommending that the City Council approve Conditional Use Permit and Development Review Planning Case No. PL2024-40, based on the findings of DBCC Sections 22.58 and 22.48, subject to conditions.

BACKGROUND:

Over the past several decades, many communities, including Diamond Bar, have taken steps to prohibit or phase out billboards due to long-standing concerns about visual clutter, traffic safety, and the preservation of community character. As billboards multiplied along major corridors, they were increasingly viewed as detracting from scenic quality and undermining local aesthetic goals. In response, cities adopted strict sign regulations and, in some instances, amortization programs to gradually remove existing billboards. This historical context is critical to understanding the City's cautious approach in amending its current sign regulations. The intent has been to prevent the unchecked proliferation of new billboards while maintaining the City's visual integrity. Accordingly, the proposed Development Code Amendment is narrowly tailored to allow only one freeway-oriented digital billboard under tightly controlled standards.

Although the proliferation of billboards in urbanized areas has been curtailed over the years, many San Gabriel Valley communities have approved the construction of digital billboards. Throughout the San Gabriel Valley region, digital billboards have become increasingly common along major transportation corridors. Cities such as West Covina, Industry, Pomona, and El Monte have approved freeway-oriented digital billboards in recent years, citing both economic benefits and opportunities for enhanced communication with the traveling public. As cities across the region adopt policies to accommodate freeway-oriented digital billboards, it is important to note that these signs remain subject to multiple layers of regulation beyond local control.

In addition to municipal codes, digital billboards are also subject to state and federal oversight. Caltrans regulates the placement of outdoor advertising displays visible from California highways and conducts regular reviews of freeways and highways identified on the National Highway System to ensure compliance with the Federal Highway Beautification Act and the State's Outdoor Advertising Act. The Outdoor Advertising Act establishes minimum standards governing the placement and operational characteristics of billboards along applicable highways.

With this regional and regulatory context in mind, WVUSD requests that the City consider allowing a freeway-oriented digital billboard adjacent to State Route (SR) 60. This proposal is significant as it would be the first digital billboard in Diamond Bar, and the first billboard built in the City since its incorporation. Development Code Section 22.36.080 currently prohibits billboards in all zoning districts. Thus, to allow for the construction of the proposed digital billboard, the Development Code would need to be amended.

The School District initially approached the City with the concept of installing a digital billboard on District property. In response, City staff engaged in a collaborative process with the District to evaluate the proposal and negotiate mutually acceptable terms. This effort included the development of a comprehensive Development Agreement, refinement of the billboard's architectural design, and the establishment of operational and design standards intended to safeguard community interests. Throughout this process, the City worked to ensure that the applicants achieved a functional and economically viable project, while also

considering community concerns regarding billboard visibility, aesthetics, and potential impacts. The resulting agreement reflects a balanced approach that aligns the applicants' objectives with the City's goals for public benefit, design quality, and neighborhood compatibility.

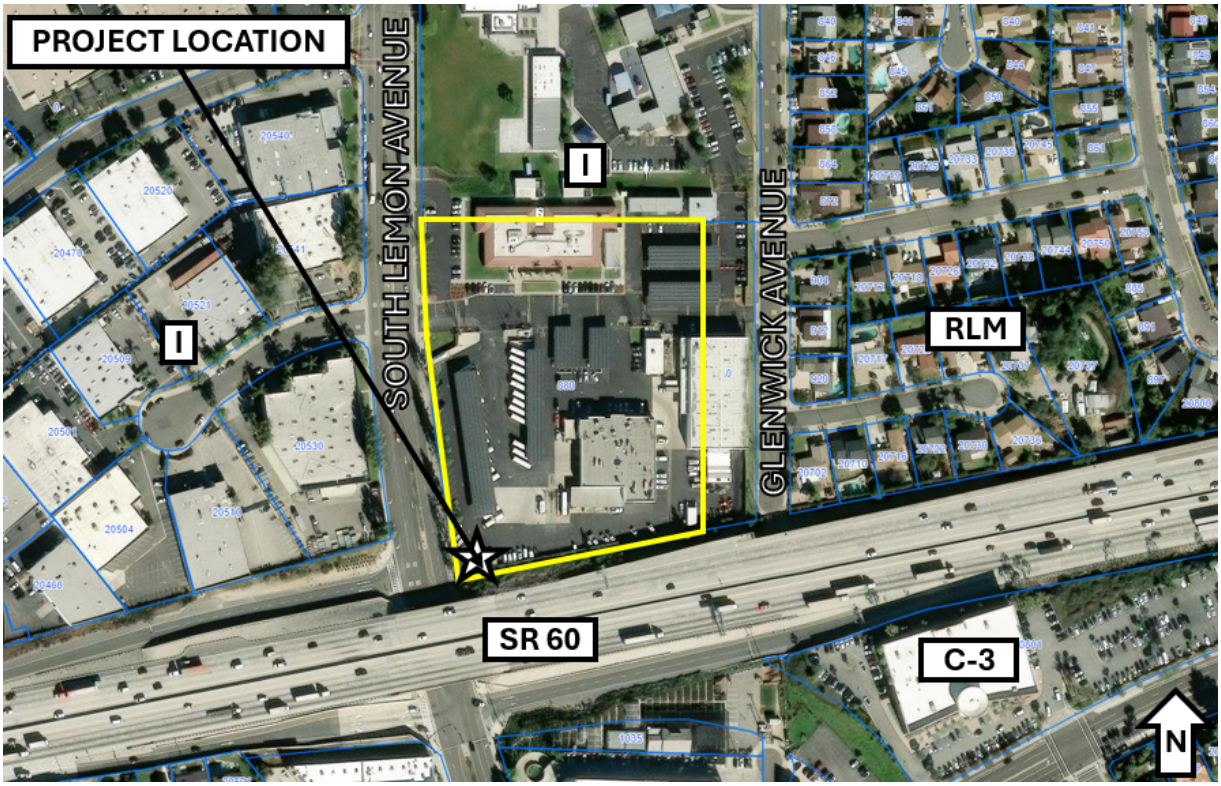
This measured approach stands in contrast to other regional examples—such as the recent dispute over the Regency billboards in Pomona—which underscores the importance of clear, defensible regulatory boundaries and the need for well-crafted standards when considering any new billboard installation.

Site Characteristics

The project site is located in the southwest corner of an existing asphalt-covered parking lot, east of South Lemon Avenue and north of SR-60. The property currently serves as the headquarters for WVUSD and is used for the parking and maintenance of school buses and other district vehicles. WVUSD administrative offices are located to the north, while school bus maintenance facilities occupy the southern portion of the project site.

Site and Surrounding General Plan, Zoning and Land Uses

The image on the following page highlights the subject property:



Site (Plan View) Aerial



Project Site Looking Southwest

The following table summarizes the land use status of the subject property and its surroundings:

	General Plan Designation	Zoning District	Land Use
Site	**School**	**I**	**WVUSD Administrative Office, Vehicle Maintenance, and Parking Lot**
North	School	I	Walnut Elementary School
South	N/A	N/A	State Route 60
East	Low-Medium Residential	RLM	Single-Family Residential
West	Light Industrial	I	Industrial Park

Project Description

Site Plan

The subject property has a lot area of 6.08 acres and contains no existing easements. It is a flat, rectangular-shaped lot that is fully developed with a parking lot, a vehicle maintenance building, and the WVUSD administrative office building. The applicant, Evergreen Media LLC, proposes to sublease approximately 100 square feet in the southwest corner of the property for the construction and operation of a new V-shaped digital billboard.

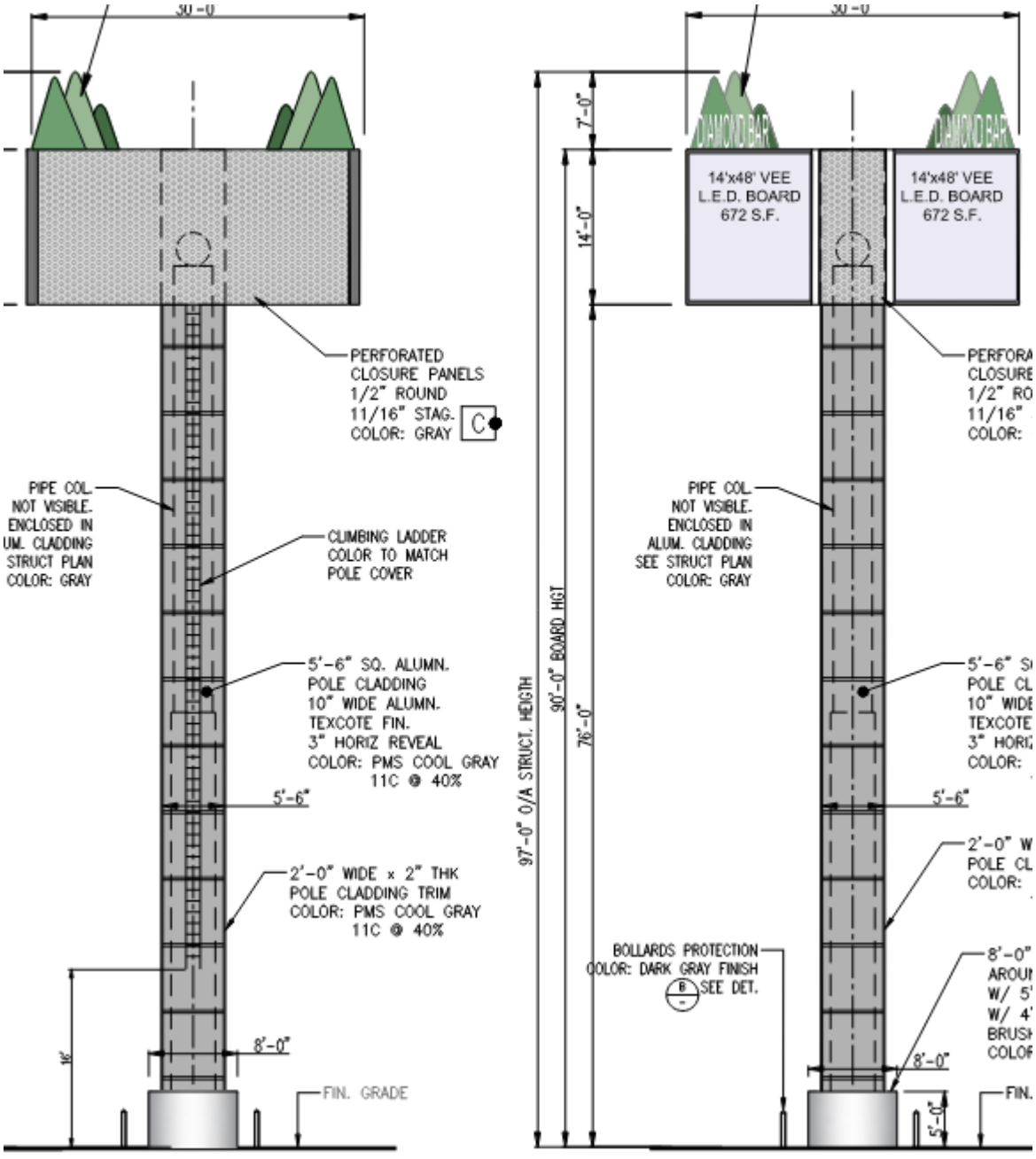
The proposed digital billboard would be located in the southwest corner of the property, set back one foot from the southern property line along SR-60 and 17 feet from the western property line along South Lemon Avenue, measured from the closest edge of the billboard sign face to the property lines. Additionally, the billboard will be located 810 feet from the nearest existing static billboard at 20450 Yellow Brick Road, measured between the bases of each structure, and 510 feet from the nearest residentially used parcel

boundary, measured from the closest point of that boundary to the base of the proposed digital billboard.

Minimal grading will be required, limited to excavation for footings and foundation work, as the billboard will be constructed entirely on the existing parking lot.

Elevations

The overall height of the proposed billboard is 97 feet, measured from the finished grade to the highest point of the structure.



Proposed North and South Facing Elevations

Landscape Plan

As part of the construction of the proposed digital billboard, the applicants will remove two existing mature

pine trees located directly adjacent to the project site along South Lemon Avenue and replace them with two 24-inch-box crape myrtle trees in the same locations. The applicants will also enhance the existing streetscape by installing bark ground cover throughout the entire landscaped area along South Lemon Avenue. These improvements are intended to maintain the aesthetic quality of the frontage, provide visual continuity along the corridor, and ensure that the landscape remains consistent with the City's landscape standards.

ANALYSIS:

Review Authority (Development Code Sections 22.70, 22.58, 22.48, and 22.62)

Before the City Council adopts an ordinance to amend the Development Code in conjunction with a proposed project, the Planning Commission must first conduct a public hearing to consider the proposed amendments, and then transmit its recommendations by resolution to the Council. The proposed project requires Planning Commission review and recommendation of the Development Code Amendment (DCA), Mitigated Negative Declaration (MND), Mitigation Monitoring and Report Program (MMRP), Development Agreement (DA), Conditional Use Permit (CUP), and Development Review (DR).

The following analysis sets forth the foundation for the Findings of Fact contained in the attached Resolutions. Together, the analysis and findings provide the basis for staff's recommendation that the Planning Commission recommend approval of the project and all of its components, subject to the conditions set forth in the approval resolutions.

Development Code Amendment (DBCC Chapter 22.70)

As stated previously, WVUSD and Evergreen Media are requesting an amendment to the City's Development Code to establish specific regulations governing the placement, design, and operation of digital billboards. The proposed code amendment is intended to establish a narrowly defined framework for the consideration of freeway-oriented digital billboards within the City while maintaining strong safeguards to protect community aesthetics, traffic safety, and residential quality of life. These standards ensure that any digital billboard is located only in appropriate industrial areas adjacent to the freeway, does not create visual clutter or light pollution, maintains strict separation from residential neighborhoods and other billboards, and operates in full compliance with state and federal outdoor advertising laws. Through these measures, the ordinance ensures that the City retains tight control over billboard placement and appearance effectively allowing only one new billboard in the City rather than opening the door for widespread billboard development.

The proposed code amendment consists of the following regulations:

- Allowed only in the I (Light Industry) zone and only with approval of a Conditional Use Permit (CUP) and Development Agreement (DA).
- Must be located within 400 feet of a freeway right-of-way.
- Minimum 800 feet from any existing static billboard, 2,000 feet from any existing digital billboard, and 400 feet from any residentially zoned or used property.
- Maximum height of 75 feet, measured as a vertical distance from the highest point of the structure to the finished surface elevation at the edge of the nearest freeway travel lane (plus 10 feet for decorative elements).
- Maximum sign face area of 672 square feet (48' × 14'); one sign face per travel direction.
- Maximum of two faces allowed, with a maximum 45° V-angle.
- Only static images permitted (no motion, animation, flashing, or visual effects). Each image must remain for a minimum of eight seconds with instantaneous transitions.
- Lighting must prevent glare, light spillover, or visibility impairment for motorists. Maximum 0.3 foot-candles above ambient light at 250 feet.
- New definitions for billboards, including sub definitions for digital and static types.

These standards reflect the City's cautious and deliberate approach to regulating digital billboards—ensuring

compatibility with surrounding land uses, compliance with higher-level regulations, and preservation of Diamond Bar's visual character while providing a limited and tightly controlled opportunity for freeway-oriented signage.

Conditional Use Permit (DBCC Chapter 22.58)

A CUP is required for uses whose effect on the surrounding area cannot be determined before being analyzed for suitability at a particular location.

When reviewing a CUP, consideration is given to the location, design, configuration, operational characteristics and potential impacts to determine whether or not the proposed use will pose a detriment to the public health, safety and welfare. If it can be found that the proposed use is likely to be compatible with its surroundings, the Commission may recommend approval for the proposed use subject to conditions stipulating the manner in which the use must be conducted. If the Commission finds that the proposed use is likely to be detrimental to the general peace, health and general welfare, then it must deny the request.

When a CUP is approved, it runs with the land, and all associated conditions remain binding on any future property owners or operators. In other words, if the existing digital billboard were removed, a new digital billboard could be installed in the same location and operate under the same terms. The new billboard would be required to adhere to all previously imposed conditions and could not modify or expand its operations without undergoing a full review and receiving approval from the Planning Commission.

Staff has evaluated the proposed digital billboard and determined that the use is compatible with the surrounding industrial and commercial setting. The billboard is located adjacent to the SR-60 freeway, within a developed site that currently supports non-sensitive uses, and its placement and orientation are designed to minimize visibility from nearby residential areas. The structure will not obstruct views, impede access, or conflict with existing site operations. Operational characteristics, such as brightness levels, display transitions, and content restrictions, will be regulated through project conditions to ensure the billboard does not create visual distractions or light spillover.

The proposed digital billboard does not generate any additional parking demand. The structure is self-contained and does not involve on-site employees or any land use intensification that would otherwise require additional parking spaces. The installation and maintenance of the billboard will occur periodically and will not interfere with the existing on-site circulation or parking configuration.

The project is also consistent with the intent of the DCA, which establishes specific regulations and permitting requirements for digital billboards, including the requirement for a CUP within the I zone. The DCA ensures that such installations are appropriately located, visually compatible with their surroundings, and regulated to minimize potential visual, operational, and aesthetic impacts.

Based on these factors, staff finds that the proposed digital billboard is compatible with its surroundings, will not be detrimental to the public health, safety, or welfare, and meets the required findings for approval of a CUP.

Development Review (DBCC Chapter 22.48)

The purpose of the DR process is to assess the visual design elements of new development within the City. The process ensures that new development and intensification of existing development is consistent with the General Plan's Goals and Policies that promote good design.

Development Standards: The following table compares the proposed project with the proposed City's development standards for billboards in the I zone:

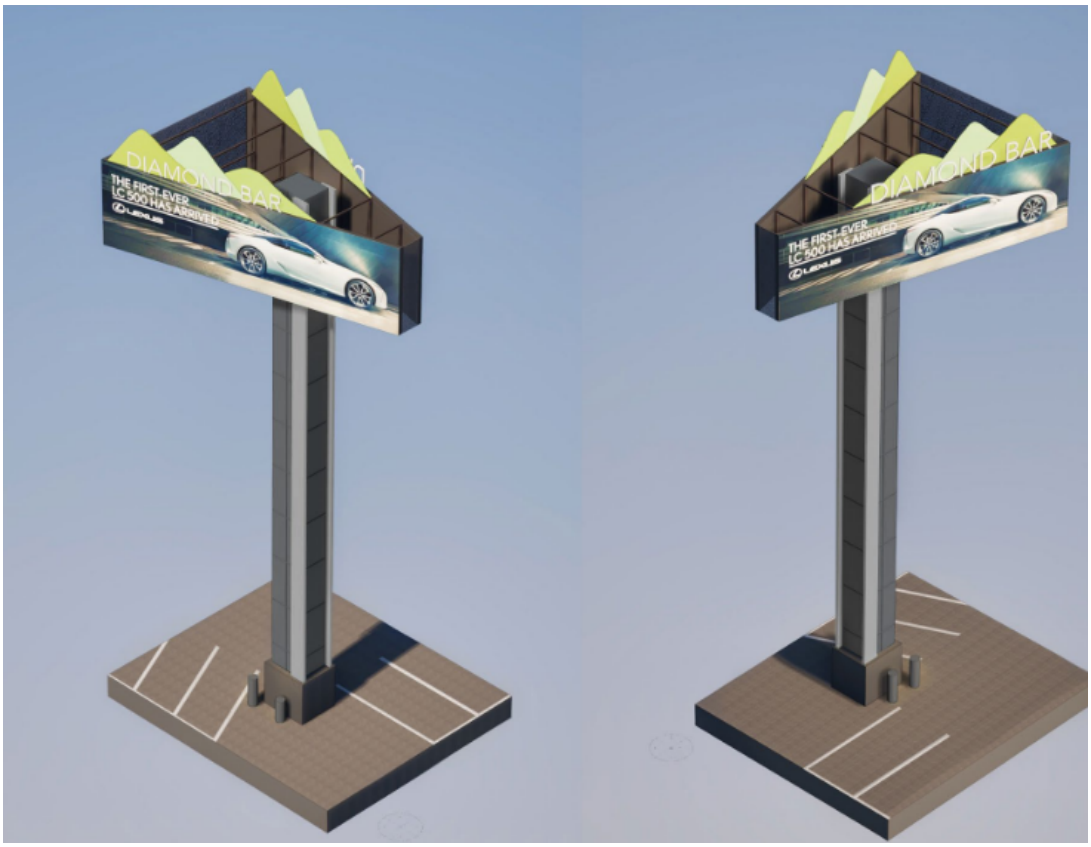
Development Feature	Proposed Billboard Development Standards	Proposed	Meets Requirements

Max. Distance from Freeway Right-of-Way	400'	37'-8"	Yes
Min. Separation from Nearest Billboard	800' from any existing static billboard, 2,000' from any existing digital billboard	810' from existing static billboard, N/A for digital billboard	Yes
Min. Separation from Nearest Residentially Zoned Parcel or Boundary	400'	510'	Yes
Max. Billboard Height from Nearest Edge of the Freeway Surface	75' plus 10' for architectural or decorative elements	68'-7" plus 7' for architectural/decorative elements	Yes
Max. Sign Face Dimensions and Area	48' in length and 14' in height, 672 square feet	48' in length and 14' in height, 672 square feet	Yes
Max. Number of Sign Faces	Two	Two	Yes
Max. Degree Between Sign Faces	45 degrees	30 degrees	Yes

Architectural Features, Colors, and Materials: The City's Design Guidelines have been established to improve the visual quality of the surrounding area through aesthetically pleasing site planning, structure design, and architecture. In addition, a primary objective is to promote compatibility with adjacent uses to minimize any potential negative impacts.

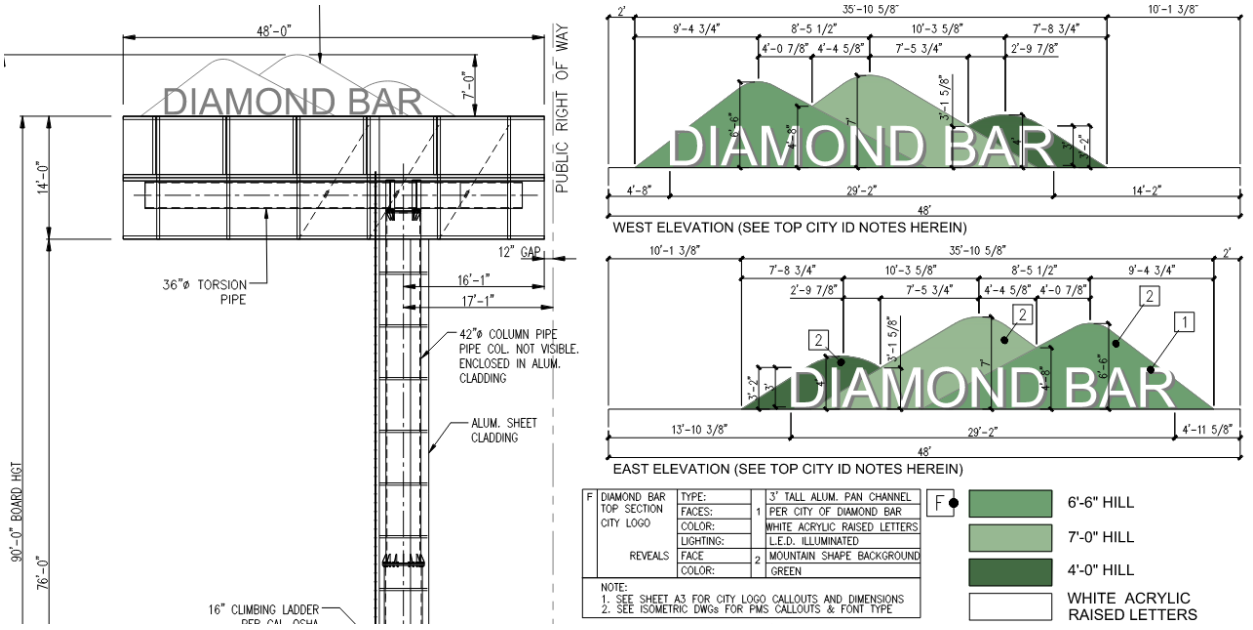
Notable elements of the project include the following:

As previously noted, the proposed digital billboard is designed as a V-shaped structure with two LED display areas, each measuring 14 feet by 48 feet (627 square feet). Each sign would display a combination of general market advertisements and public service messages. Each image would remain static for eight seconds before changing to the next, with no transitional effects between displays. The two sign faces of the proposed digital billboard would be oriented to primarily target visibility for motorists traveling eastbound and westbound along SR-60. The V-shaped configuration is designed to maximize exposure to freeway traffic in both directions while minimizing visibility from adjacent off-site areas, such as nearby residences. The billboard will be protected by a five-foot-high, 64 square-foot sign base and four three-foot-high bollards. Both elements will be painted dark gray to complement the color of the billboard pole cover.



Proposed Southwest and Southeast (Facing SR-60) Isometric Drawings

In addition to the display areas, the design incorporates prominent City branding at the top of the structure. The "DIAMOND BAR" wordmark is approximately three feet tall and in Century Gothic font style, is fabricated in illuminated pan channel letters and flush mounted against a fabricated mountain silhouette feature. The mountain silhouette is constructed of 0.125-inch-thick aluminum plate panels with varied contour depths of up to four inches from one segment to the next, providing a dynamic and dimensional backdrop. The design extends across the two display panels, creating continuity and visual interest while echoing Diamond Bar's natural topography. The applicants have also incorporated official City colors into the design. The pole cover and pole trim utilize cool gray tones, ensuring a neutral, modern finish consistent with City streetscape elements. The mountain backdrop and logo elements are finished in green at varying hues, which directly align with the City's established branding palette. These design elements are intended to reflect the City's unique identity and reinforce recognition along the SR-60 corridor.



Proposed Sign Face (The final construction plans will also specify the use of the Century Gothic font to ensure that the billboard logotype fully adheres to the City's established branding specifications)

Development Agreement (DBCC Section 22.62)

A Development Agreement (DA) is a legal contract between the City and the applicant that establishes the terms and conditions governing the development and ongoing operation of the proposed project. In this case, the DA would authorize the installation and operation of a new digital billboard and outline the associated responsibilities of both parties. Pursuant to Government Code Section 65867.5(a) and DBCC Section 22.62, Development Agreements are legislative actions requiring City Council approval via ordinance.

The agreement provides mutual assurances—granting the applicant vested rights to construct and operate the digital billboard in accordance with approved plans and regulations, while ensuring that the City receives specified public benefits, such as revenue sharing or community messaging time.

The DA serves as an implementation tool to ensure that the project is consistent with the City's General Plan, Development Code, and overall economic and aesthetic objectives, while providing a clear and enforceable framework for the long-term maintenance and operation of the digital display.

The DA between the City of Diamond Bar and the Walnut Valley Unified School District (WVUSD) establishes the terms for the proposed digital billboard. The billboard will be developed and operated by Evergreen Media LLC under a separate lease agreement with the District.

The DA provides WVUSD with the vested right to construct, maintain, and operate the billboard in accordance with City entitlements and establishes financial and community benefit provisions for the City. The term of the agreement is 20 years, with an option for a 10-year renewal upon notice and mutual consent.

Benefits to the School District and Community:

- Evergreen Media will pay WVUSD a minimum of $300,000 annually, plus a percentage of the billboard's Net Gross Revenue (starting at 52%, increasing over time). Rent amounts will increase by 15% every five years thereafter.
- WVUSD retains exclusive control over billboard content except for City emergency and public service messages. Political, adult, or offensive content is prohibited under the lease.
- The lease provides WVUSD with revenue to support education programs and facility maintenance.
- The DA grants WVUSD a vested right to operate the billboard for the term of the agreement, ensuring

stability against future regulatory changes.
- Evergreen Media is responsible for maintaining the billboard in a clean, safe, and graffiti-free condition. Damaged or vandalized panels must be repaired within 72 hours of notice

Benefits to the City:

- The City receives 25% of all revenue (including annual rent and revenue share) WVUSD receives from Evergreen Media under the lease agreement. Payments are due within 30 days after WVUSD receives its rent.

Year	Guaranteed Annual Rent to WVUSD	City's Annual 25% Share (Community Benefit Fee)*
1-5	$300,000/year	$75,000/year
6-10	$345,000/year	$86,250/year
11-15	$396,750/year	$99,187.50/year
16-20	$456.262.50/year	$114,065.63/year

*These amounts represent the minimum guaranteed payments to the City; total annual revenue may be higher depending on billboard advertising performance.

- The City receives 50% of 12% of total daily display time (6% total time) for public service announcements, provided at no cost. In simple terms, if the billboard runs for 24 hours a day, the City would get about 1 hour and 26 minutes per day (6% of 24 hours) to display City-related messages or public service announcements at no cost.
- The billboard will display Amber Alerts, emergency notifications, and public safety messages at no charge to the City.
- The City retains the right to audit revenue records to ensure accurate calculation of payments and compliance.
- The City may conduct annual performance reviews to verify good faith compliance with DA terms.

Compatibility with Neighborhood

The proposed digital billboard at 880 S. Lemon Avenue has been carefully designed and located to ensure compatibility with its surrounding environment and to minimize potential visual and land use conflicts with nearby properties. As shown in the simulations, the billboard is situated adjacent to the SR-60 freeway corridor, an area characterized by heavy vehicular traffic, large-scale commercial and light industrial development, and limited residential visibility.

From the freeways (see the images below), the sign integrates appropriately into the visual context of the transportation corridor. Its modern, single-pole design and clean architectural lines reduce bulk and visual clutter, providing a more streamlined appearance than traditional multi-pole or lattice-style structures. The digital display's placement and orientation are optimized for visibility to freeway motorists while maintaining appropriate separation from adjacent on-site structures and public rights-of-way.





Billboard Simulations from SR-60

From South Lemon Avenue and Glenwick Avenue (see the images on the following page), the billboard appears as a distant and unobtrusive vertical element within an area dominated by commercial, industrial, and transportation infrastructure. The sign does not interfere with pedestrian circulation or create visual obstructions for local traffic. Landscaping and existing perimeter walls further help screen the sign base from view at the street level, reinforcing compatibility with the established urban character of the area.





Billboard Simulations from Adjacent Streets

From nearby residential streets such as Flintgate Drive and South Lemon Avenue (see the images below), the billboard is largely screened by existing commercial buildings, walls, and mature landscaping. While portions of the upper display may be faintly visible from select vantage points, these views are distant and intermittent, minimizing any potential visual impacts on residential properties. The digital display will employ automatic dimming technology that adjusts brightness in response to ambient lighting conditions, ensuring that nighttime illumination remains within City standards and does not create light spillover or glare affecting nearby neighborhoods.





Billboard Simulations from Nearby Residences

Overall, the proposed digital billboard is compatible with the existing visual environment of the SR-60 corridor and surrounding land uses. Its placement adjacent to a major freeway interchange, modern architectural treatment, and integrated lighting controls ensure that it functions as a high-quality advertising structure consistent with the City's intent to enhance freeway-oriented commercial visibility while preserving the character and quality of surrounding neighborhoods.

The project also incorporates the principles of the City's Design Guidelines as follows:

- The proposed digital billboard will conform to all proposed development standards, including structure height, separation requirements, and sign area;
- A gradual transition between the project and adjacent uses is achieved through appropriate setbacks, structure height, and colors;
- The proposed digital billboard is appropriate in mass and scale to the site;
- Elevations are treated with detailed architectural elements;
- The exterior finish materials and colors blend with the natural environment;
- The proposed digital billboard will not obstruct views or be detrimental for nearby properties.

Additional Review

The Public Works Department and Building and Safety Division reviewed this project, and their comments are included in the attached resolution as conditions of approval.

NOTICE OF PUBLIC HEARING:

On November 14, 2025, public hearing notices were mailed to property owners within a 1,000-foot radius of the project site. The notice was submitted to the *San Gabriel Valley Tribune* newspaper for publication on November 14, 2025. A notice display board was posted at the site, and a copy of the notice was posted at the City's designated community posting sites.

PUBLIC COMMENTS RECEIVED:

No comments have been received as of the publication date of this report, except those received during the public review period of the IS/MND.

ENVIRONMENTAL ASSESSMENT:

This Project has been reviewed for compliance with the California Environmental Quality Act (CEQA). Based on that assessment, the City prepared an Initial Study and filed a Notice of Intent to Adopt a Mitigated Negative Declaration (MND) for the Project with the Office of Land Use and Climate Innovation and the Los Angeles County Clerk on September 19, 2025 (see Exhibit A of Attachment A). The notice was published in the *San Gabriel Valley Tribune* on September 22, 2025. A notice display board was posted at the site on September 22, 2025, and a copy of the notice was posted at the City's designated community posting sites. The notice was also mailed to property owners within a 700-foot radius of the subject property on September 22, 2025. Pursuant to CEQA Section 15105, a 30-day public review period for the MND began on September 22, 2025 and ended October 21, 2025.

The Initial Study is a preliminary analysis to determine whether or not a Negative Declaration, Mitigation Negative Declaration, or Environmental Impact Report (EIR) is needed for a project. If the Initial Study concludes that the proposed Project will not significantly affect the environment, a Negative Declaration may be prepared. If there are potential impacts from the proposed Project that can be mitigated to a level of less than significant, a Mitigated Negative Declaration may be prepared. The Initial Study concluded that the

Project will not significantly affect the environment through the incorporation of six mitigation measures.

An MND is a written document that describes the reasons that the Project will not have a significant effect on the environment by properly conditioning the Project ("mitigation measures") to make the Project acceptable. It is used to guide and assist the City staff, Planning Commission, City Council, and the public in the consideration and evaluation of potential environmental impacts that may result from the Project and must be considered by the Commission prior to recommending approval of the Project.

The MND for the Project documents reasons to support the findings that the Project would not have any potentially significant impacts on the environment with the proposed mitigation measures which are contained with the Mitigation Monitoring and Report Program (MMRP) prepared as part of the MND. The purpose of the MMRP is to ensure compliance with the mitigation measures, address site-specific conditions for the Project, and also identifies timing and responsibility for monitoring each measure and is attached to the Resolution recommending adoption of the MND (Exhibit B of Attachment A). The Project is conditioned to include these mitigation measures as part of the Project approval.

During the public review period, the City received three comments on the draft IS/MND from the following agencies/person:

1. California Department of Toxic Substances Control (DTSC): Recommends that if the project uses California Department of Education (CDE) funds, it complies with CDE and DTSC site review requirements, and regardless of funding, investigate potential contamination, test for hazardous materials during demolition, and ensure all imported soil is clean and contaminant-free per state regulations.
2. California Department of Transportation (Caltrans): Commented that the proposed billboard may be located along a designated Landscape Freeway where new outdoor advertising is prohibited, and that any work or materials transported within the State Highway right-of-way would require the appropriate Caltrans permits.
3. William Moore: Expressed concern that the billboard's ownership by an out-of-area company (Evergreen Media from West Hollywood) could allow nonlocal entities to control advertising content, questioning whether Diamond Bar or Walnut residents would have any say in what is displayed.

Cultural Resources

Assembly Bill 52 – Tribal Consultation: AB52 requires notification/request for tribal consultation for projects. AB52 applies to projects subject to CEQA. The City sent notices to three Tribes that have sent written consultation requests, informing them of the opportunity to request consultation on June 13, 2025. Those three Tribes are the Gabrieleño Band of Mission Indians (Kizh Nation), Gabrieleño Tongva San Gabriel Band of Mission Indians, and the Soboba Band of Luiseño Indians. On June 24, 2025, the City received a letter from the Gabrieleño Band of Mission Indians (Kizh Nation), indicating that the Project lies in an area where the ancestral territories of the Kizh (Kitc) Gabrieleño villages adjoined and overlapped. In accordance with the request by the tribe, mitigation measures were added requiring the applicant to retain a culturally-affiliated Native American monitor to observe earthmoving activities for the purpose of identifying the potential presence of any significant historic or prehistoric cultural resources.

PREPARED BY:

Rudy Lopez, Assistant Planner, Planning

ATTACHMENTS:

1. Draft Resolution No. 2025-XX (Recommending Approval of MND)
2. Draft Resolution No. 2025-XX (Recommending Approval of DCA)
3. Draft Resolution No. 2025-XX (Recommending Approval of DA)

4. Draft Resolution No. 2025-XX (Recommending Approval of CUP and DR) and Standard Conditions of Approval
5. Architectual Plans, Elevations, and Isometric Drawings

MINUTES OF THE CITY OF DIAMOND BAR
REGULAR MEETING OF THE PLANNING COMMISSION
November 25, 2025

1. CALL TO ORDER:

C/Barlas called the meeting to order at 6:30 p.m. in the Windmill Community Room, 21810 Copley Drive, Diamond Bar, CA 91765.

PLEDGE OF ALLEGIANCE: VC/Worthington

ROLL CALL: Mehta, Torres, V/C Worthington, C/Barlas

ABSENT: Rawlings

STAFF PRESENT: Greg Gubman, Community Development Director, Grace Lee, Planning Manager, Mayuko Nakajima, Senior Planner; Arlene Laviera, Administrative Coordinator; and James H. Eggart, Assistant City Attorney

Commissioner Rawlings arrived at 6:33 p.m.

2. PUBLIC COMMENTS: Mr. Huang, resident who resides on Trigger Lane, expressed concerns with an on-going permit. C/Barlas suggested Mr. Huang contact City Hall during normal business hours.

3. CONSENT CALENDAR:

3.1 **MINUTES OF THE PLANNING COMMISSION REGULAR MEETING** – October 14, 2025.

Rawlings moved, and VC/Worthington seconded to approve consent calendar. Motion carried 4-0-0-1 by the following Roll Call vote:

AYES:	4	COMMISSIONERS: Mehta, Rawlings, Torres, V/C Worthington
NOES:	0	COMMISSIONERS: None
ABSTAIN:	1	COMMISSIONERS: Barlas
ABSENT:	0	COMMISSIONERS: None

4. OLD BUSINESS:

5. NEW BUSINESS:

6. PUBLIC HEARING:

6.1 Walnut Valley Unified School District Electronic Billboard Project No. PL2024-40: Under the authority of DBCC Sections 22.70, 22.58, 22.48, and 22.62, the property owner, Walnut Valley Unified School District, and applicant, Evergreen Media LLC, are requesting

the following entitlement approvals for the installation and operation of a 97-foot-high, dual-faced digital LED billboard on a six-acre developed lot:

- **Development Code Amendment (DCA)** to Title 22 (Development Code) of DBCC to allow billboards and to establish standards for billboards, in the Light Industry (I) zone, subject to the approval of a Conditional Use Permit, Development Review, and a Development Agreement. The Development Code sections to be amended include 22.10.030, 22.36.080, 22.36.120, and 22.80.020;

- **Conditional Use Permit (CUP)** to authorize a billboard in the Light Industry (I) zone, consistent with the Development Code Amendment;

- **Development Review (DR)** to assess the visual design elements of the proposed billboard; and

- **Development Agreement (DA)** between the City and WVUSD governing operation and community benefits for the proposed digital billboard.

The subject property is zoned Light Industry with an underlying General Plan land use designation of School (S).

PROJECT ADDRESS: 680 South Lemon Avenue, Diamond Bar, CA 91789 (APN: 8760-015-901)
APPLICANT: Evergreen Media LLC, 9021 Sunset Boulevard, West Hollywood, CA, 90069
PROPERTY OWNER: Walnut Valley Unified School District, 880 South Lemon Avenue, Diamond Bar, CA 91789

Environmental Assessment:
This Project has been reviewed for compliance with the California Environmental Quality Act (CEQA). Based on that assessment, the City prepared an Initial Study and filed a Notice of Intent to Adopt a Mitigated Negative Declaration (MND) for the Project with the Office of Land Use and Climate Innovation and the Los Angeles County Clerk on September 19, 2025 (see Exhibit A of Attachment A). The notice was published in the *San Gabriel Valley Tribune* on September 22, 2025. A notice display board was posted at the site on September 22, 2025, and a copy of the notice was posted at the City's designated community posting sites. The notice was also mailed to property owners within a 700-foot radius of the subject property on September 22, 2025. Pursuant to CEQA Section 15105, a 30-day public review period for the MND began on September 22, 2025 and ended October 21, 2025.

The Initial Study is a preliminary analysis to determine whether or not a Negative Declaration, Mitigation Negative Declaration, or Environmental Impact Report (EIR) is needed for a project. If the Initial Study concludes that the proposed Project will not

significantly affect the environment, a Negative Declaration may be prepared. If there are potential impacts from the proposed Project that can be mitigated to a level of less than significant, a Mitigated Negative Declaration may be prepared. The Initial Study concluded that the Project will not significantly affect the environment through the incorporation of six mitigation measures.

An MND is a written document that describes the reasons that the Project will not have a significant effect on the environment by properly conditioning the Project ("mitigation measures") to make the Project acceptable. It is used to guide and assist the City staff, Planning Commission, City Council, and the public in the consideration and evaluation of potential environmental impacts that may result from the Project and must be considered by the Commission prior to recommending approval of the Project.

The MND for the Project documents reasons to support the findings that the Project would not have any potentially significant impacts on the environment with the proposed mitigation measures which are contained with the Mitigation Monitoring and Report Program (MMRP) prepared as part of the MND. The purpose of the MMRP is to ensure compliance with the mitigation measures, address site-specific conditions for the Project, and also identifies timing and responsibility for monitoring each measure and is attached to the Resolution recommending adoption of the MND (Exhibit B of Attachment A). The Project is conditioned to include these mitigation measures as part of the Project approval.

During the public review period, the City received three comments on the draft IS/MND from the following agencies/person:

1. California Department of Toxic Substances Control (DTSC): Recommends that if the project uses California Department of Education (CDE) funds, it complies with CDE and DTSC site review requirements, and regardless of funding, investigate potential contamination, test for hazardous materials during demolition, and ensure all imported soil is clean and contaminant-free per state regulations.
2. California Department of Transportation (Caltrans): Commented that the proposed billboard may be located along a designated Landscape Freeway where new outdoor advertising is prohibited, and that any work or materials transported within the State Highway right-of-way would require the appropriate Caltrans permits.
3. William Moore: Expressed concern that the billboard's ownership by an out-of-area company (Evergreen Media from West Hollywood) could allow nonlocal entities to control advertising content, questioning whether Diamond Bar or Walnut residents would have any say in what is displayed.

Cultural Resources

Assembly Bill 52 – Tribal Consultation: AB52 requires notification/request for tribal consultation for projects. AB52 applies to projects subject to CEQA. The City sent notices to three Tribes that have sent written consultation requests, informing them of the opportunity to request consultation on June 13, 2025. Those three Tribes are the

Gabrieleño Band of Mission Indians (Kizh Nation), Gabrieleño Tongva San Gabriel Band of Mission Indians, and the Soboba Band of Luiseño Indians. On June 24, 2025, the City received a letter from the Gabrieleño Band of Mission Indians (Kizh Nation), indicating that the Project lies in an area where the ancestral territories of the Kizh (Kitc) Gabrieleño villages adjoined and overlapped. In accordance with the request by the tribe, mitigation measures were added requiring the applicant to retain a culturally-affiliated Native American monitor to observe earthmoving activities for the purpose of identifying the potential presence of any significant historic or prehistoric cultural resources.

Recommended Action:
Adopt the attached Resolution (Attachment A) recommending that the City Council adopt the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.

Adopt the attached Resolution (Attachment B) recommending that the City Council approve Development Code Amendment No. PL2024-40 based on the findings of Diamond Bar City Code (DBCC) Section 22.70.

Adopt the attached Resolution (Attachment C) recommending that the City Council adopt Development Agreement No. 2026-01 between the City and District, based on the findings of DBCC Section 22.62 and included as Exhibit A thereto.

Adopt the attached Resolution (Attachment D) recommending that the City Council approve Conditional Use Permit and Development Review Planning Case No. PL2024-40, based on the findings of DBCC Sections 22.58 and 22.48, subject to conditions.

AP/Lopez presented the staff report.

C/Barlas opened the public hearing.

The following provided public comments:

Leila Abou-Taleb, Walnut Valley Unified School District Board President
Andy Goodman, Evergreen Outdoor
Angie, resident
Cindy Tam, resident

Torres moved, and VC Worthington seconded to adopt Resolution Nos. 2025-18, 2025-19, 2025-20 and 2025-21 approving all exhibits for PL 2024-40 Walnut Valley Unified School District (WVUSD) Electronic Billboard Project No. PL2024-40 subject to the conditions of approval. Motion carried 5-0 by the following Roll Call vote:

AYES:	5	COMMISSIONERS: Torres, Worthington, Rawlings, Mehta, Barlas
NOES:	0	COMMISSIONERS: None
ABSTAIN:	0	COMMISSIONERS: None

ABSENT: 0 COMMISSIONERS: None

7. PLANNING COMMISSION COMMENTS/INFORMATION ITEMS:

C/Barlas announced her retirement from the Planning Commission.

Commissioners commended staff for well written report and presentation.

8. STAFF COMMENTS/INFORMATIONAL ITEMS:

CDD/Gubman informed the Planning Commission that both meetings in December are canceled.

9. SCHEDULE OF FUTURE EVENTS:

As noted in the agenda.

10. ADJOURNMENT: With no further business before the Planning Commission, C/Barlas adjourned the Regular Planning Commission meeting at 7:21 p.m.

The foregoing minutes are hereby approved this __ day of _____, 2026.

Attest:

Respectfully Submitted,

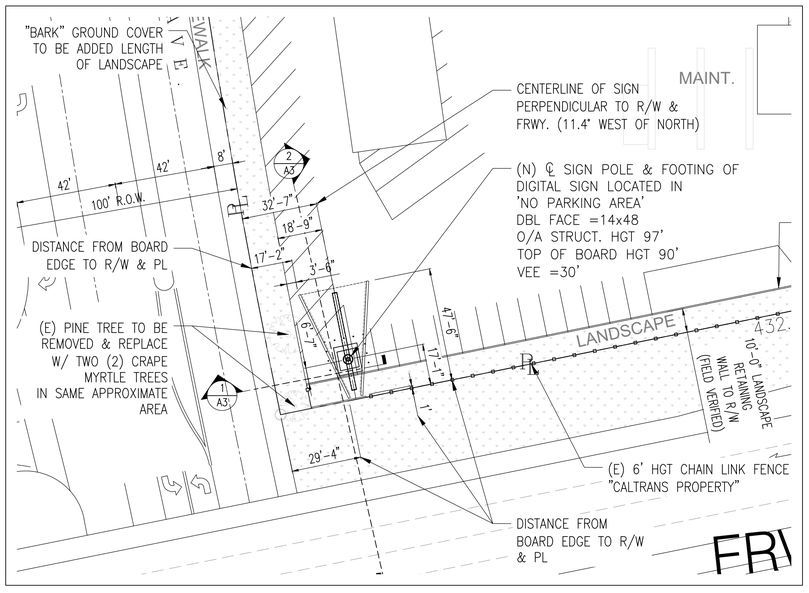
_____
Greg Gubman, Community Development Director

_____
Naila Barlas, Chairperson



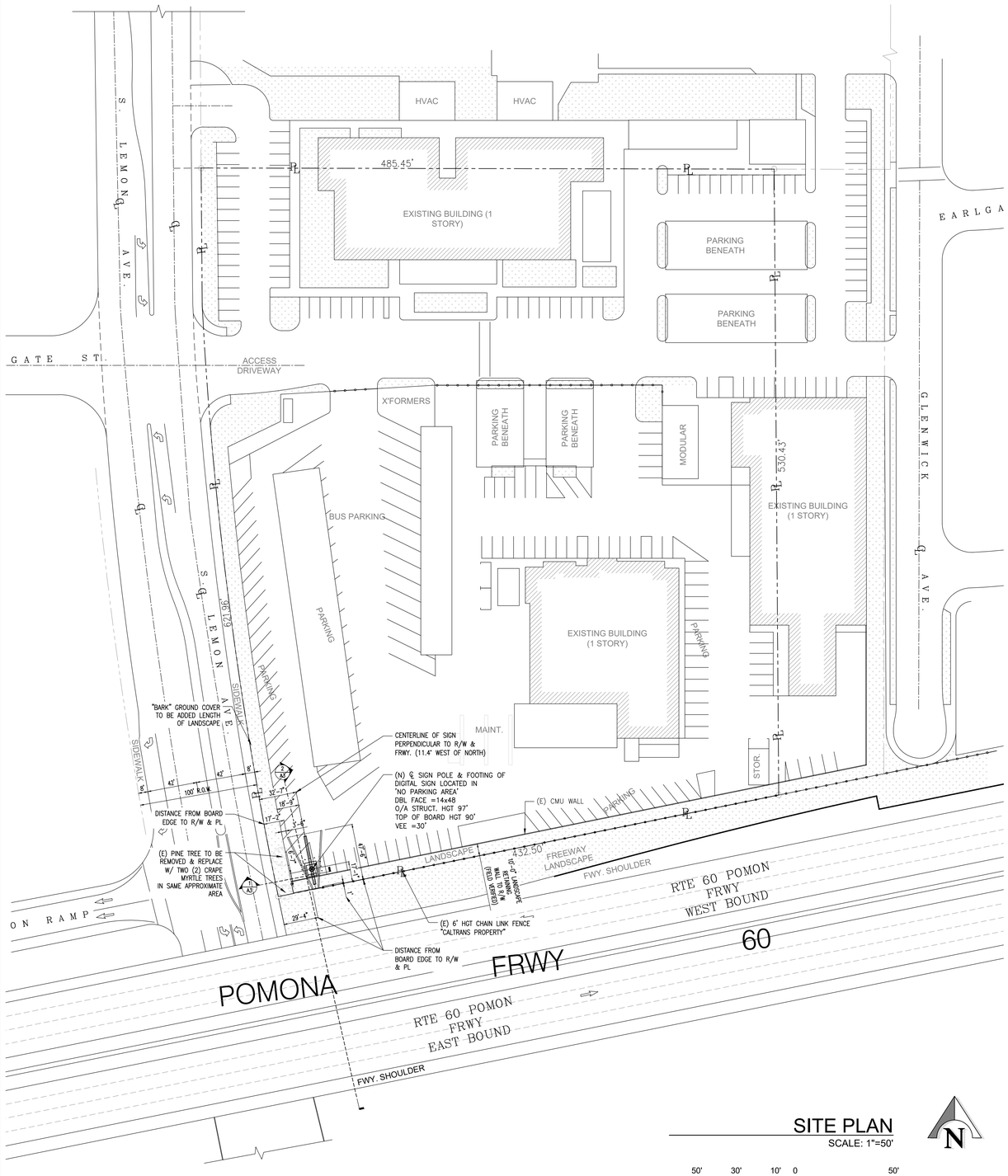
VICINITY MAP

SCALE: N.T.S.



ENLARGED BILLBOARD LOCATION & CALLOUT

SCALE: 1"=30'



SITE PLAN

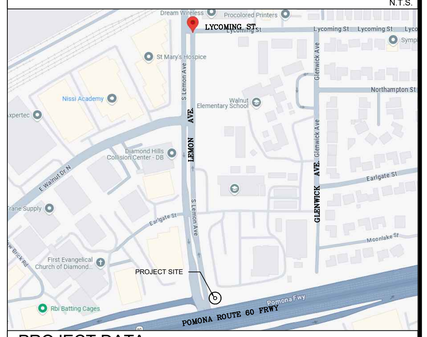
SCALE: 1"=50'

50' 30' 10' 0 50'

GRAPHIC SCALE

LOCATION MAP

N.T.S.



PROJECT DATA

- SCOPE OF WORK: NEW 14'x48' L.E.D. DOUBLE FACE W/ 30 FT VEE, 672 S.F. EACH FACE, 1,344 S.F. BOTH FACES 90'-0" TOP OF BOARD TO F.G. 97'-0" TOP OF CITY LOGO TO F.G. AND OVERALL STRUCT. HGT.
- PROJECT ADDRESS: 880 S. LEMON AVE. DIAMOND BAR, CA. 91789
- APN: 8760-015-901
- LEGAL DESCRIPTION: THAT POR IN TRA 10122 POR OF N W 1/4 OF SEC 17 T 2 S R 9 W
- APPLICANT: OUTDOOR ASSOCIATES
- CIVIL & STRUCTURAL ENGINEER: LEEDCO ENGINEERS, INC. 3380 FLAIR DR., SUITE 225 EL MONTE CA 91731 626-234-2247
- APPLICABLE CODE: 2022 CBC DIAMOND BAR MUNICIPAL CODE
- REFERENCE DOCUMENTS: 1) AS BUILT GRADING SITE PLAN DAVIS DUHAIME ASSOCIATES, DATED 10/05/1983 2) COUNTY OF LOS ANGELES PARCEL MAP 8760-015-901 3) DPW.LACOUNTY.GOV/SUR/ LANDRECORDS
- ABBREVIATONS:

ALUM.	ALUMINUM
ARCH	ARCHITECTURE
CL, C.L.	CENTER LINE
COL	COLUMN
(E), EXIST.	EXISTING
FG, F.G.	FINISH GRADE
GALV	GALVANIZED
GR	GRADE
FIN	FINISH
FRWY, FWY	FREEWAY
HGT	HEIGHT
(N)	NEW
O/A	OVERALL HEIGHT
OC, O.C.	ON CENTER
PL, P.L.	PROPERTY LINE
R/W	RIGHT OF WAY
S.F.	SQUARE FEET
STRUCT	STRUCTURE
THK	THICKNESS
TOS	TOP OF STRUCTURE
TYP.	TYPICAL

REGISTERED PROFESSIONAL ENGINEER C. DENNIS LEE C26282 Exp. 03/31/2026 CIVIL STATE OF CALIFORNIA

08/22/2025

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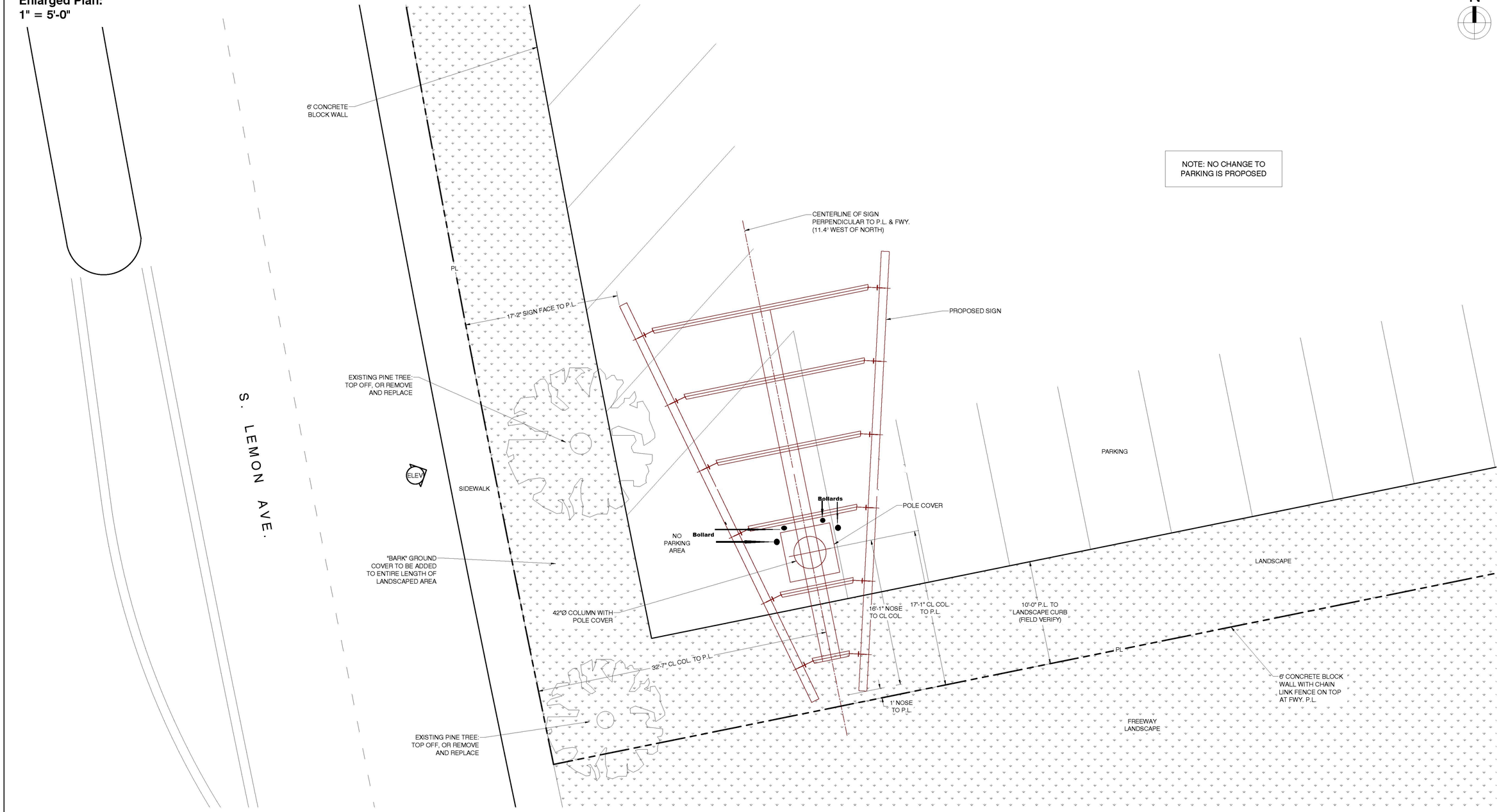
LEEDCO ENGINEERS, INC.
STRUCTURES • FOUNDATIONS
3380 FLAIR DRIVE, SUITE 225, EL MONTE, CA. 91731 (626) 234-2247

TITLE: NEW 14'x48' DOUBLE FACE L.E.D. FULL FLAG, VEE =30° @ 90FT O/A HGT
FOR
OWNER: OUTDOOR ASSOCIATES
JOB ADDRESS: 880 S. LEMON AVENUE, DIAMOND BAR, CA. 91789

SUBMITTAL BLOCK			REVISION
1st	Diamond Bar Planning Submt. 11/22/2024	1st	REV.
2nd	Diamond Bar Planning Submt. 12/10/2024	2nd	REV.
3rd	Diamond Bar Planning Submt. 04/02/2025	3rd	REV.
4th	Diamond Bar Planning Submt. 05/19/2025	4th	REV.
5th		5th	REV.

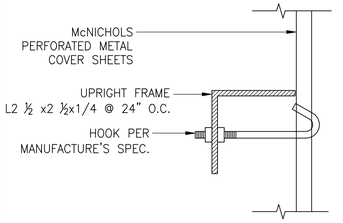
APPROVED BY: C. D. LEE
DRAWN BY: G.M.A.
JOB NO.: 8680
DATE: 08/22/2025
A1

Enlarged Plan:
1" = 5'-0"

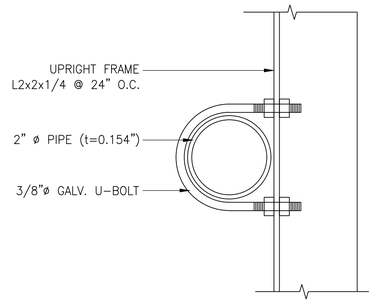


NOTE: NO CHANGE TO PARKING IS PROPOSED

PROJECT	ELECTRICAL	COPYRIGHT	ENGINEER / CONTRACTOR	APPLICANT	DATE	3.6.24	Drawn by:	PH
880 S. Lemon Ave. Diamond Bar, CA 91789 APN: 8760-015-901 Proposed digital sign (2 faces at 14' x 48') with a partial-flag, 30' V configuration and a height of approx. 90' above grade	T.B.D.	Design concept & drawing ©2024 by Evergreen Media LLC Unauthorized use or reproduction prohibited.	T.B.D.		Revisions:	4.18.24	Approved by:	AG
						9.3.25	Scale:	As Noted
						9.26.25	Sheet No.	2 OF 2
								ENLARGED PLAN



SCREEN CONNECTION DETAIL 4
N.T.S.



UPRIGHT FRAME CONNECTION TO PIPE BEAMS 3
N.T.S.

A	POLE COVER	MATERIAL:	10" WIDE ALUMINUM
		PAINT COLOR:	PMS COOL GRAY 11C @ 100%
		TEXTURE:	TEXCOTE FIN.
	REVEALS	SIZE	3" HORIZONTAL
B	BASE COVER	TYPE:	ALUM. CLADDING
		PAINT COLOR:	DARK GRAY FINISH
	REVEALS	SIZE	TOP 4" ACCENT TO BE BRUSHED ALUMINUM
C	SCREENING	TYPE:	McNICHOLS SCREENING PERFORATED METAL SHEET
		PAINT COLOR:	GRAY
D	EMC	PIXEL SPACING:	20mm (TWO SINGLE FACE)
		MATRIX SIZE:	–
		LED COLOR;	FULL COLOR
		CABINET SIZE:	14'–0" x 48'–0"
		ACTIVE AREA:	–
E	CLADDING TRIM	TYPE:	ALUM. CLADDING
		PAINT COLOR:	PMS COOL GRAY 11C @ 40%
	REVEALS	SIZE	2'–0"x2" THK

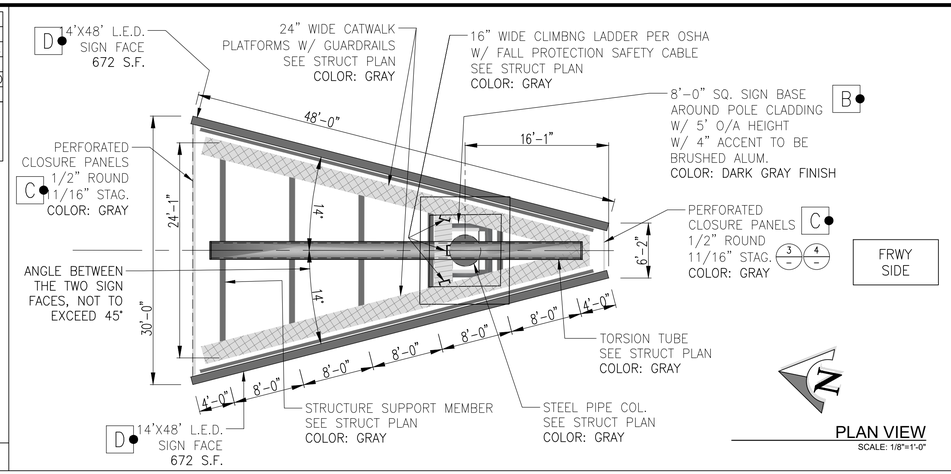
NOTE:
SEE STRUCT. PLAN FOR STRUCTURE MATERIALS

F	DIAMOND BAR TOP SECTION CITY LOGO	TYPE:	3' TALL ALUM. PAN CHANNEL
		FACES:	1 PER CITY OF DIAMOND BAR
		COLOR:	WHITE ACRYLIC RAISED LETTERS
		LIGHTING:	L.E.D. ILLUMINATED
	REVEALS	FACE	2 MOUNTAIN SHAPE BACKGROUND
		COLOR:	GREEN

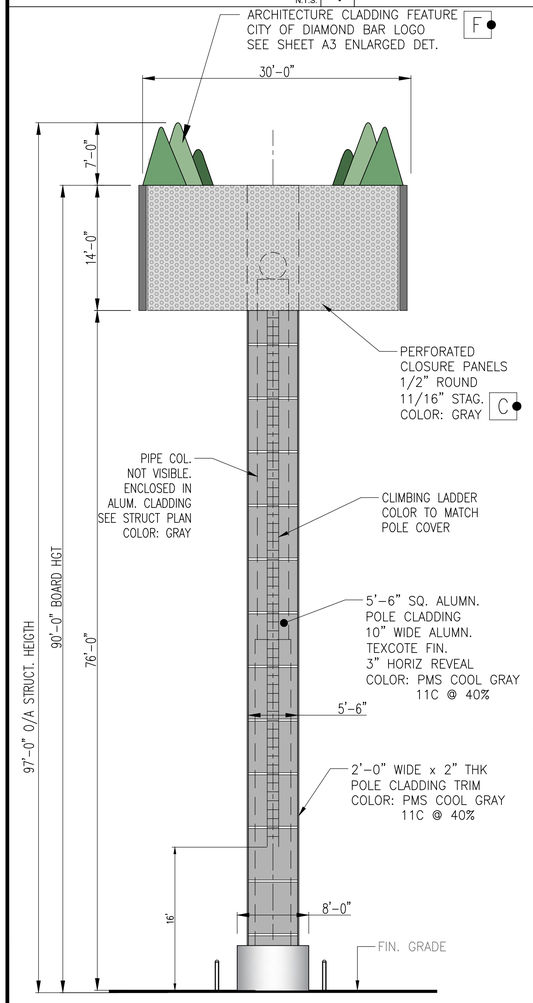
NOTE:
1. SEE SHEET A3 FOR CITY LOGO CALLOUTS AND DIMENSIONS
2. SEE ISOMETRIC DWGs FOR PMS CALLOUTS & FONT TYPE

A — PMS COOL GRAY 11C @ 100%
B
C
E — PMS COOL GRAY 11C @ 40%
6'-6" HILL
7'-0" HILL
4'-0" HILL
WHITE ACRYLIC RAISED LETTERS

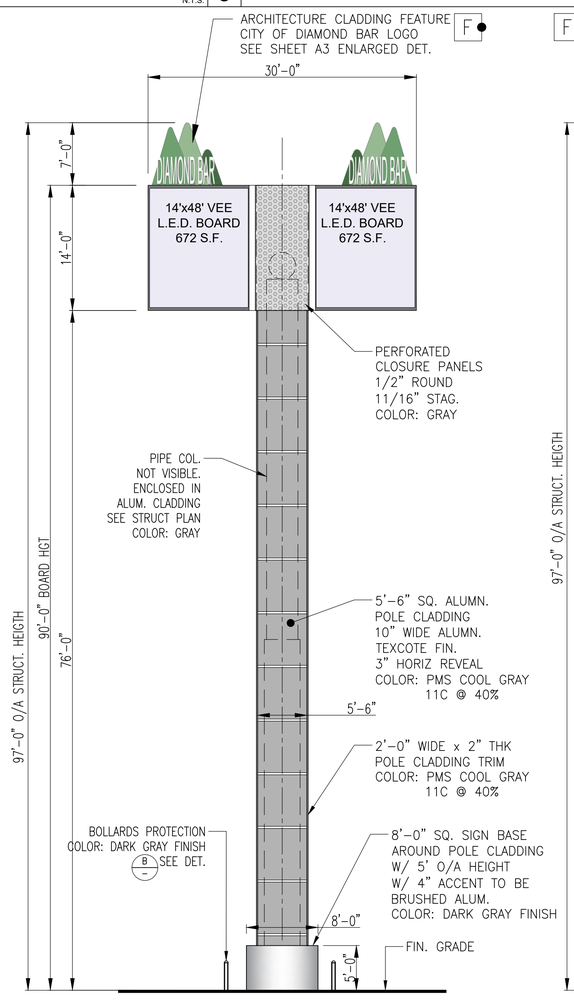
MATERIAL BOARD 1
N.T.S.



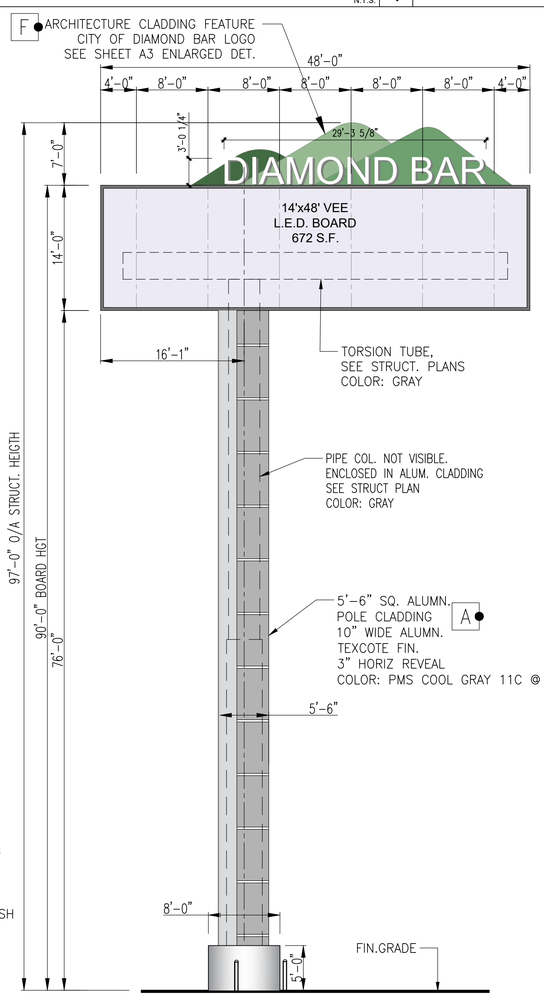
PLAN VIEW
SCALE: 1/8"=1'-0"



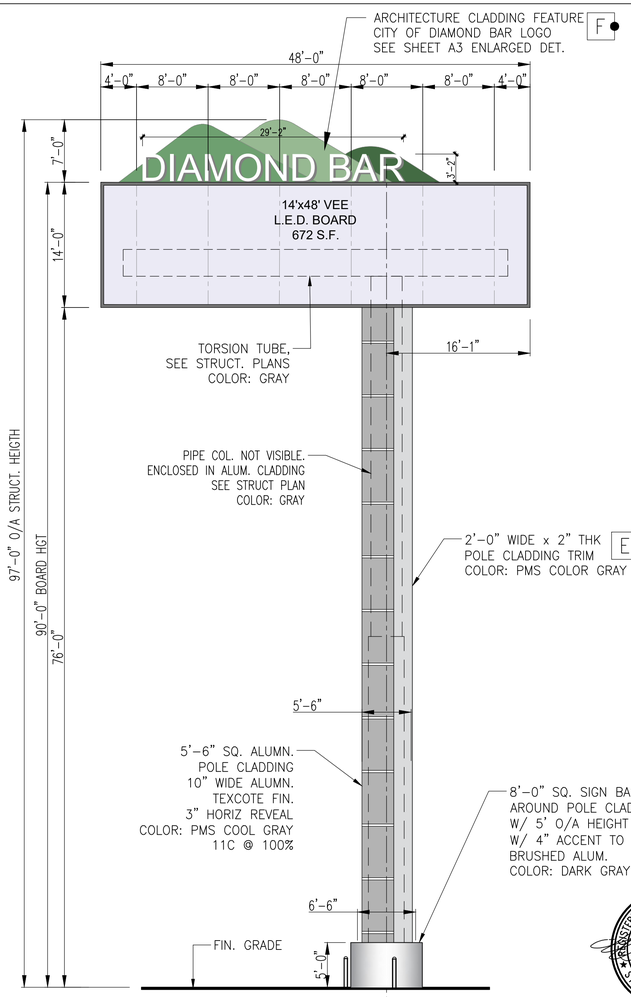
NORTH ELEVATION OF L.E.D. VEE BOARDS
SCALE: 1/8"=1'-0"



SOUTH ELEVATION OF L.E.D. VEE BOARDS
SCALE: 1/8"=1'-0"



EAST ELEVATION OF L.E.D. VEE BOARDS
SCALE: 1/8"=1'-0"



WEST ELEVATION OF L.E.D. VEE BOARDS
SCALE: 1/8"=1'-0"

REGISTERED PROFESSIONAL ENGINEER
C. DENNIS LEE
C26282
Exp. 03/31/2025
CIVIL
STATE OF CALIFORNIA

08/22/2025

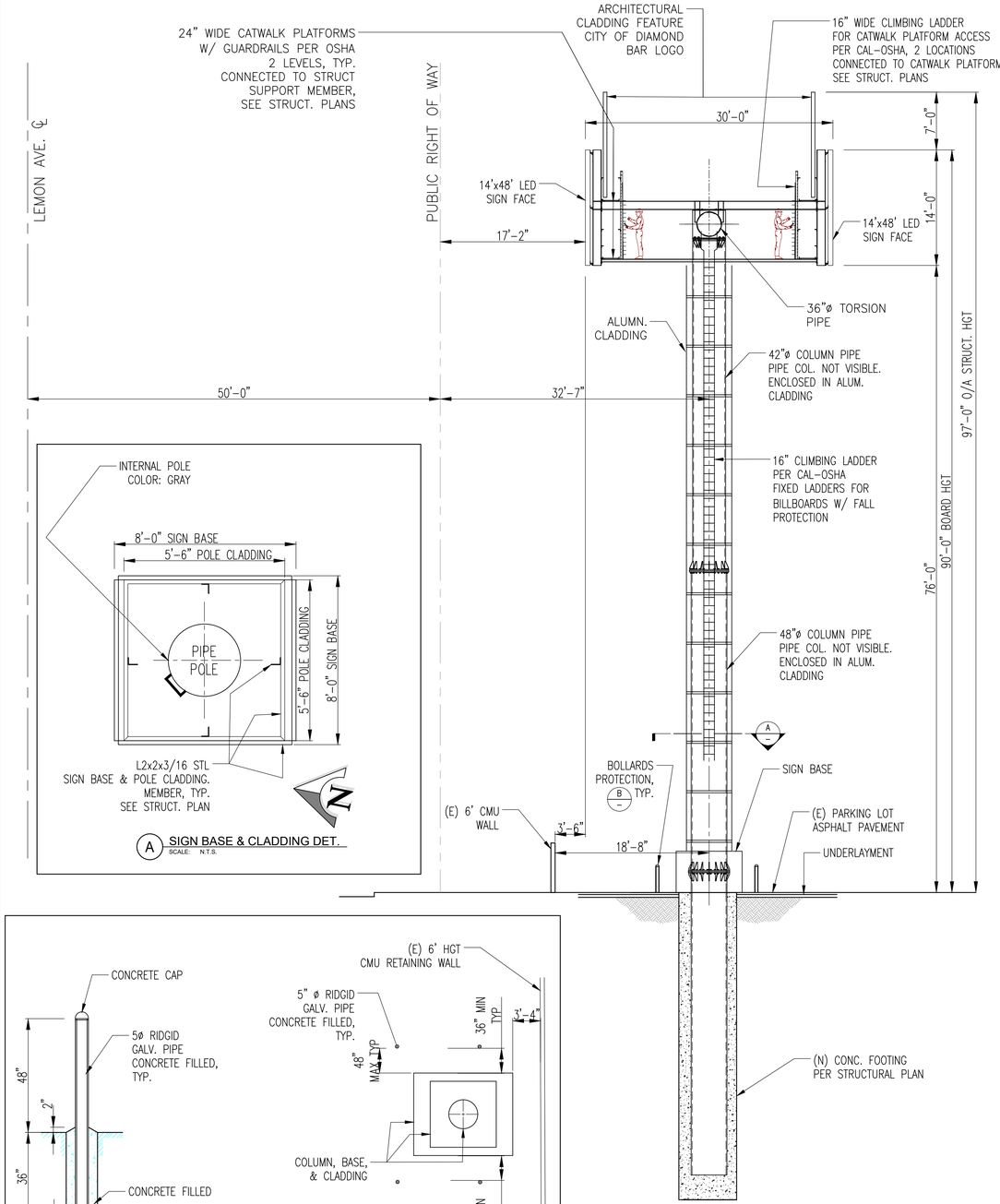
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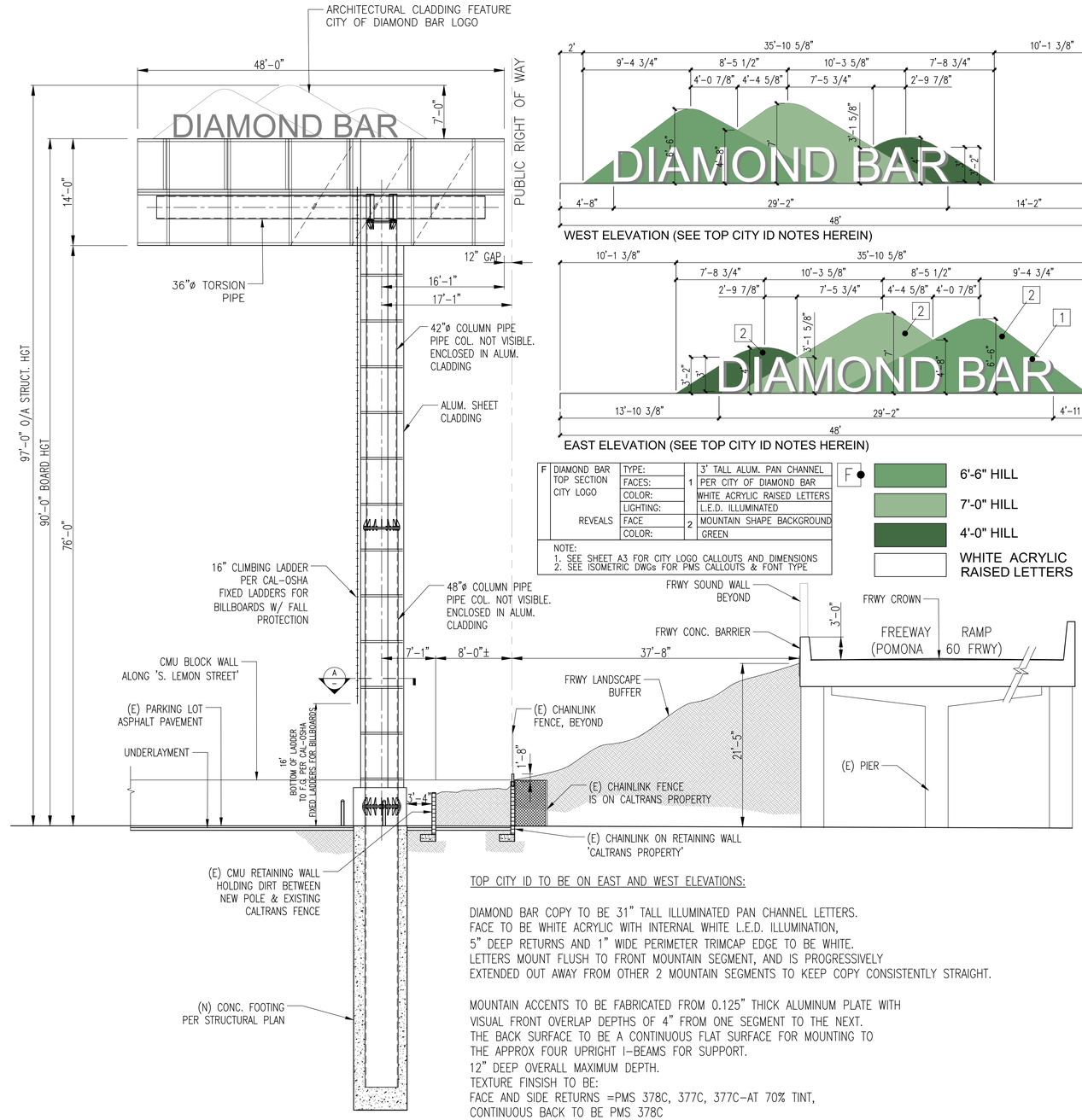
TITLE: NEW 14'x48' DOUBLE FACE L.E.D. FULL FLAG, VEE =30' @ 90FT O/A HGT
FOR
OWNER: OUTDOOR ASSOCIATES
JOB ADDRESS: 880 S. LEMON AVENUE, DIAMOND BAR, CA. 91789

SUBMITTAL BLOCK		△	REVISION
1st	Diamond Bar Planning Submt. 11/22/2024	1st	REV.
2nd	Diamond Bar Planning Submt. 12/10/2024	2nd	REV.
3rd	Diamond Bar Planning Submt. 04/02/2025	3rd	REV.
4th	Diamond Bar Planning Submt. 05/19/2025	4th	REV.
5th		5th	REV.

APPROVED BY: C. D. LEE
DRAWN BY: G.M.A.
JOB NO.: 8680
DATE: 08/22/2025
A2



SECTION 1 (LOOKING SOUTH)
SCALE: 1/8"=1'-0"



SECTION 2 (LOOKING EAST)
SCALE: 1/8"=1'-0"

F	DIAMOND BAR TOP SECTION CITY LOGO	TYPE:	1	3" TALL ALUM. PAN CHANNEL
		FACES:		PER CITY OF DIAMOND BAR
		COLOR:		WHITE ACRYLIC RAISED LETTERS
		LIGHTING:		L.E.D. ILLUMINATED
	REVEALS	FACE	2	MOUNTAIN SHAPE BACKGROUND
		COLOR:		GREEN

NOTE:
1. SEE SHEET A3 FOR CITY LOGO CALLOUTS AND DIMENSIONS
2. SEE ISOMETRIC DWGs FOR PMS CALLOUTS & FONT TYPE

F
6'-6" HILL
7'-0" HILL
4'-0" HILL
WHITE ACRYLIC RAISED LETTERS

TOP CITY ID TO BE ON EAST AND WEST ELEVATIONS:

DIAMOND BAR COPY TO BE 31" TALL ILLUMINATED PAN CHANNEL LETTERS.
FACE TO BE WHITE ACRYLIC WITH INTERNAL WHITE L.E.D. ILLUMINATION,
5" DEEP RETURNS AND 1" WIDE PERIMETER TRIMCAP EDGE TO BE WHITE.
LETTERS MOUNT FLUSH TO FRONT MOUNTAIN SEGMENT, AND IS PROGRESSIVELY
EXTENDED OUT AWAY FROM OTHER 2 MOUNTAIN SEGMENTS TO KEEP COPY CONSISTENTLY STRAIGHT.

MOUNTAIN ACCENTS TO BE FABRICATED FROM 0.125" THICK ALUMINUM PLATE WITH
VISUAL FRONT OVERLAP DEPTHS OF 4" FROM ONE SEGMENT TO THE NEXT.
THE BACK SURFACE TO BE A CONTINUOUS FLAT SURFACE FOR MOUNTING TO
THE APPROX FOUR UPRIGHT I-BEAMS FOR SUPPORT.
12" DEEP OVERALL MAXIMUM DEPTH.
TEXTURE FINSISH TO BE:
FACE AND SIDE RETURNS =PMS 378C, 377C, 377C-AT 70% TINT,
CONTINUOUS BACK TO BE PMS 378C

REGISTERED PROFESSIONAL ENGINEER
C. DENNIS LEE
C 26282
Exp. 03/31/2026
CIVIL
STATE OF CALIFORNIA
08/22/2025

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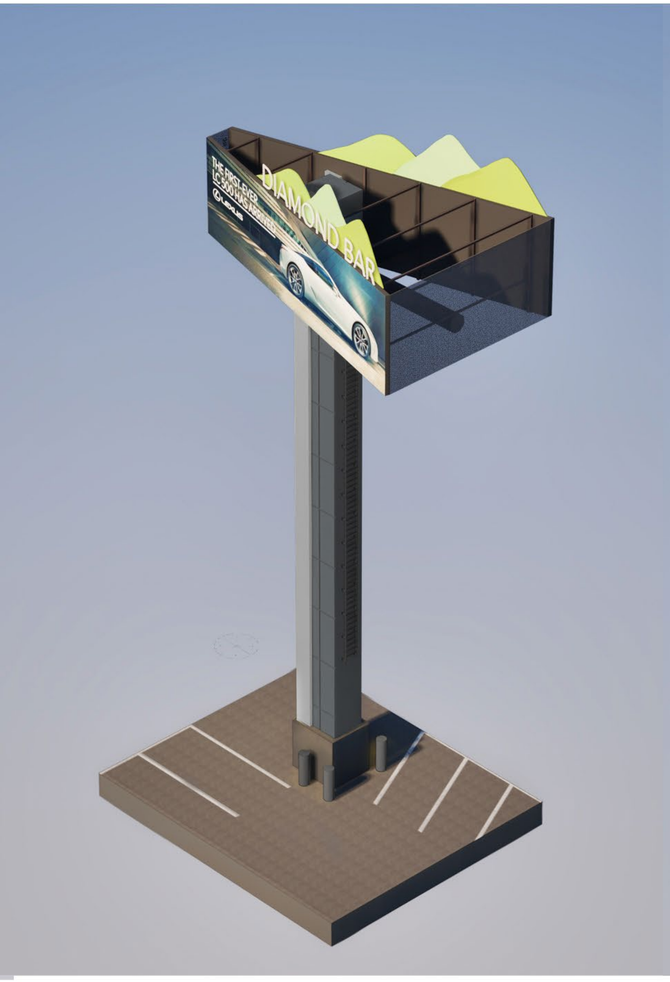
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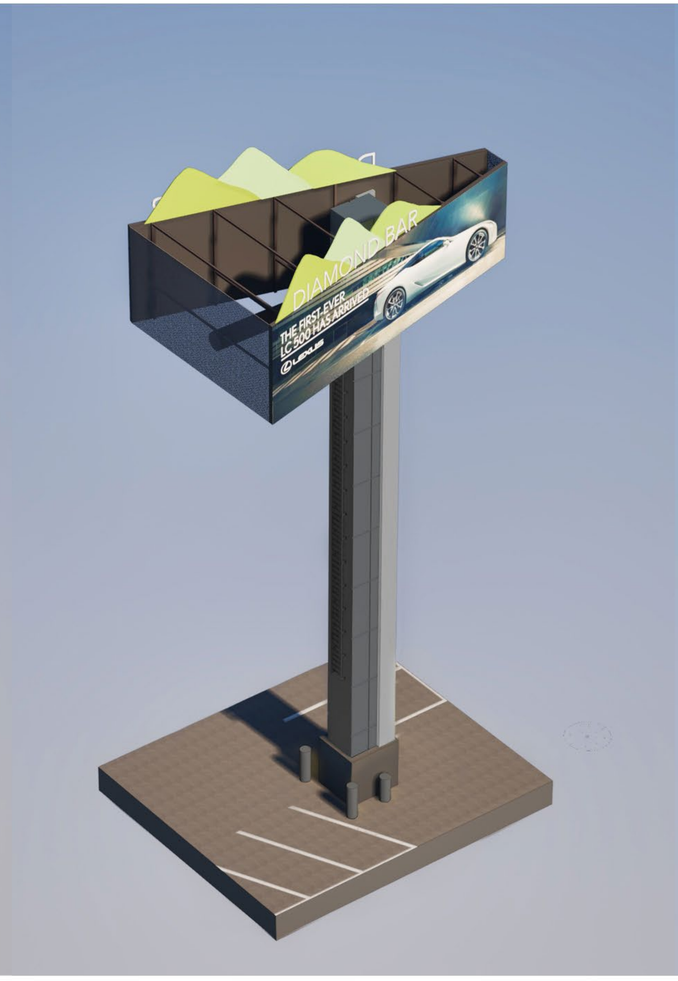
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5th		5th	REV.

APPROVED BY: C. D. LEE
DRAWN BY: G.M.A.
JOB NO.: 8680
DATE: 08/22/2025
A3

ISOMETRIC DRAWINGS



NORTHEAST



NORTHWEST



SOUTHWEST



SOUTHEAST

Pole cover to be approximately 8' wide at the base, internal 2'x2'x1/4" aluminum angle frame with .125" thick aluminum outer surface. Base to be approximately 60" tall x 96" wide x 96" depth with dark gray finish, 4 bollards to surround base and match color. Upper primary pole cover to 72" wide x 72" deep. Pole cover to be PMS Cool Gray 11C @ 100%, accent color of pole cover to be PMS Cool Gray 11C @ 40%. Pole cover to extend to torque tube inside of superstructure. City logo at top of sign to simulate rolling mountains. "DIAMOND BAR" copy to be 31" tall illuminated pan channel letters, font style is Century Gothic, and face to be white acrylic with internal white LED illumination. 5" deep return and 1" wide perimeter trim cap edge to be white. Letters mount flush to front mountain segment and is progressively extended out away from other 2 mountain segments to keep copy consistently straight.

Mountain accent to be fabricated from .125" thick aluminum plate with visual front overlap depths of 4" from one segment to the next. The back surface to be a continuous flat surface for mounting to the approximate four upright I-Beams for support. 12" deep overall maximum depth. Textured finish to be: Race and Side returns - PMS 378C, 377C, 377C at 70%. Continuous back to be PMC 378C.

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Annual Appointment of Council Members to Serve on Local and Regional Boards, Commissions and Committees.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Ratify the Mayor's appointments, and adopt Resolution No. 2025-38 confirming appointments to the San Gabriel Valley Council of Governments.

FINANCIAL IMPACT:

None.

BACKGROUND:

Following the annual reorganization of the City Council, it is customary for the newly selected Mayor to appoint Council Members to serve on various local and regional organizations of which the City is a member. In addition, the Mayor also makes appointments to the various standing committees and ad-hoc committees created by the City Council. The Mayor's appointments are included in Attachment 1.

ANALYSIS:

Pursuant to the bylaws of the San Gabriel Valley Council of Governments (SGVCOG), a resolution must be adopted to formalize the Mayor's appointments to the SGVCOG. The proposed Resolution (Attachment 2) confirming the appointments will be sent to the SGVCOG upon adoption.

PREPARED BY:

Kristina Santana, City Clerk, City Clerk's Office

ATTACHMENTS:

1. City Council Appointments List - 2026

2026 CITY COUNCIL APPOINTMENTS
Effective 12/16/2025

INTERGOVERNMENTAL AGENCIES AND ORGANIZATIONS	
AGENCY/ORGANIZATION	**DELEGATE/ALTERNATE**
California Contract Cities Association *(Board of Directors membership – CCCA bylaws specify that voting delegate and alternate needs to be any City elected official)* 17315 Studebaker Road, Suite 210, Cerritos, CA 90701 Executive Director Marcel Rodarte 562-622-5533 FAX 562-222-8183 Meets 3rd Wednesday of each month at 6:30 p.m. (social hour), 7:30 p.m., dinner, various locations. Reservations required.	Ruth Low - Delegate Chia Teng - Alternate
Foothill Transit Board *(Foothill Transit is governed by a Joint Powers Authority of 22 member cities and the County of Los Angeles. The larger Governing Board is divided into five regional clusters that elect representatives one a year at the agency's annual meeting to serve on a five-member Executive Board – City of Diamond Bar –Cluster 4)* Doran Barnes, Exec. Dir., 100 S. Vincent Ave., Suite 200, West Covina, CA 91790, 626-931-7300, FAX 626-915-1143 Meets last Friday of each month at 8:00 a.m. at above address.	Steve Tye - Delegate Ruth Low - Alternate
Greater Los Angeles County Vector Control District *(Appointment of Trustee – does not have to be an elected official. Appointment is for 2-year term; 2026 & 2027)* 12545 Florence Ave., Santa Fe Springs, CA 90670, 562-944-9656, FAX 562-944-7976 Meets 2nd Thursday of the month at 7:00 pm at the address above.	Stan Liu- Trustee

Joint Powers Insurance Authority *(Board of Directors membership – Delegate must be any elected official appointed by the Mayor. Alternate may be elected official or staff member)* Alex Smith, Executive Director, 8081 Moody St., La Palma, CA 90623, 800-229-2343, FAX 562-860-4992 General Board Committee meets annually each July - location to be announced.	Steve Tye - Delegate Ruth Low - Alternate
L.A. County Sanitation District No. 21 *(Board of Directors Membership – Mayor is automatically delegate per Health & Safety Code Sec. 4730.1. Alternate is required to be an elected official whose appointment is confirmed by City Council action)* Grace Hyde, Chief Engineer & General Manager, 1955 Workman Mill Rd., Whittier CA 90607-4998 Mailing: P.O. Box 4998, Whittier CA 90607-4998, 562-699-7411 x1500, FAX 562-695-8660 Meets 4th Wednesday of each month at 1:30 p.m. at District Office.	Steve Tye - Delegate Ruth Low - Alternate
L.A. County City Selection Committee *(Board of Directors membership - Mayor and Mayor Pro Tem are automatically designated as Delegate and Alternate, respectively)* Patrick Ogawa, Acting Executive Officer, Board of Supervisors, Kenneth Hahn Hall of Administration, 500 W. Temple St., Room 383, Los Angeles, CA 90012, 213-974-1401, FAX 213-620-0636 Meets: After the League of California Cities - L.A. County Division Meeting - (Approx. 8:30 p.m.)	Steve Tye - Delegate Ruth Low - Alternate
League of California Cities - L.A. County Division *(Board of Directors membership – Delegate and alternate must be elected officials. Mayor does not have to be appointed)* Jennifer Quan, P.O. Box 1444, Monrovia, CA 91017, 626-786-5142, FAX 626-460-8034 Meets 1st Thursday each month at 6:30 p.m. at various locations.	Andrew Chou - Delegate Chia Teng - Alternate

San Gabriel Valley Council of Governments *(Board of Directors membership – Delegate and alternate must be elected officials. Adoption of a resolution confirming the appointment is required.* Marisa Creter, Executive Director, 1333 S. Mayflower Avenue, Suite 360, Monrovia, CA 91016, 626-457-1800, FAX 626-457-1285 sgv@sgvcog.org. Meets 3rd Thursday of each month at 4:00 p.m. at SGVCOG Offices, 1333 S. Mayflower Avenue, Suite 360, Monrovia, CA 91016.	Andrew Chou - Delegate Stan Liu - Alternate
Southern California Association of Governments (SCAG) *(Board of Directors membership – Delegate and alternate must be elected officials but there is no requirement that delegate be the Mayor) (Appointment to SCAG District 37 is not contingent on appointment as delegate or alternate by the City)* 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017, 213-236-1800, FAX 213-236-1816 General Assembly meets annually each March - location to be announced.	Stan Liu - Delegate Chia Teng - Alternate
Tres Hermanos Conservation Authority *(2 Board of Directors Memberships & 1 Alternate – Council may appoint anyone)* c/o City of Industry, Joshua Nelson, Executive Director Meets 2nd Wednesday quarterly in March, June, September and December at 6:00 pm at City of Industry, 15625 Mayor Dave Way, City of Industry, CA 91744	Andrew Chou - Delegate Stan Liu - Delegate Chia Teng - Alternate
Wildlife Corridor Conservation Authority (WCCA) *(Board of Directors Membership – Council may appoint anyone)* Joseph Edmiston, Executive Director, Contact Judi Tamasi 5810 Ramirez Canyon Rd., Malibu, CA 90265, 310-589-3230 x121	Chia Teng - Delegate Stan Liu - Alternate

CITY COUNCIL STANDING COMMITTEES	
COMMITTEE	**MEMBERS**
City Audit Committee (Mayor & Mayor Pro Tem)	Steve Tye Ruth Low
City Council Goals/City Manager Evaluation (Mayor & Mayor Pro Tem)	Steve Tye Ruth Low
Economic Development	Andrew Chou Ruth Low
Fee Study Sub-Committee	Andrew Chou Chia Teng
LLAD Council Sub-Committee	N/A
Legislative Subcommittee	Andrew Chou Ruth Low
Neighborhood Improvement	Stan Liu Chia Teng
Public Safety Committee (Mayor & Mayor Pro Tem)	Steve Tye Ruth Low
Council Policy Review Subcommittee	Andrew Chou Chia Teng

CITY COUNCIL LIAISON COMMITTEE	DELEGATE/ALTERNATE
Regional Chamber of Commerce – San Gabriel Valley	Stan Liu - Delegate Andrew Chou - Alternate
Diamond Bar Community Foundation	Stan Liu - Delegate Chia Teng - Alternate
Library	Stan Liu - Delegate Ruth Low - Alternate
Pomona Unified School District/City	Ruth Low - Delegate Chia Teng - Alternate
Senior Citizen	Ruth Low - Delegate Andrew Chou - Alternate
Walnut Valley Unified School District/City	Stan Liu - Delegate Andrew Chou - Alternate

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

SUBJECT: Appointments to the Parks and Recreation Commission and Planning Commission to Fill Unexpired Terms.

STRATEGIC GOAL: Open, Engaged and Responsive Government

RECOMMENDATION:

Ratify Mayor Tye's appointment of Lee Mao to the Planning Commission and Devang Mehta to the Parks & Recreation Commission.

FINANCIAL IMPACT:

None.

BACKGROUND:

The City of Diamond Bar has three standing Commissions: the Parks and Recreation Commission, the Planning Commission, and the Traffic and Transportation Commission. The Commissions serve in an advisory capacity to the City Council. The City Code provides for each Council Member to appoint one individual per Commission to serve a two-year term, subject to confirmation by a majority vote of the Council. Commissioner appointments were last made in February 2025 with terms running through February 2027.

ANALYSIS:

Mayor Tye appointed Naila Barlas to the Planning Commission in February 2025. After serving on the Planning Commission for almost 10 years, Commissioner Barlas has submitted her resignation effective November 26, 2025. In the event of a vacancy, the City Code provides for the appointing Council Member to make another appointment to fill the unexpired term.

Following the solicitation of applications from November 18 through December 8, 2025, Mayor Tye has selected Parks & Recreation Commissioner Lee Mao (also an appointee of Mayor Tye) to serve the remaining unexpired term on the Planning Commission through February 2027. This has created a vacancy on the Parks & Recreation Commission. Mayor Tye has selected Devang Mehta to serve the remaining unexpired term on the Parks & Recreation Commission through February 2027.

PREPARED BY:

Kristina Santana, City Clerk, City Clerk's Office

ATTACHMENTS:

None