



# Placentia Streetscape and Transportation Advisory Commission Agenda

Regular Meeting

May 19, 2025

6:00 p.m.

City Hall Front Community Room  
401 E. Chapman Avenue, Placentia, CA 92870

**Meredith Castillo**  
Commissioner

**Dr. Arinder Chadha**  
Commissioner

**Matthew Rocke**  
Vice-Chair

**Anthony Marhoefer**  
Alternate Commissioner

## Procedures for Addressing the Commission

Any person who wishes to speak regarding an item on the agenda or on a subject within the Streetscape and Transportation Advisory Commission's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the Commission Secretary BEFORE that portion of the agenda is called. Testimony for Public Hearings will only be taken at the time of the hearing. Any person who wishes to speak on a Public Hearing item should fill out a "Speaker Request Form" and give it to the Commission Secretary BEFORE the item is called.

The Commission encourages free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, the Commission discourages clapping, booing or shouts of approval or disagreement from the audience.

**PLEASE SILENCE CELL PHONES AND OTHER ELECTRONIC  
EQUIPMENT WHILE THE COMMISSION IS IN SESSION.**

## Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

Copies of all agenda materials are available for public review in the Office of the City Clerk, City Public Works Counter, Placentia Library Reference Desk and the internet at [www.placentia.org](http://www.placentia.org) under the Streetscape & Transportation Advisory Commission page. Persons who have questions concerning any agenda item may call the Public Works Department at (714) 993-8148 to make inquiry concerning the nature of the item described on the agenda.

In compliance California Government Code Section 54957.5, any writings or documents provided to a majority of the Streetscape and Transportation Advisory Commission regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

Study Sessions are open to the public and held in the City Council Chambers or City Front Community Meeting Room.

City of Placentia  
401 E Chapman Avenue  
Placentia, CA 92870

Phone: (714) 993-8148  
Fax: (714) 528-4640  
Website: [www.placentia.org](http://www.placentia.org)

**REGULAR MEETING**  
**6:00 p.m. – City Hall Front Community Room**

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**CALL TO ORDER:**

**ROLL CALL:** Vice-Chair Rocke  
Commissioner Chadha  
Commissioner Castillo  
Alternate-Commissioner Marhoefer  
Vacant

**PLEDGE OF ALLEGIANCE:**

**ORAL COMMUNICATIONS:**

At this time the public may address the Streetscape and Transportation Advisory Commission concerning any agenda item, which is not a public hearing item, or on matters within the jurisdiction of the Streetscape and Transportation Advisory Commission. There is a five (5) minute time limit for each individual addressing the Streetscape and Transportation Advisory Commission.

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**CONSENT CALENDAR:**

**1. Streetscape and Transportation Advisory Commission Regular Meeting Minutes of November 18, 2024**

**Recommended Actions:** It is recommended that the Streetscape and Transportation Advisory Commission:

1. Approve the minutes.

**2. Streetscape and Transportation Advisory Commission Special Meeting Minutes of November 18, 2024**

**Recommended Actions:** It is recommended that the Streetscape and Transportation Advisory Commission:

1. Approve the minutes.

**PUBLIC HEARING:**

**1. Appeal of Denied Tree Removal Request – 707 San Juan Lane**

**Recommended Actions:** It is recommended that the Streetscape and Transportation Advisory Commission:

1. Open the Public Hearing concerning the Appeal for Denied Tree Removal Request at 707 San Juan Lane; and

2. Receive the staff report and consider all public testimony; and
3. Close the Public Hearing and Deny the Appeal for Denied Tree Removal Request at 707 San Juan Lane.

**REGULAR AGENDA:**

1. Oath of Office: Commissioners to complete the Oath of Office.

**NEW BUSINESS:**

1. Recommendation to City Council to Extend Time Limit at the Main Street Public Parking Lot and Designate a 15-minute parking space in front of 109 W. Santa Fe Avenue.

**OLD BUSINESS:**

1. Follow up to Previous Resident Oral Communications.

**DIRECTOR UPDATES:**

1. Oral updates on transportation related City projects and initiatives provided by the Director and/or Transportation Services Manager.

**INFORMATION/COMMUNICATIONS:**

1. POLICE DEPARTMENT TRAFFIC SUMMARY  
Statistical update on accident and enforcement information provided by the Placentia Police Department.

**STREETSCAPE AND TRANSPORTATION ADVISORY COMMISSION REQUESTS**

Commission members may make requests or ask questions of Staff. If a Commission member would like to have formal action taken on a requested matter, it will be placed on a future Commission Agenda.

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**ADJOURNMENT**

The Streetscape & Transportation Advisory Commission CLOSE to the next regular meeting on Monday, July 21, 2025, at 6:00 p.m. in the City Front Community Meeting Room located at 401 East Chapman Avenue, Placentia CA, 92870.

**CERTIFICATION OF POSTING**

I, Chris Tanio, Director of Public Works/City Engineer/Secretary to the Streetscape and Transportation Advisory Commission of the City of Placentia, hereby certify that the Agenda for the May 19, 2025, Regular Meeting of the Streetscape and Transportation Advisory Commission of the City of Placentia was posted on May 15, 2025.



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Chris Tanio  
Director of Public Works/City Engineer  
Secretary to Streetscape and Transportation Advisory Commission

**PLACENTIA STREETScape AND TRANSPORTAITON ADVISORY COMMISSION  
MINUTES OF THE REGULAR MEETING  
November 18, 2024**

A Regular Meeting of the Placentia Streetscape and Transportation Advisory Commission of November 18, 2024, was called to order at 6:03 p.m. in the Front Community Meeting Room, 401 E. Chapman Avenue, Placentia, by Vice-Chair Rocke.

**ROLL CALL:**

Present: Vice-Chair Rocke  
Commissioner Castillo  
Commissioner Chadha  
Alternate Commissioner Marhoefer

Absent: Commissioner Ingalls  
Chair Polichetti

**STAFF PRESENT:**

Chris Tanio, Director of Public Works/City Engineer  
Samantha Byfield, Public Works Manager  
Elsa Robinson, Senior Management Analyst  
Anthony Peralta, Administrative Assistant

**PLEDGE OF ALLEGIANCE:** Vice-Chair Rocke

**ORAL COMMENTS:**

Vice-Chair Rocke invited public comments on items which are not public hearings.

No comment was received in person or via email.

**CONSENT CALENDAR:**

- 1. Streetscape and Transportation Advisory Commission Regular Meeting Minutes of September 16, 2024.**

**Recommended Actions:** Approve

**MOTIONED** by Commissioner Chadha to approve the minutes. **SECONDED** by Commissioner Castillo. **CARRIED** by 3-0 vote to approve the minutes from September 16, 2024.

- 2. Streetscape and Transportation Advisory Commission Special Meeting Minutes of October 21, 2024.**

**Recommended Actions:** Approve

**Motioned** by Commissioner Castillo to approve the minutes. **SECONDED** by Commissioner Chadha. **CARRIED** by 3-0 vote to approve the minutes from March 18, 2024.

**PUBLIC HEARING:**

**1. Appeal of Denied Tree Removal Request – 206 San Clemente Lane**

**Recommended Actions:** It is recommended that the Streetscape and Transportation Advisory Commission:

1. Open the Public Hearing concerning the Appeal for Denied Tree Removal Request at 206 San Clemente Lane; and
2. Receive the staff report and consider all public testimony; and
3. Close the Public Hearing and Deny the Appeal for Denied Tree Removal Request at 206 San Clemente Lane.

Public Works Manager Samantha Byfield addressed the Commission and opened the public hearing regarding an appeal of a denied tree removal request at 206 San Clemente Lane. The resident of 206 San Clemente Lane, Lauren Zermeno addressed the Commission and provided photos and follow up information regarding the damage caused by the tree roots to the sidewalk and sewer pipes.

**MOTIONED** by Vice-Chair Rocke to accept staff recommendation and deny the tree removal request. **SECONDED** by Commissioner Chadha. Motion blocked by a 1-2 vote. Motion Denied

**MOTIONED** by Commissioner Chadha to deny staff recommendation and approve the tree removal request for 206 San Clemente Lane. **SECONDED** by Commissioner Chadha. **CARRIED** by 3-0 vote to deny staff recommendation and approve the tree removal request.

**REGULAR AGENDA:** None

**NEW BUSINESS:** None

**OLD BUSINESS:**

**1. Powers and Duties**

Transportation Manager Kyra Tao addressed the Commission to regarding their request for the commissions power and duties. Transportation Manager Tao reviews the Powers and Duties lists with the Commissioners, highlighting their review and approval powers for traffic safety, parking permit, and tree removal/maintenance projects prior to being reviewed by City Council.

**DIRECTORS' REPORT:**

Director of Public Works Chris Tanio addressed the Commission, updating them on the Old Town Streetscape project. He informed the Commission that the project design is 90% completed, which will include landscape and infrastructure updates to the old Town area. The plans are currently being finalized. Director Tanio has updated the Commission regarding the ongoing slurry seal project for the city streets.

**INFORMATION/COMMUNICATIONS: None**

**STREETSCAPE AND TRANSPORTATION ADVISORY COMMISSION REQUESTS**

Vice-Chair Rocke requested staff to review the posted traffic signage and review the pedestrian crosswalk at Koch Park during the hours school begins for review. He has also requested a review of the traffic signage and speed limit for the intersection of Valencia Ave and Holmes Ave.

Commissioner Castillo has made a request for Sgrt. Garza to follow up on previous parking concerns on his street. He has stated that it is a drop-off only location, but many drivers park regardless.

**ADJOURNMENT:**

Vice-Chair Rocke closed out the Streetscape and Transportation Advisory Commission Regular Meeting at 7:12 p.m. to the next regular meeting of Monday, May 19, 2025, at 6:00 p.m. in the Front Community Meeting Room at 401 East Chapman Avenue, Placentia, CA.



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Chris Tanio, Director of Public Works/City Engineer  
Secretary to the Streetscape and Transportation Advisory Commission

# OATH OR AFFIRMATION OF ALLEGIANCE FOR

## *City of Placentia* *Streetscape & Transportation Advisory* *Commission*

State of California, }  
County of Orange, } SS.  
City of Placentia }

*The Execution of this Oath is required by Article XX, Section 3, of the Constitution of the State of California.*

I, Anthony Marhoefer, do solemnly swear (or affirm )  
that I will support and defend the Constitution of the United States and the  
Constitution of the State of California against all enemies, foreign and  
domestic; that I will bear true faith and allegiance to the Constitution of the  
United States and the Constitution of the State of California; that I take this  
obligation freely, without any mental reservation or purpose of evasion; and  
that I will well and faithfully discharge the duties upon which I am about to  
enter.

*Subscribed and sworn to before me this*  
*19<sup>th</sup> Day of May 2025.*

\_\_\_\_\_  
Signature of Person Taking Oath

\_\_\_\_\_  
Signature of Person Administering the Oath

**OATH OR AFFIRMATION  
OF ALLEGIANCE FOR**

*City of Placentia  
Streetscape & Transportation Advisory  
Commission*

*State of California,  
County of Orange,  
City of Placentia* } SS.

*The Execution of this Oath is required by Article XX, Section 3, of the  
Constitution of the State of California.*

*I, Steven Anderson, do solemnly swear (or affirm ) that  
I will support and defend the Constitution of the United States and the  
Constitution of the State of California against all enemies, foreign and  
domestic; that I will bear true faith and allegiance to the Constitution of the  
United States and the Constitution of the State of California; that I take this  
obligation freely, without any mental reservation or purpose of evasion; and  
that I will well and faithfully discharge the duties upon which I am about to  
enter.*

*Subscribed and sworn to before me this  
19<sup>th</sup> Day of May 2025.*

\_\_\_\_\_  
Signature of Person Taking Oath

\_\_\_\_\_  
Signature of Person Administering the Oath



# Streetscape and Transportation Advisory Commission

## AGENDA STAFF REPORT

TO: STREETScape AND TRANSPORTATION ADVISORY COMMISSION  
FROM: SAMANTHA BYFIELD, PUBLIC WORKS MANAGER  
DATE: MAY 19, 2025  
SUBJECT: **APPEAL OF DENIED TREE REMOVAL REQUEST – 707 SAN JUAN LANE**

### **RECOMMENDATION:**

It is recommended that the Streetscape and Transportation Advisory Commission take the following actions:

1. Open the Public Hearing concerning the Appeal for Denied Tree Removal Request at 707 San Juan Lane; and
2. Receive the staff report and consider all public testimony; and
3. Close the Public Hearing and Deny the Appeal for Denied Tree Removal Request at 707 San Juan Lane.

### **BACKGROUND:**

On January 29, 2025, the Public Works Department (Department) received a tree removal request from Ms. Cynthia Cordova for one Canary Island Pine tree and one Sycamore tree (Trees), located in the parkway behind 707 San Juan Lane (Attachment 1). The basis for the applicant's removal request was the shedding of needles and leaves in her yard. On February 4, 2025, the applicant was mailed a decision letter (Attachment 2) notifying them that the tree removal request was denied since it did not meet the criteria for removal as defined in the City's Urban Forest Protection Ordinance (Ordinance), Section 14.12.070 of the Placentia Municipal Code (PMC). On February 10, 2025, the City received an appeal form (Attachment 3) from the applicant for the Streetscape and Transportation Advisory Commission (Commission) to reconsider the tree removal request.

#### **Tree Removal Request Review Process**

On February 3, 2025, City staff inspected the trees, took photos (Attachment 4) and evaluated the reported problems. The Trees were found to be in good health with no apparent structural issues or diseases present. The Trees is 60 plus feet in height with a trunk diameter of 19 plus inches. The Trees have been maintained by the City as part of its four-year tree trimming cycle and were last trimmed on September 6, 2023 (Attachment 5). Staff recommended denial of the tree removal request to the Public Works Manager, Samantha Byfield, who affirmed the denial. On February 4, 2025, a letter was mailed to the applicant informing them of the denial. The

City received a Tree Removal Appeal from the applicant on February 10, 2025, which is within the five-business day timeframe per the Ordinance.

### **Tree Removal Criteria**

Per Section 14.12.070 of the Placentia Municipal Code, a City tree can be removed based upon the following conditions:

1. Hazardous Trees. The Public Works Department shall identify hazardous trees based on the severity of the following signs of decline:
  - a. Large dead branches in the tree.
  - b. Cavities or rotten wood along the trunk or in major branches.
  - c. Mushrooms present at the base of the tree.
  - d. Cracks or splits in the trunk or where branches are attached.
  - e. Strong lean at the trunk.
  - f. Many major branches arise from one (1) point on the trunk.
  - g. Damaged, broken, or injured roots.
  - h. Tree has been topped or otherwise heavily pruned.
2. Dead Trees. Trees that are dead or have been determined by an ISA certified arborist to be in a state of severe decline with no available remedies to save the tree, although perhaps not an immediate hazard, shall be removed.
3. Emergency Removals. Healthy trees may be removed if the Director or designee decides an emergency condition exists, and tree removal is determined to be the only option available.
4. Public Safety. Healthy trees may be removed if the Director or designee decides that a public safety concern exists, and the tree removal is determined to be the only option available.
5. Other Removals. Other examples where a condition shall warrant removal include:
  - a. Diseased/Insect Infested Trees. The tree is diseased, has lost its productive capacity, and is not likely to recover despite the application of available remedies. Trees that acquire an infectious disease or are infested with an insect that is declared to be a serious pest threat to other nearby trees shall be removed, if removal is determined to be the best pest control solution by a certified arborist.
  - b. Building Damage. If a tree is causing structural damage to a building, and the condition cannot be corrected without removing the tree or severely damaging its root structure causing it to fail or potentially topple over.

6. **Surface Roots.** In situations where tree roots have developed above the surface, an ISA certified arborist shall evaluate the roots and determine if root pruning can occur without jeopardizing the health and stability of the tree. Should the arborist decide that roots cannot be pruned without jeopardizing the tree, and those same roots pose a safety concern, the tree may be removed.
7. **Hardscape Damage.** If hardscape repairs cannot be completed without severe root pruning which would jeopardize the health and stability of the tree, the tree may be removed. The general policy that shall be observed when repairing or replacing hardscape adjacent to a city tree is that the health and integrity of the tree take precedent over the installation of concrete or asphalt. Every effort shall be made to protect the tree from root or trunk damage.
8. Several alternatives are available for accommodating the installation of new hardscape without severely infringing upon a tree's root system. Any hardscape installation that may involve the removal of an extensive portion of a tree's root system or may require the removal of one (1) or more roots that are of a diameter greater than two (2) inches, shall first be evaluated by the certified arborist. If it is determined by the certified arborist that the removal of the offending roots might jeopardize the health or integrity of the tree, then one (1) of the following alternatives should be considered:
  - a. **Offset.** An offset is the tapering or reduction of a sidewalk's size down to a width no less than thirty-six (36) inches.
  - b. **Reconfiguration.** Sidewalks do not need to be constructed in a straight line. If the public easement can accommodate it, the sidewalk may be reconfigured to curve around a tree in a suitable manner. In some cases, the property owner may wish to extend the easement over their property to accommodate the installation of sidewalk without removing a tree. Any root removal that occurs while completing hardscape installation shall conform with the root pruning specifications provided by city staff.
  - c. In all cases, all sidewalk modifications must conform to all current ADA or CBC standards.

The following reasons are not valid for tree removal:

1. Leaf litter in gutters, on sidewalks or private property.
2. Messy/excessive fruit.
3. Root intrusion into sewer laterals because of deteriorating infrastructure.
4. Hardscape damage unless a feasible, economic solution does not exist to save the tree.

### **Appeal of City Staff's Decision**

The applicant is requesting that the Commission consider an appeal to remove the Tree based on shedding of pine needles and leaves in her yard. The appeal request notes that the shedding requires additional landscaping maintenance by the applicant.

The Applicant has been notified of the Commission meeting and has been sent an agenda and a copy of this staff report. The public notification of the tree removal request was posted on the Trees on E. Chapman Avenue behind 707 San Juan Lane on April 30, 2025.

Pursuant to Section 14.12.080, of the PMC, the Commission may grant the tree removal request if it finds that the burden to the property owner if the request is denied substantially outweighs: (A) the benefit that a denial provides to the public; and (B) the burden to the public if it is granted. The decision of the commission is final. The Commission may evaluate the following factors:

- a. Species of tree.
- b. Size of the tree.
- c. Approximate age of the tree.
- d. Physical characteristics of the tree.
- e. Environmental productivity of the tree.
- f. Safety of the property owner and general public will be considered.
- g. Asset value of the tree.
- h. Utility conflicts, both above and below ground, may be considered when evaluating a removal request.
- i. Species and age diversification may be considered to determine if the street would benefit from having a more diverse street tree population to reduce threats of deforestation.

If the Commission grants the tree removal request, subsequent removal of the tree(s) shall be at the applicant's cost and expense per the Ordinance. The property owner shall also be responsible for the cost of procuring and planting two (2) replacement trees; and funds remitted to the City shall be deposited into the City's Tree Replacement and Planting Fund. The costs for removal and planting of the two (2) replacement trees are based upon the City's current tree maintenance contract rates for removal and planting.

### **RECOMMENDATION**

The Trees are in the public right-of-way behind 707 San Juan Lane. Based on staff inspection and review, the Trees are in good condition, have been appropriately maintained on a regular schedule and are not creating a public safety hazard. Therefore, the Trees do not meet the removal criteria as set forth in the Ordinance. It is recommended that the Commission deny the appeal request to have the trees removed.

*Samantha Byfield*

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Samantha Byfield  
Public Works Manager



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Christopher Tanio, PE  
Director of Public Works

Attachments:

1. Tree Removal Request
2. Letter of Denial for Tree Removal Request
3. Appeal Form
4. Photos
5. Tree Maintenance History



**City of Placentia**  
 Public Works Department  
 401 East Chapman Avenue  
 Placentia, CA 92870  
 (714) 993-8148  
 www.placentia.org

# CITY TREE REMOVAL REQUEST FORM

## TREE REMOVAL/MAINTENANCE REQUEST FORM

Please TYPE or PRINT all information clearly.

### 1) REQUESTOR'S INFORMATION

Date: 1/29/25 Name: Cynthia Cordova Phone: 714-319-0834  
 Mailing Address: 707 San Juan Lane Placentia 92870  
 Email Address: Twinca2@gmail.com

### 2) REQUESTED ACTION

Remove  Trim  Plant New Tree  Inspect  Other: \_\_\_\_\_  
 Tree Species (if known): Pine Number of Trees: Numerous  
 Address/Location of Tree: Behind 707 San Juan Lane / On Chapman  
 Nearest Cross St: Chapman / Central  
 Located within a parkway  Yes  No  Unknown

### 3) REASON FOR REQUEST

Causing Damage  Dead  Uprooted/Safety Hazard  Diseased  Beautify  
 Other/Description: These trees shed needles + leaves all over my yard & > 11 years causing excessive  
 Supplemental Data Attached: Cost in yard maintenance + stress  
as well as damage to my lawn + property, patio cover + trampoline

### FOR CITY USE ONLY

**APPROVED ACTION:**  
 Remove  Trim  Plant New Tree  Inspect  Other: \_\_\_\_\_  
 Tree ID# and/or Species (If known): \_\_\_\_\_ Diameter (inches) \_\_\_\_\_ Height (inches) \_\_\_\_\_  
 Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature)  
 Director or Designee: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature)  
 Date of Applicant Notification: \_\_\_\_\_  Email  Mail

The People are the City



**Mayor**  
KEVIN KIRWIN

**Mayor Pro Tem**  
CHAD P. WANKE

**Councilmembers:**  
THOMAS HUMMER  
WARD L. SMITH  
JEREMY B. YAMAGUCHI

**City Clerk:**  
ROBERT S. MCKINNELL

**City Treasurer**  
KEVIN A. LARSON

**Acting City Administrator**  
THOMAS HATCH

401 East Chapman Avenue – Placentia, California 92870

February 4, 2025

Cynthia Cordova  
707 San Juan Lane.  
Placentia, Ca, 92870

**SUBJECT: TREE REMOVAL REQUEST – BEHIND 707 SAN JUAN LANE.**

Dear Ms. Cordova

The Public Works Department has reviewed your request for two (2) tree removals located behind 707 San Juan Lane. and has **denied** your request.

City staff inspected the trees and evaluated the reported problems with the trees. The tree are not dead, diseased, irreparably injured, hazardous, or in a condition, that presents legitimate public safety concerns. The trees do not meet the criteria for approval for removal as defined in the City's Urban Forest Protection Ordinance, Section 14.12.070 of the Placentia Municipal Code.

The City's Urban Forest protection Ordinance was adopted to protect, preserve, and expand the City's urban forest. Trees are a valuable resource to the community that provide environmental, economic, social and public health benefits along City streets and parks, and are critical to maintaining an attractive City. The ordinance established a tree removal process and criteria for the orderly removal of City trees when appropriate. Based on inspection of the tree, City staff determined that the tree does not meet the ordinance's criteria for tree removal.

You may appeal this decision to Streetscape and Transportation Advisory Commission (Commission) by filing a written appeal within **five (5) business days** of the date of this letter. To ensure transparency and inform the public, appeals will be reviewed by the Commission at a public meeting to provide a final determination. The entire appeal policy is attached to this letter.

**If the Commission grants the Tree Removal Request, subsequent removal of the tree(s) and stumps shall be at the property owner's cost and expense. Property owner shall also be responsible for the cost of procuring and planting two (2) replacement, 24" box trees; and funds remitted to the City shall be deposited into the City's Tree Replacement and Planting Fund, as described in Section 14.12.090 of the Placentia Municipal Code for that purpose.**

Sincerely

Samantha Byfield,  
Public Works Manager

Attachment:  
City Tree Removal Appeal Policy & Form



City of Placentia  
Public Works Department  
401 East Chapman Avenue  
Placentia, CA 92870  
(714) 993-8148

# CITY TREE REMOVAL APPEAL FORM

## APPEAL OF TREE REMOVAL REQUEST

Please TYPE or PRINT all information clearly.

Pursuant to PMC, Chapter 14.12, a denied Tree Removal Request made by the Director of Public Works may be appealed to the Streetscape and Transportation Advisory Commission by filing a written notice of appeal with the Public Works Department. Appeals shall be filed within five (5) business days of the date of denial.

### 1) APPELLANT'S INFORMATION

Name: Cynthia Cordova Phone: 714-319-0836

Mailing Address: 707 San Juan Lane Placentia CA 92870

Email Address: twonica2@gmail.com

Date of Administrative Decision: 2-4-2025

### 2) LOCATION OF PROPOSED TREE REMOVAL

Address: Behind property located @ 707 San Juan Lane

### 3) REASON FOR APPEAL

Please state the specific reason(s) for the appeal (use separate sheet if necessary).

Trees cause debris which litters my property. Routine trimming of pine trees + proactive trimming PRIOR to seasonal winds and/or shedding of pine needles is requested, to minimize destruction of my landscaping, and excessive cost of yard maintenance caused by city owned trees. If trees fall, they will fall on my home

Appellant's Signature: Cynthia Cordova Date: 2-10-25

### FOR CITY USE ONLY

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Appeal File No: \_\_\_\_\_

Related File No: \_\_\_\_\_

Commissions' Meeting Date: \_\_\_\_\_

Decision by Commission: \_\_\_\_\_

Appeal Granted  Appeal Denied

Feb 3, 2025 at 12:18:33 PM  
707 San Juan Ln  
Placentia CA 92870  
United States



Feb 3, 2025 at 12:18:55 PM  
707 San Juan Ln  
Placentia CA 92870  
United States



**Site Detail** (33.871385032389,-117.85709835945)(WCA InventoryID: 5501895)

District	Address	Location	Species	DBH	Height
30	600 X CHAPMAN AV /E	Front-20	<i>Pinus canariensis</i> CANARY ISLAND PINE	19-24	60+

Maintenance	Valid	Est. Value	Utility	Parkway
Grid/Routine Trim	Yes	\$9,110	No	30

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	09/06/2023	Grid Arterial Pruning	76555	204978	\$108.00
WCA	09/11/2019	Grid Pruning	50026	152044	\$59.00
WCA	01/28/2012	Grid Pruning	19283	77793	\$44.40

**Site Detail** (33.871346951223,-117.85739592735)(WCA InventoryID: 5501890)

<b>District</b>	<b>Address</b>	<b>Location</b>	<b>Species</b>	<b>DBH</b>	<b>Height</b>
30	600 X CHAPMAN AV /E	Front-15	<i>Platanus racemosa</i> CALIFORNIA SYCAMORE	19-24	60+

<b>Maintenance</b>	<b>Valid</b>	<b>Est. Value</b>	<b>Utility</b>	<b>Parkway</b>
Grid/Routine Trim	Yes	\$6,080	No	30

<b>Crew</b>	<b>Date</b>	<b>Work Type / Comments</b>	<b>Job # / Acct #</b>	<b>Invoice#</b>	<b>Amount</b>
WCA	09/06/2023	Grid Arterial Pruning	76555	204978	\$108.00
WCA	09/11/2019	Grid Pruning	50026	152044	\$59.00
WCA	01/28/2012	Grid Pruning	19283	77793	\$44.40



# Streetscape and Transportation Advisory Commission

## AGENDA STAFF REPORT

TO: STREETScape AND TRANSPORTATION ADVISORY COMMISSION

FROM: CHRIS TANIO, PUBLIC WORKS DIRECTOR/CITY ENGINEER

DATE: MAY 19, 2025

SUBJECT: **RECOMMENDATION TO THE CITY COUNCIL TO EXTEND TIME LIMIT AT THE MAIN STREET PUBLIC PARKING LOT AND DESIGNATE A 15-MINUTE PARKING SPACE IN FRONT OF 109 W. SANTA FE AVENUE**

### **RECOMMENDATION:**

It is recommended that the Streetscape and Transportation Advisory Commission take the following actions:

1. Receive the staff report and consider public input; and
2. Recommend to the City Council to extend the time limit of the Main Street Public Parking Lot from 4 hours to 8 hours and establish an Ordinance updating Placentia Municipal Code 13.52 to reflect the time limit change; and
3. Recommend to the City Council to designate one 15-minute parking space in front of 109 W. Santa Fe Avenue and adopt and establish an Ordinance updating Placentia Municipal Code 14.10.030 to include the 15-minute parking time limit.

### **BACKGROUND:**

The Main Street Public Parking Lot (lot) located at 321 S. Main Street currently has 48 parking spaces with free 4-hour parking and no overnight parking from 2am-6am. The lot provides parking for patrons within the Old Town area including small retail shops, restaurants, and professional services. In response to multiple requests from local business owners and patrons, staff has reviewed the use of this lot to assess the feasibility of extending the time limit to accommodate longer periods of parking.

Staff has also received multiple requests from local business owners located along Santa Fe Avenue to implement a short-term parking space to better accommodate quick visits, pickups, and higher customer turnover. Currently, Santa Fe Avenue allows 2-hour parking. However, extended parking durations have limited space availability for short-term visitors resulting in missed business opportunities.

### **DISCUSSION:**

#### **MAIN STREET PUBLIC PARKING LOT**

When evaluating this request, Staff considered multiple factors as described below:

**Parking Count Data:**

Parking count data collected in 2023 (Attachment 1) showed that the parking lot reached a maximum occupancy of 26 out of 48 spaces at peak usage, equating to approximately 54% utilization. This consistent underutilization suggests that there is capacity to accommodate longer parking durations without displacing existing users or reducing availability for short-term visitors.

**Community Needs:**

Feedback from the local business community indicates that the 4-hour limit does not sufficiently accommodate owners or their employees who work full shifts. The owners and their employees currently park along Main Street and Melrose Avenue, north of Santa Fe, during their work shifts and often results in them having to park further away from their place of employment while walking through a single-family neighborhood that is already limited in street parking availability. Additionally, they also use the 4-hour parking lots located at the end of Main Street, the 2-hour public parking lots north of Santa Fe between Walnut and Bradford or the 2-hour street parking on Santa Fe Avenue and on Bradford Avenue. However, owners and their employees typically work longer than a 4-hour shift and often have to relocate their vehicle when parking in either the 2-hour or 4-hour areas. An 8-hour time limit in the Main Street Lot would provide more flexibility, encouraging longer visits and reducing the need for mid-day vehicle relocations. Additionally, by opening up this parking lot for a longer timeframe, it allows customers to park closer to the businesses.

**Support for Economic Activity:**

By allowing extended parking in this lot and thereby freeing up parking in other areas, the City would be supporting local economic development by creating a more convenient environment for residents, customers, business owners, and their employees. This aligns with the City's Strategic Plan goal of promoting community and economic development.

**Overnight Parking Restrictions:**

The current prohibition on overnight parking from 2am-6am will remain in effect. This will preserve the City's ability to enforce overnight storage of vehicles and maintain cleanliness and security in this lot.

**Signage and Enforcement:**

The existing signage will be updated to reflect the new 8-hour free parking time limit. Staff does not anticipate significant changes to the enforcement workload, as most violations under the current limit are infrequent.

Staff recommends that the Streetscape and Transportation Advisory Commission recommend to the City Council to extend the time limit at the Main Street Public Parking Lot from 4 hours to 8 hours. This recommendation is intended to better serve the needs of the community including residents, visitors, local businesses and their employees, while continuing to prohibit overnight parking.

**15-MINUTE PARKING SPACE**

Staff evaluated the request and conducted field reviews of parking patterns. A 15-minute space in front of 109 W. Santa Fe Avenue was identified as suitable based on it being adjacent several retail/food establishments, is on a one-way street which minimizes traffic conflicts, and is in a highly visible area allowing this new designation. This designation is anticipated to improve turnover by encouraging short-term parking for quick errands and pickups, supports local businesses, and increases access for visitors to the Old Town area. A potential drawback to this designation is it requires regular enforcement to ensure the 15-minute space is not being misused.

Staff recommends that the Streetscape and Transportation Advisory Commission recommend to the City Council to designate one 15-minute parking space in front of 109 W. Santa Fe Avenue to improve visitor accessibility.

### **PLACENTIA MUNICIPAL CODE UPDATE**

The Placentia Municipal Code (PMC) Chapter 13.52 Restricted Parking Zones and Chapter 14.10 would need to be updated to codify the parking regulations as a result of these recommendations. PMC Chapter 13.52 would be updated to establish an 8-hour parking zone for the Main Street Public Parking Lot which is currently designated as a four-hour parking zone as Old Town Public Parking Lot number 6 in Chapter 13.52.015.

PMC Chapter 14.10.030 Parking Time Limit would need to be further updated to include language for a 15-minute parking time limit for public parking spaces.

Prepared by:

Reviewed and approved:



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Chris Tanio, PE  
Director of Public Works/City Engineer

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Chris Tanio, PE  
Director of Public Works/City Engineer

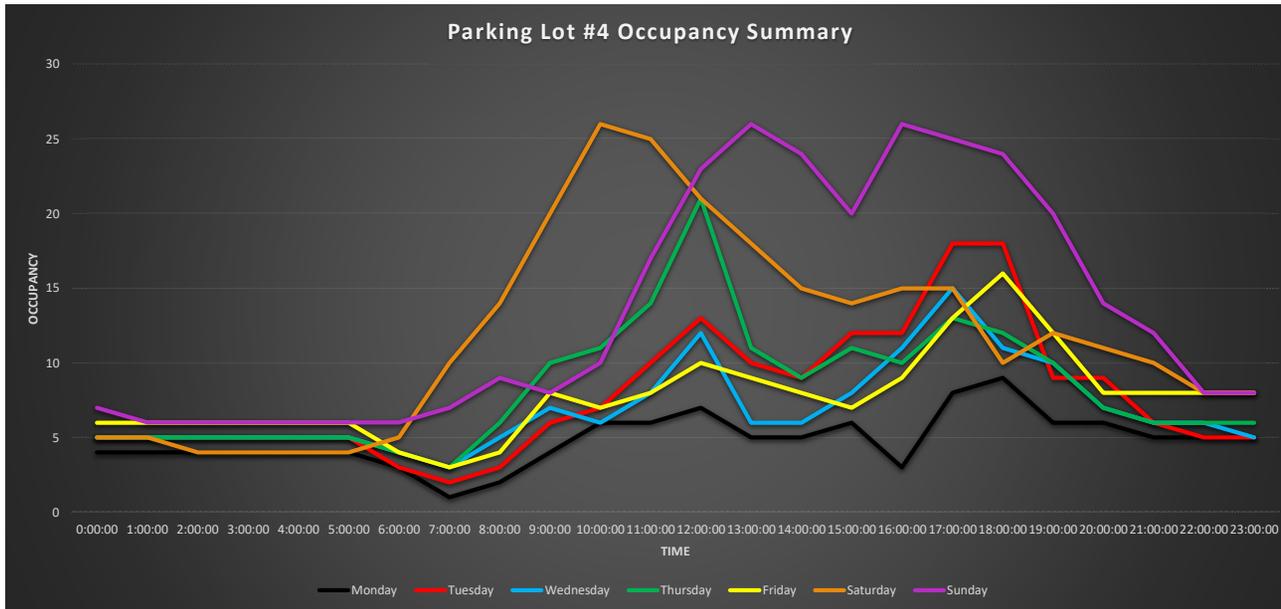
### Attachments:

1. Parking Count Data for Main Street Lot
2. Map of Main Street Lot and Other Parking Lots in Old Town Area
3. Placentia Municipal Code Chapter 13.52 and 14.10.030
4. Photos

**For** City of Placentia  
**Location** North of Realway and East of Melrose St. Refer to map.pdf  
**Task** Parking Counts

\*\*\*\*\* AVAILABLE PARKING SPACE: 52 \*\*\*\*\*

Daily Summary	9/23/2023 (Saturday)	9/24/2023 (Sunday)	9/25/2023 (Monday)	9/26/2023 (Tuesday)	9/27/2023 (Wednesday)	9/28/2023 (Thursday)	9/29/2023 (Friday)
AM Peak Hour	10:00-10:59	11:00-11:59	10:00-10:59	11:00-11:59	11:00-11:59	11:00-11:59	09:00-09:59
AM Peak Hour Occupancy	26	17	6	10	8	14	8
PM Peak Hour	12:00-12:59	13:00-13:59	18:00-18:59	17:00-17:59	17:00-17:59	12:00-112:59	18:00-18:59
PM Peak Hour Occupancy	21	26	9	18	15	21	16



**11 spaces**  
2 Hour  
Parking No  
Parking  
2am-6am



**12 spaces**  
2 Hour  
Parking No  
Parking  
2am-6am



**25 spaces**  
2 Hour  
Parking No  
Parking  
2am-6am



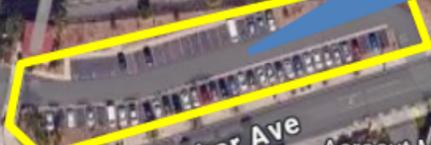
**Main  
Street Lot**  
48 Spaces  
4 Hours/No  
Parking  
2am-6am



**47 spaces**  
4 Hours/No  
Parking 2am -6am



**Crowther Lot**  
56 spaces  
No parking  
2am-6am



CHAPTER 13.52  
RESTRICTED PARKING ZONES

**§ 13.52.010. Establishment.**

The city engineer shall appropriately sign or mark any place where it has been determined by a resolution of the city council that parking should be prohibited or restricted to eliminate dangerous traffic hazards, and when such places are so signed or marked, no person shall stop, stand or park a vehicle in any such places.

Exception: The city engineer is authorized to place signs or markings along any curbside prohibiting parking or stopping for sight distance safety adjacent to alleys, driveways, or marked pedestrian crosswalks without city council action.

(Prior code § 17-44; Ord. 71-O-120 § 3, 1971; Ord. 76-O-117 § 1, 1976)

**§ 13.52.015. Four-hour parking zones.**

Whenever any provision of this code or other ordinance or resolution of the city so designates and when authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle for a period of time longer than four hours at any time between the hours of 6:00 a.m. and 9:00 p.m. in Old Town Public Parking Lots numbers four and six, or on any of the streets or public parking lots enumerated therein.

(Ord. O-2024-02, 3/19/2024)

**§ 13.52.020. Two-hour parking zones.**

Whenever any provision of this code or other ordinance or resolution of the city so designates and when authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle for a period of time longer than two hours at any time between the hours of 6:00 a.m. and 9:00 p.m. in Old Town Public Parking Lots numbers one, two, and three, in any future public parking lots, and on Bradford Avenue from Chapman Avenue to Santa Fe Avenue, Santa Fe Avenue from Bradford Avenue to Walnut Avenue, Main Street South of Santa Fe Avenue, and Crowther Avenue from Melrose Street to California State Route No. 57, and/or except for permit letter "F" issued by the police department and on any streets enumerated therein.

(Prior code § 17-61; Ord. O-2024-02, 3/19/2024; Ord. O-2024-02, 3/19/2024)

**§ 13.52.030. One-hour parking zones.**

Whenever any provision of this code or other ordinance or resolution of the city so designates and when authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle for a period of time longer than one hour at any time between the hours of 6:00 a.m. and 9:00 p.m. of any day.

(Prior code § 17-62; Ord. O-2024-02, 3/19/2024)

**§ 13.52.040. Parking prohibited during certain hours.**

Whenever any provision of this code or other ordinance or resolution of the city designates and when authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any street or public parking lot as posted on the specified street or public parking lot,

for any purpose other than the immediate loading or unloading of passengers or materials.  
(Prior code § 17-63; Ord. 75-O-114 § 1, 1975; Ord. O-2024-02, 3/19/2024)

**§ 13.52.050. Parking prohibited at all times.**

Whenever any provisions of this code or other ordinance or resolution of the city so designates and when authorized signs are in place giving notice thereof, no person shall park a vehicle at any time upon any of the streets described therein.  
(Prior code § 17-64)

**§ 13.52.055. Parking prohibited in public alleys.**

- (a) No person shall park any vehicle in any public alley or any multifamily restricted parking street in the city except while actively engaged in loading or unloading passengers, freight or merchandise.
- (b) Signs designating "No Parking" shall be posted at each street entrance to any public alley in the city.
- (c) Signs designating "No Parking" shall be posted at appropriate intervals, of not less than one sign per 500 feet, on multifamily restricted parking streets in the city.  
(Prior code § 17-64.1; Ord. 71-O-158 § 1, 1971)

**§ 13.52.060. (Reserved)**

**§ 13.52.070. Authorization for permit parking.**

Pursuant to resolution by the city council, specified areas of the city may be designated as preferential permit parking zones.  
(Ord. 97-O-118 § 1, 1997)

**§ 13.52.080. Permit parking—Exemptions.**

In those areas designated by city council by resolution as preferential permit parking zones, city and city contracted maintenance vehicles, utility company vehicles and emergency service vehicles shall not be required to display a parking permit during the time period that the maintenance, utility or emergency service is being provided.  
(Ord. 97-O-118 § 1, 1997)

City of Placentia, CA  
Tuesday, May 13, 2025

## Title 14. Public Property

### Chapter 14.10. TRAFFIC AND PARKING REGULATIONS

#### § 14.10.030. Parking time limit.

Marked parking stalls may be provided for the reserved and exclusive uses of:

- (1) A one hour parking time limit is established in areas as posted, on all city public and park grounds except by permit issued by the police department.
- (2) Overnight parking is prohibited between the hours of 2:00 a.m. and 6:00 a.m. daily, in the civic center parking lot and any other parking lots designated by the city council, unless a permit has been issued by the police department.
- (3) It is unlawful for any person to stop, stand, or park a vehicle for a period of longer than two hours on public property, which has been restricted by ordinance or resolution of the city council, and where signs have been erected designating such area as a two hour parking area.
- (4) It is unlawful for any person to stop, stand, or park a vehicle for a period of longer than 30 minutes on public property, which has been restricted by ordinance or resolution of the city council, and where signs have been erected designating such area as a 30 minute parking area.  
(Ord. 77-O-115, 1977; Ord. O-2020-02 § 3, 2020; Ord. O-2024-02, 3/19/2024)

**MAIN STREET PARKING LOT**

Tuesday, 5/13/2025, 11AM-12pm, 3 cars observed



Tuesday, 5/13/2025, 5-6PM, 4 cars observed



Wednesday, 5/14/2025, 11AM-12PM, 10 cars observed



Wednesday, 5/14/2025, 5-6PM, 10 cars observed



**MAIN STREET FACING NORTH, NORTH OF SANTA FE**

Wednesday, 5/14/25, 12PM



Wednesday, 5/14/25, 5-6PM



**MELROSE STREET FACING NORTH, NORTH OF SANTA FE**

Wednesday, 5/14/25, 12PM



**MELROSE STREET FACING SOUTH, NORTH OF SANTA FE**

Wednesday, 5/14/25, 3PM



109 W. SANTA FE AVENUE



