

**Town of Moraga**  
**General Plan Implementation Status Report**  
**March 2010**

**A. General Programs**

**IP-A1 General Plan Diagram**

Use the General Plan Diagram to guide land use planning activities in the Town and its Sphere of Influence area. Use the Circulation System of the General Plan Diagram to guide activities related to goods movement, emergency vehicle routes, street closures and other activities that affect the transportation system, local businesses and residents. Review and update the General Plan Diagram as part of the annual General Plan review process.

*This implementation program is ongoing. No changes in the General Plan Diagram are requested at this time. Emergency vehicle routes were reviewed in 2007 as part of the Lamorinda Emergency Preparedness Program. New emergency vehicle routes were also approved in the Palos Colorados project in 2007 and are under consideration for the Bollinger Canyon area. The updated Emergency Preparedness plan discusses vehicle and pedestrian routes for escape and shelter in place issues.*

**IP-A2 Annual Town Budget**

Prepare, review and adopt an Annual Budget to identify and fund ongoing Town programs, services, activities, and projects, including capital improvement projects needed to maintain and enhance the community's character, quality and livability. Capital improvement projects shall include park and recreation facility improvements; public safety improvements; and improvements to the circulation system that are necessary to maintain and improve traffic operations and/or levels of facility performance, identifying funding sources (Town funds and other) as well as intended project phasing.

*Over the years the format for the operating budget as well as the Capital Improvement Program (CIP) budget has changed. The format has moved most recently from a program element budget in which departmental activities are distributed across various funds to a line-item budget. Recognizing that the operating and CIP budgets are documents for public use, the FY2008-09 budget format was another incremental approach to making the document more user friendly by moving toward a line-item approach. The line-item budget shows operating expenditures in one fund and uses the "transfer of funds" method to provide revenues to cover the expenditures. In addition to changing the budget format, the accounting policies, procedures and reporting are being modified to provide a linkage to the budget resulting in a more robust reporting mechanism.*

*During 2009 the Town Council established a Revenue Enhancement Committee that examined the long-term financial needs of the Town and made recommendations for addressing these needs. The Town Council will be following up on these recommendations in 2010 to engage the community in arriving at the most appropriate means to address the identified needs and provide a sustainable financial base for infrastructure replacement and ongoing services.*

**IP-A3 Annual Needs Assessment**

Conduct an annual assessment of service levels in relation to community needs as part of the Town budget process.

*This implementation program is ongoing; however, the Council is now assessing service level needs in the long term in conjunction with the annual Town budget process. One area where a long-term view of service levels and funding has been focused is on recreation programs and Palos Colorados revenue. When the Palos Colorados project was approved in 2007 it included conditions of approval that could result in approximately \$17,000,000, in one-time revenue over the next five to six years. As of March 1, 2010, the Town has received \$3,750,000 of the potential \$17,000,000. Payment of the remaining funds will be based on milestone events such as the issuance of the grading permit, all state, federal and local approvals, the issuance of building permits and certificates of occupancy. At the present time, the state and federal approval process is still in the works and may not be completed for another year. Because issuance of the grading permit requires the prior approval of all other agencies, including but not limited to the U.S. Army Corps of Engineers, Regional Quality Control Board and California Department of Fish and Game, and because, according to the applicant, these approvals appear to be about a year away, the Town should not expect any further Palos Colorados milestone payments until at least July 2011, at which time, the most the Town could expect to receive is \$5,750,000. The remaining \$7,500,000 will be paid over time as residences are constructed and occupied. No residential construction will commence until the subdivision improvements are completed. Completion of the subdivision improvements could take two years to accomplish so the earliest residential construction might be expected to commence is Fall 2012. If residences are constructed and occupied at a rate of 25 units per year, the Town could expect to receive \$1,500,000 per year for each year, 2013 through 2017. As of April 30, 2008, \$2,250,000 of the total funds are subject to an annual 5% interest payment. Interest will stop accruing when the \$2,250,000 payment is made. This payment is due to the Town “within 30 days of issuance of all local, state and federal agency approval, including grading permit but excluding design review and building permits.” This \$2,250,000 is included in the \$5,750,000 payment that the town is currently expecting to receive in July 2011. No other Palos Colorados payments are subject to interest or adjustment for inflation.*

**IP-A4 Annual General Plan Review**

Conduct an annual review of the General Plan prior to initiating the Town budget process, reporting on the status of the Plan’s implementing programs and revising the schedules for implementation accordingly to reflect implementation priorities for the coming year and ensuring linkage between implementation priorities and the Town’s annual budget. Additionally, the review should identify current issues in need of attention and recommend new or revised goals, policies or implementing programs, as appropriate, including proposed General Plan amendments.

*This implementation program is ongoing. The Town Council will review the General Plan on March 10, 2010.*

*When the General Plan was adopted in June 2002, the Plan included an implementation schedule for new programs. The following table identifies the current status of these programs.*

Implementation Program Reference	Implementation Program Title	Original Target Date month/year or year (excluding ongoing or annual programs)	Current Target Date month/year or year
B1	Zoning and Subdivision ordinances	12/04	12/11
B3	Condo conversion	2006	12/11
B4	Traffic Impacts	12/05	Completed/ongoing
B5	High Risk Overlay	12/06	12/11 with consultant services
B6	Moderate Risk Overlay	12/06	12/11 with consultant services
B7	Hillside Overlay	12/06	12/11 with consultant services
B8	Fire safety	12/05	6/09 and ongoing
B9	Seismic Safety	12/05	12/11
B10	Geologic Hazards District	12/08	12/10
B11	Transportation Systems Mgmt	12/05	12/11
B12	Flood Control	12/05	6/10 Completed/ongoing
B13	Historic Preservation	12/05	12/11
B16	Recycled Water	12/03	Completed / ongoing
B17	Grading	12/04	Completed / ongoing
C4	Seismic Checklist	2005	12/11
C8	Fee Waivers	12/04	12/11
E1	Scenic Corridor Guidelines	12/05	Completed / ongoing
E2	Residential Guidelines	12/05	Completed / ongoing
E3	Multi-family Guidelines	12/05	Completed / ongoing
E4	Commercial Guidelines	12/05	Completed / ongoing
E5	Public Safety Guidelines	12/05	12/11
E6	Historic Guidelines	12/06	12/11
F1	Swale Guidelines	2006	12/11
F2	Stream Channel	2006	12/11
F3	Storm Drain Standards	2006	12/11
F4	Post Earthquake Reconstruction Guidelines	2007	12/11
G5	Beautification	12/05	Completed / ongoing
G6	Tree Planting	12/05	Completed / ongoing
H1	Regional Housing Needs	2002-2008	Completed / ongoing
H5	Housing Trust Fund	12/04	Housing Element Update 1/10
J1	Open Space Preservation	12/04	Ongoing
J2	Transfer Development Rights	12/05	12/11
J3	Open Space Management Plan	12/06	12/11
J2	Pedestrian Bicycle Master Plan	12/04	Completed / ongoing
K6	Seismic Safety Study	12/05	12/11
K7	Bollinger Study	12/04	6/11

#### **IP-A5 Public Opinion Surveys**

Conduct periodic surveys of public opinion on the Town's various programs and activities.

*This implementation program is ongoing. In March 2006, the Town hosted a public meeting on strengths, weaknesses, opportunities and vision for the Town's park and recreation system. Also in March 2006 a workshop style meeting was held to gather input on current park and*

*recreation needs (140 participants attended). In the spring of 2006 an online and paper version of a community questionnaire was distributed to solicit information on current park and recreation usage patterns, needs, preferences, and priorities (over 450 participants responded). A youth questionnaire was also distributed at the same time to local middle school and high school students, also focusing on recreation use, needs, and preferences (470 participants responded). The total on record for participation in public involvement for the Parks and Recreation Master Plan process was 1,080.*

*In the spring of 2008, the Hacienda Foundation visited with various neighborhood associations to solicit interest and input on addressing a vision for the Hacienda de las Flores property.*

#### **IP-A6 Citizen Participation**

Continue to encourage citizen participation in all Town activities, including ongoing review and management of the General Plan and development decision-making. Other areas in which to emphasize citizen participation include:

- *Recreation Programs.* Encourage resident participation in community events and activities, including recreation programs, both as participants and as leaders, instructors or coaches.
- *Public Safety Activities.* Involve residents, businesses and service organizations in citizen task forces to study special areas of safety concern, and in safety education activities, such as neighborhood watch, drug awareness, disaster preparedness, and similar programs.

*This implementation program is ongoing. The Police Department continues to encourage volunteerism through its CERT training activity, and is working with representatives of Saint Mary's College, the Moraga School District, the Moraga Country Club, and the community of Canyon to coordinate disaster response efforts.*

*The Police Department and the Town Engineer are assisting with the Traffic Safety Advisory Committee (TSAC) which consists of five residents, one liaison each from the Town Council and Moraga Orinda Fire District, and serves as an advisory board to the Town Council. TSAC has been involved in developing a new Traffic Calming Guidebook to provide involvement information to the public, and then review traffic calming requests from the public, or traffic safety related capital projects.*

*The Police Department participates in the Acalanes High School District Healthy Choices educational program. This program provides discussion forums to parents and students regarding responsibility and decision making.*

*A new, updated Moraga Police Department website has been completed to provide timely public awareness information, to encourage public feedback on public safety issues, and to provide an on-line request option for certain police services.*

*Public Works/Engineering has placed a new web page on the Town's website that provides regularly updated information to the public regarding capital projects and other projects that impact the traveling public – meetings, schedules, delays, construction information, etc.*

*For Parks and Recreation 2010 will be the fourth year of the Triathlon. Additional programs such as the Mother/Son Dinner Dance, Breakfast with Santa, Santa Visits, 4<sup>th</sup> of July, Community Faire, and the Pear Festival continue to be successful. 2009 was the first year of Camp Hacienda, a day camp run by part-time, seasonal recreation leaders. The camp was a success with an average of 15 “campers” per day. Camp Hacienda will continue in 2010. Seasonal camps such as magic, carpentry, sports, special interest and drama will continue. The Hacienda Foundation created a huge success in 2009 with their efforts to open the Hacienda to the community through the Cinco de Mayo and Oktoberfest community events.*

**IP-A7 Citizen Commissions**

Continue to appoint and support Moraga residents to serve on commissions related to the Town’s planning and development and service delivery. Commissions include the Planning Commission, Design Review Board, Park and Recreation Commission, and Youth Involvement Committee. Each Committee shall have a designated charge and shall be involved in the review and discussion of relevant issues, making recommendations as appropriate to staff and the Town Council.

*This implementation program is ongoing. The Town continues to maintain a Planning Commission, Design Review Board, Park and Recreation Commission and Youth Involvement Committee. In addition, the Town Council has created additional volunteer opportunities with the Audit and Finance Committee, the Traffic Safety Advisory Committee (TSAC), the ADA Advisory Committee, and the Urban Forest Subcommittee.*

*In 2010, the Town Council appointed two new Planning Commissioners and one new Design Review Board member.*

**IP-A8 Homeowner Assistance**

Provide long-term technical assistance to homeowner associations to address public safety issues and concerns, for an appropriate fee or assessment. Assistance shall also be provided in the form of public information and education programs.

*This implementation program is ongoing. The Police Department continues to participate in local group forum discussions regarding neighborhood issues and disaster programs.*

**IP-A9 Conflict Resolution**

Participate in the Contra Costa Transportation Authority’s conflict resolution process as needed to resolve disputes related to the development and implementation of policies described in the Growth Management Element.

*This implementation program is ongoing through the Contra Costa Transportation Authority. Moraga has had no disputes in the last year pertaining to the CCTA growth management program so conflict resolution has not been required.*

**IP-A10 Private Sector Support**

Encourage the donation of funds, goods and services by the private sector according to the established guidelines and policies of the Town.

*This implementation program is ongoing. Town staff recommends development of a donation policy per the Town Council's direction. The Town Council did adopt a memorial and donation policy and public art policy to address this community need. Private sector support is solicited on an as needed basis for Parks and Recreation programs. Generous donors in 2009/10 have been Moraga Park Foundation, Village Associates, Walnut Creek Sport and Fitness, Oakwood Athletic Club, Sharp Bicycle, Forward Motion, Rotary Club of Moraga, Moraga Kiwanis, Moraga Country Club, 5A Rent-A-Space, Moraga Police Officers Association, and Loard's Ice Cream.*

*The Police Department, in association with CERT, has accepted donations from community service organizations to upgrade emergency radio equipment and to provide additional disaster training exercises.*

## **B. Ordinances**

### **IP-B1 Zoning and Subdivision Ordinances**

Revise the Town's Zoning Map, Zoning Ordinance and Subdivision Ordinance, as needed, to maintain consistency with the adopted General Plan and, specifically, to achieve the following:

- Incorporate the land use plans of the Moraga Center Area and Rheem Park Area Specific Plans, when completed. *Until such time that the new Specific Plans are completed, the 1990 General Plan designations and existing zoning shall apply in the specific plan areas.*
- Retain existing residential zoning and discourage non-residential uses in these zones.
- Provide for density bonuses in residential districts, consistent with State law requirements (California Govt. Code 65915).
- Continue to allow the renting of rooms/quarters in single-family homes as a permitted use in single-family zones.
- Permit emergency and transitional housing in the Community Commercial Zoning District.
- Continue to allow manufactured housing on single-family lots if placed on permanent foundations and subject to compliance with Town Design Guidelines.
- Review the requirements for second units and implement changes, including permitting detached units under certain circumstances.
- Prohibit the creation of new non-MOSO lots unless the after-graded average slope of the proposed development area is less than 25%.

*In 2010 the zoning map was updated to reflect changes in land use designation in the Moraga Center Specific Plan area.*

### **IP-B2 Moraga Open Space Ordinance**

Continue to implement the development policies and standards set forth in the Moraga Open Space Ordinance, in accordance with its Interpreting and Implementing Guidelines.

*Implementation of the 1986 Moraga Open Space Ordinance (MOSO) is ongoing.*

**IP-B3 Condominium Conversions Ordinance**

Revise the Condominium Conversion Ordinance to exempt limited equity residential cooperatives that meet all of the following requirements to the extent necessary to comply with State Law:

- Minimum of 20 percent of the units as housing affordable to very-low to moderate income households,
- Resale controls to assure long term affordability of the low- and moderate-income units,
- Right of first refusal of purchase of units by occupants, and
- Relocation assistance to low- or moderate-income households who are unable to afford the purchase of units that are converted.

*Revisions in this ordinance are planned for a future year.*

**IP-B4 Traffic Impacts Ordinance**

Require developers to fund or construct their “fair share” of transportation improvements.

*An impact fee study was completed in the Spring of 2008. This study analyzed the projected impacts of new development within the Town on the transportation system. Fees were approved by the Town Council in May 2008 to have the new development fund their “fair share” of the impacts to the Town. Fees will help fund necessary capital improvements to meet the needs of the new residents.*

*In addition to the impact fees described above, the Town currently collects a local and regional fee for traffic impacts as part of the Lamorinda Fee and Finance Authority (LFFA) program. The current Moraga fees are as follows:*

LAND USE CATEGORY	Fee Effective 1/1/10		
	Total Fee	Regional Fee	Local Fee
Single-family (per dwelling unit)	\$5868	\$4640	\$1228
Multiple-family or second unit (per dwelling unit)	\$3661	\$2886	\$775
Retail/Office/Commercial	\$2.47/sq. ft.	\$1.95/sq. ft.	\$.52/ sq. ft.
College/University (per student)	\$1395	\$1102	\$293
Other Land Use (per peak hour trip)	\$5811	\$4586	\$1222

**IP-B5 High Risk Areas Zoning Overlay**

Establish a zoning overlay district for all high-risk areas. Development may be permitted only if geologic and geotechnical investigations or project mitigations result in a very low level of risk to life and property. If so, require the project geotechnical engineer and the engineering geologist to make explicit findings that this is the case, and require review by the Town’s consulting geotechnical engineer and engineering geologist. Mitigations, if necessary, should be made conditions of project approval.

*With consultant services, this program could be implemented in 2011.*

**IP-B6 Moderate Risk Areas Zoning Overlay**

Establish a zoning overlay district for all moderate-risk areas and discourage development in areas so designated. Where possible, avoid building in moderate risk areas. Where it is not possible to avoid building in such areas entirely, due to parcel size and configuration, limit development accordingly through

density regulations, subdivision designs that cluster structures in the most stable portions of the subdivision, site designs that locate structures in the most stable portion of the parcel, and specific requirements for site engineering, road design, and drainage control.

***With consultant services, this program could be implemented in 2011.***

**IP-B7 Hillside Zoning Overlay**

Establish a Hillside Zoning Overlay for all hillside sites with greater than 20 percent slope. Regulate densities and require that permitted structures be built in the most stable portion of each parcel. Prohibit the construction of new residences on average slopes of 25 percent or more within the proposed development area of a lot, with the exception of existing lots that were either legally created after March 1, 1951 or specifically approved by the Town Council after April 15, 2002. In the case of existing lots with an average slope of 25% or more within the proposed development area, the design of all new residences shall be subject to design review approval.

***With consultant services, this program could be implemented in 2011.***

**IP-B8 Fire Safety Ordinance**

Work in conjunction with the Moraga-Orinda Fire District to enact appropriate ordinances to require the use of built-in fire protection systems in all new commercial buildings and in single family residential buildings where water supply and access do not meet fire code requirements or distance to a fire station exceeds 1.5 miles, or square footage exceeds 5,000. The ordinance should also establish guidelines for fire trails and fuel breaks in open space areas, for minimum roofing requirements, and for the design, use and management of Emergency Vehicle Access routes.

***Due to requirements in state law, revisions to fire safety ordinances were implemented in 2009.***

**IP-B9 Seismic Safety Ordinance**

Adopt an ordinance requiring the reinforcement of hazardous buildings. The ordinance should:

- Identify critical facilities such as public facilities and infrastructure, evaluate their seismic safety, and develop a schedule for strengthening those facilities found to be below standard.
- Require critical facilities, such as schools and medical facilities, to meet the highest possible standards.
- Set priorities for non-critical facilities and establish procedures and a schedule for achieving compliance.
- Require basic elements of seismic retrofitting upon transfer of property, including inexpensive and cost-effective measures such as bolting of houses to foundations, reinforcement of chimneys, sheathing of cripple walls and bracing of hot water heaters.
- Include guidelines for post-earthquake decisions regarding evacuation and condemnation of damaged buildings.

***With consultant services, this program could be implemented in 2011.***

**IP-B10 Geologic Hazards Abatement District Ordinance**

Consider adopting a Geologic Hazards Abatement District Ordinance, in accordance with State enabling legislation.

***Consideration of a GHAD ordinance will be scheduled in 2010 in order to allow compliance with the condition of approval for the Palos Colorados project. If the Town of Moraga is to avail itself of the provisions in state law with respect to GHADs, the Town is required to pass a resolution making itself subject to the GHAD formation procedures in the Public Resources Code and forward a copy of the resolution to the State Controller. (Public Resources Code section 26550 and 26569.7.) Until this resolution has been passed, the provisions of the GHAD formation chapters are inoperative as applied to the Town.***

**IP-B11 Transportation Systems Management Ordinance**

To attain traffic service standards, adopt and implement a Transportation Systems Management (TSM) ordinance or alternative mitigation program.

*Consideration of a TSM ordinance will be scheduled in 2010 as traffic remains a top community concern. With this, the town is to set forth objectives of reducing both vehicle trips and vehicle emissions at employment sites, schools and residential areas more efficiently and cost effectively rather than focusing on major roadway improvements. To do so, the town shall set forth the following policies, goals and objectives as a guideline. 1)Promoting and encouraging transit use, bicycling, walking and other alternatives to solo driving. 2)Incorporating these goals and objectives into the land use review and planning process. 3)Developing proactive programs and/or projects either alone or in conjunction with other jurisdictions (regional transportation committees) aimed at achieving the above goals. 4)Considering usage of technology designed to facilitate traffic flow, provide transit highway information, provide trip generation alternatives, and related technology into the transportation system. 5)Cooperating with other jurisdictions, the private sector and transit operators in planning and implementing transportation programs.*

**IP-B12 Flood Control Ordinance**

Establish a flood control ordinance using FEMA guidelines. The ordinance should establish standards for structural setbacks along streams, set standards for property line setbacks, and require that streamside property be owned and managed in common.

*While the Town has recently updated its flood control ordinance, work remains on the setback issues. Full implementation of this program in the near term will require resources beyond the level currently available in the Engineering Department.*

**IP-B13 Historic Preservation Ordinance**

Develop and adopt a Historic Preservation Ordinance to preserve designated historic buildings and sites and to allow owners of designated historic buildings to apply for tax relief through Mills Act Agreements. Issues to address include definition and designation of historic buildings and sites (including historic orchards); demolition procedures and permits; review of structural modifications and use changes; and design and development review criteria and procedures. Establish guidelines for site and building use, rehabilitation, relocation, and adaptive reuse, and implement discretionary design reviews.

*Implementation of this program in the near term will require resources beyond the level currently available in the Planning Department.*

**IP-B14 Non-smoking Ordinance**

Periodically evaluate the effectiveness and scope of the Town's non-smoking ordinance, and revise as appropriate.

*This implementation program is ongoing. There have been no problems since implementation of this ordinance.*

**IP-B15 Moraga Tree Ordinance**

Implement and monitor the Moraga Tree Ordinance to preserve and protect trees in the community as they contribute to the beauty and environmental quality of the Town, with particular attention to designated 'tree-covered areas' (OS2-9) and 'trees of historical significance' (CD7.1), as defined in the Ordinance.

*This implementation program is ongoing. The Ordinance was updated in 2000. Since then 19 tree removal permits have been issued. The requirement for a tree removal permit only pertains to native or orchard trees or trees of historic significance in the Town of Moraga. While orchard trees are rarely removed, it is fairly common to receive a request to remove a redwood tree or oak tree. The most frequently stated reason for needing to remove redwood trees is over-planting and the most often stated reason for needing to remove oak trees is disease.*

**IP-B16 Recycled Water Ordinance**

Consider adopting a Recycled Water Ordinance in accordance with State law.

*This implementation program was required to be completed by December 2003. A new recycled water ordinance was approved by the Town in the summer of 2003. Since approval of the ordinance, however, East Bay Municipal Utility District has abandoned its plans to bring recycled water to the area. In order for the use of recycled water to be feasible, there needs to be a sufficient number of high volume users in the area. Since the elimination of the Palos Colorados golf course there are now not a sufficient number of potential high volume users in the area to warrant the delivery of recycled water in the area.*

**IP-B17 Moraga Grading and Erosion Control Ordinance**

Adopt a comprehensive grading and erosion control ordinance. Require all grading on average slopes of 25% or more within the development area to be considered by the Town Council following a recommendation by the Planning Commission. In addition, identify the maximum average slope within a development area that can be graded and prohibit grading of average slopes in excess of the limit. Require natural contour grading of all slopes in excess of 20%.

*A grading ordinance was adopted by the Town Council on August 8, 2006. The County continued to perform inspections for the next year. In FY 2007-2008, Town staff took over the permit issuance and inspection process. This has allowed tighter control over erosion control plans associated with grading projects to help meet State water quality permit requirements. Additionally, the staff has been more active in pursuing and enforcing erosion control actions with the staff inspector.*

## C. Development Review

### IP-C1 Development Review

Undertake development reviews to ensure compliance with applicable local, regional, state, and federal laws and adopted policies. Ensure that developers contribute funding for on-site and off-site improvements that mitigate impacts of development.

Specifically, review development proposals to ensure:

- *Neighborhood Quality.* Continue to examine site and building plans to ensure that layout and design meet Town objectives for neighborhood quality (including minimizing burglary, vandalism, and other crimes).
- *Performance Standards.* Ensure that one or more of the following conditions will be met:
  - Performance standards will be maintained consistent with adopted mitigation programs following project occupancy;
  - Additional mitigation measures are available and will be required of the project sponsor in order to insure maintenance standards; or
  - Capital projects planned by the Town or special districts will result in the maintenance of standards. Improvements should be in place at the time of project implementation.
- *Acceptable Noise Levels.* Discourage the siting of residences adjacent to major arterials unless noise can be reduced to acceptable levels, consistent with State law. Encourage designs that orient sensitive portions of buildings away from noise sources, utilize the natural terrain to screen structures from major arterials or other noise sources, and use appropriate design techniques to reduce adverse noise impacts.
- *Solar Access.* Discourage the design and siting of buildings in a manner that may reduce solar access for adjacent buildings or properties.
- *Emergency Response.* Appropriate consideration of emergency response planning.
- *Fire Prevention.* Appropriate fire prevention measures, including fire protection systems and fire-retardant roofs in accordance with adopted ordinances and standards.
- *Safe Subdivision Design.* Subdivision design and platting of each parcel so that there is a safe building location.
- *Slope Stability.* Location of development in the most stable portion of each subdivision and/or parcel, with a statement from the project engineering geologist and geotechnical engineer to this effect, subject to review of the Town's consulting geotechnical engineer and engineering geologist.
- *Seismic Safety.* Design and construction according to the seismic standards of the latest edition of the Uniform Building Code, with public buildings, multi-story buildings, office and commercial buildings, and public infrastructure designed to the highest feasible standards of seismic design by a structural engineer according to expected levels of seismic shaking, with review by a qualified structural engineer.

*This implementation program is ongoing. Implementation examples are provided below:*

- *Neighborhood Quality. All applications for design review require consideration of neighborhood factors prior to approval. In order to approve an application for design review the town must find:*
  - 1. The proposed improvement conforms with good design as set forth in the Town of Moraga Design Guidelines, and in general contributes to the character and image of the town as a place of beauty, spaciousness, balance, taste, fitness, broad vistas, and high quality.*
  - 2. The proposed improvement will not have a substantially adverse affect on neighboring properties or the community due to poor planning; neglect of proper design standards; or the existence of*

*building and structures unsuitable to and incompatible with the character of the neighborhood and the character of the community.*

*3. The proposed improvement will not lower property values; discourage the maintenance and improvement of surrounding properties; or preclude the most appropriate development of other properties in the vicinity.*

*4. The proposed improvement will not impair the public health, safety or welfare.*

- *Performance Standards. In part to improve monitoring of conditions of approval, the Town is now using Town employees as inspectors especially with respect to grading and erosion control.*
- *Acceptable Noise Levels. The Town has conditioned the location of certain noise generating devices such as air conditioning condensers and pool equipment to reduce noise impacts on neighbors to an acceptable level.*
- *Solar Access. Consideration for solar access occurs through the design review process as well as the subdivision process.*
- *Emergency Response and Fire Prevention. All applications for subdivision or design review are made available to the Fire Department. Fire Department conditions of approval are incorporated into the Town approval process.*
- *Safe Subdivision Design. The Town employs the expertise of consulting engineers in subdivision design.*
- *Slope Stability. The Town employs the expertise of consulting geologists and geo-technical engineers in applications for slide repair or hillside development.*
- *Seismic Safety. Applications for building permits are reviewed in accordance with the seismic standards of the latest edition of the Uniform Building Code.*

#### **IP-C2 Development Review for Emergency Services**

Ensure that developments are designed to provide adequate emergency vehicle access, including alternative emergency vehicle access for all new developments with 40 or more units. Ensure that new subdivisions conform to Town standards and are reviewed by officials at the Moraga-Orinda Fire District.

*This implementation program is ongoing. Both the Police Department and Fire Department contribute to the review of proposed subdivisions.*

#### **IP-C3 Design Review**

Submit all applicable development proposals to the Design Review Board to ensure consistency with the design goals and policies of the General Plan and the Town Design Guidelines.

*This implementation program is ongoing. In 2010, the Town Council revised the Design Guidelines for the Town which incorporated design concepts for the scenic corridors. In 2009, staff processed seven applications for Design Review Board approval and 58 applications for administrative design review approval.*

#### **IP-C4 Seismic Safety Checklist**

Create a checklist of seismic design features to be verified in plan review and building inspection.

*With consultant services, this program could be implemented in 2011.*

#### **IP-C5 Traffic Impact Studies**

Conduct a Traffic Impact Study as part of the application review process for projects estimated to generate more than 50 peak hour trips per day, consistent with the technical guidelines published by the Contra Costa Transportation Authority.

*This implementation program is ongoing. When a development proposal is determined to generate 50 or more peak hour trips it is subject to review and a finding of conformance with the Lamorinda Action Plan. This review is conducted by the Lamorinda Program Management Committee which includes elected officials from the three Lamorinda jurisdictions.*

**IP-C6 CEQA / Environmental Impact Reports**

Continue to utilize the CEQA process to evaluate and document the potential environmental impacts of proposed development and avoid environmental degradation, requiring environmental impact analysis and appropriate mitigations as necessary in accordance with applicable laws.

*This implementation program is ongoing. The Town requires the development of an Environmental Impact Report where an Initial Study indicates that the proposed development could have a potentially significant impact on any environmental factor. The purpose of CEQA is to inform decision making. As an informational document, all Environmental Impact Reports are subject to public review and comment.*

**IP-C7 Geotechnical Reports**

Require a geotechnical report to accompany building permit applications for all new construction, except minor building additions. For hillside sites with slopes steeper than 20 percent, require an engineering geologic report and retain a geotechnical engineer and engineering geologist to review such reports on behalf of the Town, according to established guidelines and procedures for review and approval. Ensure that all geologic and geotechnical reports are made a part of the public record, organized in such a manner that they will become an evolving source of local geotechnical information.

*This implementation program is ongoing. Geotechnical Reports are required/provided and reviewed in accordance with this policy. The Town uses a consulting geologist and geotechnical engineer to peer review required reports and a library of reports is maintained in the Planning Department for reference.*

**IP-C8 Fee Waivers/Deferrals and Expedited Permit Processing**

- Review the Town's fee structure to ensure that development pays no more than its fair share of providing public service improvements consistent with the General Plan. Provide fee waivers or deferrals for projects that contain low- or moderate-income housing. Fee waivers or deferrals should be commensurate with the percentage and income levels of the affordable units proposed, and should be offered only when necessary to assure the financial feasibility of the project and/or the affordability of the low- or moderate-income units.
- Provide expedited permit processing and permit assistance to developers providing affordable housing to ensure that unnecessary delays do not occur that could jeopardize project funding or result in substantial increases in project costs.

*In conjunction with preparation of the budget, existing fees are reviewed and revised as necessary.*

## **D. Codes and Enforcement**

**IP-D1 Building and Grading Codes**

Review and revise the Town's building and grading codes, as necessary, to ensure that the highest

standards of the geotechnical engineering profession are being followed. Specifically, aim for the highest standards in the areas of:

- Foundation design for expansive soils
- Hillside drainage
- Fill settlement
- Slope stability analysis
- Liquefaction analysis and mitigation
- Landslide repair

In the grading code, require that roads constructed in hillside areas be engineered to standards that facilitate proper emergency access and the delivery of necessary services, while reducing the potential for excessive maintenance and repair costs. Develop an average slope limit beyond which grading shall be prohibited unless grading is required for landslide repair or slope stabilization.

***The implementation of the building code program is ongoing. The Town will adopt the new State Building Code that includes Green Building by December 2010. While the Planning Commission and Town Council have extensively studied the existing Hillside Development ordinance, consensus regarding revisions has not been achieved.***

#### **IP-D2 Building Inspection, Code Enforcement and Hazard Abatement**

Encourage the County to continue to respond to complaints of substandard property conditions by inspecting properties and enforcing applicable building, health and safety codes. Regularly inform elected and appointed officials regarding code compliance and enforcement issues.

For critical structures and development in risk areas, encourage the County to implement a pro-active program of building inspection, code enforcement, and hazard and nuisance abatement. Specifically:

- *Substandard Structures.* Inspect and vacate or condemn structures that are damaged or are in imminent peril, using public nuisance abatement powers.
- *Hazards in Town Buildings.* Reduce non-structural hazards in all Town buildings.
- *Continuing Education for Seismic Safety.* Require inspectors to attend continuing education programs to ensure their familiarity with principles of seismic design and with seismic code requirements.
- *Grading and Foundation Inspections.* Establish inspection procedures to ensure that all grading and foundation work is observed and documented at specific critical stages. For sensitive sites, require periodic grading and foundation inspection by the Town's engineering geologist and/or geotechnical engineer.
- *Inspection of Critical Public Buildings.* For particularly critical public buildings, require periodic inspection by the Town's structural engineer for seismic safety.

***This implementation program is ongoing.***

## **E. Design Guidelines**

Review and update the Town Design Guidelines to implement the goals and policies of the General Plan, including its Community Design Element. Specific areas to address include:

**IP-E1 Scenic Corridor Design Guidelines**

Review and update design guidelines and development standards for the Town's designated Scenic Corridors to provide consistent landscaping, design features, and development controls. Guidelines should address:

- Street tree selection and spacing and, where appropriate, median trees and groundcover plantings.
- View protection, especially to ridgeline and hillside areas.
- Signage and/or graphic systems to identify the two commercial centers and important community facilities.
- Private signage (location, size and materials).
- Building setbacks, heights and architectural features.
- Landscaping in setback areas, yards and planted courtyards visible from the street.
- Provisions for drought-tolerant species, use of recycled water, and other water conservation measures.
- Pedestrian-oriented lighting.
- Sidewalk design, along the frontage of residential and commercial areas.

Particular attention should be given to the Scenic Corridors in the Moraga Center Area and Rheem Park Area, establishing points of entry and reinforcing the special design character of these two areas.

***Revised Design Guidelines were adopted in 2010. Design Guidelines Section 6 (Enhance Town's Scenic Corridors - SC) specifically addresses the major scenic corridors and provides criteria for development within and around them. This section has been updated to include a list of trees and shrubs for landscaping purposes.***

**IP-E2 Residential Design Guidelines**

Review and update design standards and guidelines to address residential design issues in existing and potential future single-family residential developments, including:

- *Subdivision Design* to encourage lot and street configurations adapted to topography and natural features.
- *Street Design* to discourage closed loop streets.
- *Landscape Character*, to encourage street trees and landscaping and retain significant views, with provisions for drought-tolerant species, use of recycled water, and other water conservation measures.
- *Pedestrian Environment* to create interconnected sidewalk/pathway linkages to adjacent neighborhoods, commercial centers and community facilities such as parks and schools; provide for pedestrian-oriented lighting; and, where feasible, encourage landscape strips between the sidewalk and curb to buffer pedestrians from automobiles.
- *Home Design* to encourage home designs that are consistent with existing residential character, with appropriate height, scale and setback requirements; and to discourage the visual dominance of garages on streets by limiting the frontage (by percentage and by location) occupied by garage doors.
- *Energy Efficiency* to encourage home designs and retrofitting conserve energy through use of active and/or passive solar energy systems, ceiling insulation, ceiling fans, low-energy appliances, and/or other measures.
- *Equipment Screening* to encourage appropriate screening of mechanical equipment, solar collectors, satellite dishes, communication devices and similar devices, with special attention given to buildings whose roofs are viewed from higher elevations.

- *Infill Development* to promote more sensitive building additions and infill projects that preserve the scale and character of the existing neighborhood.
- *Public Places* to provide facilities and amenities appropriate to the neighborhood, such as neighborhood parks, childcare centers, schools and churches, ensuring appropriate siting and design.
- *Clustering* to preserve natural features and open spaces and minimize grading.
- *Landscaping in Hillside Areas* to address issues such as fire resistance, erosion control, drought tolerance, and visual buffering for privacy.
- *Estate Housing* to address issues specific to large-lot developments in outlying areas.

***Revised Design Guidelines were adopted in 2010. Design Guidelines Section 8 (Thoughtfully Design Single-Family Residential Neighborhoods - SFR) exclusively deals with the residential development (new homes or additions). Subsections include site planning and building design. The purpose of this section is to preserve the Town's existing scale, character, and quality of life.***

### **IP-E3 Multi-Family Residential Design Guidelines**

Review and update design standards and guidelines to address issues specific to the planning, design and management of multi-family residential developments, including:

- *Site Design* to encourage developments that are oriented towards the public street rather than to an internal parking area.
- *Density and Housing Type Mix* to encourage a variety of housing types and discourage too high a concentration of any one unit or building type in a single area.
- *Building Design* to encourage buildings that reflect the scale and quality of their surroundings and which fit the character of existing residential neighborhoods.
- *Landscaping* to encourage developments that blend with the natural setting, with provisions for drought-tolerant species and fire resistive plant species, use of recycled water, and other water conservation measures.
- *Sense of Entry and Individuality* to provide a public entry point and a 'sense of address' toward the street or directly to an open space on the site.
- *Outdoor Spaces and Amenities* to encourage garden spaces and outdoor play spaces on the site.
- *Pedestrian Environment* to create a place where it is pleasant and safe to walk, orienting buildings towards public sidewalks and providing yards and landscaped setbacks.
- *Pedestrian and Bicycle Linkages* to encourage walking and biking to nearby community facilities and commercial centers.
- *Automobile Access and Parking* to minimize large parking areas or garage door openings along public streets, encouraging screened parking areas, side-yard parking, and/or 'alleys' to access parking at the rear of developments.
- *Public Places* to provide facilities and amenities appropriate to the development and neighborhood, such as park space or childcare centers, ensuring appropriate siting and design.

***Revised Design Guidelines were adopted in 2010. Design Guidelines Section 9 (Thoughtfully Design Multi-Family Residential Neighborhoods - MFR) solely discusses the development of multi-family residences. The section addresses site planning and building design with the***

***notion that housing will be well designed and appropriate to the semi-rural character of the Town.***

#### **IP-E4 Commercial Design Guidelines**

Review and update design standards and guidelines for Moraga's commercial centers as part of the Moraga Center Area and Rheem Park Area Specific Plans. Issues to address include:

- *Building Design* to establish appropriate building heights, setbacks and architectural design standards and create a pleasant village-like atmosphere with a strong 'sense of place.'
- *Visual Environment* to create a more pleasing and inviting visual environment by locating and screening storage yards, parking areas, service areas and other ground level paved areas shall be screened from off site views by perimeter and tree canopy planting. Special attention should be given to views from nearby and distant hillside neighborhoods. Large flat-roofed areas and rooftop equipment shall be screened from off-site views.
- *Pedestrian Environment* to create a strong pedestrian orientation, with buildings sited and designed to create a pleasant pedestrian experience along public street frontages and active uses adjacent to the public sidewalk; and to create pedestrian places and amenities such as covered walkways, courtyards, and plazas with appropriate landscaping and lighting.
- *Landscaping* to provide consistent tree planting along all major streets and pedestrian paths; encourage more extensive on-site landscaping, including use of drought tolerant and fire resistive plant species, use of recycled water, and other water conservation measures.
- *Traffic Access and Circulation* to minimize the number of driveway openings on major public streets, encourage side street access when feasible, and create a grid or modified grid of streets similar to traditional town or village streets.
- *Redesigned Parking Areas* to create a stronger pedestrian orientation, with parking lots divided into smaller 'parking courts' alternated with building frontages.'
- *Pedestrian and Bicycle Linkages* to promote walking and biking between residential neighborhoods and nearby commercial services.
- *Signage* to improve consistency of appearance and wayfinding.
- *Transit* to locate transit-supportive uses within close proximity of transit stops, incorporate stops in convenient locations in commercial areas, and provide linkages between commercial areas and regional destinations.

***Revised Design Guidelines were adopted in 2010. Design Guidelines Section 10 (Promote Commercial Centers as Community Places - CC) lays the foundation for quality site planning and building design in the Town's commercial districts. The section incorporates guidelines on the visual environment and the pedestrian environment taking into account the importance of community focal points.***

#### **IP-E5 Public Safety Guidelines**

Develop planning and design guidelines for implementation of design ideas that can help prevent or reduce crime (e.g., through attention to sight-lines to front doors and windows and from front windows to the street).

***This is an ongoing program. The Police Department has been involved with current development planning regarding traffic and crime prevention issues in developments. The***

*Police Department will provide ongoing POST training to interested officers in this field as classes become available.*

**IP-E6 Historic Resource Design Guidelines**

Establish guidelines for the design and review of rehabilitation, retrofit, and new construction projects in or adjacent to historic buildings, sites and other resources as designated by the Town. The guidelines shall address issues related to preservation and conservation (CD7.2), infill development (CD7.3), ‘Spanish Heritage’ design (CD7.4) and landscaping (CD7.5).

*This implementation program will be coordinated with the Historic Preservation Ordinance.*

## **F. Other Guidelines and Standards**

Develop and implement guidelines and standards to address issues of special concern in the community, particularly in relation to public safety. Specific areas to address include:

**IP-F1 Guidelines for Development in Swales**

Prepare siting and engineering guidelines to control development at the base of swales, as shown on the Town’s Development Capability Maps. These should address location of structures, setbacks, and need for special drainage or diversionary structures.

*Implementation of this program in the near term will require resources beyond the level currently available in the Engineering Department. Installation of dry swales and other stormwater control devices are being evaluated and added to individual projects as appropriate. This type of swale, and other stormwater control devices and measures, will help delay flows to the creeks, decreasing the erosion potentials, as well as filter some pollutants from the stormwater, decreasing the pollution potentials.*

**IP-F2 Stream Channel Standards**

Prepare Town standards for the design and maintenance of natural stream channels, addressing:

- Vegetation removal
- Re-vegetation
- Permitted bank and bed stabilization techniques
- Irrigation setbacks from top of bank
- Energy dissipation at outlets
- Design of storm drain inlets and outlets
- Maintenance of culverts and inlets
- Bank modifications

These standards can be used as a guide throughout all stages of the environmental and development review processes, as well as in providing guidelines to common owners of streamside property.

*Implementation of this program in the near term will require resources beyond the level currently available in the Engineering Department.*

**IP-F3 Storm Drain Standards**

Develop and adopt standards for storm drain inlets and outlets to reduce potential for erosion or blockage.

*Implementation of this program in the near term will require resources beyond the level currently available in the Engineering Department. A storm drain assessment study occurred in 2008, evaluating the condition of the storm drain pipes and structures larger than 36". This data will allow the Town to consider its infrastructure long-term needs more appropriately.*

**IP-F4 Post-Earthquake Reconstruction Guidelines**

Prepare guidelines for post-earthquake reconstruction, addressing: identification of risk areas, establishment of a reconstruction authority (similar to redevelopment authority), and determination of where uses and occupancies should be changed to reduce future risk. Require post-earthquake reconstruction to conform to all Town codes and ordinances.

*Implementation of this program will be coordinated with development of the Seismic Ordinance IP-B9.*

## **G. Ongoing Programs**

**IP-G1 Vacant Land Inventory**

Maintain and update an inventory of vacant and under-utilized parcels in the Town, including an assessment of their potential development capacity.

*This implementation program is ongoing. Town Council has identified two properties which the Town owns that will be offered for sale and development in order to monetize their value for critical needs of the Town.*

**IP-G2 Traffic Monitoring Program**

Monitor the traffic levels on major arterial roads and the intersection capacity at the Town's signalized intersections on a bi-annual basis.

*This implementation program is to be completed bi-annually. The most recent study was completed in FY 2008-2009.*

**IP-G3 Pavement Management Program**

Maintain a pavement management program to identify and prioritize maintenance projects in the Town's Annual Budget. Maintenance should also include regular cleaning of bicycle routes to remove debris and poor pavement conditions that discourage bicycle riding.

*The Pavement Management Program is operational. Capital projects proposed are based on information generated from the MTC-sponsored StreetSaver program. The program considers the costs of preventative maintenance vs. pavement rehabilitation in prioritizing streets for work – either preventative or repairs.*

*Street sweeping on major arterials occurs regularly to keep travel lanes clear and accessible to all.*

**IP-G4 Storm Drain Management Program**

Revise our Storm Drain Management Program to document current storm drain system conditions, define system improvement priorities, and establish ongoing management and maintenance needs and procedures. Utilize the Town's Geographic Information System (GIS) to map and monitor system conditions.

***A Storm Drain Assessment Study was completed in 2008. Implementation of the data into the GIS has yet to occur.***

**IP-G5 Town Beautification Program**

Develop and implement a beautification program to enhance the natural beauty and aesthetic qualities of the Town's scenic corridors, commercial centers, community facilities, and residential neighborhoods.

***This implementation program is ongoing. In September 2006, the Beautification and Tree Planting Program Committee presented two reports to the Moraga Town Council for their review. These reports, titled Moraga Transportation Corridor Streetscape Plan and Beautification and Tree Planting Program Committee Report, outline conceptual design guidelines for traffic calming, landscaping, and beautification along the Town's scenic corridors. In 2009 Town Council appointed the Urban Forest Subcommittee having them report to the Park and Recreation Commission. Their objectives are to work on an urban forest management plan for public owned land, a GPS based inventory of tree, citizen education program and provide an annual Arbor Day event.***

**IP-G6 Tree Planting Program**

Develop and implement a comprehensive tree-planting program.

***This implementation program is ongoing. See IP-G5 for more information.***

**IP-G7 Air Quality Management Program**

Refer significant development proposals to the Bay Area Air Quality Management District for review, and maintain consistency with the Bay Area Regional Air Quality Management Plan, as updated from time to time.

***This implementation program is ongoing.***

**IP-G8 Noise Monitoring Program**

Monitor noise problems and evaluate complaints regarding new noise sources in order to develop the most practical solutions.

***On January 9, 2009 the Town Council amended the General Plan Policy (OS6.2) and Municipal Code, (Chapter 7.12) the town-wide sound noise control exempting Town-authorized or sponsored community events.***

**IP-G9 Hazardous Waste Management Program**

Develop and implement a Hazardous Waste Management Program to:

- Locate and identify hazardous materials stored in the Town.
- Based on initial evaluation, identify regulations, as appropriate, for the storage of hazardous materials and/or reinforcement of structures.
- Coordinate permitting procedures for the transmission of hazardous or toxic materials into, out of or through the Town, consistent with County, State and Federal regulations.

*This implementation program is ongoing through the Fire Department.*

**IP-G10 Earthquake Emergency and Disaster Preparedness Plans**

Periodically review and update the Town's Earthquake Emergency and Disaster Preparedness Plans in cooperation with the County Office of Emergency Services.

*In 2007 the Police Department contracted with a professional consulting firm to review and bring into compliance the Town Disaster Response Plan. The plan also included the entities of Lafayette, Orinda and Saint Mary's College in the plan to work together. The updated plan addressed all facets of response. The group also put in place a working tabletop exercise that included all Town departments and outside agencies in response to a disaster. In 2008, the plan was updated and has been submitted to the Contra Costa County Emergency Services Division for review and approval.*

*The Town Disaster Response Plan is provided to all MPD officers and reserves in electronic format for ongoing training and use during a disaster response. Periodic response exercises are planned to ensure new Town employees are trained and prepared to work in a coordinated disaster response effort.*

**IP-G11 External Hazard Control Program**

Cooperate with the Moraga-Orinda Fire District in development and enforcement of weed abatement and vegetation management programs.

*This implementation program is ongoing annually. The Town receives official notice from the Fire Marshal, Mike Mentink, in mid April pertaining to Town-owned property. The notice says to remove vegetation 3 feet from edge of roadway and 15 feet in vertical height (and cleared to a distance of 10 feet from any building or structure for a fire break). The date of completion is usually around June 15 except for our roadways, which we have an extension every year to have done by July 3 in order to allow just a single trim each year.*

**IP-G12 Recreation Programs**

Schedule year-round classes in topics such as arts, sports, physical fitness, music, ecology, photography, cooking, drama, video and special interest needs.

*This implementation program is ongoing. Many new classes and programs are being offered. Returning summer camps and existing summer camps will continue in 2010. Camp Hacienda was a success and will continue. Various special events were conducted to spotlight the Hacienda property (Cinco de Mayo, Oktoberfest, child and parent dinner dance, child and parent tea party, Kids Night Out, Senior Classic Movies, Chamber of Commerce meetings and Breakfast with Santa). Other special events or programs included a classic car show, monthly excursions to local venues, Santa Visits Moraga, Holiday Home Decorating, Tree lighting, Moraga Triathlon, MYIC Movie Nights, Moraga Beautiful, 4<sup>th</sup> of July and the Pear Festival. Events co-sponsored by Moraga Parks and Recreation include the Annual Community Faire and the Annual Moraga Juniors Women's Club Egg Hunt in the Commons Park.*

**IP-G13 Facility Master Plans**

Regularly review and amend as necessary the Master Plans for all Town facilities, prioritizing capital improvement projects and maintenance activities as necessary in response to community needs and priorities and in light of resource constraints.

*On January 9, 2008 the Town Council accepted the Parks and Recreation Master Plan and adopted the negative declaration initial study. This plan presents a community vision for parks, recreation and open space in Moraga for the next two to three decades. It calls for two additional neighborhood parks, a 30,000 sq. ft. multi-generational community center and additional trails and open space. Recommendations for phase 1 improvements total over \$13 million. The plan also addresses resource constraints and capital improvement projects. The Town has taken the steps to partner with the Moraga School District to improve the sports fields at Camino Pablo Elementary School.*

*The Hacienda Business Plan was presented to Town Council in February, 2008. Meeting with mixed review on what the Town's next steps should be, the plan does provide clear direction on various levels of revenue enhancement opportunities. It provides a three-phase approach to revenue enhancement with phase three being very aggressive and proposing a 5,000 square foot facility to replace the 1,100 square foot Casita Building.*

*The Town is currently in the planning stage for remodel of 329 Rheem into a proper Town Hall to serve the community. Funding for this remodel has been secured through a financing mechanism which also provided funding to acquire property at 331 Rheem to serve as the Town's Corporation Yard. This new Corporation Yard supports the implementation of the Hacienda Plan by relocation this facility from the Hacienda and allowing that space to be utilized for community use.*

**IP-G14 Facility Management**

Maintain all Town facilities, including parks and recreational facilities, at the highest standard achievable in light of resource constraints and staff limitations. Repair acts of vandalism as soon as possible.

*This implementation program is ongoing. Repair of damaged or vandalized property occurs as soon as possible. The skatepark is the facility more frequently vandalized. The "bowl" nature of the facility allows vandalism to occur at night with no witnesses. Previously, staff would perform the graffiti removal, but that proved too time consuming for the limited resources available, so staff now utilizes graffiti removal contractors. Costs for this removal are paid for by the three Lamorinda communities through a joint maintenance fund.*

*Regular Facilities Maintenance is handled by staff, with the assistance of several cost savings approaches, including use of volunteers, work alternative helpers, and a group that hires the developmentally disabled. Janitorial services of the Town-operated facilities are completed by a contracted service.*

*On Monday, March 9, 2009 the Hacienda experienced a small fire that was focused around the chimney and affected a large portion of the current Finance Department. Repairs have been completed.*

**IP-G15 Federal Insurance Qualifications**

Undertake such actions as necessary to become and remain qualified for Federally subsidized flood and mudslide insurance.

*This implementation program is ongoing.*

## **H. Housing Specific Programs**

### **IP-H1 Regional Housing Need**

Continue to zone sufficient sites to meet Moraga's regional share of housing need as established by the Association of Bay Area Governments Regional Housing Needs Determination for the period 1999 through 2006.

*An updated Housing Element was adopted on January 27, 2010.*

### **IP-H2 Housing Partnerships**

Work with Saint Mary's College, the Moraga School District, affordable housing developers, and other groups and organizations to define opportunities for collaboration in the development of new affordable housing to meet the needs of local employees and special needs populations. Identify potential sites, financial resources and regulatory mechanisms to facilitate the development of new units that can help meet the Town's 'fair share' housing requirements.

*This implementation program is ongoing. Collaboration will be increased through implementation of the Moraga Center Specific Plan.*

### **IP-H3 Housing Rehabilitation Program**

Participate in the County Housing Authority's Housing Rehabilitation Program which provides low interest loans for the rehabilitation of homes owned or occupied by very-low to moderate income households. Improve citizen awareness of this rehabilitation loan program by making pamphlets on this program available at the Planning Department and the public library.

*A plan to increase citizen awareness will be implemented in 2011.*

### **IP-H4 Affordable Housing Subsidies**

Seek to increase the availability of state and federal subsidies for affordable housing in Moraga through the following actions:

- Petition the County Housing Authority for additional Section 8 subsidies if rental dwelling units can be located that are within federal fair market rent guidelines. If necessary, collect documentation on rent levels and need to substantiate an increase in the number of Section 8 certificates or vouchers.
- Assist developers in accessing funding for the construction of senior housing or other low- or moderate-income housing for which state or federal subsidies are available.
- Participate in future issuances of mortgage revenue bonds or mortgage tax credit programs by Contra Costa County to support home ownership opportunities for low- and moderate-income Moraga residents.
- Support a waiver exemption of Lamorinda Fee and Financing Authority (LFFA) Impact Fees for affordable housing development.
- Encourage future development to consider a fair share affordable housing component for work force housing.

*The methods most likely to be pursued in Moraga are LFFA fee waivers and a development agreement for implementation of the Moraga Center Specific Plan to provide incentives for work force affordable housing. The other methods require expertise beyond that of the current staff. The required expertise could be provided by consultants should an appropriate project be proposed in Moraga.*

**IP-H5 Affordable Housing Trust Fund**

Establish an Affordable Housing Trust Fund to which financial contributions can be directed to support affordable housing development in Moraga. Establish procedures and criteria for determining how the Fund's proceeds are to be managed and expended to support affordable housing development in the Town.

*Participation in a countywide program is an alternative for this program.*

**IP-H6 Homeless Services and Referral**

Provide referrals to private and public agencies that offer assistance and shelter to homeless individuals and families, and participate with designated inter-agency organizations to address homeless needs.

*This implementation program is ongoing.*

**IP-H7 Equal Housing Opportunities Coordinator and Information**

Facilitate fair and equal housing opportunity by designating the Planning Director as the Town's Equal Opportunity Coordinator with responsibility to refer complaints to a district office of the California Department of Fair Employment and Housing. Provide information to the public regarding equal housing opportunity laws and the Town's Equal Housing Opportunities Coordinator. Prepare and distribute a pamphlet on equal housing opportunity to the public at Town Administration offices.

*This implementation program is ongoing.*

**IP-H8 Nondiscrimination Clauses**

Continue to provide nondiscrimination clauses in rental agreements and deed restrictions for affordable housing constructed pursuant to this Element.

*This implementation program is ongoing.*

**IP-H9 Accessible Housing Information and Referral**

Provide information to developers, homeowners and other interested parties on the needs and techniques for producing adaptable and accessible housing for people with disabilities. Encourage consideration of such techniques in both new and rehabilitated housing, and provide referrals for people with disabilities who desire specially designed housing to meet their needs.

*This implementation program is ongoing.*

## **I. Circulation Specific Programs**

**IP-I1 Transportation Systems Management Plan**

Review and Update the Town's Transportation Systems Management Plan to identify/define:

- Level-of-service standards for traffic operations, reflecting service levels for all street users (i.e., cars, buses, pedestrians, and bicycles);
- Designated routes for commercial trucks, transit, and emergency evacuation;
- Street design guidelines for improving arterial corridors and streets within commercial areas and residential neighborhoods; and
- Priority improvements to the existing arterial network to accommodate current and anticipated future traffic.
- Traffic monitoring program.

***This implementation program is ongoing. The Town of Moraga has created the Traffic Safety Advisory Committee to review the transportation management systems and advise the Council on issues and programs.***

## **J. Open Space Specific Programs**

### **IP-J1 Open Space Preservation Program**

Develop and adopt a program to preserve and/or protect important open space lands and natural resource areas in accordance with the Moraga Open Space Ordinance (MOSO). Areas to protect include:

- Major and minor ridgeline areas
- Steep slope areas
- Significant wildlife and waterway areas
- Agricultural lands
- Scenic areas

The program should identify priority preservation areas not already protected under MOSO, and strategies to achieve preservation goals. Potential preservation strategies include but are not limited to:

- Acquisition through use of Town funds, formation of an assessment district, participation in a land trust, or other means;
- Transfer of development rights;
- Long-term leases;
- Dedication, easements, or donations of land through development agreements or other means;
- Development and use regulations;
- Tax incentive programs.

***MOSO implementation is ongoing. The Parks and Recreation Department is working with the Contra Costa County Agriculture Department for invasive species removal on Mulholland. We are currently in year three of a three to five year invasive species removal program. Year one and two appear to be a success. Year four work will begin in late May or early June 2010.***

***A pond was constructed as a mitigation effort with Wilder, a developer in Orinda. The pond is complete and doing well. Hopes are to restore some of the wildlife habitat (red legged frog and California Newt). There will also be a \$10,000 endowment from Wilder for Mulholland maintenance.***

***Two areas in Moraga have been identified as potential priority conservation areas through the FOCUS program including Indian Valley, MOSO and non-MOSO open space areas. All land in these areas is privately owned.***

**IP-J2 Transfer of Development Rights Program**

Review and update a Transfer of Development Rights (TDR) program to define both sending and receiving sites, transfer ratios, incentive strategies, and application and approval procedures.

*This program will be reviewed in 2011.*

**IP-J3 Open Space Management Plan**

Develop and adopt an Open Space Management Plan to establish management practices for the Town's natural habitat and open space areas. For open space areas under public ownership or control, clearly delineate public access and use areas, and those areas to be protected from human disturbance. Establish appropriate use controls and, where appropriate, provide compatible support facilities for activities such as hiking and picnicking while ensuring public safety and protection of adjacent private property.

*Implementation of this program in the near term will require resources beyond the level currently available in the Parks and Recreation Department.*

**K. Special Plans and Projects****IP-K1 Moraga Center Area and Rheem Park Area Specific Plans**

Undertake a coordinated specific plan process to address planning issues in the Town's two centrally located mixed use areas (the Moraga Center Area and Rheem Park Area, as shown on the General Plan Diagram) in accordance with the goals and policies of the General Plan.

*The Moraga Center Specific Plan was adopted on January 27, 2010. Preliminary work is beginning on the Rheem Park Specific Plan.*

**IP-K2 Pedestrian, Bicycle and Trails Master Plan**

Review, update and expand upon the Town's 'Trails Master Plan' to provide a comprehensive plan for addressing pedestrian and bicycle circulation issues as well as recreational trail use. The updated and expanded Plan should:

- Actively involve the public in the review and update process.
- Designate trails according to their intended use, by pedestrians, bicycles and/or equestrians.
- Establish annual priorities for trail construction as well as pedestrian and bicycle improvements, and identify the resources to build them.
- Review pedestrian circulation issues to identify constraints to walking, develop improvement plans at constrained locations, and incorporate pedestrian enhancement projects into the Town's Annual Budget, with particular attention to pedestrian connections between residential areas, commercial areas, and community facilities such as schools.
- Address bicycle circulation issues in compliance with the thirteen elements outlined in the California Bicycle Lane Account (BLA) to open the opportunity for state funding of local and regional bicycle transportation improvements. Elements of the plan should include design standards for bicycle facilities; bicycle education and outreach; and bicycle enhancement projects for the Town's Annual Budget.

*The Tri-City Trails Committee completed the signage for the Lamorinda Trail Loop. The 2008 approved Parks and Recreation Master Plan recommends the development of a series of*

*trails that form a network of alternative transportation and recreation opportunities and access to major community destinations. While some of these trails may fall to the Town to develop, trail projects may also be accomplished as a condition of approval for new development. Per the General Plan, the Town may require developers to provide appropriate provisions for parkland dedication, trails, trail easement, and/or in-lieu of fees as part of the planning and development process.*

**IP-K3 Town Center Project**

Continue to support the Town Center assessment and planning process to consolidate Town offices (including a new police station) and develop a multi-use community facility.

*The Town Manager's Office, Police Department, and Planning Department are all located at 329 Rheem Boulevard. The relocation of the remaining Town staff to 329 Rheem Boulevard will be accomplished after remodeling of the building which is planned for completion in 2011. The Parks & Recreation Master Plan addresses the multi-use community facility.*

**IP-K4 Corporation Yard**

Evaluate the corporation yard location and consider alternate sites.

*The Town is in the process of purchasing 331 Rheem Boulevard as the site for the Town's Corporation Yard. Large, impervious side and rear yards, and large, open interior spaces are perfect for vehicle and equipment storage, as well as desirable workshop spaces. The building has full facilities that allow maintenance staff to have offices and full facilities co-located with the storage of all of the maintenance materials. The building is virtually adjacent to the Town Offices at 329 Rheem Blvd., facilitating good communication between the maintenance staff and all other Town staff.*

**IP-K5 Annexation Review**

Consider annexation of areas within Moraga's Sphere of Influence when and if property owners in those areas request connection to the water and sanitation systems.

*This implementation program is ongoing.*

**IP-K6 Seismic Safety Study**

Consider appointing a Technical Seismic Advisory Committee to develop a detailed assessment of risk in public and community buildings, recommend a comprehensive action program in conjunction with adoption of the Seismic Safety Ordinance, and research State and Federal sources of economic aid related to public safety concerns. The assessment should include an inventory of potentially hazardous buildings, such as unreinforced masonry buildings, tilt-up buildings, and buildings with soft stories, focusing on buildings with the highest occupancy. At a minimum, hazardous unreinforced masonry buildings must be identified according to the requirements of the Unreinforced Masonry Law of 1986 (Government Code, Section 8875).

*Implementation of this program will be considered along with the Seismic Safety Ordinance.*

**IP-K7 Bollinger Canyon Special Study**

Coordinate with property owners in the Bollinger Canyon area to support their effort in preparing a special study for the Bollinger Canyon area, as shown on the General Plan Diagram, in accordance with the goals and policies of the General Plan.

The Bollinger Canyon Special Study may include the following:

- a) A *'Opportunities and Constraints' Analysis*. Supplementing the information already collected in the General Plan Update and EIR process, as well as in previous Town planning efforts, an analysis of opportunities and constraints will be conducted and a summary prepared for review by Town staff, officials, and residents. This document shall summarize data on the site and surrounding areas as they relate to development and potential development impacts in the following areas:
- *Environmental Quality*, including wildlife, vegetation, water quality, air quality, noise and view.
  - *Safety*, including seismic and geologic hazards (including slope stability), grading, flooding, streambank erosion, fire safety, and public safety (police) issues.
  - *Traffic*, including site access and circulation, potential traffic impacts on adjacent areas as well as on roadways connecting the site to regional transportation corridors, and opportunities for pedestrian, bicycle and transit access from the site to the Town center.
  - *Infrastructure*, including existing capacity of water, sewer, storm drains, electric and gas utilities to support development at the site, as well potential impacts of development on public facilities such as schools and parks.
  - *Housing Affordability*, demonstrating how development at the site could contribute to helping the Town meet its need for housing affordable to low and very low income households.
- b) A *Conceptual Development and Conservation Plan*.. Based on information contained in the Opportunities and Constraints Analysis, a Conceptual Development and Conservation Plan will be developed to illustrate how the site could be developed in a manner consistent with the goals and policies of the Town's General Plan. The plan will include:
- *Illustrative Site Plan*, showing proposed development parcels and uses, building footprints, road alignments, easements, and grading.
  - *Proposed Land Use Designations*, including both parcels proposed for development and areas proposed for conservation.
  - *Impacts*, summarizing the impacts to be expected from development at the scale, type and configuration proposed.
  - *Mitigations and Conservation Plan*, demonstrating how the site's environmental qualities will be protected and its significant natural features conserved.
  - *General Plan Consistency* demonstrating that the proposed development is consistent with the goals and policies set forth in the Moraga General Plan.
  - *Proposed General Plan Amendments* that may be needed to ensure ongoing consistency between the proposed development and the Moraga General Plan.

Additional requirements for the Conceptual Plan may be established by the Town, consistent with requirements typically expected of similar development proposals. This may include a requirement to provide an opportunity for input by Town residents regarding the Opportunities and Constraints Analysis and the conceptual development plan.

- c) A *General Plan Amendment to Implement the Conceptual Development and Conservation Plan in Town Policies*. Upon review, refinement and approval of the Conceptual Development and Conservation Plan by the Town Council, a General Plan Amendment should be proposed by the property owner group working with Town staff to establish a policy framework for implementation of the plan. This would include adoption of appropriate land use designations for the subject properties, and any other goal and policy revisions or amendments deemed necessary for implementation.

***This implementation program is underway. The Town of Moraga has hired a consultant to review the study submitted by the primary property owner in the Bollinger Canyon study area.***

*It is expected that a draft Environmental Impact Report will be available for public review in 2010.*

## **L. Intergovernmental Coordination**

Coordinate with other relevant jurisdictions and agencies to address issues of mutual concern. Specific programs of intergovernmental coordination should include the following:

### **IP-L1 Development Review Referral to Adjacent Jurisdictions**

Refer all subdivisions of more than ten (10) lots or within one (1) mile of an adjacent jurisdiction to that neighboring jurisdiction for review and comment.

*This implementation program is ongoing.*

### **IP-L2 Agenda Referral to Adjacent Jurisdictions**

Refer all Town Council, Planning Commission, and Design Review Board agendas to adjacent jurisdictions to encourage inquiry regarding proposals deemed to be of interest to the adjacent jurisdiction.

*This implementation program is ongoing.*

### **IP-L3 County Housing Programs**

Continue a cooperative relationship with Contra Costa County in the administration of housing programs that benefit Moraga residents. Provide interested residents and developers with information about housing programs available through the County.

*This implementation program is ongoing.*

### **IP-L4 Inter-jurisdictional Public Safety Programs**

Coordinate with the Office of Emergency Services of Contra Costa County, the Moraga-Orinda Fire District, schools districts, adjacent jurisdictions and other agencies to address public safety issues and concerns.

*This implementation program is ongoing. The Police Department is actively involved in regional cooperation to enhance public safety. The Town has an ongoing program with the Lamorinda CERT group and American Red Cross to train citizens in disaster preparedness. The Police Department also participated in a response and radio forum with the Canyon Community to address their needs. As a result of the discussions, an MOU has been signed allowing their ability to communicate on the Town radio system during emergencies. The Lamorinda Public Works radio system is up and running and police vehicles and portable radios have been updated by Moraga and Lafayette to provide both cities the ability to communicate with each other on these frequencies during an emergency. The Police Department continues to have open discussion with Saint Mary's College regarding the use of their FM frequency of KSMC as a possible local notification alert system. The Police Department has also presented to other Town staff local alert systems available commercially to reach out to the public. The Police Department continues to participate in regional crime programs such as ARIES which is an information sharing program between agencies in several counties. The Police Department continues to work closely with both Lafayette and*

*Orinda police agencies with traffic safety programs, and work on a daily basis with mutual aid. The Police Department has also participated in joint training with Saint Mary's College Public Safety regarding response to active incident programs as they pertain to the college. Additional training is ongoing.*

*The Cities of Orinda and Lafayette have completed studies to examine alternatives for providing police services, including an option to merge with the Town of Moraga's Police Department. No specific proposal has been made to the Town, but discussion of this alternative may occur during 2010.*

*The City of Orinda, the Moraga Orinda Fire District (MOFD) and the Town of Moraga have recently created a Tri-Agency Committee to examine alternatives for providing fire and emergency medical services to residents within the MOFD. It is expected that the results of this examination will be reviewed by all three agencies during 2010.*

**IP-L5 Inter-jurisdictional Recreation Planning**

Cooperate with Orinda, Lafayette, the County, East Bay Regional Park District (EBRPD), and other jurisdictions, agencies, and service organizations to provide recreational activities for Moraga and surrounding communities. Parks and Recreation is working with the Moraga Juniors Women's Club for the annual egg hunt and the Chamber of Commerce for the annual Community Faire. For the 2009 Concert series, the Parks Foundation took back the management of the summer concerts. Staff and the Park and Recreation Commission are working with the Hacienda Foundation to assist them in providing a vision for the Hacienda's future existence. Parks and Recreation staff is also a member of the Moraga Sports Alliance, working with all the youth sports groups in the Lamorinda area. The Town and Moraga School District are working towards a joint use field renovation project at Camino Pablo field.

*This implementation program is ongoing.*

**IP-L6 Library Services**

Cooperate with the Contra Costa County Library Commission, County Librarian, and the Friends of Moraga Library to improve and enhance library services, including additional library hours.

*This implementation program is ongoing. The Moraga Library is an essential asset to the residents of Moraga. After 35 years the library is as vibrant as ever; however, the time has come to invest considerable capital dollars to insure the library is intact for future generations. In the past few years, the Town has reroofed the entire building, upgraded the air conditioning system, and installed a smoke/fire detection system and alarm. Over the next year, the Town plans to upgrade the heating system and controls and install better insulation.*

*The County has shifted many of the operational costs of the library to the Town – increasing the Town's operating budget by approximately \$62,000 and having the Town provide janitorial services, all utility costs, interior and exterior maintenance, and landscaping services. In exchange, the County has agreed to maintain the 35 hours of weekly operation without the Town's historical contribution to fund those hours (recently in the \$80,000 range.)*

*The Parks and Recreation Department is now responsible for booking rentals for the Library Community Room.*

**IP-L7 Lamorinda Transportation Planning**

Participate in multi-jurisdictional transportation planning by taking part in activities of regional transportation agencies and cooperating with other jurisdictions to alleviate substandard roadway conditions. Specifically, coordinate with Lafayette, Orinda, and the County to undertake the following actions:

- Attract state/federal funding for transportation projects in Contra Costa County through work with the Lamorinda Project Management Committee and CCTA.
- Support regional and/or sub-regional transportation fees on new development to address traffic impacts on the regional road system between the Town of Moraga and State Route 24.
- Pursue joint efforts to address major traffic problems where Moraga traffic contributes significantly to such problems.
- Consider establishing a program of ‘trip rights’ or similar mechanism to link development approvals in the three Lamorinda communities with the available traffic capacity on the major roadways leading to State Route 24.
- Encourage expanded Travel Demand Management Programs that reduce single-occupant driving.
- Support CCCTA bus service expansion between Moraga and the Lamorinda BART stations.
- Support BART strategies that enhance transit ridership, encourage casual carpools for one-way BART ridership, and reduce parking impacts at Lamorinda BART stations.
- Seek to expand and enhance pedestrian and bike corridor connections with adjacent jurisdictions.
- Review General Plan Amendments to ensure that proposed developments do not violate multi-jurisdictional agreements.
- Support improvements to the regional transportation system such as State Route 24, Interstate 680, and Interstate 80.

***This implementation program is ongoing. The Town participates in the Lamorinda Fee and Finance Authority, Lamorinda Program Management Committee and Southwest Area Transportation Committee to implement this program.***

**IP-L8 Transit Improvements**

Work with the Contra Costa County Transportation Authority (County Connection) to identify and implement improvements to the local bus system to increase transit patronage. In particular, explore opportunities to increase daily service, coordinate park-and-ride lots adjacent to transit stops, and provide transit-friendly amenities like benches, bike racks, and transit route information.

***This implementation program is ongoing. In addition to working with CCCTA, the Town also works with Saint Mary’s College to coordinate transit improvements. Saint Mary’s College recently contracted with CCCTA to run a temporary program offering rides to students going back and forth between Saint Mary’s College and Lafayette and Orinda. All Moraga residents can ride this bus for a nominal fee. Residents can flag down the bus and it will stop anywhere along St. Mary’s Road.***

**IP-L9 Underground Utilities Program**

Work with Pacific Gas and Electric, Pacific Bell, and other utility providers to convert overhead utility lines to underground lines, with priority given to lines located in scenic corridors. Utilize the Public Utility

Commission's 'Rule 20' to fund Underground Utility District Projects, and require underground utilities in all new development.

*This implementation program is ongoing. To date, the Town has received more than \$1,000,000 for undergrounding projects. This amount increases each year as it is collected by PG&E from the residents paying PG&E bills. This money is to fund the design and construction of undergrounding the pole-mounted utilities. Currently, it is between two and three years from the time that Moraga Town Council passes a resolution to begin an undergrounding project to the time that PG&E can begin design of the improvements. Each of the agencies within the undergrounding area is required to participate. If the undergrounding takes place in an area where streetlights are mounted on the power poles, then the local agency is responsible for installing street light poles for these lights separately.*

#### **IP-L10 Coordination with Saint Mary's College**

Work collaboratively with Saint Mary's College to:

- Coordinate calendars of events.
- Regularly communicate on plans in progress and upcoming opportunities.
- Encourage Saint Mary's employees residing in Moraga to serve on local boards and committees.
- Create a process to address proposals and issues of mutual concern in an expeditious manner.
- Meet annually to review the progress of the approved Master Plan's implementation. The Town is working closely with the College to coordinate the college's Master Plan buildout and is creating a process to review large development projects such as a proposed new baseball stadium at the back of the campus. This project should come to the town within the next year.
- Discuss student housing needs and solutions, as needed. These may include: a) assistance in accessing funding for student housing; b) approving an affordable housing development that includes student units in multifamily residential zones, or c) permitting second units, the renting of rooms, and/or other uses of existing single family properties, consistent with neighborhood quality objectives.
- The relationship between the Parks and Recreation Department and St. Mary's college is improving as we work closer together. We continue to coordinate recreation endeavors that benefits both entities.
- Share facility/student resources whenever possible.

*This implementation program is ongoing. Communication is increasing with Saint Mary's College regarding issues related to affordable housing, transit and opportunities for integrating students and faculty more fully into the community. The Town and the College have ongoing discussions regarding student safety and behavior in the Moraga Community. More work could be done to better coordinate our calendars of events. The Town coordinated implementing a party ordinance in conjunction with the College to ensure safety and privacy in residential neighborhoods. Further, the Town Planning Department worked collaboratively with the College to install a new sign at their extended Education building off Rheem Boulevard. The Parks and Recreation Department has worked with the College to provide a short term internship to students that volunteer for the Town on the Moraga Triathlon. Discussions are starting to share facilities such as tennis courts for recreational enrichment to the Moraga Community.*

**IP-L11 Coordination with School Districts**

Work collaboratively with the leadership and staff at the Moraga School District and the Acalanes Union High School District to address school facility planning and use issues, including the coordination of long-range planning and population growth forecasting; land use and circulation issues in the vicinity of school facilities; review and evaluation of development impacts (and impact fees, as necessary); community use of school facilities; and other issues of mutual concern. The Town will also encourage school district employees residing in Moraga to serve on local boards and committees.

*This implementation program is ongoing. The Town and Moraga School District adopted a Joint Use Agreement in November of 2009. In February of 2010 a site specific license agreement was adopted to allow for East Bay Regional Park District (EBRPD) Measure WW funds to be used on Camino Pablo School field renovations. The School District increased facility user fees 10%.*

**IP-L12 Coordination with Utility Providers**

Work collaboratively with utility service providers to support ongoing utility provision, maintenance and service improvements. Also, work with the East Bay Municipal Utility District (EBMUD) to preserve and protect watershed lands adjacent to the Town.

*This implementation program is ongoing. Staff attends the quarterly local utility coordination meetings at which each agency and utility discusses work that is scheduled in their areas. This coordination allows each agency and utility to plan accordingly. The Town's Engineering Inspector works on code enforcement issues to help prevent illicit discharge of pollutants into the Town's waterways.*

**M. Public Information and Education -**

Provide public information and education materials and programs to raise public awareness about key community issues and encourage resident participation in Town activities and programs. Specific public information and education programs should include:

**IP-M1 Information on Town Programs, Events and Activities**

Maintain a regular and periodic public information device to disseminate information on the Town's programs, events and activities.

*This implementation program is ongoing. The Town initiated a new email newsletter, "About Town," this last year which goes out every two weeks to residents who have signed up for it. Town Council will also be establishing an extensive "Community Outreach Program" during 2010 to inform residents about the financial needs to the Town relative to infrastructure and ongoing sustainability of services. The Town's website will be undergoing revisions in 2010 to better serve the community.*

**IP-M2 Information on Historic Preservation and Resources**

Work with the Moraga Historical Society and other groups to support public information and education programs regarding Moraga's history.

*This implementation program is ongoing. All street naming requests are referred to the historical society for a recommendation.*

**IP-M3 Traffic Safety Education Program**

Conduct a traffic safety and education program, including an elementary school outreach program to educate children on traffic safety and courteous driving activities; adult outreach program addressing vehicle impacts on the environment, courteous driving behavior and carpool/transit opportunities; senior outreach program addressing traffic safety and changing traffic laws and driving activities; and topical education sheets for the Town newsletter.

*This implementation program is ongoing. The Town's newsletter frequently has information about driving hazards and driving activities, courtesy of the Moraga Police Department. The Police Department continues to take a "Zero Tolerance" stand against alcohol and drug related offenses. The Police Department has also broadened the Juvenile Diversion Program to include assigning juveniles who have violated traffic laws into this educational program and continues to participate with the local schools with their Healthy Choices programs regarding traffic safety education.*

*A new webpage on the Town's website provides updated information on road construction activities that may impact the driving public, and enable them to consider alternative routes or modes of transportation to avoid these construction activities.*

**IP-M4 Information on Resource Conservation and Environmental Preservation**

Provide public information and education materials to encourage recycling, resource conservation, and environmental preservation efforts.

*This implementation program is ongoing and has been expanded to address green building topics and construction and demolition debris recycling.*

**IP-M5 Information on Noise Pollution**

Publicize practical mitigation measures that Town residents and businesses can use to help reduce noise.

*This implementation program is ongoing but is typically complaint based rather than community wide.*

**IP-M6 Information on Seismic Safety**

Provide public information to help residents and businesses understand what to expect during an earthquake, how best to respond, and what they can do to prepare themselves. Specifically, provide the following:

- *Community Information.* Provide educational materials to community organizations. Materials should address general earthquake hazards and also describe expected effects within the Town of Moraga, making use of existing materials from the Seismic Safety Commission and the Bay Area Region Earthquake Preparedness Project.
- *Schools Curriculum.* Work with the schools to teach about earthquakes. This would include handouts on family earthquake preparedness in addition to establishing emergency preparedness procedures in the schools.

*This implementation program will be coordinated with the Seismic Safety Ordinance.*

**IP-M7 Information on Landslides**

Consider preparation and distribution of informational brochures, identifying landslide areas within the Town, describing the causes of landslides and presenting guidelines for property maintenance so as to minimize the potential for earth movement problems.

***This implementation program is ongoing. Considerable information is available through the development review process.***

**IP-M8 Information on Streamside Guidelines and Flood Insurance**

Consider the distribution of maintenance and property management guidelines to all streamside property owners, and inform all property owners within 200 feet of a creek, to identify stream and drainage areas for which the Town is responsible and those areas for which private property owners are responsible. Educate property owners on their responsibilities for streambank maintenance and repairs, and make them aware of the availability of flood insurance under the National Flood Insurance Program.

***This implementation program is ongoing. Letters to streamside residents are distributed, as well as timely information in the Town's newsletter, notifying residents of their obligations regarding creek maintenance and restrictions.***

**IP-M9 Information for Homeowners Associations**

Provide information to homeowner associations regarding their responsibilities and to keep them informed regarding Town issues and activities.

***This implementation program is ongoing. The Police Department continues to participate in Homeowners' meetings discussing current crime issues in their area and regionally.***

**IP-M10 Public Safety Information**

Provide information to the public to promote crime and hazard prevention and general disaster preparedness, including information on public safety design, fire safety devices, and the removal of dry grass and brush that pose fire hazards.

***This implementation program is ongoing. The Police Department uses the Town Crier, the Town Website, and local news services to promote public notification of crimes and educational material. The Police Department also uses the Parent Alert systems of the Acalanes Unified High School and Moraga School Districts to get information to the public when appropriate.***