



## STAFF REPORT

**Meeting Date:** May 18, 2015

**To:** Honorable Mayor & City Council

**From:** Raj Patel, Assistant Director of Community Development / City Building Official  
Aaron Kunz, Deputy Director of Transportation

**Subject:** Fees to recover City's Cost of implementing special construction-related regulations on the use of Heavy Vehicles in the Trousdale Estates Area

**Attachments:** 1. Trousdale Estates Area Construction Special Transportation Measures

---

### INTRODUCTION

This report outlines plans to establish fees to recover costs related to implementation of regulations related to heavy trucks accessing and parking at construction sites in the Trousdale Estates Area. Unless otherwise directed by City Council, staff will bring forth an ordinance defining such regulations with an accompanying fee resolution to recover the cost of implementation at the June 8, 2015 formal meeting.

### DISCUSSION

Per City Council direction in June 2014, staff implemented measures for the purpose of regulating heavy truck activity related to construction sites in the Trousdale Estates Area. These measures included limiting vehicles to a maximum gross vehicle weight of 50,400 lbs., requiring secondary braking devices, establishing haul routes and time limits for vehicle management, and advanced scheduling of all pick-ups and deliveries. In addition, trucks specifically involved with construction sites were required to obtain an initial annual vehicle inspection conducted by a third party vendor selected by the City.

During the past year, staff has been collecting information to determine the anticipated costs related to the ongoing implementation of these regulations. The City retained Capital Accounting Partners, LLC to use this cost information and historical permit data to develop a fee structure intended to solely recover these ongoing costs.

The recommended fees include:

- **Vehicle Inspection Fee:** This fee is comprised of the physical cost of the third party inspection (approximately \$200 per vehicle) plus a fixed administrative processing fee at the current established flat fee of \$52.20 for a total approximate cost of \$252.20 per vehicle due at the time of inspection.

Meeting Date: May 18, 2015

- Vehicle Inspection Program Implementation Fee: A fee of \$119.86 per building permit issued in the Trousdale Estates Area to recover costs related to ongoing implementation of the new regulations. The calculation of this fee is based on the estimated cost of \$81,000 for program implementation divided by the estimated annual number of construction related permits for the Trousdale Estates area.

The City has existing fees for Construction Vehicle Parking that will be collected at the time of permit issuance. Fees associated with Police Escorts, street closures, and investigations will be collected at the current established rates.

Capital Accounting Partners, LLC and the City Attorney have determined that any upgrades to the roadway, installation of traffic signage, and (over-time) enforcement costs are not recoverable by way of implementing a fee.

### **FISCAL IMPACT**

The total estimated annual cost is \$201,000. This includes a cost of \$120,000 for vehicle inspections that will be offset by the proposed Vehicle Inspection fee and a cost of \$81,000 for ongoing implementation to be offset by the Vehicle Implementation Fee. The cost estimate of \$81,000 is based on the addition one Customer Service Representative (2-year limited term) that staff is requesting as part of the FY 2015-16 budget process to administer the program.

### **RECOMMENDATION**

Unless directed otherwise, staff will forward a resolution to establish the fees outlined in this report and an ordinance to establish the regulations for heavy trucks accessing and parking at construction sites in the Trousdale Estates Area for City Council consideration at the June 8, 2015 meeting.

  
\_\_\_\_\_  
Approved By  
For Susan Healy Keene, AICP  
Director, Community Development

# **Attachment 1**



## **Trousdale Estates Area Construction Special Transportation-Related Measures**

### **Background**

The City of Beverly Hills desires to enhance the safety for residents and workers in the Trousdale Estates area in recognition of the significant levels of construction-related activity and the street grades. On June 17, 2014, the Beverly Hills City Council directed staff to implement a series of measures to address large trucks travelling to/from construction sites in the area and construction-related parking. The City will also be adding signage and striping to the primary streets in the area to enhance general motor-vehicle safety.

The City will be monitoring the effectiveness of these measures and will likely fine-tune them over time. However, all of these conditions are applicable until you are officially notified to the contrary.

The City has adopted measures for vehicle and traffic safety outlined in this document, and has established a gross weight limit of 50,400 lbs. for all construction related vehicles travelling to and through the Trousdale Estates area.

### **Applicability**

The measures described in this document are applicable to any construction project (buildings or infrastructure) that requires a City of Beverly Hills permit. These measures also may be applicable to any major HVAC (mechanical) project that may require heavy equipment or cranes. These measures apply to all projects including those permitted prior to June 17, 2014.

### **Summary**

The special transportation-related measures developed for the Trousdale Estates area are grouped into five sections as described in the following document:

#### **Section 1: Construction-related Vehicle Important Information (pg. 2 – 4)**

- |   |   |
|---|---|
| A. Heavy Vehicle Inspection Requirement | E. Advanced Notice of Larger Vehicles           |
| B. Secondary Braking System             | F. Safe Truck Driving Practices                 |
| C. Heavy Vehicle Routes                 | G. Time Limits of Construction-related Vehicles |
| D. Maximum Loaded Weight                |   |

#### **Section 2: Construction-related Parking Requirements (pg. 5)**

#### **Section 3: Construction Traffic Management Plan (pg. 5 & Attachment B)**

#### **Section 4: Construction Work Hours and Days (pg. 5)**

#### **Section 5: Compliance and Remediation (pg. 6)**

#### **Section 6: Contractor/Owner Acknowledgment (pg. 6 & Attachment C)**

**For questions regarding these special measures, please contact the Department of Community Development:**

Trousdale Estates Measures Information – 310.285.1168 or [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org)

For construction project specific questions, contact your assigned Project Building Inspector. Project Building Inspectors are available by phone or e-mail. Office hours are Monday through Thursday mornings, 7:30 a.m. to 8:00 a.m. and afternoons 4:00 p.m. to 5:00 p.m. Friday office hours are in the afternoon only, 3:00 p.m. to 4:00 p.m.

## **Section 1: Construction-related Truck Traffic**

### **A. Heavy Vehicle Inspection is required for vehicles over 26,000 pounds**

The City requires that the vehicles listed below be physically inspected and certified by the City's agent annually.

- Any vehicle with a gross vehicle weight rating over 26,000 pounds.
- Any vehicle with a gross vehicle weight rating over 10,000 pounds with three or more axles.
- Any trailer or semitrailer with a gross vehicle weight rating over 10,000 pounds and or used in combination with the vehicles listed above.

The vehicle owner/operator is required to contact and schedule an appointment for inspection every year.

*Inspection Agency:* Truckspect, Inc.  
*Contact:* Bill Velez, 626-307-5400  
*Inspection Location:* 332 North Foothill Road, Beverly Hills\*

\*Note: Or mutually agreed upon location with the owner/operator.

The City's inspection process does not eliminate or alter the requirement to comply with the California BIT (Biennial Inspection of Terminals) Program.

After the City's agent has certified that the truck has complied with City safety standards, the owner/operator will be responsible to provide the approved vehicle inspection form to the City's Development Services Division, in person. The owner/operator will be provided with a decal which must be affixed to the vehicle on the lower left of the driver's side window or to the front a-frame hitch area of a trailer near the data plate. The corresponding documentation must be available in the vehicle at all times for review by any agent acting on behalf of the City. There is currently no fee associated with this inspection.\* Subject to change.

The City has a current list of "certified" vehicles that have passed this inspection process, which is published weekly on the City's website [www.beverlyhills.org/trousdale](http://www.beverlyhills.org/trousdale) in Section 1 - Trousdale Certified Vehicles.

## **B. Secondary Braking System**

Any vehicle over 10,000 pounds Gross Vehicle Weight (GVW) with three or more axles must also contain a secondary braking system that is deemed adequate by the City's vehicle inspection agent. Such systems include, but are not limited to, mechanical engine brakes, exhaust brakes, electronic driveline retarders and hydraulic transmission retarders.

Class 7 vehicles (26,001 – 33,000 GVW) are uncommonly constructed with secondary braking devices and therefore required to be inspected, but not contain a secondary braking device unless they adhere to the CHP standard of "over 10,000 pounds GVW with three or more axles."

Class 8 vehicles (33,001 GVW – AND GREATER) are commonly constructed with secondary braking devices and generally fit the profile of "over 10,000 pounds GVW with three or more axles."

## **C. Heavy Vehicle Routes (for any vehicle subject to the City's Heavy Vehicle Inspection)**

Any vehicle subject to the City's Heavy Vehicle Inspection (exceeds 26,000 pounds GVW and any vehicle over 10,000 pounds GVW with three or more axles) must follow a pre-defined route when entering and exiting the Trousdale Estates area. The map found on Attachment A: Trousdale Estates area Construction-related Truck Routes provides the prescribed route according to the property location.

Vehicles travelling to/from properties in:

**Zone 1** – Enter the Trousdale Estates area from the south (via Schuyler Road or Loma Vista Drive) and exit to the north (via Cherokee Lane).

**Zone 2** – Enter and exit the Trousdale Estates area from the south (via Loma Vista Drive or Hillcrest Road). Access to Wallace Ridge is from Loma Vista or Hillcrest Road, whichever is more direct.

Only one heavy vehicle is allowed per job site at a time, and the staging of multiple vehicles is not allowed within Beverly Hills city limits.

## **D. Maximum Loaded Weight – 50,400 pounds (for all construction related vehicles)**

**The maximum loaded weight allowed for any construction-related vehicle travelling on the streets within the Trousdale Estates area is 50,400 pounds.** This includes the weight of the vehicle, trailer, passengers, equipment, payload, and any other items associated with the vehicle.

If any City representative (ie. Police official, Building Inspector, or Code Enforcement) finds that a truck exceeds this limit, they will deny access to the Trousdale Estates area or require it be weighed at a commercial scale to demonstrate that it does not exceed the 50,400 pound limit.

**E. Required Advanced Notice of Larger Vehicles (Vehicles over 26,000 pounds and 10,000 pounds with 3 or more axles) – Email [Trousdale@beverlyhills.org](mailto:Trousdale@beverlyhills.org) for approval.**

For any vehicle subject to the City's Heavy Vehicle Inspection process (exceeds 26,000 pounds GVW), the City and the Project Building Inspector must be notified **no later than 24 hours in advance** (excluding weekends and holidays) of any travel in the Trousdale Estates area.

**The general contractor for the project must email [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org) up to 30 days in advance, and no later than 24 hours in advance** to gain approval to haul within the Trousdale Estates area. Required information includes completing a notification form outlining the following information:

- Date and Time of Haul
- Type of vehicle and Company Name
- Certification Number (Decal Number of vehicle)
- Destination within Trousdale Estates area and Designate Hauling Route (Zone 1 or Zone 2)
- Valid Right Of Way (Street Use) Permit for any vehicles that will be parked on the street

**The contractor must receive a returned email from the City, acknowledging receipt and approval of the details of the heavy haul request prior to the truck gaining access to the Trousdale Estates area.** A printed copy of the dated approval email, vehicle certification decal and Inspection report is required to be with the operator, and furnished upon request.

**Important contact information:**

Trousdale Email – [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org)  
Trousdale phone – 310.285.1168

**Building Inspector Contact Information:**

Randy Miller – [rmiller@beverlyhills.org](mailto:rmiller@beverlyhills.org)  
Michael Midstokke – [mmidstokke@beverlyhills.org](mailto:mmidstokke@beverlyhills.org)  
Trent Baker – [tbaker@beverlyhills.org](mailto:tbaker@beverlyhills.org)  
George Lelea – [glelea@beverlyhills.org](mailto:glelea@beverlyhills.org)  
Wayne Register – [wregister@beverlyhills.org](mailto:wregister@beverlyhills.org)  
Steve Tabor – [stabor@beverlyhills.org](mailto:stabor@beverlyhills.org)  
Michael Crofts – [mcrofts@beverlyhills.org](mailto:mcrofts@beverlyhills.org)  
Mark Sanders – [msanders@beverlyhills.org](mailto:msanders@beverlyhills.org)

**F. Safe Truck Driving Practices (Vehicles over 10,000 pounds)**

All trucks are required to use their lowest gear when travelling downhill. All trucks are not permitted to pass another vehicle while in a drive lane.

Any construction-related truck with an optional 4<sup>th</sup> axle is required to deploy the 4<sup>th</sup> axle when travelling within the Trousdale Estates area, regardless of whether it is carrying a load.

**Time Limits of Construction-related Vehicles**

All Construction-related vehicles in excess of 10,000 pounds (Gross Vehicle Weight as established by the manufacturer) are only allowed to be in the Trousdale Estates area between the hours of 8:30 AM and 3:15 PM on weekdays (excluding Holidays).

## **Section 2: Construction-Related Parking**

Contractors, or their agents, are allowed to park on the project site (off street), provided they do not overhang the sidewalk or curb in any manner. A "Construction Related Parking Permit" is to be obtained by the general contractor at the time of issuance of the building permit. Each construction site is allowed to park, at maximum, two vehicles on-street immediately in front of job site during construction hours. This permit must be displayed in the vehicles while parked in the Trousdale Estates area and must be renewed to avoid citation and or violations.

Contractors needing additional parking for worker's personal vehicles, equipment, etc. must find a suitable location **outside of the Trousdale Estates area**, with Greystone Mansion being an exception. The City's website (Parking Services section) contains a list of potential off-site parking facilities. However, it is the contractor's responsibility to obtain an agreement to use the facilities and pay any related fees.

As part of the Construction Traffic Management Plan (Attachment B), the prime contractor must indicate the location and duration of any off-site parking they have secured.

The limitation regarding on-street parking does not apply to contractors doing street-related maintenance, such as utility projects or road repair.

**A current list of parking structures within the City of Beverly Hills and their associated daily/monthly rates can be found at <http://www.beverlyhills.org/citygovernment/parkingservices/parkinglocationsmap/> or by visiting [www.beverlyhills.org/trousdale](http://www.beverlyhills.org/trousdale).**

## **Section 3: Construction Traffic Management Plan**

Prior to issuance of a building permit or approval to haul within the Trousdale Estates area, the prime contractor must complete the attached Construction Traffic Management Plan (Attachment B) regarding the subject project and receive approval from the City as to its completeness.

The prime contractor is required to provide this information for the life of the project. Attachment B can be amended based on a change in construction schedule or scope as needed.

## **Section 4: Established City-wide Construction Work Hours**

No person shall engage in construction, maintenance or repair work which requires a city permit between the hours of six o'clock (6:00) P.M. and eight o'clock (8:00) A.M. of any day. No work which requires a city permit is allowed on Saturday, Sunday or public holiday. For the purpose of this section, "public holiday" shall mean:

1. New Year's Day.
2. Memorial Day.
3. Independence Day.
4. Labor Day.
5. Thanksgiving Day.
6. Christmas Day.



## **Trousdale Estates Area Construction Special Transportation-Related Measures**

No person employed for the purposes of construction, maintenance, or repair work which requires a city permit shall enter a site on which such work will be done prior to eight o'clock (8:00) A.M. Any violation of this subsection shall be deemed to be an infraction.

### **Section 5: Compliance and Remediation**

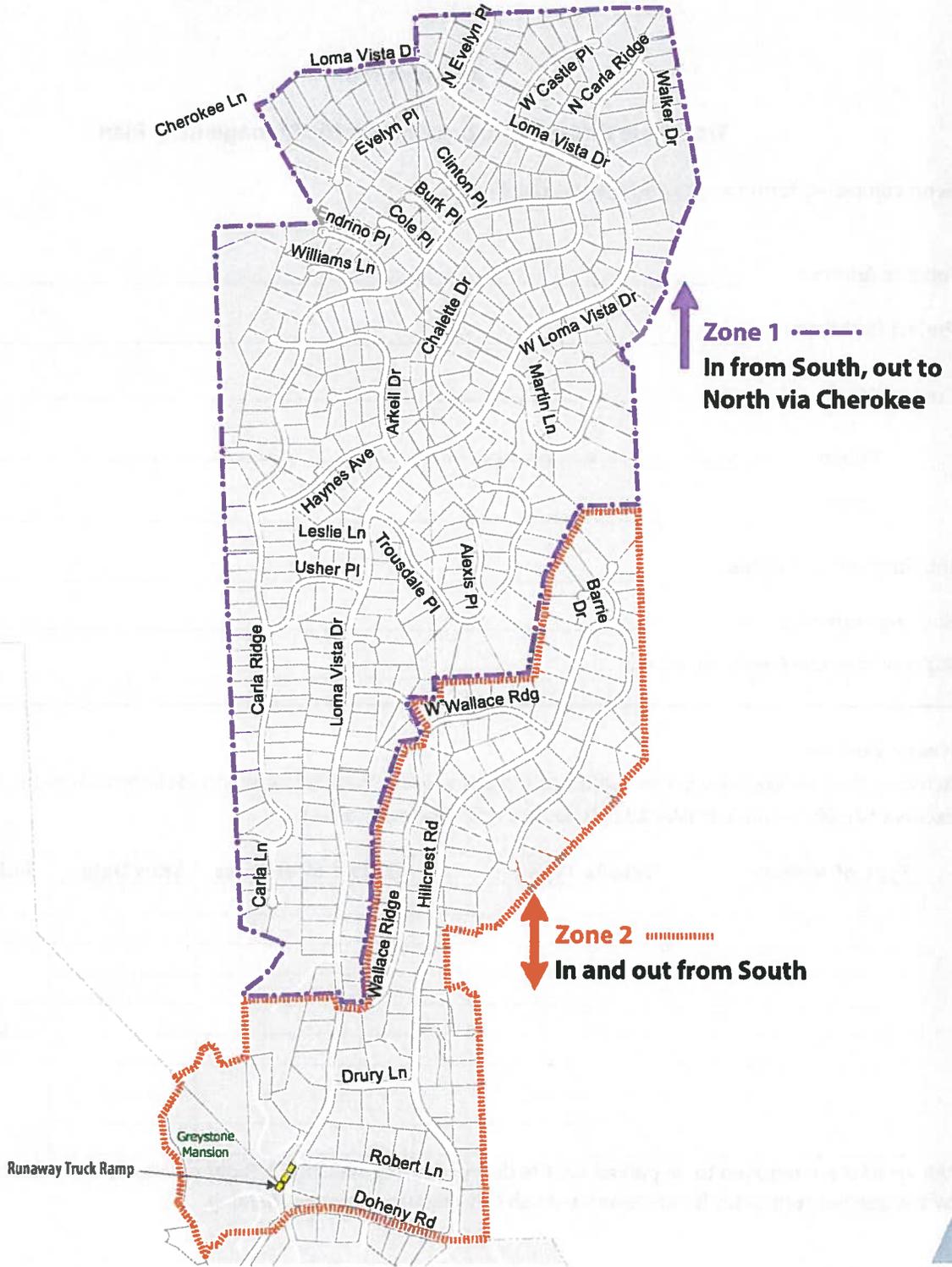
As expressed by the City Council, the City of Beverly Hills has "zero tolerance" for any non-compliance with the conditions outlined in this document. There will be no warnings, second-chances, or excused violations. Failure to comply with these conditions, as determined by Development Services or their agents, will result in the following at the discretion of the Building Official:

- Complete shut-down of the project site until remedial measures are completed
- Completion of a driver training program as identified by the City
- Citation of any trucks found not to be in compliance with the City's program
- Revisions to the project's construction traffic management plan
- Special investigation fee assessment

### **Section 6: Contractor Acknowledgment**

Attachment C: Contractor/Owner Acknowledgment must be signed and returned to the City of Beverly Hills at [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org) prior to the issuance of any new building permits and for permits issued prior to June 17, 2014, before any project site construction deliveries or pickups are authorized within the Trousdale Estates area.

Attachment A  
Approved Hauling Routes (Zone 1/ Zone 2)



Trousdale Area Construction-related Truck Routes

**Attachment B**

**Trousdale Estates Construction Traffic Management Plan**

Send completed form to: [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org)

Job Site Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Job Start and End Dates: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_

Right of Way Use Permit Number\*: \_\_\_\_\_

**Heavy Vehicles**

Activities that will involve vehicles subject to the City's Heavy Vehicle Inspection (defined as vehicles with a GVW in excess of 26,000 pounds and/or 10,000 pounds with 3 or more axles):

Type of Activity	Vehicle Type	Daily # of Vehicles	Start Date	End Date

\*All vehicles are required to be parked on-site during delivery/hauling. A Right of Way Permit must be obtained by the general contractor for any oversized vehicles requiring on street parking.

**Off-Site Parking Provisions**

Location of off-site parking secured by contractor: \_\_\_\_\_

Signature and Date: \_\_\_\_\_

**Attachment C**

**CONTRACTOR/OWNER ACKNOWLEDGMENT**

The following must be signed and returned to the City of Beverly Hills at [trousdale@beverlyhills.org](mailto:trousdale@beverlyhills.org) prior to the issuance of any building permits in the Trousdale Estates area.

I, the undersigned, hereby certify that I have received a copy of the special transportation-related measures for construction in the Trousdale Estates area of Beverly Hills and understand the regulations hereto. I hereby agree to comply with the City's restrictions, policies and procedures in connection with the work to be performed in the Trousdale Estates area by myself and/or my company. I further agree that I am responsible for all sub-contractors and material suppliers' adherence to these requirements.

Construction Property Address: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_

Name (PRINT): \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

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