



# Los Angeles County Department of Regional Planning

*Planning for the Challenges Ahead*



Dennis Slavin  
Acting Director

November 22, 2017

TO: Supervisor Mark Ridley-Thomas, Chairman  
Supervisor Hilda L. Solis  
Supervisor Sheila Kuehl  
Supervisor Janice Hahn  
Supervisor Kathryn Barger

FROM: Dennis Slavin   
Acting Director

## **REPORT ON BOARD MOTION REGARDING THE ROWLAND HEIGHTS MOBILE ESTATES MOBILE HOME PARK (AGENDA ITEM NO. 4, OCTOBER 24, 2017)**

On October 24, 2017, the Board of Supervisors (Board) took the following actions in relation to the Rowland Heights Mobile Estates mobile home park located at 1441 Paso Real Avenue in the unincorporated community of Rowland Heights:

1. Instructed the Acting Director of the Department of Regional Planning (Acting Director) and County Counsel to ensure that 24 guest parking spaces are added to bring the total number of guest spaces to 82, as required by County Code, Section 22.52.1150.B, which dictates that "guest parking spaces shall be provided at the ratio of one standard size automobile parking space for each four mobile home sites," as recommended by the Regional Planning Commission.
2. Instructed County Counsel, the Director of Public Works and the Fire Chief to ensure that all the appropriate easements have been obtained for the access way to be used as a fire lane for emergency access and that the Department of Public Works constructs any required fence and/or gate to separate the access way from the flood channel.
3. Instructed the Acting Director to include the following in the Conditional Use Permit (CUP) Conditions of Approval:

The permittee shall provide emergency access to the County's fire lane that connects to a public street, and indicate a minimum ten foot wide access on the approved Exhibit A in the Board Letter; the portion of the emergency access within the mobile home park shall be kept free from any obstructions at all times in the posted signage that designates such as a fire lane; the

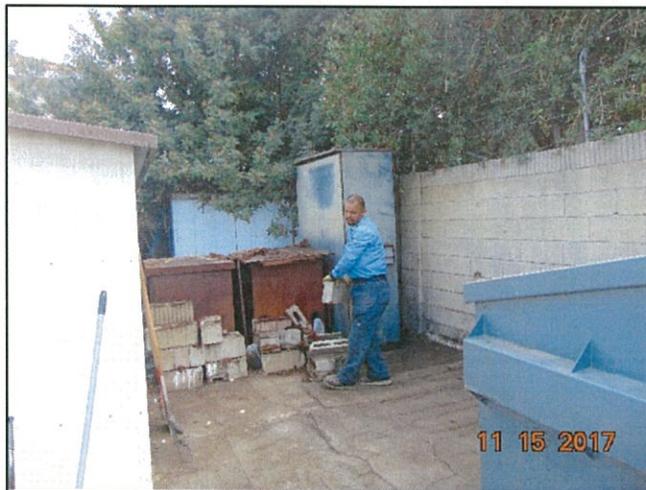
emergency access shall be incorporated into the Emergency Preparedness Plan and shall be submitted to the California Department of Housing and Community Development for its approval; and the gates at the emergency access point shall be kept locked, but shall have the ability to be opened at the site by anyone during emergency situations; a sign shall also be posted at the gates indicating 'For Emergency Use Only'.

4. Instructed the Acting Director to report back to the Board in 30 days, and every 60 days thereafter, on the progress of implementing all of the conditions for the approval of the CUP, as well as the communication and quality of life issues raised by the mobile home park residents.

This report is being submitted to the Board pursuant to Action Item No. 4 above and consists of activities undertaken within 30 days of the public hearing that was held on October 24, 2017.

#### I. Guest Parking Spaces

- Clearing work is ongoing to remove a number of existing storage sheds and bins, as well as other miscellaneous materials, currently placed between the existing guest parking lot in the front of the mobile home park and the RV storage area. Please see pictures below.



- Twenty four (24) RV storage spaces will be converted to guest parking spaces. A new fence will be constructed to separate these new guest parking spaces from the rest of the RV storage area. Work on this new fence will start on November 27, 2017.

- The existing wall and gate that is currently separating the guest parking lot from the existing RV storage area will then be demolished to allow access to the 24 new guest parking spaces.

## **II. Secondary Access**

- County Counsel, Public Works and the Fire Department, as well as the Department of Regional Planning (Department), met on November 16, 2017, to discuss the secondary access.
- It was determined that the County has adequate secondary access easements for the purpose of allowing evacuation of the mobile home park residents.
- The following action items were identified as the next steps to effectively implement this direction from the Board.
  - The Fire Department will coordinate with the mobile home park owners and management and will provide Emergency Preparedness Trainings for the residents. This training will include emergency and disaster preparedness and planning to provide the residents the ability to create their own Citizen Emergency Response Teams (CERT). This training will also provide evacuation guidelines and procedures during emergencies.
  - The Department of Public Works will coordinate with the Fire Department and install and/or modify any fencing/gate at the site as may be necessary to facilitate the specific evacuation procedures that may be identified during the Emergency Preparedness Trainings.

## **III. Conditions of Approval**

- County Counsel is currently finalizing the Findings and Conditions of the CUP to bring back to the Board as a consent item.

## **IV. Communication and Quality of Life Issues**

- With regards to the communication issue, the mobile home park owners have identified and retained a person skilled in speaking Mandarin to come to the mobile home park and assist with communicating with the Mandarin-

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speaking residents. The interpreter starts on November 17, 2017. Please see attached letter from the mobile home park management to the residents.

The next report back will be provided to you no later than January 24, 2018. Should you have any questions about this report, please contact Carl Nadela at (213) 974-6435 or [cnadela@planning.lacounty.gov](mailto:cnadela@planning.lacounty.gov).

DS:MG:CN:lm

Attachment: Figure 1: RHME Letter to Residents regarding Mandarin Interpreter

c: Executive Office, Board of Supervisors  
Chief Executive Office  
County Counsel  
Fire  
Public Works

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Figure 1: RHME Letter to Residents regarding Mandarin Interpreter



November 10, 2017

To All Residents

Re: Mandarin Interpreter

Dear Residents,

We are pleased to announce that we will be starting a new service in the Park, at no cost to the residents. We will be providing a Mandarin interpreter service in our office every Friday morning from 9:00 to 11:00a.m., beginning November 17, 2017. This service is a courtesy, and will be on a trial basis.

In order to maximize the chances for success of this new program, we will have a sign-up sheet in the park office for persons who are interested in using the new service. Please be mindful that the interpreter will not be translating legal documents or giving legal advice.

If residents show substantial interest in this service, Management will provide additional hours or days for this service.

We are excited about this new program and hope that it is of great benefit to you!

Sincerely,

RHME Management