



AGENDA

Board of Library Trustees | Altadena Library District
Virtual – Zoom – August 22, 2022 – 5:00 p.m.

IMPORTANT NOTICE REGARDING August 22, 2022 MEETING

This meeting will be conducted in a hybrid fashion, utilizing teleconference, electronic, and in-person means consistent with the **State of California Executive Order N-29-20** dated March 17, 2020, regarding the COVID-19 pandemic and Altadena Library District Board of Trustees' Resolution 2021-05. The live stream of the meeting may be viewed by visiting the Altadena Library District's YouTube channel at the following URL
<https://www.youtube.com/c/AltadenaLibrary>

SUBMISSION OF PUBLIC COMMENT: For those wishing to make Public Comments at the August 22, 2022 Meeting, you may present your comments in-person during the meeting, or submit by email to be read aloud at the meeting. For emailed comments, if multiple comments are submitted, only the first comment will be read aloud during the meeting. Email and Electronic Comments submitted online will be accepted up to two (2) hours prior to the start of the meeting. Email comments can be submitted to hello@altadenalibrary.org with the subject line: "Public Comment". Electronic Comments may also be submitted online at www.altadenalibrary.org/publiccomment. If you wish to make your public comment during the live meeting, please state so in your email or select "*Yes – I want to provide this comment in real-time and need the Zoom link*" in the online form.

Email and Electronic Comments will be submitted to the legislative body and shall become part of the record of the meeting.

If you are unable to submit via email or the online, you can call in to (626) 798-0833 ext. 103, during the corresponding item of the agenda. For public comment on any non-agenda item, please plan to call at 5:00 pm.

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to Administration who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the District Administration offices.

In compliance with the Americans with Disability Act, if you need special assistance to participate in the meeting, please contact Library Administration at (626) 798-0833 x103 at least 48 hours prior to the meeting so the Altadena Library District may make reasonable arrangements to ensure accessibility to the meeting.

LAND ACKNOWLEDGEMENT: The Altadena Library District acknowledges its presence on the traditional, ancestral, and unceded land of the Gabrielino Tongva peoples. Altadena is located on the stolen homelands of the Xaxaamonga (Hahamongna) tribal band. The traditional territory of the Gabrielino Tongva is referred to as Tovaangar, which includes the areas currently known as Los Angeles County, Riverside County, West San Bernardino County, parts of Orange County as well as the four southern Channel Islands. Entities such as the U.S. government and non-Native settlers have subjected the Gabrielino Tongva peoples to historic and continuing injustices, including genocide, forced displacement, and cultural and linguistic erasure. Altadena Library commits to learning, educating, and informing its staff and residents of present-day Altadena about

the rich histories, vibrant communities, and culture of Gabrielino Tongva people, present and past, through our collection development, resources, and program offerings.

I. Call to order

- a. Land Acknowledgment

II. Open Session

- a. Roll Call
- b. Approval/Reordering of Agenda Items
- c. Adoption of Agenda
- d. Public Comment on Non-Agenda Items

III. Consent Calendar

The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

- a. Approval of Minutes – Regular Meeting held July 25, 2022 **Pages 4 -10**
- b. Approval of Minutes – Special Meeting held August 8, 2022 **Pages 11 - 13**

IV. Consideration of Items Removed from the Consent Calendar

Items removed from the Consent Calendar discussed individually at this time.

V. Department Updates & Special Presentations (Informational)

- a. Department Update Reports – July 2022 **Pages 14 - 37**

VI. Reports (Informational)

- a. Support Groups
 - 1. Altadena Library Foundation **Page 38**
 - 2. Friends of the Altadena Library
No Report - Friends did not Meet in July
- b. District Director's Report **Pages 39 - 44**
- c. Financial Reports – June and July 2022 **Pages 45 - 53**
- d. Board of Trustees Standing Committee Reports
- e. Board of Trustees Ad Hoc Committee Reports
 - 1. Facilities Committee **Pages 54 - 55**
- f. Liaison Reports
 - 1. Government Liaison Report **Pages 56 - 58**
- g. Trustee Reports

VII. Unfinished Business

VIII. New Business

- a. Review of Bob Lucas Memorial Library Design Development Plans **(Informational) Pages 59 - 140**
- b. Review and Approval of CalPERS Open Enrollment **(Action) Pages 141 - 143**
- c. Review and Approval of Updated ALD Volunteer Policy **(Action) Pages 144 - 148**
- d. Review and Approval of Updated ALD Art Display Policy **(Action) Pages 149 - 150**
- e. Review and Approval of Resolution 2022-15 to Extend the Provisions of Resolution 2021-05 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Altadena Library District for the Period of August 1, 2022 – August 31, 2022 **(Action) Pages 151 - 153**

IX. Consideration of Urgency items to be added to Closed Session

- a. Approval/Reordering of Closed Session Agenda Items
- b. Adoption of Closed Session Agenda

X. Closed Session Public Comment – This is an opportunity for members of the public to address the Board on any subject matter within the Closed Session. Please address the Board, as a whole, through the Chair. Individuals will be given three (3) minutes to address the board.

XI. Closed Session

- a. Motion to convene to Closed Session
- b. The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54960 et.seq.) for the purposes of discussing and/or taking action on the following items:

- 1. Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Title: District Director
- 2. Reconvene to Open Session

XII. Governance

XIII. Announcements & Planning

- a. Correspondence
- b. Proposed Future Agenda Items

XIV. Adjournment

- a. Adjourn Meeting



MINUTES

Board of Library Trustees | Altadena Library District
Virtual – Zoom – July 25, 2022 – 5:00 p.m.

IMPORTANT NOTICE REGARDING July 25, 2022 MEETING

This meeting will be conducted utilizing teleconference and electronic means consistent with the **State of California Executive Order N-29-20** dated March 17, 2020, regarding the COVID-19 pandemic and Altadena Library District Board of Trustees' Resolution 2021-05. The live stream of the meeting may be viewed by visiting the Altadena Library District's YouTube channel at the following URL <https://www.youtube.com/c/AltadenaLibrary>

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I. Call to order

The meeting was called to order by Trustee Cervantes at 5:09 pm.

a. Land Acknowledgment

Trustee Cervantes read the Land Acknowledgement into the record.

II. Open Session

a. Roll Call

Trustee Cervantes called roll. Trustee Andruess, Trustee Capell and Trustee Clark responded as present. Quorum confirmed.

b. Approval/Reordering of Agenda Items

Trustee Cervantes noted that the Facilities Committee report had been added to the amended Agenda and Agenda Package. No other adjustments were made.

c. Adoption of Agenda

Moved by Trustee Clark to adopt the Agenda

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

d. Public Comment on Non-Agenda Items

No public comment made.

III. Consent Calendar

The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

a. Approval of Minutes – Regular Meeting held June 27, 2022

Trustee Clark expressed her gratitude for the summary of the discussions of agenda items being included in the minutes.

Moved by Trustee Clark to adopt the Agenda

Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

IV. Consideration of Items Removed from the Consent Calendar

Items removed from the Consent Calendar discussed individually at this time.

V. Department Updates & Special Presentations (Informational)

a. Department Update Reports – June 2022

Trustee Capell thanked staff for additions to the Library of Things and for staff getting out in the community for programming to meet patrons where they are at.

VI. Reports (Informational)

a. Support Groups

1. Altadena Library Foundation

Foundation President Bridget Brewster provided the Foundation report. She mentioned their work on a strategic plan as well as promotion of their Taste of Dena annual fundraiser on September 24, 2022. She also asked those that haven't filled out the survey they sent out for feedback to please do so.

2. Friends of the Altadena Library

Friends President Tom Ruffner provided the Friends report. He shared that they had their Annual Membership Meeting in June and presented Director Winslow with their annual donation in the amount of \$28,000. They also elected their officers for this next year. They do not have Board meetings in July or August.

b. District Director's Report

District Director Nikki Winslow thanked both support groups for their continued fundraising and support of the Library District. She also introduced the new Library Aide Gabriella Ortiz. She also let the Board know of Office Manager Ana Villalobos' resignation in July. Director Winslow also congratulated Administrative Assistant Catalina Quintero on passing the notary exam and that notary services will be resuming in the near future. Passport Services will be taking photos again starting in mid-August. As of July 15, 2022, ALD staff are again required to wear masks when in the two library buildings. In-person programs have been very well attended and encouraged people to attend the end of Summer Reading Programs that upcoming weekend. She also gave her thanks to Marketing Specialist Brin Wall for her tireless marketing and promotional work, and for continuing to send out Altadena Connections e-blasts. Director Winslow also emphasized the filing period for the upcoming Board Elections running from July 18-August 12, 2022. She also updated the Board on the Land Acknowledgement work being done with consultant Tina Calderon of the Tongva tribe.

c. Financial Reports – May 2022

District Director Nikki Winslow provided the May Financials report. Trustee Cervantes asked about the grant application to the California State Library (CSL) for infrastructure funding and Director Winslow let the Board know that additional information was requested by CSL and provided to them the week before.

d. Board of Trustees Standing Committee Reports

e. Board of Trustees Ad Hoc Committee Reports

1. Facilities Committee

Trustee Capell updated the Board on the progress of the building projects. The Committee learned that we will have to go through a Conditional Use Permit (CUP) process due to expanding the square footage of the Bob Lucas Library, which is typically a 6-12 month process. He asked the Trustees if they are supportive of continuing with the current plan to expand Bob Lucas Library even if it means a delay. Trustee Cervantes asked what the percentage of increase of the square footage triggers a CUP and Director Winslow provided that it is between 10-20%. Trustee Capell confirmed that the District's spending timeline will not be impacted by the CUP delay, even in a worst case scenario situation. Trustee Capell touched on the current challenges of securing a rental location for the branch library during renovations, given the budget. Trustee Cervantes noted that everything seems in order for the building project to continue moving forward. Trustee Cervantes wanted to assure that the District is being diligent in informing the

community via social media concerning the building projects, and continuing other avenues of communication with the community. Trustee Capell confirmed this is the case.

f. Liaison Reports

1. Government Liaison Report

Trustee Andruess provided the Government Liaison Report. Items covered the funds approved by the state going toward library infrastructure, Lunch at the Library, and Online Job Training (to name a few). Trustee Andruess will provide more information on the upcoming report regarding Assembly Bill 737.

Opposition from CLA has been strong, as this would put strain on library operating costs (mostly for Summer Programming). There will be a hearing in August regarding the Assembly Bill.

g. Trustee Reports

No Reports.

VII. Unfinished Business

a. Resolution 2022-12 Levying Special Taxes within Altadena Library District

Community Facilities District NO. 2020-1 (FACILITIES AND SERVICES) **(Action)**

Mrs. Winslow introduced the agenda item, and offered first an overview of why the Parcel Tax rates are not seen the same way as the Special Tax rates. Sara Mares of NBS and Christine Drazil, CFD administrator, were present to address any questions from the Board. The biggest difference is the parcel tax is a rate per parcel, and the special tax is a rate per square footage. So for exact numbers to be prepared on the tax roll, the District would need to wait for square footage data from the county, which is released very close to the date the levy information is due to the county. Trustee Clark requested that a special meeting be held to approve the tax rates using the county data, so that the exact rates can be used. Mrs. Mares clarified that the reason those numbers are not used, is the county data is released too close to the date the tax rates are due. Trustee Rushmore expressed a desire by the board to hold a special meeting, regardless the tight deadline, in order to present the tax roll with the exact county numbers.

Moved by Trustee Clark to postpone the Resolution to Prepare the CFD New Tax Roll (Resolution 2022-09) to a special meeting to be held Tuesday, August 9th at 5pm.

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Abstain

Trustee Cervantes: Aye

Motion passed

VIII. New Business

a. Expanding Eide Bailly Scope of Services **(Action)**

Mrs. Winslow introduced the agenda item. Mrs. Winslow outlined the difficulty in recruiting and retaining the position of Business/Office Manager, due both to the demands of the position itself in overseeing financials and HR, and external factors related to the Covid-19 pandemic. Mrs. Winslow, in discussion with Eide Bailey, came to the determination that moving forward it may be best to outsource most

financial responsibilities to Eide Bailey, and a part-time CPA. Mrs. Winslow noted that Eide Bailey is already very familiar with the District financials, and this would be an expansion of their scope of service for the District. The part time CPA would come in once a week to cover bill paying, payroll, and any other tasks that need to be completed in the office. Cindy Byernum overviewed the team who would be overseeing services for the District, and noted that within the organization, all employees are cross-trained on every client. District Director Winslow discussed the estimated cost to the District for both Eide Bailey and the part-time CPA, and noted costs for the District would not increase if this proposal is approved. Trustee Capell inquired about the necessity to prepare an RFP. Considering the urgency of filling the financial responsibilities for the district, Trustee Cervantes proposed an approval of an emergency contract through the next 6 months. This would give District Director Winslow time to work with Eide Bailey to determine the full scope of services, prepare an RFP, and draft a job description for the part-time CPA.

Moved by Trustee Clark to authorize the District Director to expand Eide Bailey's scope of services for the next six months on an emergency basis, and further request that District staff prepare an RFP for the expanded scope of service, as well as prepare a CPA job description for the district.

Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Abstain

Trustee Cervantes: Aye

Motion passed

b. Mid-year Operational Plan Review (**Informational**)

District Director Winslow introduced the agenda item. Mrs. Winslow discussed the Diversity Audit, and how this District-wide effort to ensure the library is continuing to honor equity in our services and the materials we provide. The District Director, Assistant District Director, and the Technical Services manager are working together to continuously assess which materials are being circulated the most, and ensuring the library materials budget honors the community's wants and needs. Mrs. Winslow expects an increase in both digital and physical circulation. Mrs. Winslow also discussed the success of the ongoing Project Ready groups, and complimented the engaged and positive participation of staff. Further, District Director Winslow also discussed the Personnel Policy currently under review, which is being reviewed by both management and staff before it is approved. It is currently under review by the District's attorneys. Trustee Andruess and Trustee Cervantes thanked Mrs. Winslow for the work being done by the District.

c. Resolution 2022-13 to Establish the Formal Appointment of the Altadena Library District Poets Laureate. (**Action**)

District Director Winslow introduced the agenda item. Mrs. Winslow gave background regarding the decision to propose a formal appointment of a Poets Laureate. Mrs. Winslow introduced Peter Harris (present), and Carla Sameth (unable to attend the meeting due to illness), the District 2022-2023 Poets Laureates. Mrs. Winslow noted that Mr. Harris and Mrs. Sameth proposed formal appointment, as this expands the options for grant applications. Mr. Harris provided a few words regarding future plans by both Poets Laureates to expand the reach of the program in the community, and sanction the position. Mr. Harris also complimented the library staff in this process. Trustee Clark thanked Mr. Harris for his work and proposed that the District invite our

Poets Laureates in the future to do a reading for the Board. Mr. Harris announced there is an August 24th launch event for the program, to honor the first Poets Laureate, and all past Poets Laureates.

Moved by Trustee Clark to approve Resolution 2022-13.

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Abstain

Trustee Cervantes: Aye

Motion passed

d. Update to Holiday Closure Dates for 2022 **(Action)**

District Director Winslow introduced the agenda item.

Moved by Trustee Capell to approve the Update to the Holiday Closure Date

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Abstain

Trustee Cervantes: Aye

Motion passed

e. Review and Approval of Resolution 2022-14 to Extend the Provisions of Resolution 2021-05 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Altadena Library District for the Period of August 1, 2022 – August 31, 2022 **(Action)**

District Director Winslow introduced the agenda item. The Board discussed the plans for a hybrid meeting model to commence during the August 22, 2022 meeting. This allows for the public and attending members of the board to meet either in-person or virtually.

Moved by Trustee Clark to approve Resolution 2022-14.

Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Abstain

Trustee Cervantes: Aye

Motion passed

IX. Governance

a. Notice of Election **(Informational)**

District Director Winslow announced the filing deadlines for the Altadena Library District Board seats. District Director Winslow thanked members of the board for promoting the open election seats during community events.

X. Announcements & Planning

- a. Correspondence
- b. Proposed Future Agenda Items
 - 1. Any updates to training for Members of the Board

XI. Adjournment

- a. Adjourn Meeting

Moved by Trustee Clark to adjourn.

The meeting was adjourned at 7:18 PM by Trustee Cervantes.



MINUTES

Board of Library Trustees Special Meeting | Altadena Library District
Virtual – Zoom – August 8, 2022 – 5:00 p.m.

IMPORTANT NOTICE REGARDING August 8, 2022 SPECIAL MEETING

This meeting will be conducted utilizing teleconference and electronic means consistent with the **State of California Executive Order N-29-20** dated March 17, 2020, regarding the COVID-19 pandemic and Altadena Library District Board of Trustees' Resolution 2021-05. The live stream of the meeting may be viewed by visiting the Altadena Library District's YouTube channel at the following URL <https://www.youtube.com/c/AltadenaLibrary>

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I. Call to order

The meeting was called to order by Trustee Cervantes at 5:02 pm.

a. Land Acknowledgment

Trustee Cervantes read the Land Acknowledgement statement into the record.

II. Open Session

a. Roll Call

Trustee Cervantes called roll. Trustee Andruess, Trustee Capell, Trustee Clark and Trustee Wilkerson responded as present. Quorum confirmed.

b. Approval/Reordering of Agenda Items

No adjustments were made.

c. Adoption of Agenda

Moved by Trustee Clark to adopt the Agenda

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Aye

Trustee Cervantes: Aye

Motion passed

d. Public Comment on Non-Agenda Items

No public comment made.

III. Unfinished Business

a. Resolution 2022-12 Levying Special Taxes within Altadena Library District

Community Facilities District NO. 2020-1 (FACILITIES AND SERVICES) **(Action)**

District Director Nikki Winslow introduced the agenda item. She explained that this is the third time the Board has seen this item and was asked to bring the rates being set for the Special Taxes by the Board at their July 25, 2022 meeting. She presented the rates compiled by NBS, the District's CFD Administrator, which were compiled using the L.A. County data from last fiscal year and made the suggestion that the previous year's data be used in the future so the Board can vote on it ahead of the deadline set by L.A. County to levy this on the tax roll each year. Trustee Clark asked about an ability to carry over any shortage in the tax collection into the next year's budget and Sara Mares from NBS confirmed that a shortfall in reserves can be included in the next year's budget levy.

Moved by Trustee Clark to the approve Resolution 2022-12 to levy the Special Taxes at the rates presented. Seconded by Trustee Capell.

Roll Call Vote:

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Wilkerson: Aye

Aye Trustee Cervantes: Aye

Motion passed

IV. New Business

No new business.

V. Governance

- a. Discussion of Hybrid In-Person and Teleconference Format for August 22, 2022 Regular Meeting **(Informational)**

The Board discussed and decided to have a hybrid meeting to allow for both in-person and teleconference attendance for their August 22, 2022 meeting.

VI. Announcements & Planning

- a. Correspondence

- b. Proposed Future Agenda Items

Trustee Clark asked to include the quarterly District Director Evaluation Update in the agenda for the August 22, 2022 meeting.

VII. Adjournment

- a. Adjourn Meeting

Trustee Cervantes adjourned the meeting at 5:23 pm.



**BOARD OF LIBRARY TRUSTEES
ADULT SERVICES REPORT FOR JULY 2022**

DEPARTMENT: Adult Services

MEETING DATE: August 22, 2022

PREPARED BY: Ashley Watts

LOCATION: Main Library Community Room and Virtual Participation

Summer Reading

Meet Us @ the Trails

In July, we partnered with the Arroyo Seco Foundation to offer an educational hike at the Hahamongna Watershed Park. We learned about California Native Edible & Medicinal plants along with the work the Arroyo Seco Foundation does to protect our natural resources in Los Angeles. Neighbors got to spend time together on the trails connecting, learning, and enjoying our beautiful arroyo seco. The hike concluded with a food tasting prepared by our hike leader, Angel Pinedo. Angel Pinedo is the Education Director for the Arroyo Seco Foundation and a Biology professor at Cal State Fullerton. Just before our hike Angel was featured on the [Discovery Channel](#) on the topic of conservation and the Los Angeles River. We were so lucky to get to partner with Angel and the Arroyo Seco Foundation!



We have received lots of great feedback from participants including Rosa's letter below.

July 2022

RE: California Edible and Medicinal
plants Itahamonga Watershed Park
Hike July 8 2022

Jackie Knowles and I Rosa Frommer
participated in this event sponsored
by Altadena Libraries.

This was an unforgettable
experience walking along the trail
observing, smelling and tasting plants.

Our special thanks to Angel a very
knowledgeable botanist who led the
hike. The library leaders Janelle
Ketcher and Melissa Aldamo kept an
eye on all participants to ensure our
safety which gave us confidence
to hike and experience nature even
at our advanced age 90+

Thankyou - We are grateful for
this beautiful day

Sincerely -
Rosa Frommer

Murder Mystery Event

We held a Mardi Gras Murder Mystery game, and the night was filled with fun, laughter, and mystery. The best part was when the players came dressed up as their characters! We had two games of 8 running that night. We will be hosting more Murder Mysteries in the future, so be sure to keep a look at our events calendar so that you can join the fun!



Scavenger Hunt

Also, this month, we had a week-long scavenger hunt. Patrons came in to pick up their scavenger hunt guide to figure out the clues to solve the final answer. We had a total of 6 winners who won a \$10 gift card to local businesses.

Millennial Trivia Night

You Aughta Know, the millennial trivia event on 07/16, was a success. It was multi-generational and fun for all.

Zine Workshop

Zine library day workshop on 07/21 was well attended with 16 people showing up. An attendee created a YouTube video that reviewed the workshop and featured our collection.

Rising Seas

Adult Services hosted *Rising Seas: The Impacts and How We Plan for Them* in the Community Room on 07/26. Ben Hamlington from JPL presented to the attendees on the impacts from sea level rise that are being felt along the coastlines of the United States. Dr. Benjamin Hamlington is a Research Scientist in the Sea Level and Ice Group, in the Earth Sciences Section at the NASA Jet Propulsion Laboratory (JPL).

End of Summer Reading

We ended Summer Reading with a concert by Susie Hansen Latin Band! We had a blast dancing the night away to Salsa, Cumbia, Merengue, Bachata, and Latin Jazz! It was great to see our attendees of 200 out on the dance floor all night. It was also fun to see the volunteers teaching our Assistant Director, Ashley Watts, how to line dance! We are glad we can offer this kind of program to our community.





End of Summer Reading Final Statistics

Registrations: 109

Active Participants: 48

Challenge Completions: 28

Number of Programs: 24

Number of Attendees: 414

What a great return to a Summer Reading Program for Adult Services, considering we did not have one last year!

Mobile Library

The Mobile Library had a very productive July with **13** outings over the course of July. Total attendance and visitors to the Curiosity Connection in July was **620**. The Curiosity Connection visited the Altadena Rotary's concert series 4 times, had 4 outdoor storytimes at Charles White Park, and visited the Farmers' Market as part of the regular outings for the Mobile Library. Special outings for the month included Summer Reading events at Charles White on July 7th and 21st. The first featured a balloon magician and the second was the latest appearance of the always-popular Chazz Ross for a session of group drumming. Two special highlights for the month were a live screen-printing experience where visitors could print a design on a tote bag to take home while visiting the Altadena Night Market, and attending the mural unveiling at Grocery Outlet with many other community groups.



The Altadena Mural unveiling.

The Night Market event demonstrated the strengths of the Altadena Library as it involved multiple departments, teen volunteers from the community, the Mobile Library, and showed off the fun and engagement of future Fablab operations. Having these capabilities and the staff to execute them helps ALD serve the community in unique and innovative ways.



Teen Volunteers participating at the Night Market screen printing event.

Fablab

The Fablab continues to develop behind the scenes with planning completed for the fall season's upcoming Fablab Foundations series. Weekly use of the Fablab for teen art happenings run by the Teen Librarian have helped prepare the space for more regular use in the near future. Additionally, the Night Market event demonstrated the popularity and appeal of future Fablab programming and opportunities. Curiosity Connection staff ran out of the dedicated materials (bags) for screen printing early on in the evening but provided alternative supplies to continue the event until the end of the evening.



Seed Library

Our July Seed Library meeting was on hiatus for the Fourth of July Holiday Weekend. Our July ***From the Garden*** workshop was well attended with 35+ participants. This workshop was held out in the community at the Altadena Community Garden. Our presenter, Herb Machleder, has an incredible wealth of knowledge around fruit tree care. Many participants requested more classes with Herb! People shared how lovely it was to be able to take a gardening class in the garden! Silvera Grant who runs the historic community garden was a gracious host and invited us back to hold more classes!



Art at the Library

For the month of July & August we have the exhibit, *Touch & Go* on display. *Touch & Go* is an exhibition of art as an act of connection. Feminism, politics, motherhood, memory, and the artists' lived experience, environment, and community can be found as common thematic threads. The artists engage in tactile dialogues of these themes through the acts of making and the varied visual and physical evidence of that making.

- Bell Johnson's spatial work discusses gendered labor, consumerism, and dichotomies of high and low art.
- Chen confronts the ramifications of the transformation into "mother" and the simultaneous shift in her relationship to time and mortality.

- For Mardónez, artistic work is a way of expressing resistance.
- In Page Russell's latest series, Bloom Back, impressions from local growth stay long enough to photograph, temporarily changing the tactility of the skin, mirroring what is pressed against it.
- Creating pictorial works using play dough and polymer clay, the work of Potts Aguirre is inspired by the intersection between ecological concern and the female experience, especially that of motherhood and trauma.

The exhibition runs until August 30 at the Main Library.

Altadena Main Library | July 18 - August 30, 2022
Touch & Go: An Art Exhibition

Featuring Artists Jacqueline Bell Johnson, Alison Chen, Carmen Mardónez, Ariana Page Russell, and Rebecca Potts Aguirre



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Come view the art on display at the Main Library through August 2022.

(Clockwise from top) Jacqueline Bell Johnson's *Excesses* from the *Play Dough* series; Alison Chen's *Impressed* from the *Bloom Back* series; Carmen Mardónez's *Resistance*; Ariana Page Russell's *Excesses*; and Rebecca Potts Aguirre's *Play Dough* series.

Altadena Libraries

Chess Night

Chess night continued this summer, and attendance is excellent! We had a total of 33 attendees for this month. So be sure to stop on Tuesdays from 5:30-7:30 if you want to play chess with your neighbors! We plan to continue this program through the fall.

Huntington Hospital

In this month's Huntington Health screening visit, we had 9 participants.

True Crime All The Time

9 participants for *The Suspicions of Mr. Whicher* by Kate Summerscale.

Comments from 2 members who were unable to attend:

I think the book is very good. I am not finished with the book yet. I am interested in finding out who did it. - J.L.

I will hate missing it because I finally got the satisfaction of getting to the good part of the book — the confession! - E.F

Comment from a member that attended:

Thank you for selecting this book. I am not particularly a fan of the Victorian era but I learned a lot about history, detective work, and mystery novels reading it. - L.G.

Displays

For this month's display, we celebrated the outdoors as a tie-in to our Summer Reading theme: Read Beyond the Beaten Path. AS staff put together a great selection of materials for our patrons to check out.



**BOARD OF LIBRARY TRUSTEES
YOUTH & FAMILY SERVICES REPORT FOR JULY 2022**

DEPARTMENT: Youth and Family Services

MEETING DATE: August 22, 2022

PREPARED BY: Mylinh Hamlington

LOCATION: Main Library Community Room
and Virtual Participation

CHILDREN'S SERVICES – Yvette Casillas, Youth & Family Services Librarian

Summer Reading Program

- Our Summer Reading Program concluded on Saturday July 30th with a performance by Noteworthy Puppets. After the performance attendees cooled off with a cold treat and enjoyed time with friends and neighbors!
- This summer we had 423 Summer Reading Program registrations across ages 0 to 12. We offered 28 programs for ages 0 to 5 and 25 programs for grades K-7 during June and July.

Recurring Programs

- Baby/Toddler Storytime on Monday mornings continued to gain attendance throughout July.
- Pajama Storytime has brought music and singing to Tuesday evenings. Families are excited to see Pajama Storytime come back in the Fall!
- Bilingual Preschool Storytime on Thursday mornings has brought in new patrons, many of whom were recommended to the library by friends and neighbors.

Summer Programs & Performers

- Tween Laser Tag invited 12 tweens (9 – 12-year-olds) to play laser tag after-hours at the Main Library. Attendees practiced their teamwork skills and got some exercise in.



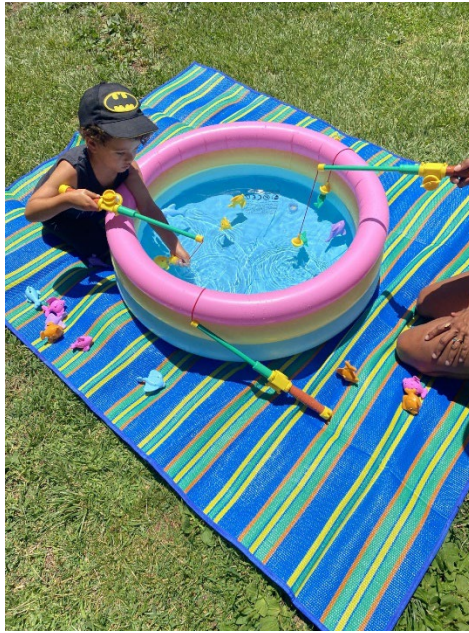
The Main Library set up for Tween Laser Tag

- K – 2nd Grade Family STEAM Club invited families to explore different STEAM topics from ecosystems to chemistry. This program was a four-part series and a few of the programs had full registration.



STEAM Club in action!

- Toddler Free Play this month explored sensory play with bubble stations. This program invited families of toddlers ages 3 to 5 to enjoy a fun morning of bubble play, music, and “fishing” on our front lawn. We had over 40 attendees!



Gone fishing!



Bubble Dance Party!

- Summer Crafting was a two-program series that invited children of all ages to come and make sun and ocean themed crafts on the front lawn!



Attendees designing their rainbow sun craft!



Rainbow Fish and "Aquariums"

- We hosted a stuffed animal sleepover and family breakfast! 41 friends visited our library overnight.



Yvette reading a bedtime story for our sleeperover guest!



Fin taking all our guests for a ride on a book cart!

- We had two amazing performers at the main library this month, Bubblemania and Noteworthy Puppets. Over 80 attendees attended each event!



Participants wait their turn to be inside a giant bubble!



Patrons enjoying puppet show by Noteworthy Puppets!

Outreach

- Altadena Library's Curiosity Connection joined the celebration of Grocery Outlet's one year anniversary and the unveiling of their new mural "Greetings from Altadena.". Fin Lee represented YFS at the event while signing up new patrons and promoting the end of summer reading festivities!

Training & Staffing

- Heather Honig completed a 4-week course about Equity and Early Literacy. The course focused on how children develop concepts about race, strategies to use in storytime, being inclusive, and affirming when talking about race.
- We hired a new library aide, Gabriella Ortiz. We are excited to have her join our team!

TEEN SERVICES – Isabelle Briggs, Teen Librarian

Programming

This was the last month of Teen Summer Programs and the Summer of Service volunteer challenge! It was a busy and fun month for teens and staff. A total of 12 programs were held with a total of 92 participants.

- Art Lab continued to be the best attended recurring teen program, with a total of 46 attendees over the month. Participants worked on their own projects, in addition to contributing promotional art and design work for upcoming programs. On July 22, a new teen volunteer brought 7 additional attendees from the residential program where they live and it was a great moment of organic outreach to foster care and transitional home communities in Altadena.



- D&D@ALD concluded its four-week campaign in July. Four of the participants enjoyed playing so much that they have now formed their own D&D group with additional friends and have been meeting almost weekly at the library throughout the rest of the month. It's been great to see a program grow beyond staff facilitation and become an independent gathering!
- Teen Leadership Council met twice this month with a total of 11 participants including four new non-volunteer teens. We had a great time talking about plans for upcoming teen events, including the Summer of Service Wrap Party and an anticipated fall-themed party in October.

- Teen Gardening Club had 8 participants this month. We continued to work on indoor plants at the beginning of the month and spent our final session on July 30 weeding and tending to the outdoor vegetable beds.
- Teen Laser Tag was a blast with 6 participants! It was lots of fun, and we plan to continue using the equipment for more programs in the fall and winter when it's actually dark outside by 6 o'clock!
- The final program of the summer was the Summer of Service Wrap Party which had 22 participants. It was an incredible afternoon to watch teens who had been working together all summer get to relax and socialize. Some teens came to the party to meet up with other teen volunteers, and some people didn't even know each other going into the party but sat talking together for hours and exchanged contact information by the end. Despite the party being held in honor of the teen volunteers, many arrived early and stayed late to help with set-up and clean-up. We played jenga and cornhole, enjoyed lots of food and drink, took pictures, painted a giant poster for Teen Space, shared stories and photos from our summer, and everyone took home lots more prizes! A beautiful end to the summer!



The Summer of Service challenge received great anecdotal feedback from teens, parents, and staff. It was an amazing experience to watch teens grow relationships with each other and with library staff, and to contribute so much of their free time this summer to supporting library services. Over the course of the two-month summer challenge:

- 55 teens volunteered
- 507 hours of volunteer service were completed
- 29 new teens enrolled in the volunteer program
- 87% of summer volunteers (48 teens) volunteered more than once
- The record for most volunteer hours completed was 36 hours
- The record for most shifts completed was 29 shifts

PLACE I WENT THE MOST THIS SUMMER:
The beach of Icaraizinho, Ceara, Brazil.
★★★★/5

SHOW I WATCHED THE MOST THIS SUMMER:
THE GOOD PLACE
★★★★/5

Book I loved the most this summer:
I Kissed Shara Wheeler
by CASEY McQUISTON
★★★★/5

A PLACE I WENT THE MOST THIS SUMMER:
THE HOLLYWOOD BOWL!
I got to perform Carmina Burana with the LA Master Chorus, and LA Thi I. ☆ ☆



Outreach

This month, Aaron Kimbrell and Fin Lee attended the Altadena Night Market on Saturday, July 2, with the Curiosity Connection and hosted a screen-printing workshop for teens and tweens and had 141 people stop by, including several teens and tweens who came specifically for the activity. They brought 15 tote bags for participants to print the Summer of Service logo onto, and they ran out of bags within 45 minutes! People also made screen prints on paper and picked up buttons and postcards made by teens in the Art Lab.



Volunteers

In July, 6 new teens completed volunteer orientation. There were 30 volunteer shifts offered in July, with 30 teens completing a total of 241 hours. The Adult Services End of Summer Party was the best attended volunteer shift with 10 volunteers completing 30 hours at the event.

Collection

For July, YFS Library Clerk Alden Herrera took the lead on creating a book display in the Teen Space about healthcare rights and bodily autonomy.



Staff & Professional Development

In July, the final report was submitted for the California Humanities "Humanities for All" Quick Grant awarded in April 2021 to the Teen Services Project "Shared Landscapes: Mapping Teen Altadena."



**BOARD OF LIBRARY TRUSTEES
BOB LUCAS BRANCH REPORT FOR JULY 2022**

DEPARTMENT: Bob Lucas Branch

MEETING DATE: August 22, 2022

PREPARED BY: Diana Wong

LOCATION: Main Library Community
Room and Virtual Participation

BOB LUCAS LIBRARY & LITERACY UPDATES

July was hot, but there is no cooler place to be than at the Bob Lucas branch! Staff organized a fun-filled month full of activities, offering 11 programs that reached 281 participants.

- **Family Storytime at Charles White Park** continued its weekly run on Tuesdays from 10:30-11:00am. Participants love being in an outdoor setting, taking in the cool morning air before summer heat sets in. As always, we are thrilled to have new participants attend this off-site program.
- A couple different **children's craft programs** were offered this month, each attracting over 30 participants, which brought in lots of hustle and bustle to our cozy branch. *Explore the Galaxy* had children and their families learning about galaxies and nebulae and afterwards, they bottled cosmic dust and gases, creating their very own galaxy jar. *Wild Crafts* focused on animal tracks and learning about local wildlife. Clay was provided for them to imprint their favorite animal paws to take home.
- We returned to Charles White Park for two wonderful, **family-friendly performances** by Brettso the Great and by Chazz Ross this July. Lots of laughs with *Brettso* as he showcased his magic and wacky humor. *Chazz Ross* transported children and adults to an imaginative land with an interactive drum program. You could hear the train whistle and drums all along Ventura Avenue and Mountain View Street.
- Our regularly scheduled **Adult Craft at Loma Alta Park** had crafters engaged in a morning mandala dot painting activity. Colorful paints and a variety of tools were at their disposal so they could create beautiful geometric mandalas. This adult program is on a break next month but will return this September.
- Altadena local, Christopher Martinez, lead a **Vegetable Fermentation** program that taught about the power of microbes in agriculture and personal nutrition. He generously supplied a variety of vegetables such as ginger, beets, carrots and all the materials for attendees to assemble and bring home a jar of fermenting vegetables. To everyone's gut health!
- Our **From the Garden** program was held at the Altadena Community Garden this month. Participants enjoyed a morning lecture presented by an incredibly knowledgeable UC Master Gardener, Herb Machleder. He had over 50 people in attendance for his talk

on Fruit Tree Care. A big Thanks to Silvera Grant and the Altadena Community Garden for hosting the event. We noted that this was a popular topic and are planning to bring Mr. Machleder back next Winter for a work day at the garden, where participants will receive some pruning practice with the garden's fruit trees. Look out for more information!

- BL staff set up another **Deposit Library** at Red Hen Café, making it our 6th location around Altadena.
- July was a quiet month for **Adult Literacy**, as our pairs logged in 41.25 hours of tutoring and ESL 22.5 hours of instruction.

PICTURES



Figure 1-3 Wild Crafts



Figure 1-4 Explore the Galaxy



Figure 1-2 Veggie Fermentation



Figure 1-3 Adult Craft-Mandala



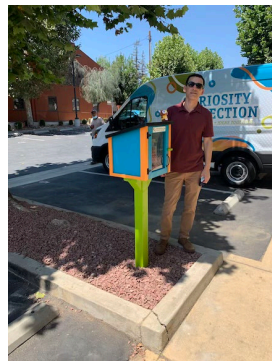
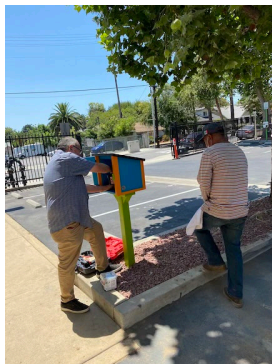
Figure 2 Chazz and Brettso Performances

**BOARD OF LIBRARY TRUSTEES
FACILITIES REPORT FOR JULY 2022**

DEPARTMENT: Facilities
PREPARED BY: Jonathan Arevalo

MEETING DATE: August 22, 2022
LOCATION: Main Library Community Room
and Virtual Participation

Facilities Highlights for the Month of July:



The facilities team, along with the support of the ALD foundation, was able to install another FLL (free little library) at the Lincoln Avenue Chap Care facility. We are one of Chap Care’s community partners. The request was made from their marketing Director, Mauricio Ramos (second picture from the left), who wanted to make it available for their clinic patients that use their facilities daily.

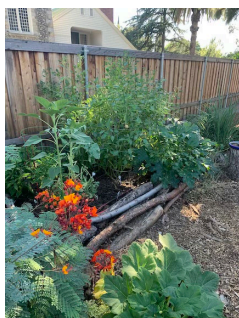
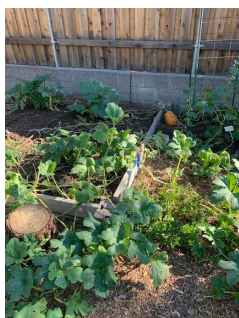
Since the installation of the FLL, it has already had to be restocked (In less than a week and a half) with new books.

People from all over the community are coming to visit the FLL. Even City of Pasadena council member Tyron Hampton took an opportunity to visit.

Facilities team is looking forward to installing more FLL’s in the community.

Also, in the month of July:

- Irrigation upgrades and repairs done at Main Library
- Assisted with the Teen Gardening club
- Continued General maintenance of both libraries





**BOARD OF LIBRARY TRUSTEES
I.T. & TECHNICAL SERVICES REPORT FOR July 2022**

DEPARTMENT: IT & Technical Services

MEETING DATE: August 22, 2022

PREPARED BY: David Zearbaugh

LOCATION: Main Library Community Room
and Virtual Participation

- July - Quarterly Updates
 - Passwords for all systems where staff login were updated.
 - Network infrastructure firmware updates were applied. This included further review and revision of access to the ALD networks for added levels of security and risk mitigation.
 - All onsite servers received updates and critical security patches.
 - Public Computers received operating system updates.
- A quarterly Selectors Meeting was held on July 5th where the new 2022 – 2023 Fiscal Year budget was shared. A new unified Budget Tracking Sheet was established so that selectors will have access to the newest and most up-to-date details of the materials budget and their budgets. In addition, new procedures were established for Patron Initiated Purchase requests (PIPs) to ensure Selectors are able to review the requests prior to purchase.
- The Bob Lucas Memorial Library converted its print services to a Release Station model where patrons will approach the staff to release prints rather than having direct printing access to the copier.
- The Main Library received its first copier from Xerox and the IT Manager worked in tandem with Xerox to set the configuration. Since these are trickling in slowly, we will extend month-to-month service with prior copier services vendor CBE at the same cost while not incurring any monthly services fees from Xerox until all units have been delivered and configured.
- Altadena Library District applied for a grant funding opportunity from Califa and Bibliotheca to use technology and library systems to extend existing open hours at the Main Library. On July 7th, ALD found out that we were awarded the grant!
 - This technology would allow for vetted patrons to scan their library card and enter the building during hours where the library is normally closed. The initial goal is to provide open non-staffed access to the library during the morning hours where patrons would be able to use the WiFi, public computers, small meeting room, self-checkout machines, and photo copier. There will be additional security measures in place to ensure that the library's assets are secured and there will always be a staff member on site if an issue arises. Much more to come on this.

- ALD QuickBooks files are now being saved and backed up via Microsoft's virtual servers to ensure that we are able to retrieve the files or backups in the event of computer failure. This also allows for agencies to have varying avenues of remote access.
- IT Services was able to add enhanced email security measures to all ALD email accounts. This includes the following items below:
 - Exchange (email) Security Updates
 - Anti-spam, Anti-malware, and Anti-spoofing
 - Defender for Office Security Updates
 - Anti-phishing, Safe Attachments, and Safe Links
 - An example of the Safe Links feature is shown below

• With MyAccounts Paperless Notifications you can:

- Receive email notifications as soon as your invoices are ready.
- Quickly and easily access your invoices online at no charge.

Hovering over link will show the Original URL next to it and in the bottom left corner you will see the safelink uri

• Invoices delivered through MyAccounts will contain the same information that is included on your paper invoices.

What you need to do

- Starting today, when you receive notification that a new invoice is available:
 - Sign on to MyAccounts as you would normally.
 - Access your invoices by Original URL: <http://myaccounts.wellsfargo.com/>. Click or tap if you trust this link.
- You may choose to discontinue online delivery of your invoices at any time. If you prefer to receive invoices by mail, please reply to this email to let us know your delivery preference.

Questions

For any questions regarding MyAccounts or the change in invoice delivery method, please contact the Customer Care Team Monday through Friday, 7:00 a.m. - 6:00 p.m. Central Time using one of the following options:

- Chat on MyAccounts
- Phone: 888-422-6485

<https://nam11.safelinks.protection.outlook.com/?url=http%3A%2F%2Fmyaccounts.wellsfargo.com%2F&data=05%7C01%7Cdzearbaugh%40altadenalibrary.org%7C93b8ccdd2dc4ada76a908da605e2e56%7C06271090899...>



Bringing people, ideas and resources together through fundraising and advocacy in support of our Altadena Libraries.

TRUSTEE REPORT
August 2022

SUBMITTED BY: Bridget Brewster, *President*

The Foundation Board has been busy, even though we don't meet in August. We have a few things on our plate, but Taste of 'Dena is top of the list (tired of hearing that?). The Planning Committee has been busy asking for Silent Auction items, sponsorships and inviting friends and neighbors to attend. We would love to see each of the Trustees at this event to connect with our donors and continue to thank them for their support of the library.

UPDATES:

- Submitted a \$23,000 grant proposal to Pasadena Community Foundation for support of the Fab Lab
- Preparing to help with 55th Anniversary (will provide designed coloring page with crayons, and promote Taste of 'Dena)
- Executive Team will be working on a Vision Statement to discuss with full board
- Supporting the Altadena Music Theatre (producing Hair at Farnsworth Park) in exchange for 50 tickets (to be placed in drawing for staff and patrons) and a playbill ad

Please mark your calendars:

- **Taste of 'Dena – Saturday, September 24 at 5:00pm**



**BOARD OF LIBRARY TRUSTEES
DIRECTOR'S REPORT for AUGUST 2022**

DEPARTMENT: Administration

MEETING DATE: August 22, 2022

PREPARED BY: Nikki Winslow

LOCATION: Main Library Community Room and Virtual Participation

Staffing Updates:

- a) Hires/Promotions: Yvonne Green – Temporary CPA – July 27, 2022
- b) Appointments: None
- c) Transfers: None
- d) Resignations/Retirements/Terminations: None

Welcome to our Temporary CPA Yvonne Green!

I am thrilled to formally introduce Yvonne Green, our new temporary CPA, that started with us on July 27, 2022. She will be taking care of bill paying, including cutting checks, bank deposits, bookkeeping and payroll for us. She worked as a consultant for us from October 2021-March 2022 as we were filling the Office Manager position and did a great job keeping everything going so, again, I am so excited to have her join the staff!



Yvonne graduated from USC with a B.S. degree as an accounting major. She also earned her MBT (Master in Business Taxation) from USC. Yvonne has worked for several accounting firms early in her career. After her son was born, Yvonne opened her own tax practice and has been providing tax preparation services and tax planning services to high-net-worth individuals for over 30 years. She also provides an array of services to small business clients.

Yvonne grew up in Glendale and then raised her family in Toluca Lake. In 2016, Yvonne moved to Altadena and loves being able to walk to the library. Yvonne's favorite book is *In Dubious Battle* by John Steinbeck. Her favorite hobby is cooking, entertaining and sharing her wine collection. She enjoys being an active supporter of education and the arts. She has two adult married children, Joseph and Nicole.

Yvonne is the Treasurer of the non-profit, Elevate Burbank whose mission is to promote the understanding of cultural diversity through events, engagement & partnerships with the Burbank community. She was also a long-term board member of the non-profit The Village Family Services and currently serves as the head of their finance committee. The Village Family Services is committed to ending youth homelessness and provides mental health services to help youths overcome trauma.

Passport Services Offering Photos Again Soon

Our Passport Services officially started taking passport photos on Tuesday, August 16th. They purchased additional equipment needed in the space they moved into in 2020, as well as promotes distancing and safe practices in taking photos with members of the public. The cost for photos is \$15 per person and all Passport Services must be scheduled through an appointment. All information about our services can be found on the [Passport Services webpage](#).

Special Tax Rates

The Board of Trustees held a Special Meeting on Monday, August 8th to pass a Resolution that established the Special Tax Rates to Levy for the Community Facilities District that is the source of revenue for the two library renovation projects. The rates for the FY22-23 Tax Roll are:

Property Type	Per	Maximum Special Tax Rate	Approved Special Tax Rate
Single Family Residential Property	Building Square Foot	\$0.102	\$0.049
Apartment Property	Unit	117.54	56.87
Commercial Property less than 10,000 Square Feet	Assessor's Parcel	347.74	168.23
Commercial Property greater than 10,000 Square Feet	Assessor's Parcel	470.19	227.47

Single family residential properties will pay \$.049 per square foot, so a home that is 1,500 square feet will see a tax bill, that will be listed as a “Special Tax Lien”, of \$73.50. All other property types will have a flat rate as listed above.

These rates were set using square footage data from L.A. County for Fiscal Year 2021-22, due to a delay in the County releasing updated data in time to establish rates by the August 10, 2022 deadline. The Board is planning to use the previous year’s data moving forward so the rates can be established during the Budget Preparation process each year in May and June. This is when the Parcel Tax rates, passed by voters in 2014, are established each year as well. Those rates were approved by the Board of Trustees at their meeting on June 27, 2022 and are currently:

Parcel Tax Rates:

	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Single Family	\$49.32	\$49.59	\$49.59	\$50.79	\$52.16	\$54.05	\$55.40	\$57.26	\$57.82	\$62.09
Apartment Unit	33.81	33.99	33.99	34.81	35.75	37.05	37.97	39.25	39.63	42.56
Commercial < 10,000 square feet	100.01	100.55	100.55	102.98	105.77	109.60	112.35	116.12	117.25	125.92
Commercial > 10,000 square feet	135.22	135.96	135.96	139.24	143.01	148.19	151.91	157.01	158.52	170.25

If residents have any questions or concerns about these taxes, please don’t hesitate to reach out to me either by calling 626-798-0833, ext. 103 or emailing me at nwinslow@altadenalibrary.org.

Board of Trustees Election Update

The filing period for the three open Board of Trustee seats was from July 18 – August 12. Two of the seats are four-year, expired terms, currently filled by Trustees Jason Capell and Katie Clark. One of the seats is a two-year, unexpired term, currently filled by Trustee Rushmore Cervantes. As of the deadline, only Jason Capell and Katie Clark filed for the open seats. The Board will have an application process after the November election to appoint a new Trustee for the two-year, unexpired term.

Partnerships & Programming Update:

Poets Laureate Launch Event

Come one, come all to the first Poets Laureate program of the season. This will include readings by the 2022-2024 Co-Laureates Peter J. Harris, Poet Laureate Editor in Chief & Carla R. Sameth, Poet Laureate for Community Events.

There will also be:

- Readings by former Altadena Poets Laureate & founder of the Poets Laureate program
- Programming season schedule announcement
- First call for Altadena Poetry Review submissions

We hope to see you there!

2022-24 Altadena Poets Laureate



Peter J. Harris
Altadena Poet Laureate
Editor in Chief



Carla Sameth
Altadena Poet Laureate
for Community Events

55th Anniversary Party



Altadena Main Library **55th**
Anniversary Celebration

Sunday • August 28
11:00am — 2:00pm
Main Library Parking Lot
600 E. Mariposa St.

with a special presentation at 12pm & a live performance at 1pm by **INCA The Peruvian Ensemble**

FREE ICE CREAM
MUSIC
CRAFTS
OUTDOOR GAMES
BALLOON ARTIST
&
TACOS DON PILLO
(AVAILABLE FOR PURCHASE)

Altadena Libraries

The Main Library opened on August 28, 1967!! To celebrate our 55th anniversary and thank our wonderful community, we will be hosting a party that includes fun crafts, outdoor games, free ice cream, [Fiesta Fantastic](#) balloon artist, Tacos Don Pillo (available for purchase), and a live performance from **INCA, The Peruvian Ensemble**.

When: Sunday, August 28th

Time: 11am-2pm

Where: Main Library Parking Lot

Event schedule:

11:00am | Event begins

12:00pm | Special presentation

1:00-1:45pm | Performance by INCA

1:50pm | Closing statement by ALD Director Nikki Winslow

We would love to have our Trustees, staff, elected officials and members of the public there to help us celebrate in the Main Library Parking lot. We hope to see you there!

Visit to the Whittier Public Library

I had the great pleasure of visiting the newly renovated Whittier Public Main Library on August 9th. The library building grand reopened on June 18, 2022. It is also a Mid-Century Modern design by architect William H. Harrison. Library Director Paymaneh Maghsoudi proudly toured with me, showing me a vibrant redesigned Children’s Library, which included a digital entry way that can be updated on both sides of the screen (see photo below), original furniture pieces refurbished for the space, new furniture that maintained the architectural feel, as well as demonstration of a repurposed Oak tree that had to be removed to allow space for their new Community Room. I highly recommend a visit if you are in the area.



Statistical Update
FY21-22 and FY22-23 Comparison – Page 1 of 2

System-Wide Statistics	Jul-21	Jul-22	Aug-20	Aug-21	Sep-20	Sep-21	Oct-20	Oct-21	Nov-20	Nov-21	Dec-20	Dec-21
E-Resource Checkouts	5,232	4,254	5,897	5,104	5,587	5,596	5,215	5,291	5,058	5,053	3,635	5,356
Reference Sessions	249	575	123	422	123	310	332	410	231	424	114	279
Live Chat Sessions	21	10	61	15	56	29	56	26	35	26	23	19
No. of Curiosity Connection Programs/Outreach	6	13		2		1		3		6		3
Curiosity Connection Program Attendance	281	620		110		50		210		106		150
Main Library Statistics												
Physical Collections Checkouts	13,427	17,193	4,650	13,069	7,111	13,394	6,467	13,133	5,543	14,012	1,234	10,129
Library of Things	22	45	34	53	30	55	21	72	40	50	22	15
New Patrons	183	311	59	153	53	160	71	181	48	187	44	119
Visitor Count	4,663	7,287		4,616		4,758	1,156	5,138	683	4,879		4,291
No. of Adult Programs/Outreach	2	14		1		2		4		5		7
Adult Program Attendance	61	334		9		19		193		75		160
Number of Youth Programs/Outreach	16	27		0		10		15		12		0
Youth Program Attendance	211	1,133		0		164		356		293		0
Number of Teen Programs/Outreach	7	12		2		5		8		4		3
Teen Program Attendance	42	92		17		103		51		36		57
Bob Lucas Statistics												
Physical Collection Checkout	862	797	382	707	622	679	603	697	786	766	101	713
Library of Things	6	1	10	13	7	13	6	13	6	14	4	5
New Patrons	22	15	0	9	0	3	0	13	0	17	0	4
Visitor Count	471	1,949		457		469	137	314	122	312		293
No. of Bob Lucas Programs/Outreach	23	18		21		25		9		16		0
Bob Lucas Program Attendance	104	152		88		104		516		104		0
Passport Services												
Passports Processed	161	131		161		128		104	60	83		78
Passport Photo Sessions	0	0		0		0		0	0	0		0
Phone Calls Received	655	531		564		386		371	150	425		431

Statistical Update
FY21-22 and FY22-23 Comparison – Page 2 of 2

System-Wide Statistics	Jan-21	Jan-22	Feb-21	Feb-22	Mar-21	Mar-22	Apr-21	Apr-22	May-21	May-22	Jun-21	Jun-22
E-Resource Checkouts	4,852	5,577	4,959	5,433	4,657	3,421	4,589	4,360	4,373	4,819	5,691	4,870
Reference Sessions	128	117	128	303	133	451	163	443	244	669	311	703
Live Chat Sessions	14	53	14	28	38	28	29	17	17	14	21	12
No. of Curiosity Connection Programs/Outreach				4		9		12		3		9
Curiosity Connection Program Attendance				239		334		584		237		192
Main Library Statistics												
Physical Collections Checkouts	1	9,873	1	11,141	4,891	15,734	5,348	15,104	6,173	15,136	12,040	15,851
Library of Things	0	22	0	33	40	25	88	21	78	15	64	17
New Patrons	47	89	62	178	68	208	98	222	120	231	211	280
Visitor Count		2,168		4,703		6,066	1,200	6,409	1,200	7,413	4,115	7,927
No. of Adult Programs/Outreach				21		10		11		12		10
Adult Program Attendance				82		294		480		612		673
Number of Youth Programs/Outreach				11		18		15		2		29
Youth Program Attendance				314		635		697		67		595
Number of Teen Programs/Outreach				19		6		8		10		11
Teen Program Attendance				31		118		22		39		50
Bob Lucas Statistics												
Physical Collection Checkout	101	340	1	679	207	714	676	665	1,002	698	1,062	774
Library of Things	0	2	0	10	1	2	24	2	26	2	19	2
New Patrons	0	7	0	6	0	14	7	15	13	29	20	4
Visitor Count		94		400		492	348	2,064	303	1,998	441	2,177
No. of Bob Lucas Programs/Outreach				25		27		26		21		22
Bob Lucas Program Attendance				107		210		133		173		132
Passport Services												
Passports Processed		94		122	116	183	115	146	105	165	121	129
Passport Photo Sessions		0		0	0	0	0	0	0	0	0	0
Phone Calls Received		498		521	609	1033	917	1220	945	912	823	750



**BOARD OF LIBRARY TRUSTEES
FINANCE REPORT for JUNE 2022**

DEPARTMENT: Administration

MEETING DATE: August 22, 2022

PREPARED BY: Kristi Even, Eide Bailly

LOCATION: Main Library Community Room and
Virtual Participation

TITLE: Summary Report of Financial Statements for June 2022

June 2022 FINANCIAL STATEMENTS

The following unaudited financial reports are preliminary for the month of June 2022. We are at 100% of the fiscal year, but additional accruals and adjustments will be made for the final audited statements.

As indicated on the Revenue & Expense report, actual year-to-date expenditures are \$3,724,900, with year-to-date revenues at \$3,985,713, reflecting a net income of \$260,812. Cash and investments are \$28,238,111 – this is due to the bond proceeds. Note these funds are considered restricted cash, liquid funds are \$4,213,329.

Total cash with the County is \$3,253,344. The total amount required to satisfy District policy of six months' (50%) operating expenses held in reserves is \$1,941,850.

Total assets are \$30,430,919.

REVENUE HIGHLIGHTS

At June 2022 close, we're at 102% of target revenues. We have surpassed our budgeted income for lines 2-4, Property Taxes, Fines & Fees, and Interest Income respectively. We did not receive our E-Rate portion in June 2022 as anticipated, which will add approximately \$40,000 to Line 5 when accrued for the audited statements.

GENERAL FUND EXPENSES

Line 12, Total Wages is \$70,000 higher than last month due to a third pay period that was accrued for the year. Line 30 expended \$2,444 during the month due to three staff members traveling to Sacramento, CA for the California Library Association Conference. Line 36 expended \$8,147 for coaching and planning for management and staff. Lines 56-61 reflect expenditures for Summer Reading Program totaling \$5,323 in June 2022.

Total Expenses for Fiscal Year 21-22 were \$3,856,550, which is 97% of the Adopted Budget approved by the Board of Trustees after mid-year adjustments in February 2022.

CAPITAL FUND ACTIVITY

Capital Fund revenue on Line 2 is related to the interest earned on the bond proceeds invested in money market and treasury notes. The unrealized loss on Line 3 will vary month to month. Investments are held to maturity, so it is unlikely that losses will be realized. \$6.75 million of the \$24,000,000 in bond proceeds remains in the money market account. The remaining funds are invested in Treasury Notes with a Moodys AAA rating. Line 14 shows expenditures of \$71,215 for renovations to the Bob Lucas Branch. The Construction costs of \$17,091 were for topographic and land surveys and engineering consulting also completed at the Bob Lucas Branch. These are not ground-breaking costs but are necessary to prepare for construction.

FUNDING FROM SUPPORT ORGANIZATIONS

Funding from the Altadena Library Foundation of \$30,000 was fully expended during the fiscal year, , largely to support Staff Recognition efforts, operational and maintenance costs of the Mobile Library Unit and other program initiatives, such as the Little Free Libraries, Art Programming and more. The Friends of the Library \$15,000 support for FY21-22 was 90% expended, also largely for programming support, such as Second Saturdays and funding of Summer Reading Program performers and activities. The California Library Grant has \$255,000 which will be carried over to the next fiscal year, primarily for the purchase of library materials vending machines and an additional Mobile Library Unit that is currently in production.

Revenue & Expense (Unaudited)

General Fund

June 2022 (Before year-end adjustments)

	A	B	C	D = B/C
	June 2022	YTD	FY 2021/22 Adopted Budget	YTD Target 100%
1 REVENUE				
2 Property Taxes & Assessments	\$ 46,712	\$ 3,896,641	\$ 3,788,800	103%
3 Fines & Fees	4,927	60,389	54,000	112%
4 Interest Income	2,124	8,700	4,400	198%
5 Other Revenue	771	19,983	57,000	35%
6 TOTAL REVENUE	54,534	3,985,713	3,904,200	102%
7 EXPENSES				
8 Salaries & Benefits				
9 Wages				
10 Salaried	132,745	1,031,488	1,045,000	99%
11 Hourly	95,035	889,698	975,000	91%
12 Total Wages	227,778	1,921,186	2,020,000	95%
13 Benefits, Retirement & Taxes				
14 Health Insurance - Employee	11,014	143,475	155,000	93%
15 Health Insurance - Retiree	5,524	68,733	77,000	89%
16 Other Medical Insurance	1,394	19,216	21,500	89%
17 Workers' Compensation	-	42,354	42,400	100%
18 CalPERS Retirement (Normal Costs)	15,812	134,981	142,000	95%
19 CalPERS UAL Minimum Payment	-	197,825	197,900	100%
20 Payroll Taxes (District-Paid)	16,981	151,740	160,000	95%
21 Total Benefits, Retirement & Taxes	50,724	758,324	795,800	95%
22 Total Salaries & Benefits	278,503	2,679,509	2,815,800	95%
23 Operating Expenses				
24 Insurance (Liability, Earthquake)	-	96,541	96,550	100%
25 Utilities	8,863	68,345	68,000	101%
26 Payroll & Tax Collection Fees	3,299	67,534	66,300	102%
27 Other Operating	6,426	80,965	85,100	95%
28 Facilities, Grounds & Maintenance	8,062	81,843	98,500	83%
29 Structures & Improvements	329	9,418	10,000	94%
30 Staff Development, Training & Travel	2,444	20,407	19,100	107%
31 Advertising & Marketing	414	8,837	10,500	84%
32 Total Operating Expenses	29,838	433,890	454,050	96%
33 Professional Services				
34 Audit and Financial Consulting	6,753	124,933	90,000	139%
35 Legal Fees	-	12,053	20,000	60%
36 Consultants - Other	8,147	30,717	32,000	96%
37 Total Professional Services	14,900	167,702	142,000	118%
38 Information Technology (IT)				
39 Internet Service / E-Rate	13,262	52,638	58,000	91%
40 Technology Equipment	4,273	23,989	25,000	96%

Revenue & Expense (Unaudited)

General Fund

June 2022 (Before year-end adjustments)

	A	B	C	D = B/C
	June 2022	YTD	FY 2021/22 Adopted Budget	YTD Target 100%
41 Technology Maintenance Fees	473	21,505	25,500	84%
42 Telecommunications	723	8,741	9,500	92%
43 Total Information Technology (IT)	18,731	106,874	118,000	91%
44 Library Materials				
45 Books	3,586	140,248	135,000	104%
46 Downloadables	5,822	82,736	69,000	120%
47 DVDs & Videogames	171	11,452	21,500	53%
48 Electronic Databases / Subscriptions	4,085	31,741	26,500	120%
49 Periodicals	(277)	13,461	13,500	100%
50 Audio CD	120	10,401	8,000	130%
51 Purchase Suggestions	113	10,225	9,000	114%
52 Library of Things	353	3,806	6,000	63%
53 Mobile Library	223	223	-	100%
54 Total Library Materials	14,196	304,292	288,500	105%
55 Programs				
56 Adult Services	3,740	9,890	15,000	66%
57 Youth Services	289	10,585	11,000	96%
58 Teen Services	144	5,506	6,000	92%
59 Bob Lucas Branch Services	332	5,557	5,700	97%
60 Volunteer Services	-	278	500	56%
61 Summer Reading	818	818	-	0%
62 Total Programs	5,323	31,816	38,200	83%
63 TOTAL EXPENSES	361,492	3,724,900	3,856,550	97%
64 NET REVENUE / (EXPENSES)	(306,958)	260,812	47,650	
65 Use Of / (Addition To) Reserves	306,958	(260,812)	(47,650)	
66 NET BALANCE	\$ -	\$ -	\$ -	

Revenue & Expense (Unaudited)

Donations & Grants Fund

June 2022 YTD (Before year-end adjustments)

	A	B	C	D	E	F = Total/E
	Altadena Library Foundation	Friends of Altadena Library	Emergency Connectivity Fund	CA Library Grants	FY 2021/22 Adopted Budget	YTD Target 100%
1 REVENUE						
2 Donations & Grants						
3 Altadena Library Foundation	\$ 30,000	\$ -	\$ -	\$ -	\$ 34,000	88%
4 Friends of the Library	-	15,000	-	-	15,000	100%
5 CA Library Literacy Services	-	-	-	24,053	20,000	120%
6 ECF	-	-	25,646	-	25,800	99%
7 Expanding our Footprint	-	-	-	250,000	250,000	100%
8 Total Donations & Grants	30,000	15,000	25,646	274,053	344,800	100%
9 TOTAL REVENUE	30,000	15,000	25,646	274,053	344,800	100%
10 EXPENSES						
11 Wages						
12 Salaried	-	-	-	15,000	15,000	100%
13 Total Wages	-	-	-	15,000	15,000	100%
14 Operating Expenses						
15 Staff Recognition	4,415	(23)	-	-	5,000	88%
16 Equipment, Furniture & Fixtures	-	-	-	-	212,500	0%
17 Facilities, Grounds & Maintenance	-	-	-	-	15,000	0%
18 Total Operating Expenses	4,415	(23)	-	-	232,500	2%
19 Programs						
20 Adult Services	9,135	865	-	-	10,000	100%
21 Mobile Library	10,000	-	-	-	12,000	83%
22 Summer Reading	2,375	12,625	-	-	15,000	100%
23 Youth Services	4,000	-	-	-	4,000	100%
24 Literacy Services	199	-	-	3,758	5,000	79%
25 Total Programs	25,709	13,490	-	3,758	46,000	93%
26 Library Materials						
27 Mobile Library Collection	-	-	-	-	3,000	0%
28 Total Library Materials	-	-	-	-	3,000	0%
29 Information Technology (IT)						
30 Internet Service / E-Rate	-	-	-	-	2,500	0%
31 Technology Consulting	-	-	1,800	-	1,800	100%
32 Technology Equipment	-	-	19,628	-	19,600	100%
33 Technology Maintenance Fees	-	-	4,284	-	24,400	18%
34 Total Information Technology (IT)	-	-	25,712	-	48,300	53%
35 TOTAL EXPENSES	30,124	13,467	25,712	18,758	344,800	26%
36 NET REVENUE / (EXPENSES)	\$ (124)	\$ 1,533	\$ (66)	\$ 255,295	\$ -	

Revenue & Expense (Unaudited)

Capital Fund

June 2022 (Before year-end adjustments)

	A	B	C	D = B/C
	June 2022	YTD	FY 2021/22 Adopted Budget	YTD Target 100%
1 REVENUE				
2 Interest Income	\$ 11,870	\$ 22,468	\$ -	0%
3 Unrealized Gain/(Loss)	(107,474)	(157,458)	-	0%
4 TOTAL REVENUE	(95,605)	(134,989)	-	100%
5 EXPENSES				
6 Professional Services				
7 Audit and Financial Consulting	497	12,835	15,000	86%
8 Total Professional Services	497	12,835	15,000	86%
9 CFD Bond				
10 CFD Bond Issuance Consulting	-	383,695	102,000	376%
11 CFD Administration	-	8,433	15,000	56%
12 CFD Banking Fees	-	-	7,000	0%
13 CFD Project Management	-	183,527	196,000	94%
14 Architect Expenses	71,215	185,905	-	0%
15 Construction Cost	17,091	21,723	-	0%
16 Total CFD Bond	88,306	783,283	320,000	245%
17 TOTAL EXPENSES	88,804	796,117	335,000	238%
18 NET REVENUE / (EXPENSES)	(184,408)	\$ (931,107)	\$ (335,000)	
19 Use Of Bond Proceeds	184,408	931,107	335,000	
20 NET BALANCE	\$ -	\$ -	\$ -	

Revenue & Expense (Unaudited)

Combined

June 2022 (Before year-end adjustments)

	A	B	D	D = B/C
	YTD General	YTD Donations & Grants	FY 2021/22 Adopted Budget	YTD Target 100%
1 REVENUE				
2 Property Taxes & Assessments	\$ 3,896,641	\$ -	\$ 3,788,800	103%
3 Fines & Fees	60,389	-	54,000	112%
4 Interest Income	8,700	-	4,400	198%
5 Other Revenue	19,983	-	57,000	35%
6 Donations & Grants	-	344,699	344,800	100%
7 TOTAL REVENUE	3,985,713	344,699	4,249,000	102%
8 EXPENSES				
9 Salaries & Benefits				
10 Wages				
11 Salaried	1,031,488	15,000	1,045,000	100%
12 Hourly	889,698	-	990,000	90%
13 Total Wages	1,921,186	15,000	2,035,000	95%
14 Benefits, Retirement & Taxes				
15 Health Insurance - Employee	143,475	-	155,000	93%
16 Health Insurance - Retiree	68,733	-	77,000	89%
17 Other Medical Insurance	19,216	-	21,500	89%
18 Workers' Compensation	42,354	-	42,400	100%
19 CalPERS Retirement (Normal Costs)	134,981	-	142,000	95%
20 CalPERS UAL Minimum Payment	197,825	-	197,900	100%
21 Payroll Taxes (District-Paid)	151,740	-	160,000	95%
22 Total Benefits, Retirement & Taxes	758,324	-	795,800	95%
23 Total Salaries & Benefits	2,679,509	15,000	2,830,800	95%
24 Operating Expenses				
25 Insurance (Liability, Earthquake)	96,541	-	96,550	100%
26 Utilities	68,345	-	68,000	101%
27 Payroll & Tax Collection Fees	67,534	-	66,300	102%
28 Other Operating	80,965	-	85,100	95%
29 Facilities, Grounds & Maintenance	81,843	-	113,500	72%
30 Structures & Improvements	9,418	-	10,000	94%
31 Equipment, Furniture & Fixtures	-	-	212,500	0%
32 Staff Development, Training & Travel	20,407	-	19,100	107%
33 Advertising & Marketing	8,837	-	10,500	84%
34 Staff Recognition	-	4,392	5,000	88%
35 Total Operating Expenses	433,890	4,392	686,550	64%
36 Professional Services				
37 Audit and Financial Consulting	124,933	-	90,000	139%
38 Legal Fees	12,053	-	20,000	60%
39 Consultants - Other	30,717	-	32,000	96%
40 Total Professional Services	167,702	-	142,000	118%
41 Information Technology (IT)				
42 Internet Service / E-Rate	52,638	-	60,500	87%
43 Technology Equipment	23,989	19,628	44,600	98%

Revenue & Expense (Unaudited)

Combined

June 2022 (Before year-end adjustments)

	A	B	D	D = B/C
	YTD General	YTD Donations & Grants	FY 2021/22 Adopted Budget	YTD Target 100%
44 Technology Maintenance Fees	21,505	4,284	49,900	52%
45 Technology Consulting	-	1,800	1,800	100%
46 Telecommunications	8,741	-	9,500	92%
47 Total Information Technology (IT)	106,874	25,712	166,300	80%
48 Library Materials				
49 Books	140,248	-	135,000	104%
50 Downloadables	82,736	-	69,000	120%
51 DVDs & Videogames	11,452	-	21,500	53%
52 Electronic Databases / Subscriptions	31,741	-	26,500	120%
53 Periodicals	13,461	-	13,500	100%
54 Audio CD	10,401	-	8,000	130%
55 Purchase Suggestions	10,225	-	9,000	114%
56 Library of Things	3,806	-	6,000	63%
57 Total Library Materials	304,069	-	291,500	104%
58 Programs				
59 Adult Services	9,890	10,000	25,000	80%
60 Mobile Library	223	10,000	12,000	85%
61 Summer Reading	818	15,000	15,000	105%
62 Youth Services	10,585	4,000	15,000	97%
63 Teen Services	5,506	-	6,000	92%
64 Bob Lucas Branch Services	5,557	-	5,700	97%
65 Literacy Services	-	3,956	5,000	79%
66 Volunteer Services	278	-	500	56%
67 Total Programs	32,857	42,956	84,200	90%
68 TOTAL EXPENSES	3,724,900	88,061	4,201,350	91%
69 NET REVENUE / (EXPENSES)	260,812	256,638	47,650	
70 Use Of / (Addition To) Reserves	(260,812)	(256,638)	(47,650)	
71 NET BALANCE	\$ -	\$ -	\$ -	

Balance Sheet (Unaudited)
District Total
June 2022 (Before year-end adjustments)

1	ASSETS		
2	Cash & Investments		
3	Cash - LA County	\$	3,253,344
4	Checking		942,633
5	Special Tax Bonds		24,024,783
6	Money Market		15,768
7	Paypal		984
8	Cash on Hand		600
9	Total Cash & Investments		28,238,111
10	Other Current Assets		
11	Prepaid Items & Deposits		22,570
12	Property Tax & Assessments Receivable		198,543
13	Interest Receivable		39,415
14	Miscellaneous Receivable		3,230
15	Total Other Current Assets		263,758
16	Long-Term Assets		
17	Fixed Assets (Net of Depreciation)		1,153,343
18	Deferred Outflows of Resources		775,707
19	Total Long-Term Assets		1,929,050
20	TOTAL ASSETS		30,430,919
21	LIABILITIES		
22	Current Liabilities		
23	Accounts Payable		44,838
24	Credit Card (UMB)		20,736
25	Payroll and Retirement Liabilities		70,911
26	Total Current Liabilities		136,485
27	Long-Term Liabilities		
28	Vacation Payable		95,837
29	Deferred Revenue		43,000
30	Deferred Inflows of Resources		418,185
31	Net Pension Liability		2,718,477
32	Net OPEB Liability		1,001,372
33	CFD Bond		24,995,305
34	Total Long-Term Liabilities		29,272,176
35	TOTAL LIABILITIES		29,408,660
36	FUND BALANCE		
37	Fund Balance		1,435,914
38	Net Revenue / (Expenses)		(413,656)
39	TOTAL FUND BALANCE		1,022,258
40	TOTAL LIABILITIES & FUND BALANCE	\$	30,430,919



**BOARD OF LIBRARY TRUSTEES
FACILITIES COMMITTEE REPORT for AUGUST 2022**

DEPARTMENT: Ad Hoc Committee

MEETING DATE: August 22, 2022

PREPARED BY: Jennifer Pearson

LOCATION: Main Library Community Room
and Virtual Participation

Since our last board meeting the team has continued our weekly Monday meetings with a focus on the following:

- a. Build Forward Grant – The Main Library design remains on hold until a determination has been made and the project budget and scope can be finalized. Additional cost detail has been provided to the grant committee at their request.
- b. Community Focus Group – Members of the Community Focus Group were provided with the 100% Design Development drawings and were given an opportunity to address any questions or comments with the committee and the design team. Meetings for the Main Library are on hold pending a decision from the State regarding the Build Forward grant (see above).
- c. Offsite Facilities – The committee continues to explore options for offsite facilities, and is in contact with Pasadena Unified School District to explore any space they may have available. The committee is also exploring any space the Senior Center may be able to provide.
- d. Architectural Services – Design Development for the Bob Lucas Branch is complete. The 100% Design Development documents are attached.
- e. Coordination with County departments – ABA has submitted the Bob Lucas Memorial Branch project to the County Planning Department for review. The County has indicated that a CUP will be required due to the extent of expansion from the original library area. The typical timeline for a CUP is 6-12 months.
- f. Universal Design – ABA has provided the committee with additional background on their expertise and approach to inclusive design. The committee remains committed to keeping inclusive design at the forefront as the projects are developed, and is planning additional outreach to the community in an effort to identify underserved groups, as well as to better serve the current library users.
- g. Communications and Community Outreach – The committee and ABA will participate in an upcoming census tract meeting to seek feedback on the Bob Lucas Memorial Branch Design Development drawings. The Town Hall for the Main Library continues to be on hold pending a determination on the State Library grant.

- h. CEQA Services – Chambers Group is working on the Initial Study for the Bob Lucas Memorial Library, as well as a historic resource study of the Main Library. Additional CEQA studies for the Main Library will be started after the project scope has been defined.



**BOARD OF LIBRARY TRUSTEES
FACILITIES COMMITTEE REPORT for AUGUST 2022**

DEPARTMENT: Ad Hoc Committee

MEETING DATE: August 22, 2022

PREPARED BY: Trustee Terry Andrues

LOCATION: Main Library Community Room
and Virtual Participation

As discussed in this report last month, a bill introduced by Assemblyman Chris Holden in January (**AB 1737**) was concerning to the California Library Association, which opposed its passage.

According to the CLA, the bill originally sought to identify and register “children’s camps” in California and create standards by which they must operate. Unfortunately, the definition of “children’s camps” was drawn so broadly in the bill that it included any conceivable “camp” that a public library might operate during the year for children ages 3 to 17 and lasting 5 days or more.

The bill also mandated the use of child reporters to monitor the camps. This would have required library staff to be background checked and take abuse and neglect identification training. It was feared that this would raise expenses and increase liability for libraries sponsoring such camps.

The CLA lobbied for changes in the bill and the current version, now in committee hearings, has dropped language regarding mandatory reporters. AB 1737 now resembles a “study bill” that “would require the Secretary of the California Health and Human Services Agency, in coordination with the Director of Social Services, to lead the development and implementation of a master plan for children’s camp safety ...” the Bill would require the Department of Social Services to submit a report and recommendations by January, 2024.

The Taxpayer Protection and Government Accountability Act is a proposed November ballot initiative that would place controls on how state and local taxes are raised and spent. On August 2, the ballot initiative cleared a major hurdle when its supporters met the deadline for submitting over one million signatures supporting the Measure. If a minimum of 997,139 signatures from this list are from verified California voters, the Initiative will appear on the November Ballot.

The initiative is controversial and has drawn fire from various sources. Critics point out that the initiative will make it harder for local government agencies to raise taxes in the future. It will

also increase fees for legal challenges, thereby restricting the ability of public agencies to fund services and infrastructure needs.

The California Special District Association states that:

The purported “Taxpayer Protection and Government Accountability Act,” a statewide initiative measure to amend the California Constitution sponsored by the California Business Roundtable (“CBRT”), is the most consequential proposal to limit the ability of the state and local governments to enact, modify, or expand taxes, assessments, fees, and property-related charges since the passage of Proposition 218 (1996) and Proposition 26 (2010). ***If enacted, public agencies would face a drastic rise in litigation that could severely restrict their ability to meet essential services and infrastructure needs.***

Ballot Initiative 21-0042A1 would result in the loss of billions of dollars annually in critical state and local funding, restricting the ability of local agencies and the State of California to fund services and infrastructure by:

- Adopting new and stricter rules for raising taxes, fees, assessments, and property-related fees.
- Amending the State Constitution, including portions of Propositions 13, 218, and 26 among other provisions, to the advantage of the initiative’s proponents and plaintiffs; creating new grounds to challenge these funding sources and disrupting fiscal certainty.
- Restricting the ability of local governments to issue fines and penalties to corporations and property owners that violate local environmental, water quality, public health, public safety, fair housing, nuisance and other laws and ordinances.

The initiative includes provisions that would retroactively void all state and local taxes or fees adopted after January 1, 2022 if they did not align with the provisions of this initiative.

This may also affect indexed fees that adjust over time for inflation or other factors. Effectively, it would allow voters throughout California to invalidate the prior actions of local voters, undermining local control and voter-approved decisions about investments needed in their communities.

CSDA has joined a coalition of local government leaders in adopting an Oppose position on Initiative 21-0042A1 and encourages all special districts, partners, and community leaders to join the coalition by passing a board resolution. A sample copy of this resolution appears below.

RESOLUTION TO OPPOSE INITIATIVE 21-0042A1

WHEREAS, an association representing California's wealthiest corporations and developers is spending millions to push a deceptive proposition aimed for the November 2022 statewide ballot; and

WHEREAS, the proposed proposition, Initiative 21-0042A1, has received the official title: "LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE REVENUES FOR GOVERNMENT SERVICES. INITIATIVE CONSTITUTIONAL AMENDMENT."

WHEREAS, the measure includes provisions that would make it more difficult for local voters to pass measures needed to fund local services and infrastructure, and would limit voter input by prohibiting local advisory measures where voters provide direction on how they want their local tax dollars spent; and

WHEREAS, the measure exposes taxpayers to a new wave of costly litigation, limits the discretion and flexibility of locally elected boards to respond to the needs of their communities, and injects uncertainty into the financing and sustainability of critical infrastructure; and

WHEREAS, the measure severely restricts state and local officials' ability to protect our environment, public health and safety, and our neighborhoods against corporations and others who violate the law; and

WHEREAS, the measure creates new constitutional loopholes that would allow corporations to pay less than their fair share for the impacts they impose on our communities, including local infrastructure, our environment, water quality, air quality, and natural resources; and

WHEREAS, the measure threatens billions of dollars currently dedicated to state and local services, and could force cuts to [SPECIFIC SERVICES PROVIDED BY DISTRICT/ORGANIZATION] as well as public schools, fire and emergency response, law enforcement, public health, parks, libraries, affordable housing, services to address homelessness, mental health services, and more; and

WHEREAS, the measure would also reduce funding for critical infrastructure like streets and roads, public transportation, ports, drinking water, sanitation, utilities, and more.

THEREFORE, BE IT RESOLVED that the [DISTRICT/ORGANIZATION NAME] opposes Initiative 21-0042A1;

BE IT FURTHER RESOLVED, that the [DISTRICT/ORGANIZATION NAME] will join the No on Initiative 21-0042A1 coalition, a growing coalition of public safety, labor, local government, infrastructure advocates, and other organizations throughout the state.

We direct staff to email a copy of this adopted resolution to the California Special Districts Association at advocacy@cdda.net.

PASSED, APPROVED, AND ADOPTED



**BOARD OF LIBRARY TRUSTEES
STAFF REPORT FOR AUGUST 2022**

REPORT: Agenda Item VIII.a.

MEETING DATE: August 22, 2022

PREPARED BY: Mark Schoenman, ABA

LOCATION: Main Library Community Room
and Virtual Participation

TITLE: Review of Bob Lucas Memorial Library Design Development Plans

BACKGROUND:

The renovations and additions for the Bob Lucas Memorial Branch have reached the next milestone in the design process. Having completed schematic design last March, we are bringing forth the next level of information for approval so we may submit said plans to the County of Los Angeles Planning Department to acquire a Conditional Use Permit, (CUP), which is required to obtain building permits.

The Design Development plans include information beyond the aesthetics and functions of the building, including systems design, (structural, mechanical, plumbing, and electrical), as well as furthering the civil and landscape plans.

We are providing these documents for review and to provide feedback this month. We plan to bring this item back for approval by the Board in September, where the Board would be committing to the design to date for the submittal to County Planning as well as the project moving into Construction Documents.



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STAMP:
NOT FOR CONSTRUCTION

NO.	DATE	REVISIONS

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date
SHEET TITLE:

COVER SHEET

SCALE:

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BOB LUCAS MEMORIAL LIBRARY & LITERACY CENTER

2659 LINCOLN AVENUE, ALTADENA, CA 91001

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AUGUST 3, 2022

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PROJECT DIRECTORY

PROJECT INFORMATION

SHEET INDEX

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ASSESSOR'S PARCEL NUMBER: 5828-009-902

ZONING DISTRICT:

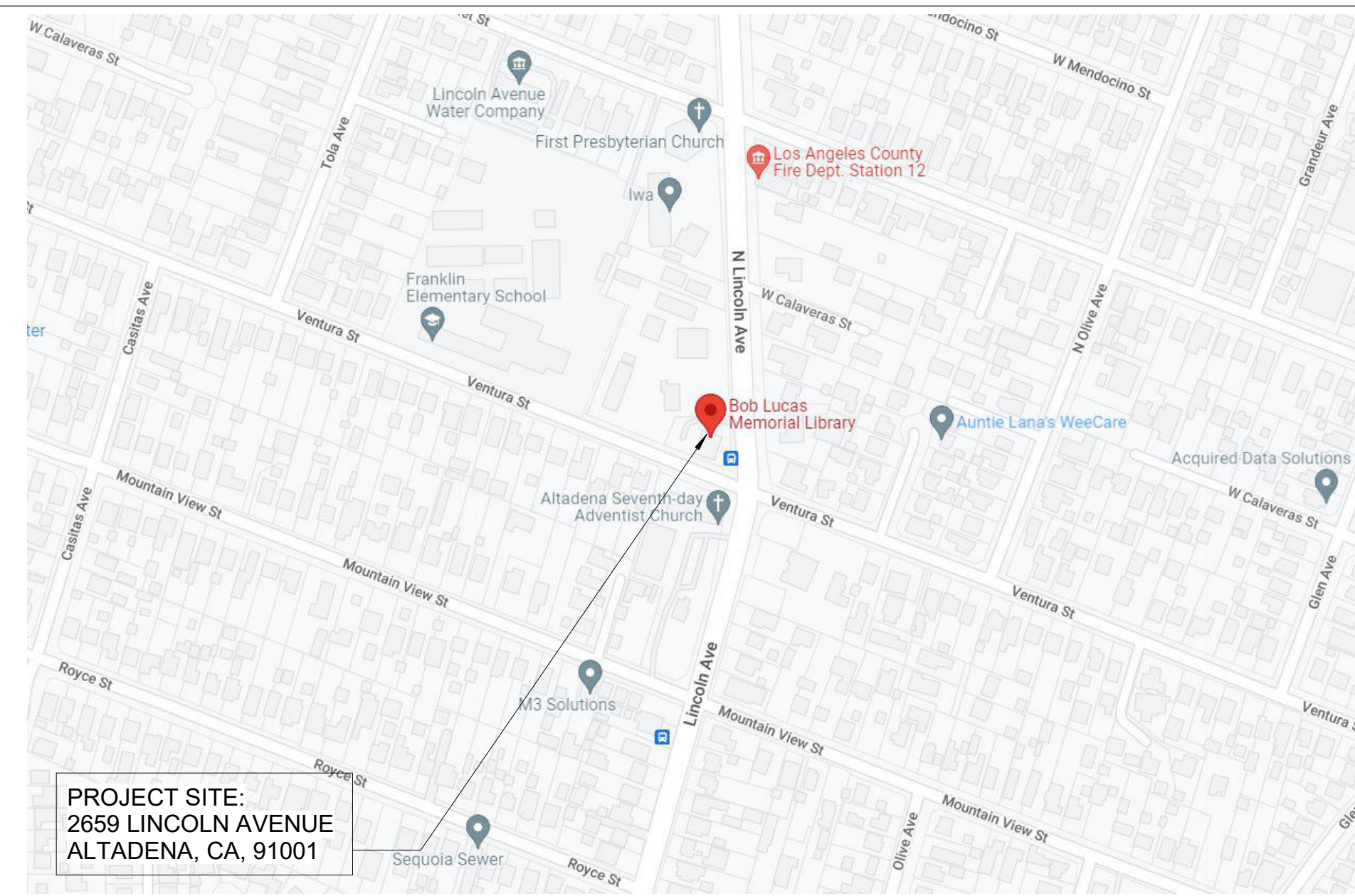
OCCUPANCY TYPE: A-3

CONSTRUCTION TYPE: TYPE VB
(PER CBC SECTION 601)

APPLICABLE CODES:
2019 CALIFORNIA BUILDING CODE (CBC)
2019 CALIFORNIA MECHANICAL CODE (CMC)
2019 CALIFORNIA PLUMBING CODE (CPC)
2019 CALIFORNIA ELECTRICAL CODE (CEC)
2019 CALIFORNIA ENERGY CODE
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN)
2019 CALIFORNIA FIRE CODE AND ADOPTED AMENDMENTS

- GENERAL
- G000 COVER SHEET
 - G001 SHEET INDEX AND GENERAL INFORMATION
 - G003 CODE ANALYSIS
 - G100 SITE CODE PLAN
 - G110 CODE PLANS
 - G130 ACCESSIBILITY DETAILS AND MOUNTING HEIGHTS
- CIVIL
- C-1.0 GENERAL NOTES, LEGENDS AND ABBREVIATIONS
 - CD-1.0 SITE DEMOLITION PLAN
 - C-2.0 SITE CONTROL PLAN
 - C-3.0 SITE GRADING PLAN
 - C-4.0 SITE UTILITY PLAN
 - C-5.0 MISCELLANEOUS DETAILS
- LANDSCAPE
- L100 SITE CONSTRUCTION PLAN
 - L200 IRRIGATION PLAN
 - L300 PLANTING PLAN
 - L310 PLANTING DETAILS
- ARCHITECTURAL
- A000 ABBREVIATIONS, SYMBOLS, AND CONVENTIONS
 - A100 SITE PLAN
 - A101 SCOPE OF WORK DIAGRAM
 - A160 DEMOLITION PLAN
 - A201 FLOOR PLAN
 - A202 DIMENSION PLAN
 - A210 ROOF PLAN
 - A220 REFLECTED CEILING PLAN
 - A230 FINISH PLAN
 - A300 EXTERIOR ELEVATIONS
 - A301 EXTERIOR ELEVATIONS
 - A400 BUILDING SECTIONS
 - A410 WALL SECTIONS AND DETAIL ELEVATIONS
 - A411 WALL SECTIONS AND DETAIL ELEVATIONS
 - A412 WALL SECTIONS AND DETAIL ELEVATIONS
 - A413 WALL SECTIONS AND DETAIL ELEVATIONS
 - A500 ENLARGED TOILET ROOM PLANS AND ELEVATIONS
 - A510 INTERIOR ELEVATIONS
 - A511 INTERIOR ELEVATIONS
 - A600 DOOR TYPES, FRAME TYPES, AND SCHEDULES
 - A610 EXTERIOR AND INTERIOR WINDOW TYPES
 - A800 PARTITION TYPES
 - A820 CEILING DETAILS
 - A821 CEILING DETAILS
 - A840 INTERIOR DETAILS
 - A841 INTERIOR DETAILS
 - A842 INTERIOR DETAILS
- STRUCTURAL
- S0.1 GENERAL NOTES AND TYPICAL DETAILS
 - S0.2 FOUNDATION AND TYPICAL DETAILS
 - S0.3 TYPICAL WOOD FRAMING DETAILS
 - S1.0 FOUNDATION AND ROOF FRAMING PLANS - NEW CONSTRUCTION
 - S2.0 SECTIONS
- PLUMBING
- P001 PLUMBING GENERAL NOTES SYMBOLS AND ABBREVIATIONS
 - P002 PLUMBING SCHEDULE
 - P200 PLUMBING DEMOLITION PLAN & DEMOLITION ROOF PLAN
 - P210 PLUMBING PLAN & ROOF PLAN
- ELECTRICAL
- E001 ELECTRICAL GENERAL NOTES
 - E002 ELECTRICAL SYMBOLS LIST AND ABBREVIATIONS
 - E003 LIGHTING FIXTURE SCHEDULE AND NOTES
 - E200 ELECTRICAL DEMOLITION PLAN
 - E210 LIGHTING & POWER PLANS
 - E220 COMMUNICATION & FIRE ALARM PLANS
 - E401 ELECTRICAL DETAILS
- TECHNOLOGY
- T000 TELECOM GENERAL NOTES
 - T001 TELECOM STANDARDS (1 OF 2)
 - T002 TELECOM STANDARDS (2 OF 2)
 - T100 TELECOM LEVEL 1 FLOOR PLAN
 - T201 TELECOM ENLARGED PLAN
 - T202 TELECOM RACK ELEVATIONS
 - T301 TELECOM RISER DIAGRAMS
- AUDIOVISUAL
- AV000 LEGEND
 - AV101 FLOOR PLAN
 - AV201 STUDY ROOM - ENLARGED PLANS
 - AV202 SERVICE DESK ENLARGED PLANS
 - AV203 ADULTS ROOM ENLARGED PLANS
 - AV301 STUDY ROOM - AV ELEVATION
 - AV302 STUDY ROOM - AV ELEVATION
 - AV303 ADULT ROOM - AV ELEVATION
 - EAV000 LEGEND
 - EAV101 FLOOR PLAN
 - EAV201 STUDY ROOM - ENLARGED PLANS
 - EAV202 SERVICE DESK ENLARGED PLANS
 - EAV203 ADULTS ROOM ENLARGED PLANS
 - EAV301 STUDY ROOM - INFRASTRUCTURE ELEVATION
 - EAV302 SERVICE DESK - INFRASTRUCTURE ELEVATION
 - EAV303 ADULTS ROOM - INFRASTRUCTURE ELEVATION

VICINITY MAP



PROJECT DESCRIPTION

THE PLANNED IMPROVEMENTS AT THE BOB LUCAS LIBRARY INCLUDE AN EXPANSION OF THE BUILDING FOOTPRINT (795 SQUARE FEET) AND RECONFIGURATION OF ALL INTERIOR SPACES TO IMPROVE FUNCTION AND FLOW. IN ADDITION TO INTERIOR UPGRADES TO ALL THE EXISTING SPACES, THE PROPOSED PROJECT IS PLANNED TO INCLUDE A NEW EXTERIOR READING COURT WITH LANDSCAPING, A WATER FEATURE, SHADE STRUCTURE, AND SEATING OPTIONS.



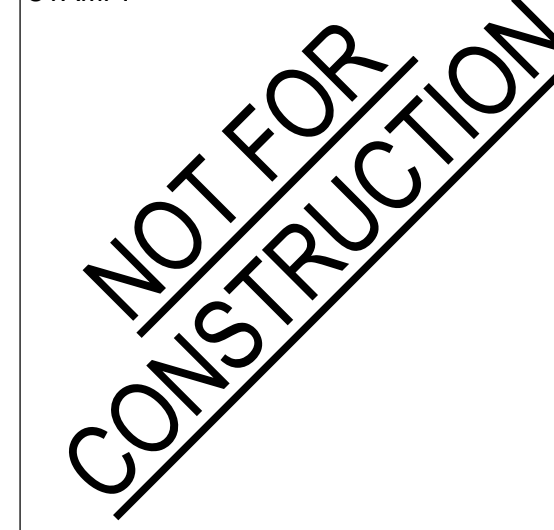
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NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

SHEET TITLE:

**SHEET INDEX AND
GENERAL
INFORMATION**

SCALE:

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CODE ANALYSIS

1. APPLICABLE CODES

CODE REQUIREMENTS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- 2019 CALIFORNIA BUILDING CODE (CBC)
- 2019 CALIFORNIA MECHANICAL CODE (CMC)
- 2019 CALIFORNIA PLUMBING CODE (CPC)
- 2019 CALIFORNIA ELECTRICAL CODE (CEC)
- 2019 CALIFORNIA ENERGY CODE
- 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN)
- 2019 CALIFORNIA FIRE CODE AND ADOPTED AMENDMENTS

2. BUILDING ANALYSIS DATA BLOCK

DATA

OCCUPANCY CLASSIFICATION AND USE: A-3
 BUILDING CONSTRUCTION TYPE: TYPE VB (PER CBC SECTION 601)
 NUMBER OF STORIES:
 ACTUAL BUILDING HEIGHT:
 AREA OF PROJECT IN SQUARE FEET:
 MAX. ALLOWABLE AREA (PER CBC TABLE 506.2 AND 506.2.4)
 AREA INCREASE:
 HEIGHT INCREASE:
 FIRE SPRINKLERS (YES OR NO) TYPE: (WET, DRY, PRE-ACTION OR DELUGE):
 FIRE ALARM (YES OR NO) TYPE: MANUAL, AUTOMATIC, EVAC, ETC):
 OTHER FIRE PROTECTION SYSTEM (YES OR NO): XXX
 SMOKE CONTROL SYSTEM (YES OR NO): XXX
 OCCUPANT LOAD FOR ENTIRE BUILDING:

3. SPECIAL DETAILED REQUIREMENTS BASED ON OCCUPANCY & USE

SECTION 449 - PUBLIC LIBRARIES [SL AND SFM] 449.1 - AUTOMATIC SPRINKLER SYSTEM

449.2 - SYSTEM MONITORING REQUIREMENT
ALL FIRE PROTECTION SYSTEMS SHALL BE MONITORED BY A FIRE ALARM SUPERVISING STATION IN ACCORDANCE WITH THE NFPA 72.

449.3 - BOOK RETURN SLOTS
ANY INTERIOR BOOK RETURN WITH A SLOT PIERCING THE EXTERIOR WALL SHALL HAVE A SEPARATE SPRINKLER HEAD AND BE ENCLOSED IN FIRE-RATED CONSTRUCTION

449.4 - AUTOMATIC SPRINKLER AND EXTINGUISHING SYSTEMS

4. GENERAL BUILDING LIMITATIONS (BUILDING HEIGHT AND AREA)

SECTION 504.1 GENERAL
THE HEIGHT, IN FEET, AND THE NUMBER OF STORIES OF A BUILDING SHALL BE DETERMINED BASED ON THE TYPE OF CONSTRUCTION, OCCUPANCY CLASSIFICATION AND WHETHER THERE IS AN AUTOMATIC SPRINKLER SYSTEM INSTALLED THROUGHOUT THE BUILDING.

5. CONSTRUCTION TYPE

TYPE VB FULLY SPRINKLERED NFPA 13 SYSTEM

TABLE 601 - FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (HOURS)

FIRE RESISTANCE RATING PER 2019 CBC - TABLE 601	
BUILDING ELEMENT	TYPE VB CONSTRUCTION
PRIMARY STRUCTURAL FRAME	0
BEARING WALLS	
• EXTERIOR	0
• INTERIOR	0
NONBEARING WALLS & PARTITIONS	
• EXTERIOR	0
NONBEARING WALLS & PARTITIONS	
• INTERIOR	0
FLOOR CONSTRUCTION & ASSOCIATED SECONDARY MEMBERS	0
ROOF CONSTRUCTION & ASSOCIATED SECONDARY MEMBERS	0

6. SPRINKLERS

SECTION 903.2.1.3 GROUP A-3

AN AUTOMATIC SPRINKLER SYSTEM SHALL BE PROVIDED THROUGHOUT STORIES CONTAINING GROUP A-3 OCCUPANCIES AND THROUGHOUT ALL STORIES FROM THE GROUP A-3 OCCUPANCY TO AND INCLUDING THE LEVELS OF EXIT DISCHARGE SERVING THAT OCCUPANCY WHERE ONE OF THE FOLLOWING CONDITIONS EXISTS:

- THE FIRE AREA EXCEEDS 12,000 SQUARE FEET (1115 M2).
- THE FIRE AREA HAS AN OCCUPANT LOAD OF 300 OR MORE.
- THE FIRE AREA IS LOCATED ON A FLOOR OTHER THAN A LEVEL OF EXIT DISCHARGE SERVING SUCH OCCUPANCIES.
- THE STRUCTURE EXCEEDS 12,000 SQUARE FEET (1155 M2), CONTAINS MORE THAN ONE FIRE AREA CONTAINING EXHIBITION AND DISPLAY ROOMS, AND IS SEPARATED INTO TWO OR MORE BUILDINGS BY FIRE WALLS OF LESS THAN FOUR-HOUR FIRE-RESISTANCE RATING WITHOUT OPENINGS.

SECTION 903.3 - INSTALLATION REQUIREMENTS
AUTOMATIC SPRINKLER SYSTEMS SHALL BE DESIGNERED AND INSTALLED IN ACORDANCE WITH SECTIONS 903.3.1 THROUGH 903.3.9.

SECTION 903.3.1 - STANDARDS
SPRINKLER SYSTEMS SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH SECTION 903.3.1.1 UNLESS OTHERWISE PERMITTED BY SECTIONS 903.3.1.2 AND 903.3.1.3 AND OTHER CHAPTERS OF THIS CODE, AS APPLICABLE.

SECTION 903.3.1.1 - NFPA 13 SPRINKLER SYSTEMS
WHERE THE PROVISIONS OF THIS CODE REQUIRE THAT A BUILDING OR PORTION THEREOF BE EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH THIS SECTION, SPRINKLERS SHALL BE INSTALLED THROUGHOUT IN ACCORDANCE WITH NFPA 13 AS AMENDED IN CHAPTER 35 EXCEPT AS PROVIDED IN SECTION 903.3.1.1.1 AND 903.1.1.2.

8. PLUMBING CALCULATIONS

2019 CALIFORNIA PLUMBING CODE

CHAPTER 4. PLUMBING FIXTURES AND FIXTURE FITTINGS

SECTION 422.0 MINIMUM NUMBER OF REQUIRED FIXTURES

422.1 FIXTURE COUNT - PLUMBING FIXTURES SHALL BE PROVIDED FOR THE TYPE OF BUILDING OCCUPANCY AND IN THE MINIMUM NUMBER SHOWN IN TABLE 422.1. THE TOTAL OCCUPANCY LOAD AND OCCUPANCY CLASSIFICATION SHALL BE DETERMINED IN ACCORDANCE WITH THE CALIFORNIA BUILDING CODE. OCCUPANCY CLASSIFICATION NOT SHOWN IN TABLE 422.1 SHALL BE CONSIDERED SEPARATELY BY THE AUTHORITY HAVING JURISDICTION.

THE MINIMUM NUMBER OF FIXTURES SHALL BE CALCULATED AT 50 PERCENT MALE AND 50 PERCENT FEMALE BASED ON THE TOTAL OCCUPANT LOAD.

OCCUPANCY CALCULATIONS					
HYBRID - USING TABLE A FROM CHAPTER 4 OF CPC & CHAPTER 10 CBC @ READING & STACK AREAS					
USE	TOTAL AREA (SF)	OCCUPANT LOAD FACTOR	NUMBER OF OCCUPANTS	OCCUPANTS (ROUNDED TO THE NEAREST WHOLE NUMBER)	
GROUP A-3 - UNCONCENTRATED / NON-CONCENTRATED	400	30	13.33	14	A-3 TOTAL # OF OCCUPANTS: 41
A-3 - READING (CH. 10 CBC)	1,033	50	20.66	21	
A-3 - STACKS (CH. 10 CBC)	509	100	5.09	6	
B - OFFICE, KITCHEN, & SERVICE	447	200	2.235	3	B TOTAL # OF OCCUPANTS: 3
				TOTAL:	44

NOTE: ACCESSORY AREAS EXCLUDED IN PLUMBING CALCULATIONS: CIRCULATION AND RESTROOMS

PLUMBING FIXTURE SUMMARY (2019 CPC - TABLE 422-1)												
TYPE OF OCCUPANCY	# OF OCCUPANTS		WATER CLOSETS (FIXTURES PER PERSON)			URINALS (FIXTURES PER PERSON)		LAVATORIES (FIXTURES PER PERSON)			DRINKING FOUNTAINS (FIXTURES PER PERSON)	SERVICE SINK
	MALE	FEMALE	MALE	FEMALE	ALL GENDER	MALE	MALE	FEMALE	ALL GENDER			
A3	22	22	X	X		X	X	X			1	1
REQUIRED PER CODE			1	1	0	1	1	1	0		1	1
TOTAL PROVIDED					2	0	X	X	2		X	X
			1: 1-100 2: 101-200	1: 1-25 2: 26-50 3: 51-100		1: 1-100	1: 1-200 2: 201-400	1: 1-100 2: 101-200			1: 1-250 2: 251-500	



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NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

SHEET TITLE:

CODE ANALYSIS

SCALE:

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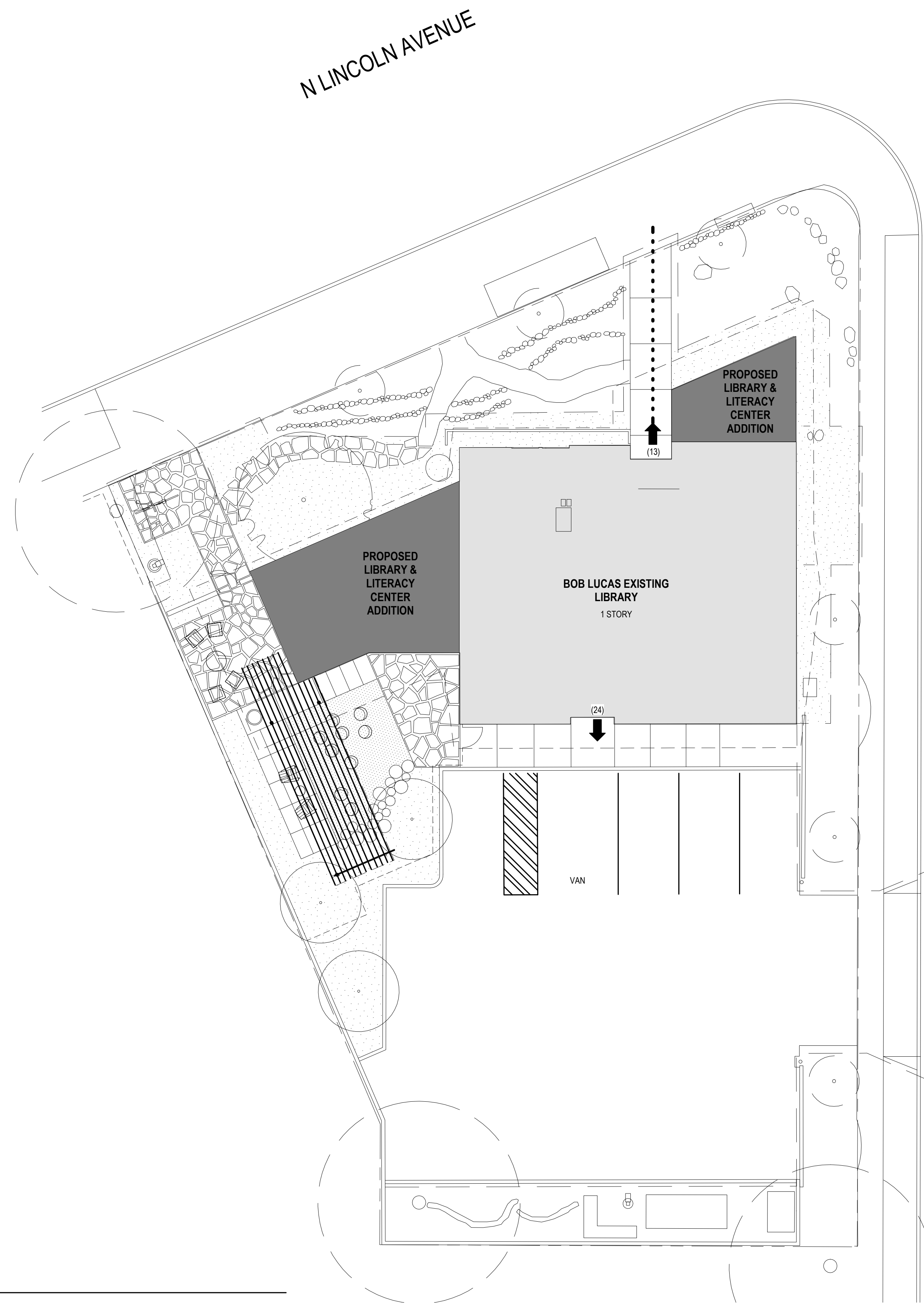
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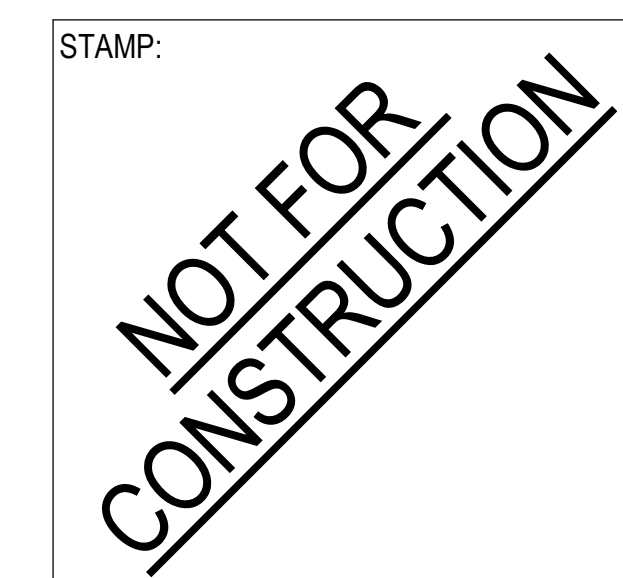
CODE PLAN SHEET NOTES

CODE PLAN KEYNOTES

CODE PLAN LEGEND



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NO.	DATE	REVISIONS

PROJECT TITLE:
**Bob Lucas
 Literacy Center
 Renovations**
 2659 LINCOLN AVENUE,
 ALTADENA, CA 91001

PROJECT NO. 2111020
 DATE: Issue Date
 SHEET TITLE:

SITE CODE PLAN

SCALE: As indicated

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1 SITE PLAN
1" = 10'-0"

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CODE PLAN SHEET NOTES

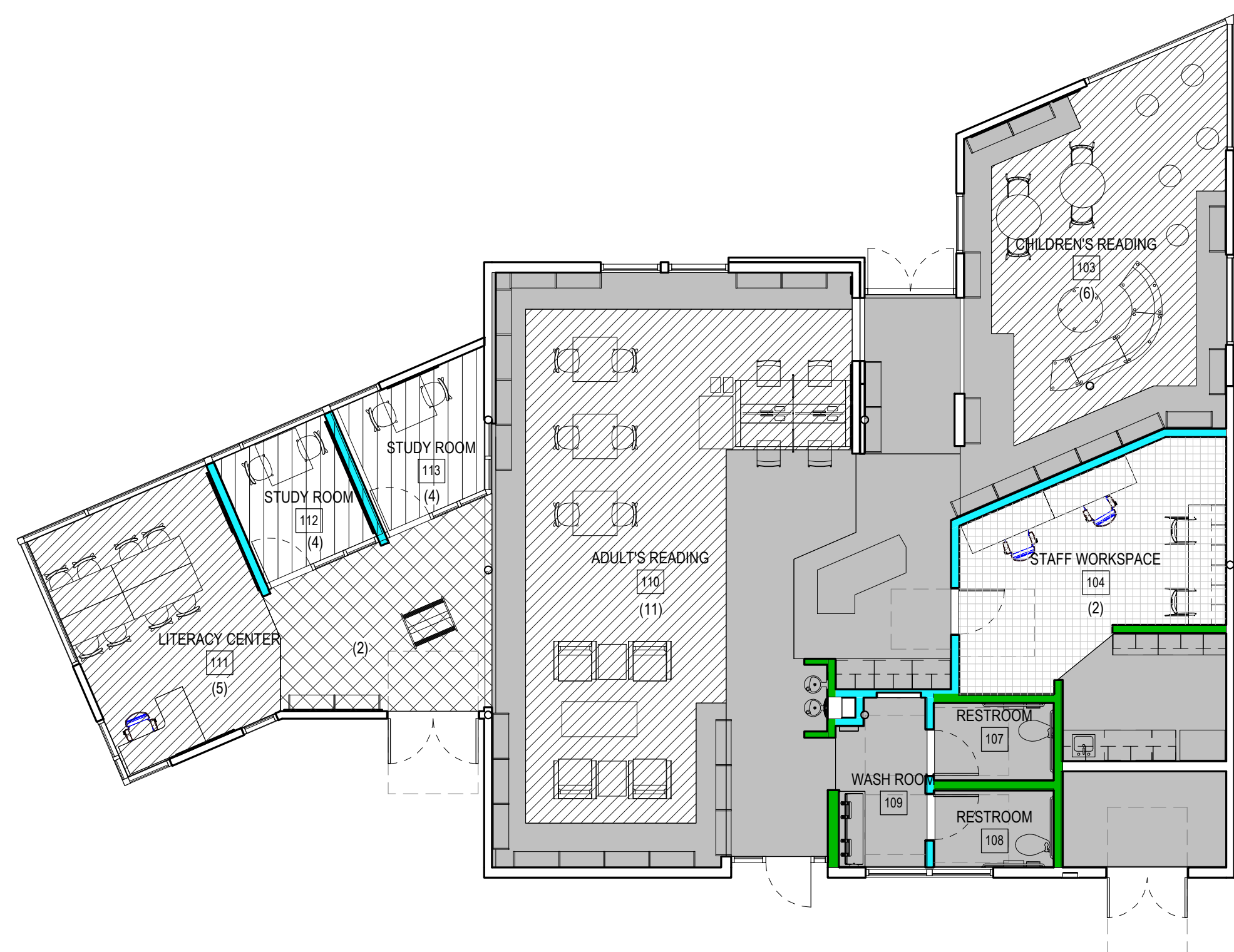
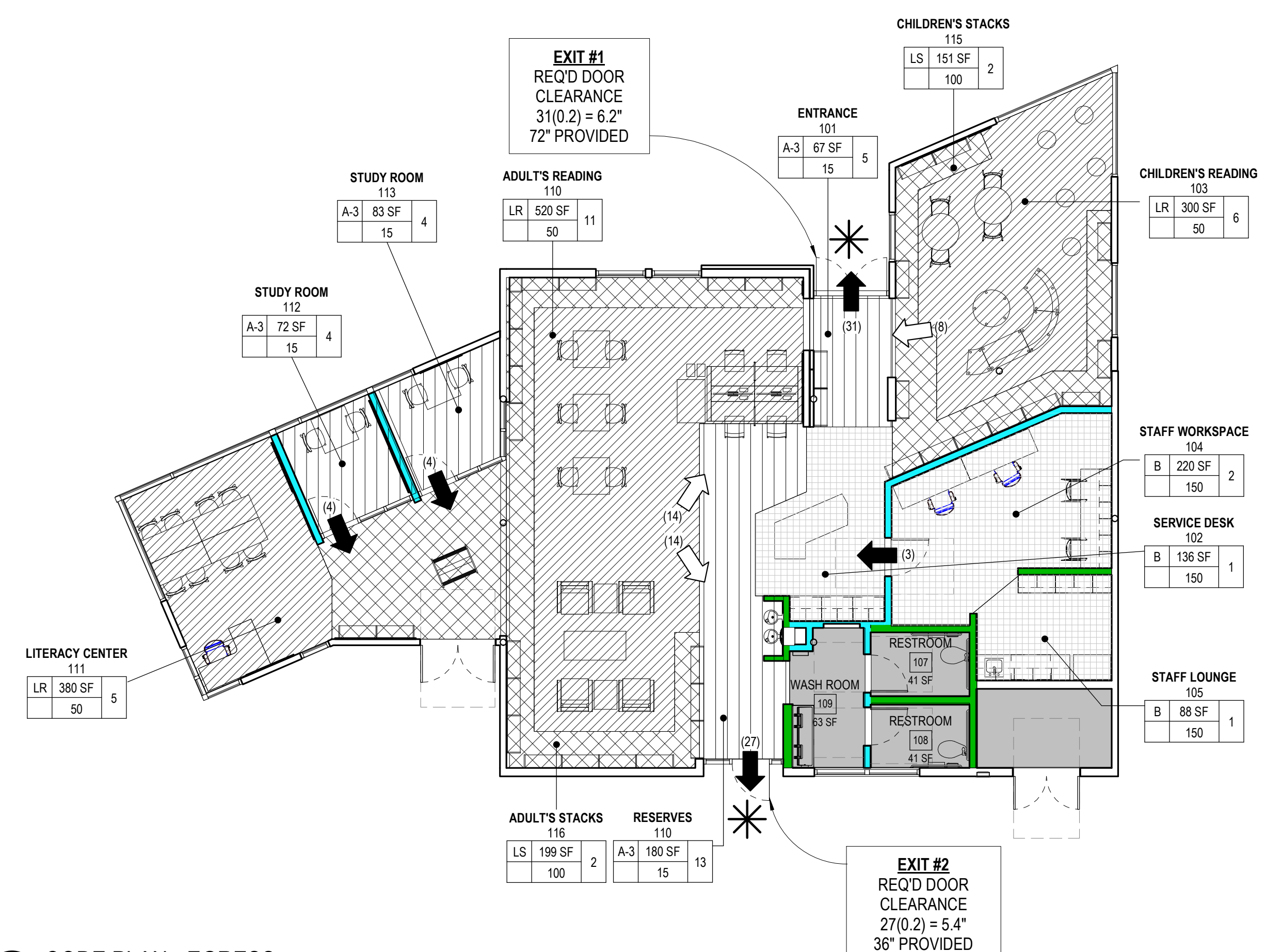
CODE PLAN KEYNOTES

CODE PLAN LEGEND

- A-3 (ASSEMBLY USE - 15 NET)
- B (BUSINESS AREAS - 150 GROSS)
- LS (LIBRARY STACKS - 100 GROSS)
- LR (LIBRARY READING ROOMS - 50 NET)
- NOT PART OF CALCULATION
- OCCUPANT LOAD EXITING THROUGH AN EXIT OR EXIT ACCESS DOORWAY
- OCCUPANT LOAD EXITING THROUGH INTERMEDIATE SPACES
- EGRESSE PATH OF TRAVEL FROM PROJECT AREA
- (#) OCCUPANT LOAD
- | OCCUPANCY GROUP | # OF OCCUPANTS | OCCUPANCY LOAD FACTOR | MINIMUM NUMBER OF REQUIRED EXITS |
|-----------------|----------------|-----------------------|----------------------------------|
| B 938 SF | 333 | 1 | 100 |
- EXIT SIGNAGE; SEE ELECTRICAL DRAWINGS
- FIRE EXTINGUISHER CABINET
- EXIT DISCHARGE
- 1 HOUR FIRE RATED PARTITION
- 2 HOUR FIRE RATED BARRIER

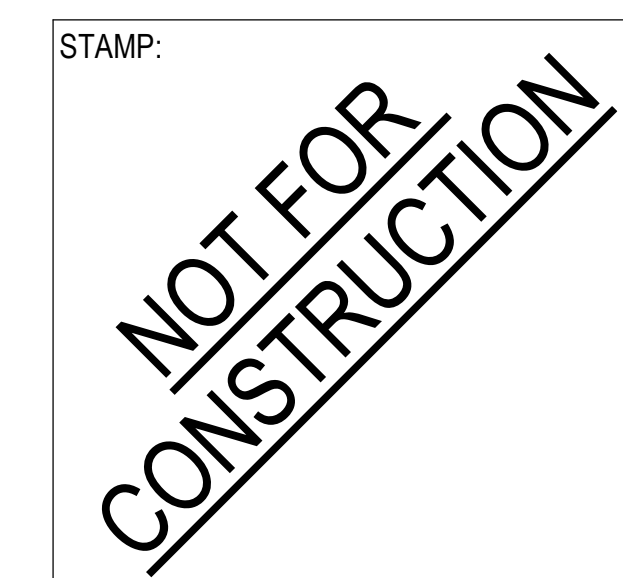
TOTAL OCCUPANTS: 58
 EXITS REQUIRED: 2
 EXITS PROVIDED: 2

TOTAL OCCUPANTS FOR PARKING CALCULATIONS: 34



1 CODE PLAN - EGRESS
 1/8" = 1'-0"

2 CODE PLAN - PARKING CALCS
 1/8" = 1'-0"



NO.	DATE	REVISIONS

PROJECT TITLE:
**Bob Lucas
 Literacy Center
 Renovations**
 2659 LINCOLN AVENUE,
 ALTADENA, CA 91001

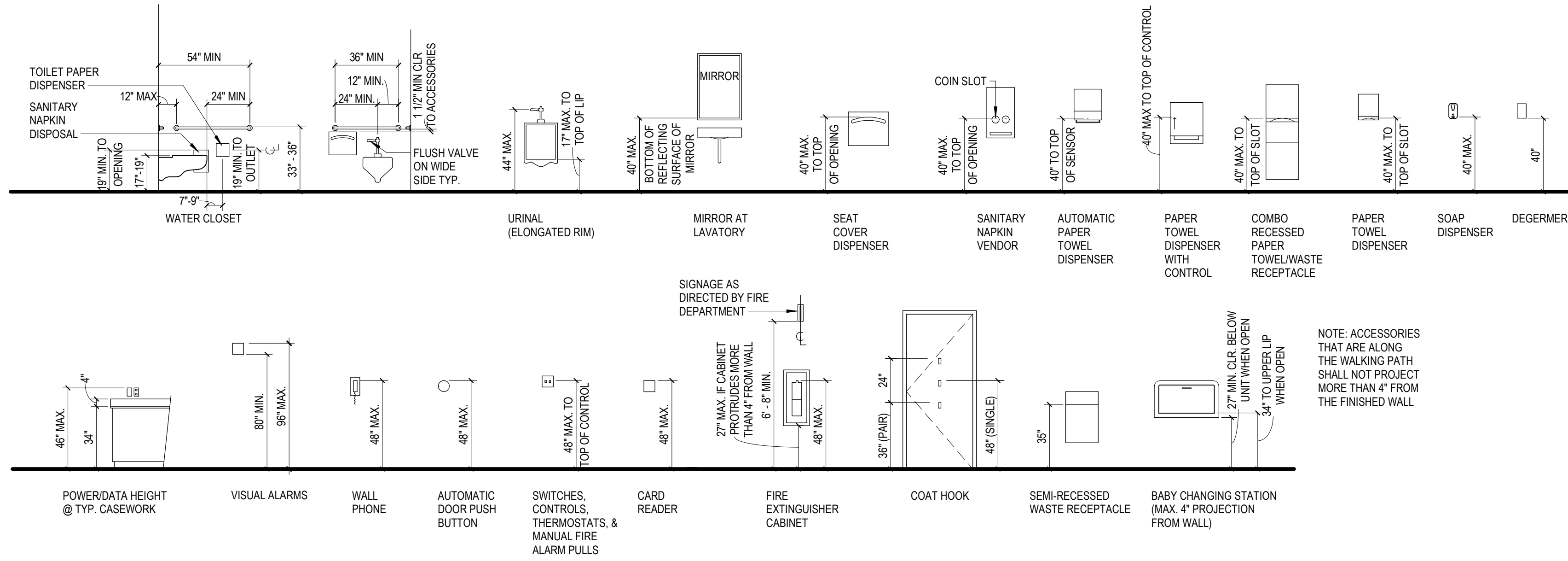
PROJECT NO. 2111020
 DATE: Issue Date
 SHEET TITLE:

CODE PLANS

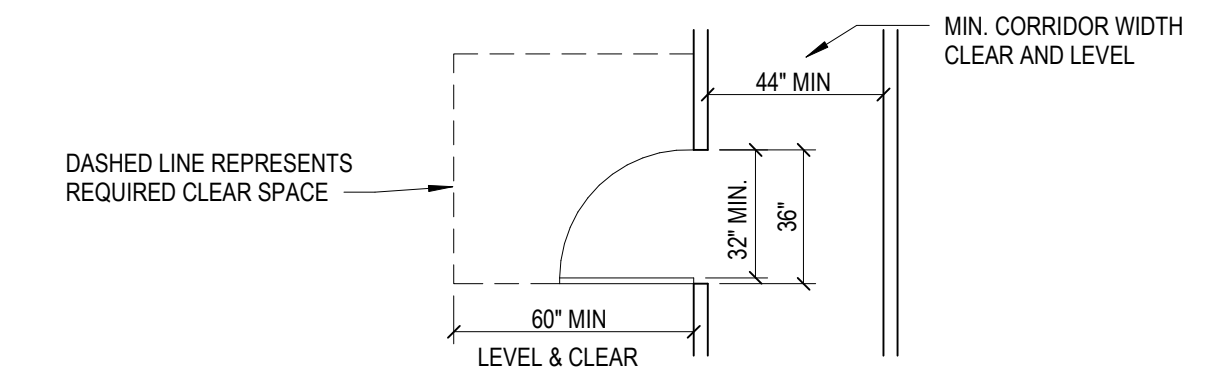
SCALE: 1/8" = 1'-0"

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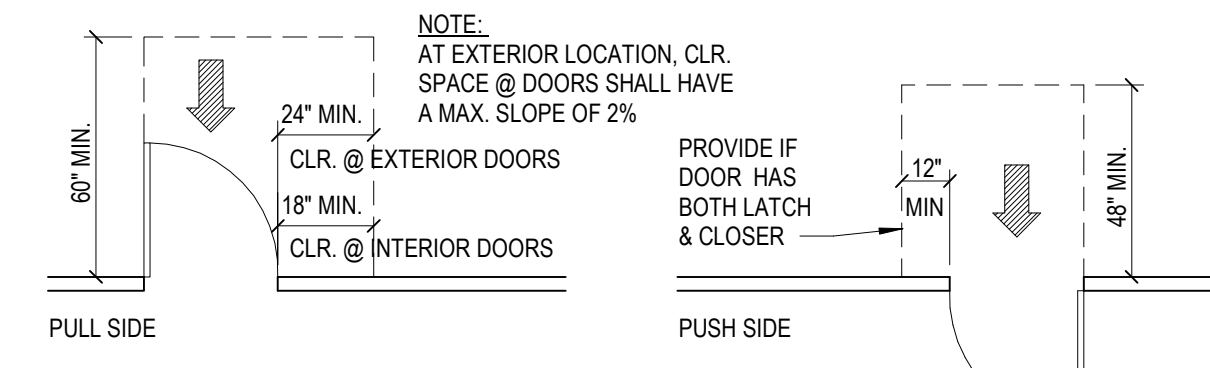
G110



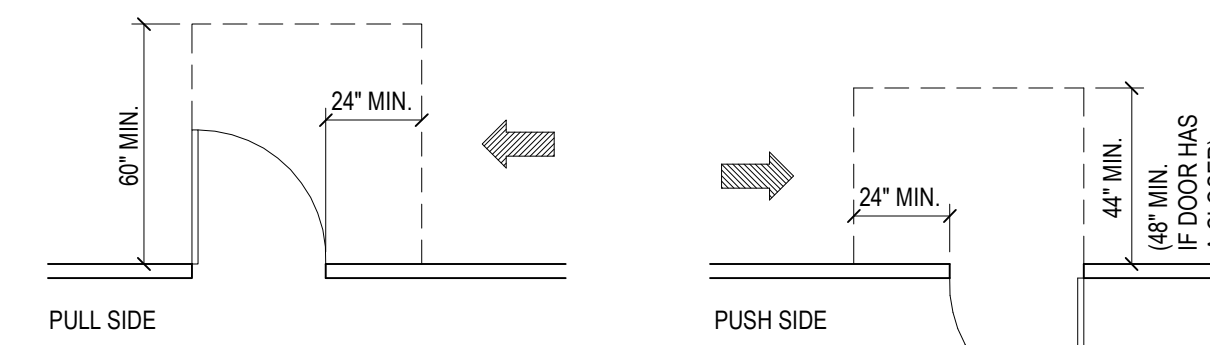
1 ACCESSIBLE MOUNTING HEIGHTS
1/4" = 1'-0"



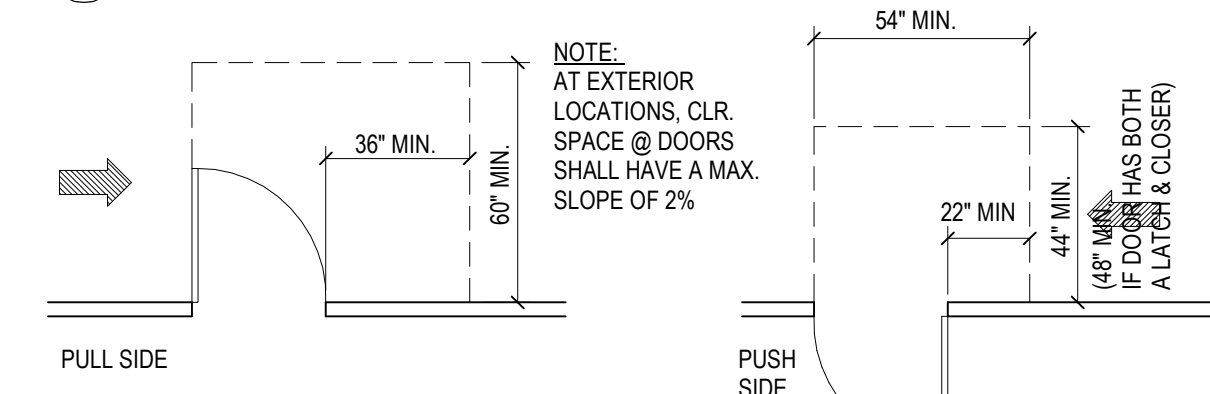
A GENERAL REQUIREMENTS



B FRONT APPROACH



C LATCH APPROACH



D HINGE APPROACH

Accessible Door Clearances
1/4" = 1'-0"

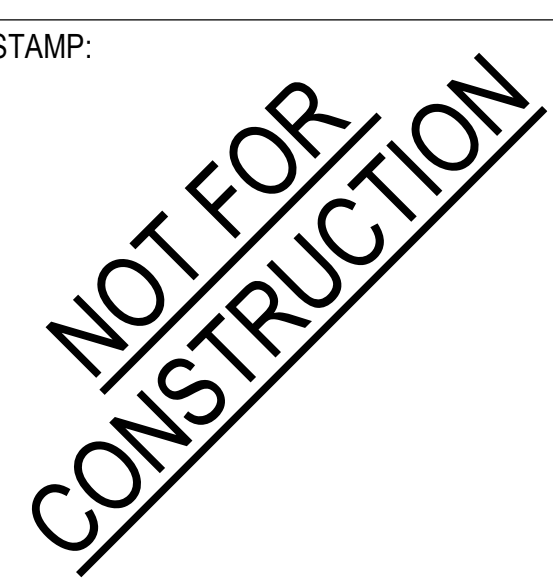


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CONSULTANTS LOGO:

100% DESIGN DEVELOPMENT



NO.	DATE	REVISIONS

PROJECT TITLE:
Bob Lucas Literacy Center Renovations
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date

ACCESSIBILITY DETAILS AND MOUNTING HEIGHTS

SCALE: 1/4" = 1'-0"

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G130

GENERAL NOTES:

- ALL WORK PERFORMED IN THIS CONTRACT SHALL CONFORM TO:
 - PROJECT SPECIFICATIONS.
 - THE LATEST EDITION AND SUPPLEMENTS OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (SSPWC) AND AMERICAN PUBLIC WORKS ASSOCIATION (APWA).
 - CALIFORNIA BUILDING CODE, LATEST VERSION.
- ALL WORK SHALL COMPLY WITH THE REQUIREMENTS OF THE WORK SPECIFIED ON THE DRAWINGS AND WITHIN THE VARIOUS NOTES SHOWN HEREIN.
- THE EXISTING CONDITIONS SHOWN DIAGRAMMATICALLY ON THE PLANS ORIGINATED FROM AS BUILT DRAWINGS AND FIELD SURVEY. ANY DISCREPANCY SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT/OAR USING THE PROPER REQUEST FOR INFORMATION FORMS PRIOR TO SUBMITTING HIS BID FOR PROPER ACTION.
- THE CONTRACTOR SHALL PROTECT ALL EXISTING STRUCTURES IN THE AREA OF WORK WHICH ARE NOT INCLUDED IN THIS CONSTRUCTION. ANY DAMAGE RESULTING FROM THIS WORK SHALL BE REPAIRED AND/OR REPLACED AT NO ADDITIONAL COST TO THE OWNER.
- UNDERGROUND SERVICE ALERT:

BEFORE COMMENCING ANY EXCAVATION, THE CONTRACTOR SHALL OBTAIN AN UNDERGROUND SERVICE ALERT INQUIRY I.D. NUMBER BY CALLING 1-800-422-4133. TWO (2) WORKING DAYS SHALL BE ALLOWED AFTER THE I.D. NUMBER IS OBTAINED AND BEFORE THE EXCAVATION WORK IS STARTED SO THAT UTILITY OWNERS CAN BE NOTIFIED.
- PROTECTION AND RESTORATION OF EXISTING IMPROVEMENTS:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF PUBLIC AND PRIVATE PROPERTY ADJACENT TO THE WORK PER SECTION 01-1100 OF THE STANDARD SPECIFICATIONS.
- REMOVALS:

EXISTING STRUCTURES AND SUBSTRUCTURES WHICH ARE INDICATED TO BE REMOVED IN THIS CONSTRUCTION DOCUMENTS SHALL BE TOTALLY REMOVED AND DISPOSED OF OFFSITE, UNLESS OTHERWISE INDICATED. EXISTING FACILITIES WHICH ARE DISCOVERED DURING CONSTRUCTION (INCLUDING WALLS, FOOTINGS AND FOUNDATIONS) SHALL BE REPORTED TO AND COORDINATED WITH THE ARCHITECT AS TO THEIR REMOVAL. CONTRACTOR WILL NOTIFY THE IOR AND OAR IN WRITING PRIOR TO COMMENCING THE WORK.

ALL SITE PREPARATION AS INDICATED SHALL BE MADE UNDER THE CONTINUOUS INSPECTION OF THE IOR. SECURE THE REQUIRED PERMIT FROM THE CALIFORNIA DIVISION OF INDUSTRIAL SAFETY FOR THE CONSTRUCTION OF TRENCHES, SHORING OR EXCAVATIONS WHICH ARE 5 FEET OR DEEPER OR WORK THAT MAY JEOPARDIZE THE WORKERS. SHORING CALCULATIONS SHALL BE PROVIDED BY THE CONTRACTOR AS REQUIRED FOR APPROVAL AND PERMITTING.

THE CONTRACTOR SHALL KEEP THE CONSTRUCTION AREA SUFFICIENTLY DAMPENED TO CONTROL DUST CAUSED BY WORK ACTIVITIES AS REQUIRED BY THE DISTRICT AND JURISDICTIONAL AGENCY.

ALL FILL OR BACKFILL SHALL BE COMPACTED TO 90% MAXIMUM DENSITY PER GEOTECHNICAL REPORT.

CONSTRUCTION STAKING AND ADJUSTMENTS FOR IMPROVEMENTS SHOWN ON THESE PLANS SHALL BE PERFORMED BY A LICENSED LAND SURVEYOR PAID FOR BY THE CONTRACTOR AND INCLUDED IN THE CONTRACT.

VOIDS RESULTING FROM REMOVAL WORK SHALL BE FILLED WITH SUITABLE MATERIALS APPROVED BY THE OWNER RETAINED GEOTECHNICAL ENGINEER AND COMPACTED TO 90% MAXIMUM DENSITY PER GEOTECHNICAL REPORT.

UPON COMPLETION OF THE PROJECT, CONTRACTOR SHALL REMOVE EXISTING CONSTRUCTION FENCING, APPURTENANCES AND OFFICE TRAILERS FROM THE SITE. PAVEMENT SHALL BE PATCHED AND REPAIRED TO MATCH ADJACENT PAVEMENT AND APPROVED BY THE IOR.

ANY ADDITIONAL SURVEYS OR TESTING AS A RESULT OF CONTRACTOR ERROR OR MISINFORMATION WILL BE CHARGED TO THE CONTRACTOR.

CONSTRUCT STRAIGHT GRADES BETWEEN ELEVATIONS SHOWN ON PLAN UNLESS INTERRUPTED BY A GRADE CHANGE LINE. ANY DEVIATION FROM THE GRADING PLAN MUST HAVE PRIOR APPROVAL FROM THE ARCHITECT.

GRADE LAWN, TURF, AND PLANTING AREA 1" BELOW DESIGN GRADES INDICATED.

ADJUST TO GRADE EXISTING MANHOLE RIMS, VALVE BOXES AND ELECTRICAL VAULT LIDS TO DESIGN GRADES WITHIN THE IMPROVEMENT AREA, UNLESS NOTED OTHERWISE.

MAINTAIN A RECORD OF LOCATION OF UTILITY MARKERS ON THE AS-BUILT PLAN AND REINSTALL THEM AFTER PAVING. REPLACE BENT OR UNUSABLE MARKERS FOR ALL UTILITY LINES DISCOVERED WITHIN THE WORK AREA. INSTALL BRASS UTILITY MARKERS INDICATING DIRECTIONS OF LINES AT ALL CHANGES IN DIRECTIONS AFTER PAVING. INFORM THE SURVEYOR TO LOCATE AND RECORD ACTUAL LOCATIONS.

IF EXISTING UTILITIES ARE EXPOSED OR DETERMINED TO EXIST UNDER THE ROUGH GRADING SITE, CONTRACTOR SHALL PROVIDE A FLAGGED STAKE THAT INDICATES THEIR LOCATION, TYPE OF UTILITY, SIZE, PIPE MATERIAL AND DEPTH. STAKES SHALL BE INSTALLED NO LESS THAN 50' ON CENTER ON STRAIGHT LINES AND AT BENDS.

UNCLOG, CLEAN AND FLUSH THE WORK AREA DRAINAGE SYSTEM AFTER PAVING AND IMMEDIATELY BEFORE A RAIN FORECAST.

ALL EXPORT OF MATERIAL FROM THE SITE MUST GO TO A PERMITTED SITE OR A LEGAL DUMPSITE. RECEIPTS FOR ACCEPTANCE OF EXCESS MATERIAL BY A DUMPSITE ARE REQUIRED AND MUST BE PROVIDED TO THE INSPECTOR OF RECORD UPON REQUEST.

A COPY OF THE GRADING PERMIT AND APPROVED GRADING PLANS MUST BE IN THE POSSESSION OF A RESPONSIBLE PERSON AND AVAILABLE AT THE SITE AT ALL TIMES.

SITE BOUNDARIES, EASEMENTS, DRAINAGE DEVICES, RESTRICTED USE AREAS SHALL BE LOCATED PER CONSTRUCTION STAKING BY A LICENSED SURVEYOR. PRIOR TO GRADING, AS REQUESTED BY THE INSPECTOR OF RECORD, ALL PROPERTY LINES, EASEMENTS, AND RESTRICTED USE AREAS SHALL BE STAKED.

GENERAL NOTES (cont):

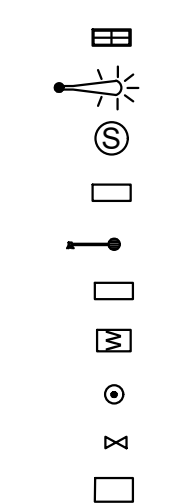
- IF GRADING AUTHORIZED BY THIS PLAN IS TO EXTEND THROUGH THE RAINY SEASON, APRIL THROUGH NOVEMBER OF THE FOLLOWING YEAR, SEPARATE UPDATED PLANS FOR EROSION CONTROL MUST BE SUBMITTED PRIOR TO OCTOBER TO THE CITY ENGINEER FOR APPROVAL. CONTRACTOR TO PROVIDE STORM WATER PREVENTION PLAN, PRE-CONSTRUCTION AND POST CONSTRUCTION BMPs AND UPDATE FROM TIME TO TIME TO COMPLY WITH THE REQUIREMENTS.
- CONTRACTOR SHALL INSTALL TEMPORARY FENCING AROUND THE PERIMETER OF THE CONSTRUCTION SITE AND STAGING AREA. FENCING SHALL BE MINIMUM 8' TALL AND SHALL HAVE A DUST/VISION BARRIER ALONG THE FULL LENGTH. THE DUST/VISION BARRIER SHALL EXTEND THE LENGTH OF THE CONSTRUCTION SITE. THE FENCING SHALL BE ANCHORED TO THE SURFACE AND SHALL BE ABLE TO WITHSTAND A 200-POUND HORIZONTAL POINT LOAD IN ANY DIRECTION. WORK AREA AND STAGING AREA SHALL BE SECURE AT ALL TIMES.
- CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS, INCLUDING NPDES, FROM THE APPROPRIATE JURISDICTIONAL AGENCIES FOR DISCHARGE OF GROUND WATER THAT MAY BE NECESSARY TO ACCOMPLISH EXCAVATIONS SHOWN ON THESE PLANS.
- STORM DRAINAGE SYSTEMS SHOWN ON THESE PLANS HAVE BEEN DESIGNED FOR THE FINAL SITE CONDITION AT COMPLETION OF THE PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ADEQUATE DRAINAGE OF THE SITE, DURING INTERIM CONDITIONS OF CONSTRUCTION.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE THE ARCHITECT WITH A COMPLETE SET OF REPRODUCIBLE "AS-BUILT" DRAWINGS OF ALL WORK PERFORMED UNDER THIS CONTRACT, AS SHOWN WITHIN THESE CONSTRUCTION DRAWINGS. ALL FIELD CHANGES SHALL BE SHOWN IN DETAIL ON THE "AS-BUILT" DRAWINGS AND SHALL INCORPORATE AS A MINIMUM, NEW ELEVATIONS, GRADES AND ALIGNMENT OF UNDERGROUND FACILITIES WITH DIMENSIONAL TIES TO BUILDINGS OR OTHER VISIBLE IMPROVEMENTS.
- THE CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE CONDITIONS INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY, AND SHALL NOT BE LIMITED TO NORMAL WORKING HOURS.
- THE PROPOSED GRADE IS THE FINAL GRADE AND NOT THE ROUGH GRADE. THE CONTRACTOR SHALL SUBTRACT THE THICKNESS OF THE PAVED SECTION AND/OR LANDSCAPE TOPSOIL SECTION TO ARRIVE AT THE ROUGH GRADE ELEVATION.

LEGEND:

PROPERTY LINE -----	---
CENTERLINE -----	---
PERMEABLE PAVEMENT -----	
CONCRETE PAVEMENT -----	
WALL -----	
WALL -----	
LIMIT OF WORK -----	---
WOOD FENCE -----	---
ELECTRICAL -----	
GAS -----	
WATER -----	
SANITARY WATER -----	
STORM DRAIN -----	
CLEAN OUT -----	
ELECTRICAL PANEL -----	
ELECTRICAL PEDESTAL -----	
ELECTRICAL PULLBOX -----	
ELECTRICAL RISER -----	
ELECTRICAL VAULT -----	
FIRE DEPT. CONNECTION -----	
FIRE HYDRANT -----	
FIRE RISER -----	
GUY ANCHOR -----	
GAS METER -----	
GUARD POST -----	
GAS PULLBOX -----	
GAS RISER -----	
GAS VALVE -----	
INTERCEPTOR MANHOLE -----	
IRRIGATION CONTROL VALVE -----	
POST 4" DIA. -----	
POST 6" SQUARE -----	
POWER POLE -----	
UNKNOWN PULLBOX -----	
GROUND PULLBOX -----	
ROOF DRAIN -----	
SEWER CLEANOUT -----	
STORM DRAIN MANHOLE -----	
SIGN -----	

LEGENDS (cont):

STREET LIGHT PULLBOX -----	
STREET LIGHT -----	
SANITARY SEWER MANHOLE -----	
SANITARY SEWER PULLBOX -----	
TRAFFIC SIGNAL -----	
WATER PULLBOX -----	
WATER METER -----	
WATER RISER -----	
WATER VALVE -----	
WATER VAULT -----	



SHEET INDEX:

C-1.00	GENERAL NOTES, LEGENDS AND ABBREVIATIONS
CD-1.00	SITE DEMOLITION PLAN
C-2.00	SITE CONTROL PLAN
C-3.00	SITE GRADING PLAN
C-5.00	MISCELLANEOUS DETAILS

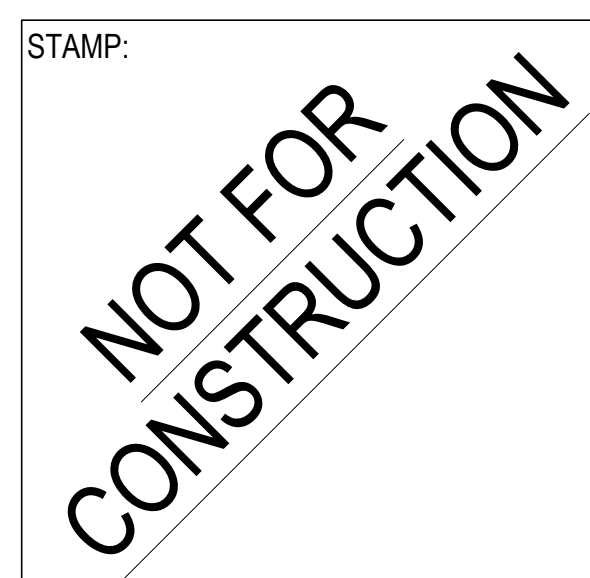
ABBREVIATIONS:

AC	ASPHALT CONCRETE
BS	BOTTOM OF FIRST STEP
BX	BOTTOM OF DWY/RAMP X
CBW	CONCRETE BLOCK WALL
CONC	CONCRETE
CW	CONCRETE WALL
CL	CENTERLINE
CN	CONCRETE NAIL
CSDON	COUNTY SURVEYOR MON
CEFB	CITY ENGINEER FIELD BOOK
DI	DRAINAGE INLET
DR	DOOR
EG	EDGE OF GUTTER
ETCP	ELEC. TRANSFORMER ON CONCRETE PAD
FF	FINISH FLOOR ELEVATION
FL	FLOW LINE
FS	FINISH SURFACE
GB	GRADE BREAK
GS	GROUND SHOT
INV	INVERT ELEVATION
LSPK	LEAD & SPIKE MON
LT	LEAD & TACK MON
LTAG	LEAD & TAG MON
MON	MONUMENT
N&TAG	NAIL & TAG MON
NG	NATURAL GROUND
OH	OVERHEAD
OH	OVERHEAD (BUILDING LINE)
PK	PK NAIL MON
PE	PIPE
RSR	RISER
SPK&T	SPIKE & TIN MON
SPK&W	SPIKE & WASHER MON
SSM	STANDARD SURVEY MON
TDR	TRUNCATED DOMES @ RAMP
TG	TOP OF GRATE
TL	TOP OF LANDING
TLW	TILE WALL
TP	TOP OF CONC PAD
TS	TOP OF FIRST STEP
TW	TOP OF WALL
TX	TOP OF DWY/RAMP
UG	UNDERGROUND
UP	INDICATES STEP RISE DIRECTION
VLT	UNKNOWN VAULT



ANDERSON BRULÉ
ARCHITECTS
325 South First Street, 4th Floor
San Jose, California 95113
408.298.1885 | www.aba-arch.com

CONSULTANTS LOGO:



PROJECT TITLE:
Bob Lucas Literacy Center Renovations
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

GENERAL NOTES, LEGENDS AND ABBREVIATIONS

SCALE:
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C-1.0



REMOVAL NOTES:

- ① REMOVE EXISTING ASPHALT PAVEMENT AND BASE MATERIAL, FULL DEPTH.
- ② REMOVE EXISTING CONCRETE PAVEMENT AND BASE MATERIAL, FULL DEPTH.
- ③ REMOVE EXISTING WALL AND FOOTINGS IN ITS ENTIRETY.
- ④ REMOVE EXISTING CONCRETE CURB IN ITS ENTIRETY.
- ⑤ REMOVE EXISTING TREE IN ITS ENTIRETY.
- ⑥ REMOVE EXISTING STRIPING.
- ⑦ REMOVE EXISTING CONCRETE PARKING STALL.
- ⑧ REMOVE EXISTING PLANTER AREA & EXPOSED SUBGRADE.
- ⑨ REMOVE EXISTING BIKE RACK.

PROTECT-IN-PLACE NOTES:

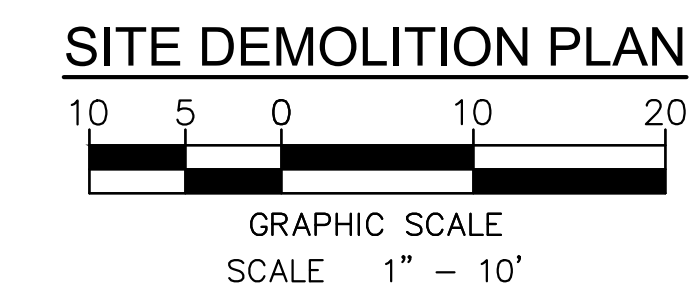
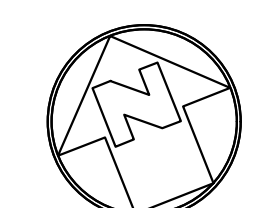
- ⑳ PROTECT IN PLACE EXISTING BUILDING.
- ㉑ PROTECT IN PLACE EXISTING WALL.
- ㉒ PROTECT IN PLACE EXISTING TREES, SHRUBS, SOD, ETC. COORDINATE WITH LANDSCAPE DRAWINGS.
- ㉓ PROTECT IN PLACE EXISTING ADJACENT CONCRETE SIDEWALK
- ㉔ PROTECT IN PLACE EXISTING UTILITY AND UTILITY PULL BOX.
- ㉕ PROTECT IN PLACE EXISTING CONCRETE CURB.
- ㉖ PROTECT IN PLACE EXISTING BOLLARD.
- ㉗ PROTECT IN PLACE EXISTING UNDERGROUND UTILITY.

LEGENDS:

- REMOVE EXISTING AC PAVEMENT
- REMOVE EXISTING CC PAVEMENT
- REMOVE EXISTING WALL
- LIMIT OF WORK

SHEET NOTES:

1. FOR GENERAL NOTES, LEGENDS AND ABBREVIATIONS, SEE SHEET C-1.0.
2. SEE ARCHITECTURAL DRAWINGS FOR OTHER SITE RELATED DIMENSIONS NOT SHOWN ON THIS DRAWING.
3. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL SURFACE AND/OR UNDERGROUND UTILITIES IN CONFLICT WITH THE PROPOSED DEMOLITION AND DESIGN ITEMS. CONTRACTOR SHALL REPORT ANY DISCREPANCIES AND/OR CONSTRUCTION RELATED ISSUES TO THE OWNER OR DESIGN TEAM PRIOR TO THE COMMENCEMENT OF WORK.
4. CONTRACTOR TO VERIFY IN FIELD THE JOINING TO EXISTING ELEVATION AND THE CURRENT SITE CONDITION WITH THE DESIGN GRADES. CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO THE COMMENCEMENT OF WORK.



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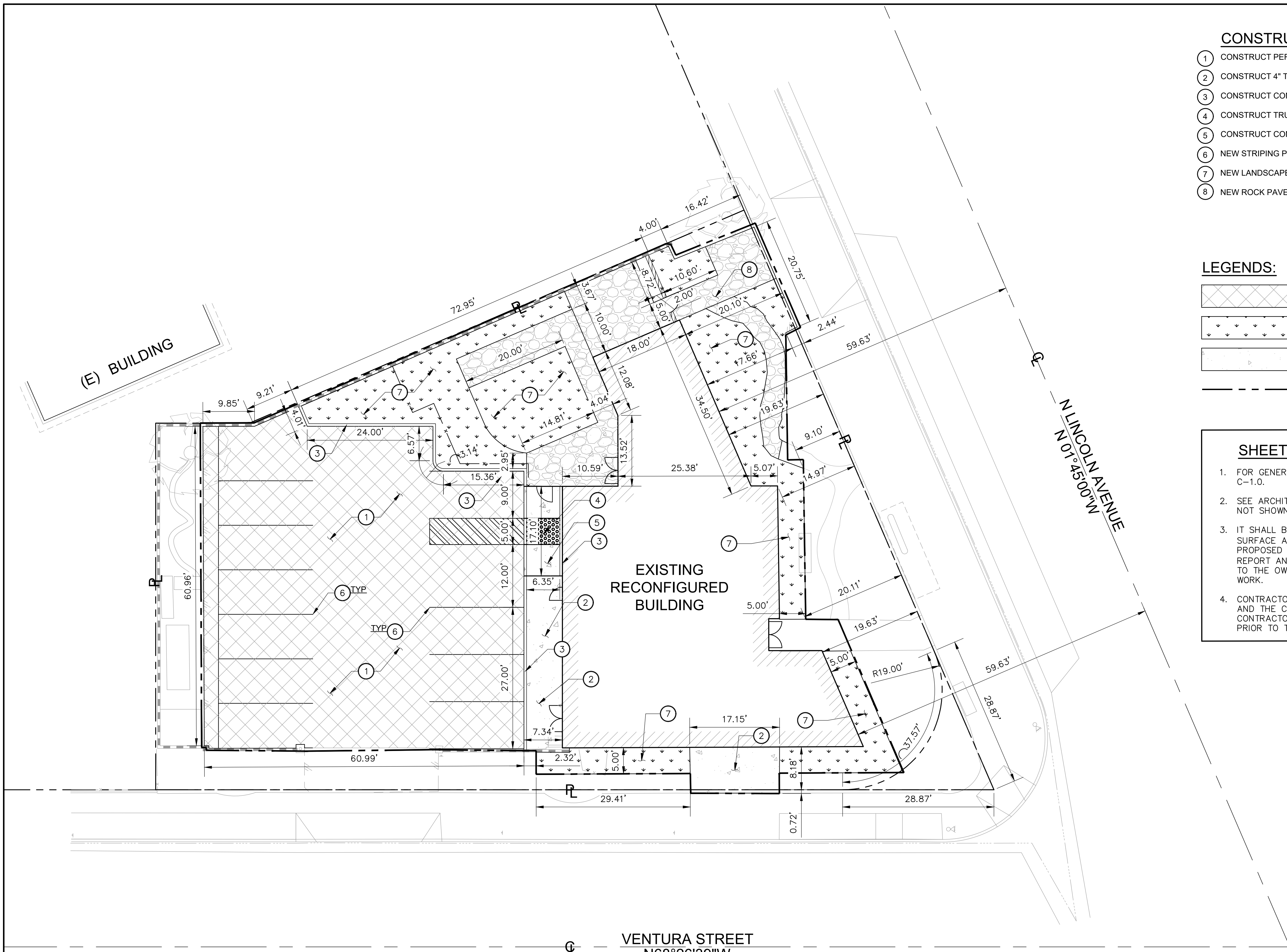
STAMP:
NOT FOR CONSTRUCTION

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**SITE
DEMOLITION
PLAN**





SCALE:
CD-1.0



CONSTRUCTION NOTES:

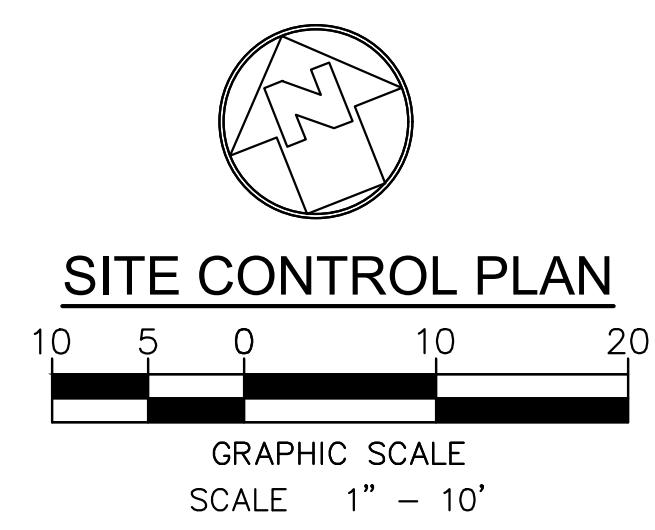
- ① CONSTRUCT PERMEABLE PAVEMENT PER ARCHITECTURAL PLAN.
- ② CONSTRUCT 4" THICK CONCRETE PAVEMENT PER DETAIL 2 ON SHEET C-5.00.
- ③ CONSTRUCT CONCRETE CURB PER DETAIL 1 ON SHEET C-5.00.
- ④ CONSTRUCT TRUNCATED DOME PER ARCHITECTURAL DRAWINGS.
- ⑤ CONSTRUCT CONCRETE CURB RAMP PER DETAIL X ON SHEET C-XX.
- ⑥ NEW STRIPING PER ARCHITECTURAL PLAN.
- ⑦ NEW LANDSCAPE AREA PER ARCHITECTURAL PLAN.
- ⑧ NEW ROCK PAVER PER LANDSCAPE PLAN.

LEGENDS:

-  NEW AC PAVEMENT
-  NEW LANDSCAPE
-  NEW CONCRETE PAVEMENT
-  LIMIT OF WORK

SHEET NOTES:

1. FOR GENERAL NOTES, LEGENDS AND ABBREVIATIONS, SEE SHEET C-1.0.
2. SEE ARCHITECTURAL DRAWINGS FOR OTHER SITE RELATED DIMENSIONS NOT SHOWN ON THIS DRAWING.
3. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL SURFACE AND/OR UNDERGROUND UTILITIES IN CONFLICT WITH THE PROPOSED DEMOLITION AND DESIGN ITEMS. CONTRACTOR SHALL REPORT ANY DISCREPANCIES AND/OR CONSTRUCTION RELATED ISSUES TO THE OWNER OR DESIGN TEAM PRIOR TO THE COMMENCEMENT OF WORK.
4. CONTRACTOR TO VERIFY IN FIELD THE JOINING TO EXISTING ELEVATION AND THE CURRENT SITE CONDITION WITH THE DESIGN GRADES. CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO THE COMMENCEMENT OF WORK.



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Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

SITE CONTROL PLAN

SCALE:

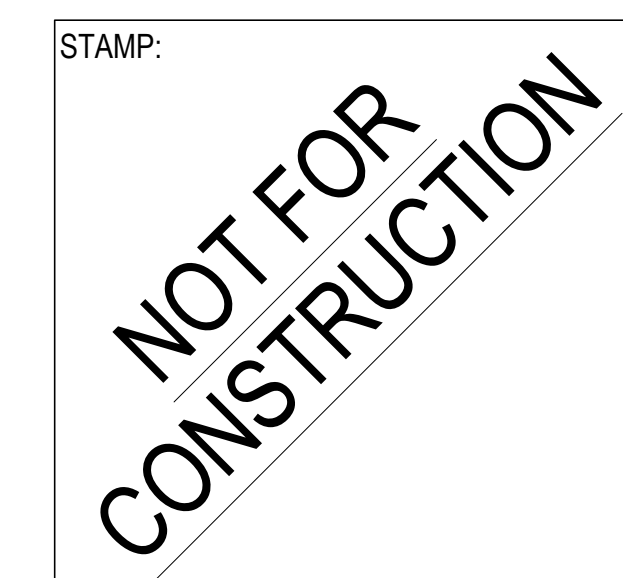
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CONSULTANTS LOGO:



ESTIMATED EARTHWORK QUANTITY

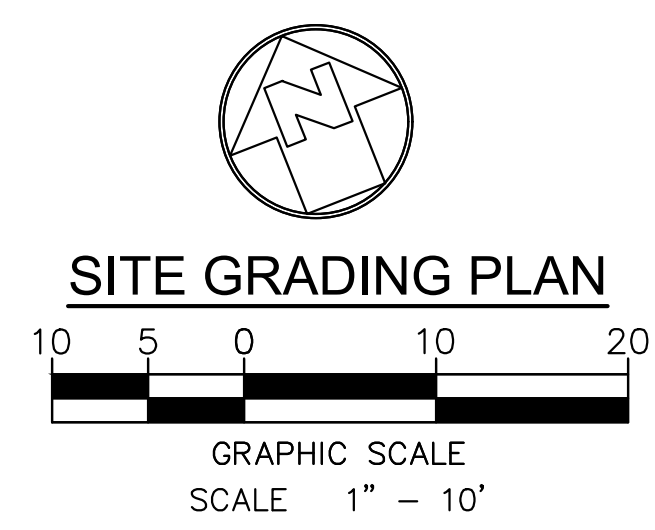
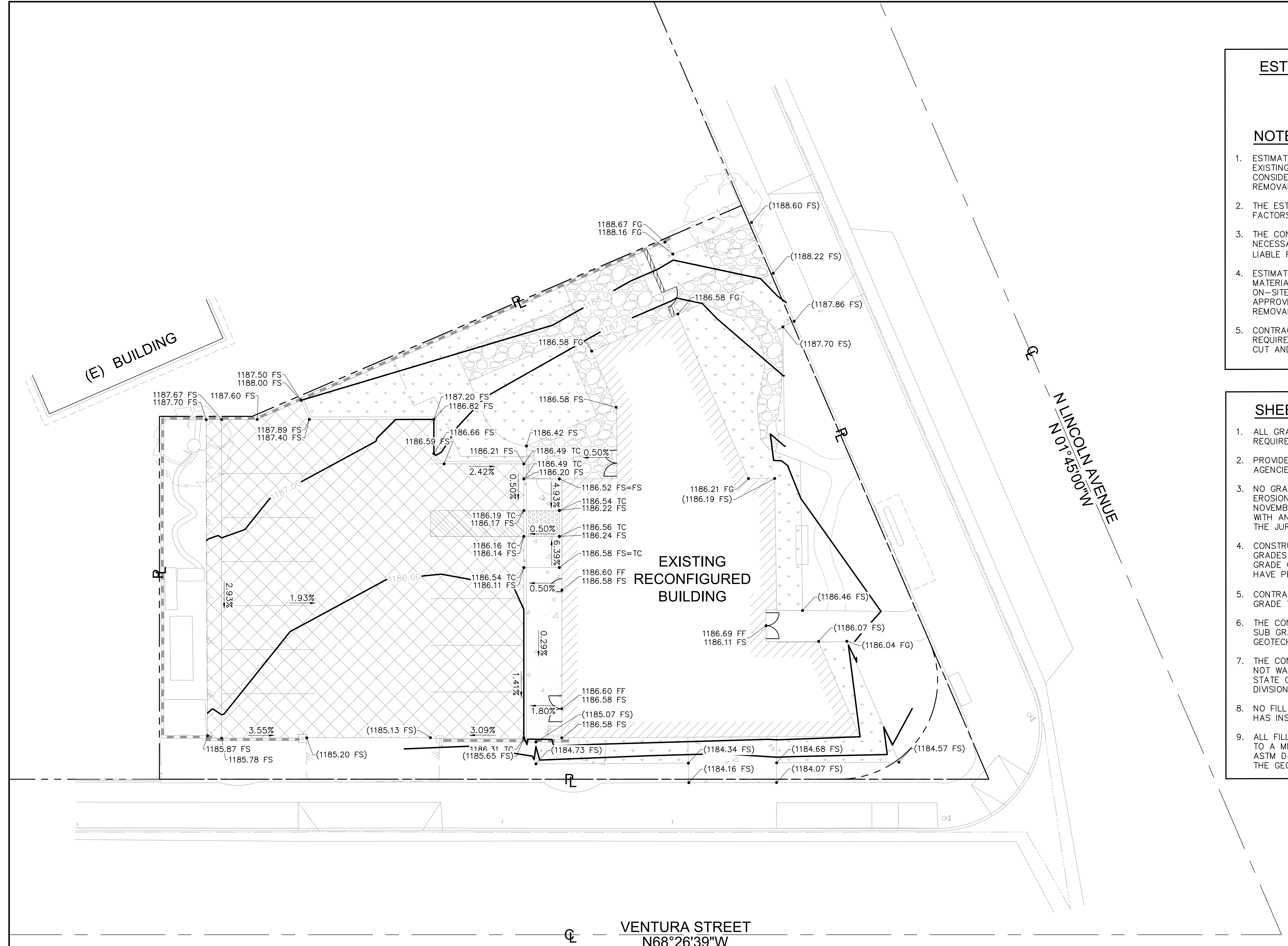
ESTIMATED CUT = XXX CY
ESTIMATED FILL = XXX CY
NET VOLUME = XXX CY

NOTES:

- ESTIMATED EARTHWORK ABOVE IS BASED ON DESIGN FINISH GRADES TO EXISTING GRADES IN SURVEY. THE ESTIMATED EARTHWORK DOES NOT CONSIDER THE THICKNESS OF EACH PAVEMENT MATERIAL OR THE REMOVAL OF ANY UNSUITABLE MATERIAL.
- THE ESTIMATED EARTHWORK QUANTITIES DO NOT INCLUDE SHRINKAGE FACTORS DUE TO COMPACTION.
- THE CONTRACTOR SHALL CALCULATE HIS OWN EARTHWORK QUANTITIES NECESSARY FOR HIS BID AND WORK. VCA IS NOT RESPONSIBLE AND LIABLE FOR THE CONTRACTOR'S EARTHWORK CALCULATIONS.
- ESTIMATED EARTHWORK QUANTITIES ABOVE ASSUME THAT ALL ON-SITE MATERIALS ARE SUITABLE FOR BACKFILLING. HOWEVER, ACTUAL EXISTING ON-SITE MATERIALS AND IMPORTED MATERIALS MUST FIRST BE APPROVED BY THE GEOTECHNICAL ENGINEER PRIOR TO INSTALLATION, REMOVAL, OR REPLACEMENT.
- CONTRACTOR SHALL REFER TO GEOTECHNICAL REPORT ALL OTHER REQUIREMENTS THAT MAY BE REQUIRED IN ORDER TO CALCULATE THE CUT AND FILL QUANTITIES.

SHEET NOTES:

- ALL GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THE JURISDICTIONAL AGENCIES.
- PROVIDE A HAUL ROUTE AS REQUIRED BY THE JURISDICTIONAL AGENCIES.
- NO GRADING WORK SHALL BE PERFORMED AT ANY TIME WITHOUT AN EROSION CONTROL SYSTEM APPROVED BY ENGINEER. BETWEEN NOVEMBER 1 AND APRIL 15, ANY GRADING WORK SHALL BE PERFORMED WITH AN EROSION CONTROL SYSTEM APPROVED BY THE ENGINEER AND THE JURISDICTIONAL DISTRICT.
- CONSTRUCT DESIGN GRADES SHOWN ON PLAN. CONSTRUCT STRAIGHT GRADES BETWEEN INDICATED ELEVATIONS UNLESS INTERRUPTED BY A GRADE CHANGE LINE. ANY DEVIATIONS FROM THE GRADING PLAN MUST HAVE PRIOR APPROVAL OF THE ARCHITECT.
- CONTRACTOR SHALL RECOMPACT THE TOP 12" OF THE PAVING SUB GRADE TO 95% MAXIMUM RELATIVE DENSITY.
- THE CONTRACTOR SHALL NOT BEGIN THE PAVING OPERATION UNTIL THE SUB GRADE HAS BEEN APPROVED BY THE DISTRICT RETAINED GEOTECHNICAL ENGINEER AND IOR.
- THE CONTRACTOR IS ADVISED THAT THE APPROVAL OF THIS PLAN DOES NOT WAIVE THE REQUIREMENTS FOR EXCAVATIONS CONTAINED IN THE STATE CONSTRUCTION SAFETY ORDERS ENFORCED BY THE STATE DIVISION OF INDUSTRIAL SAFETY.
- NO FILL TO BE PLACED, UNTIL THE GEOTECHNICAL ENGINEER OR IOR HAS INSPECTED AND APPROVED THE BOTTOM OF EXCAVATION.
- ALL FILL OR BACK FILL SHALL BE COMPACTED BY MECHANICAL MEANS TO A MINIMUM 95% RELATIVE COMPACTION AS DETERMINED BY THE ASTM D-1557. ALL FILL INSTALLATION SHALL REQUIRE CERTIFICATION BY THE GEOTECHNICAL ENGINEER PRIOR TO FOUNDATION INSTALLATION.



PROJECT TITLE:
**Bob Lucas
 Literacy Center
 Renovations**
 2659 LINCOLN AVENUE,
 ALTADENA, CA 91001

PROJECT NO. 2111020
 DATE: 7/29/2022
 SHEET TITLE:

SITE GRADING PLAN

SCALE:

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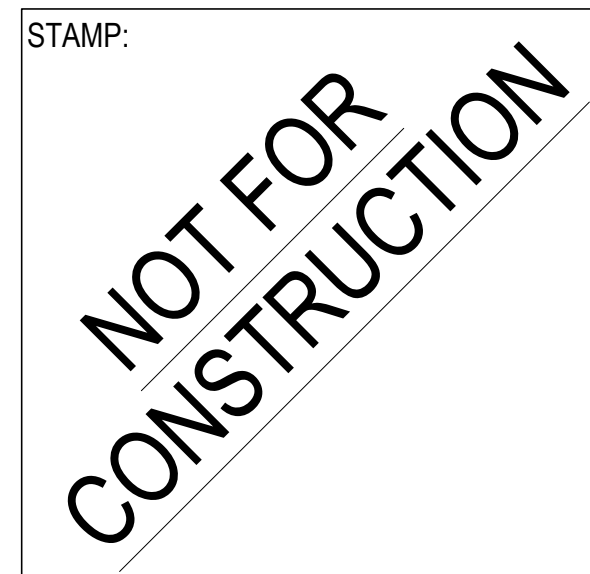
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MISCELLANEOUS
DETAILS

SCALE:

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C-5.0

NOTES:

- WHEN "A" IS 6" OR LESS, B=6".
- WHEN "A" IS GREATER THAN 6" AND LESS THAN OR EQUAL TO 12", A=B.
- WHEN "A" IS GREATER THAN 12" AND LESS THAN OR EQUAL TO 18", B=18".
- WHEN THE SUM OF "A" PLUS "B" IS 18" OR GREATER, PLYWOOD FORM IS REQUIRED.
- PROVIDE EXPANSION JOINTS AT 30'-0" O.C. MAX.
- TERMINATE REBARS 1/2" FROM EXPANSION JOINT.

LOCATION	CONCRETE PAVEMENT THICKNESS "A"	CRUSHED AGGREGATE BASE THICKNESS "B"
NON TRAFFIC	4"	4"

NOTES:

- FOR CONSTRUCTION JOINTS, EXPANSION JOINTS, AND FINISH SURFACE REQUIREMENTS REFER TO DETAIL 3 ON THIS SHEET.
- CONCRETE, $f_c=4000$ PSI @ 28 DAYS. REBARS, $f_y=60,000$ PSI PER ASTM A615.
- CONCRETE FINISHES TO BE EQUIVALENT TO MEDIUM SALTED FINISH FOR SLOPES OF LESS THAN 6%, AND SLIP RESISTANT FOR SLOPES 6% OR GREATER.
- CONCRETE PAVEMENT SHALL BE DESIGNED AND MAINTAINED TO SUPPORT THE IMPOSED LOADS OF ALL FIRE APPARATUS & SHALL BE SURFACED SO AS TO PROVIDE ALL-WEATHER DRIVING CAPABILITIES FOR FIRE LANE.

1 CONCRETE CURB DETAIL
NOT TO SCALE

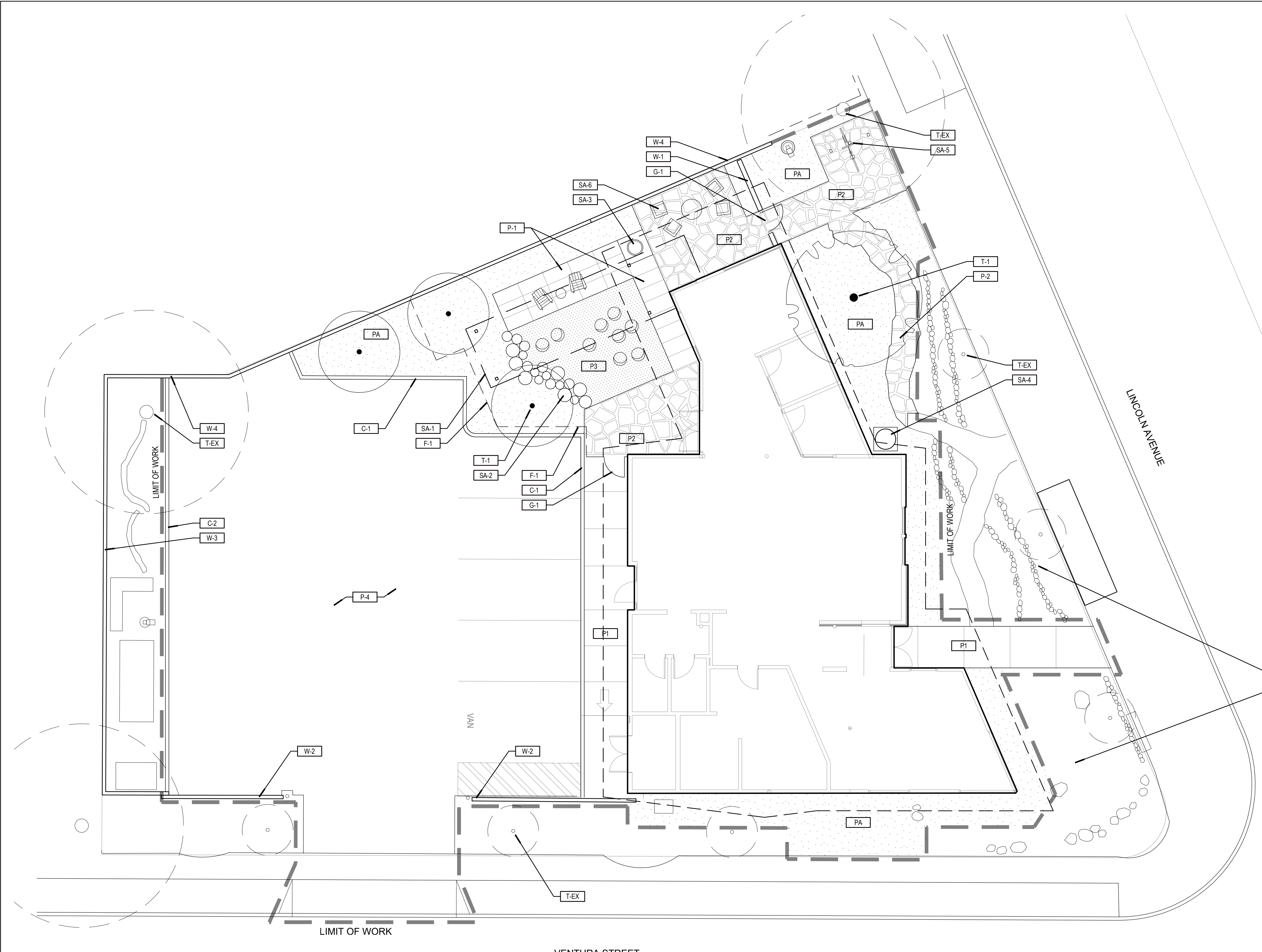
2 CONCRETE PAVEMENT DETAIL
NOT TO SCALE

- LEGEND:**
- PAVING FINISH SURFACE.
 - SAWCUT.
 - 1/4" R. @ EDGES. TYP.
 - PREMOLDED E.J. FILLER.
 - JOINT SEALANT. COLOR TO BE SELECTED BY ARCHITECT. SUBMIT COLOR SAMPLES PRIOR TO INSTALLATION.
 - BACKER ROD.
 - 18" #3 REBAR W/ 'SPEED DOWEL' @ 18" OC, CENTER IN CONC. AT COLD JOINTS & E.J.'S.
 - CONTROL JOINTS 20'-0" O.C. MAX.
 - CONTRACTOR TO SUBMIT SHOP DRAWINGS OF CONTROL JOINT AND EXPANSION JOINT LAYOUT.

WALLED TRENCH WIDTH	
NOMINAL PIPE DIAMETER (INCHES)	NARROW TRENCH WIDTH MIN. (INCHES)
4	18
6	18
8	24
12	36

3 JOINT DETAILS
NOT TO SCALE

4 BEDDING DETAIL
NOT TO SCALE



CONSTRUCTION LEGEND		
ITEM	DESCRIPTION	DETAIL
P1	PEDESTRIAN CONCRETE PAVING INTEGRAL COLOR, SAND FINISH, WITH SEALANT	PER CIVIL
P2	REPURPOSED CONCRETE PAVING, RECLAIMED FROM SITE, OVER 4" COMPACTED ROAD BASE WITH PERMEABLE PEBBLE JOINTS	
P3	SYNTHETIC TURF	
P4	ASPHALT PARKING LOT	PER CIVIL
C-1	6" CONCRETE CURB	PER CIVIL
C-2	6" WIDE FLUSH CONCRETE CURB AT EDGE OF NEW PARKING LOT PAVING	PER CIVIL
W-1	6" TALL STACKED CONCRETE BURNISHED BLOCK WALL WITH 6" WIDE X 2" THICK MATCHING CAP	
W-2	EXISTING LOW CONCRETE WALL TO REMAIN, REMOVE PAINT AND APPLY SEALANT, REPAIR BROKEN AREAS TO MATCH	
W-3	EXISTING +/- 6" PERIMETER BLOCK WALL PENDING STRUCTURAL EVALUATION, PROVIDE ALLOWANCE TO REPLACE WITH 6" HIGH WALL TO MATCH W-1	
W-4	EXISTING +/- 6" PERIMETER BLOCK WALL WITH MURAL PENDING STRUCTURAL EVALUATION, PROVIDE ALLOWANCE TO FILL EXISTING BLOCK VOIDS AND REINFORCE WALL FROM BEHIND MURALS TO REMAIN PROTECTED IN PLACE, CLEANED, AND SEALED	
F-1	6' TALL DECORATIVE WOOD FENCE WITH GALVANIZED POWDERCOATED STEEL FRAME	
G-1	6' TALL DECORATIVE WOOD GATE WITH GALVANIZED POWDERCOATED STEEL FRAME AND LOCKING HARDWARE	
T-1	PROPOSED TREE- SEE PLANTING PLAN	
T-EX	EXISTING TREE- PROTECT IN PLACE	
SA-1	OVERHEAD STRUCTURE BY ARCHITECT	
SA-2	BUILT IN CUSTOM WOOD STUMP SEATING	
SA-3	RECIRCULATING FOUNTAIN	
SA-4	3' DIA. X 5'-8" HIGH STAINLESS STEEL RAIN HARVESTING TANK (300 GALLONS) ON 42" SQ. X 4" THICK CONCRETE PAD	
SA-5	BIKE RACKS- "CAPITOL" BY LANDSCAPE FORMS, 3 SPACES TOTAL	
SA-6	MOVABLE SITE FURNISHINGS TO BE SELECTED	
PA	PLANTING AREA	

FOR ALL AREAS OUTSIDE OF LIMIT OF WORK LINE:
 1. ALL PLANTING, TREES, AND HARDSCAPE TO BE PROTECTED
 IN PLACE WITH TEMPORARY CHAINLINK FENCE, PROVIDE
 PERIMETER GARDEN ACCESS FOR COMMUNITY MEMBERS,
 MOVE FENCE TEMPORARILY AS NEEDED TO ACCESS BUILDING
 FACADE.
 2. MAINTAIN EXISTING IRRIGATION FOR ALL PERIMETER
 PLANTING AREAS, INSTALL TEMPORARY IRRIGATION SYSTEM
 AND/OR HAND WATER AS NEEDED.
 3. BUILDING TO BE ACCESSED FROM THE WEST PARKING AREA
 FOR CONSTRUCTION.



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STAMP:
NOT FOR CONSTRUCTION

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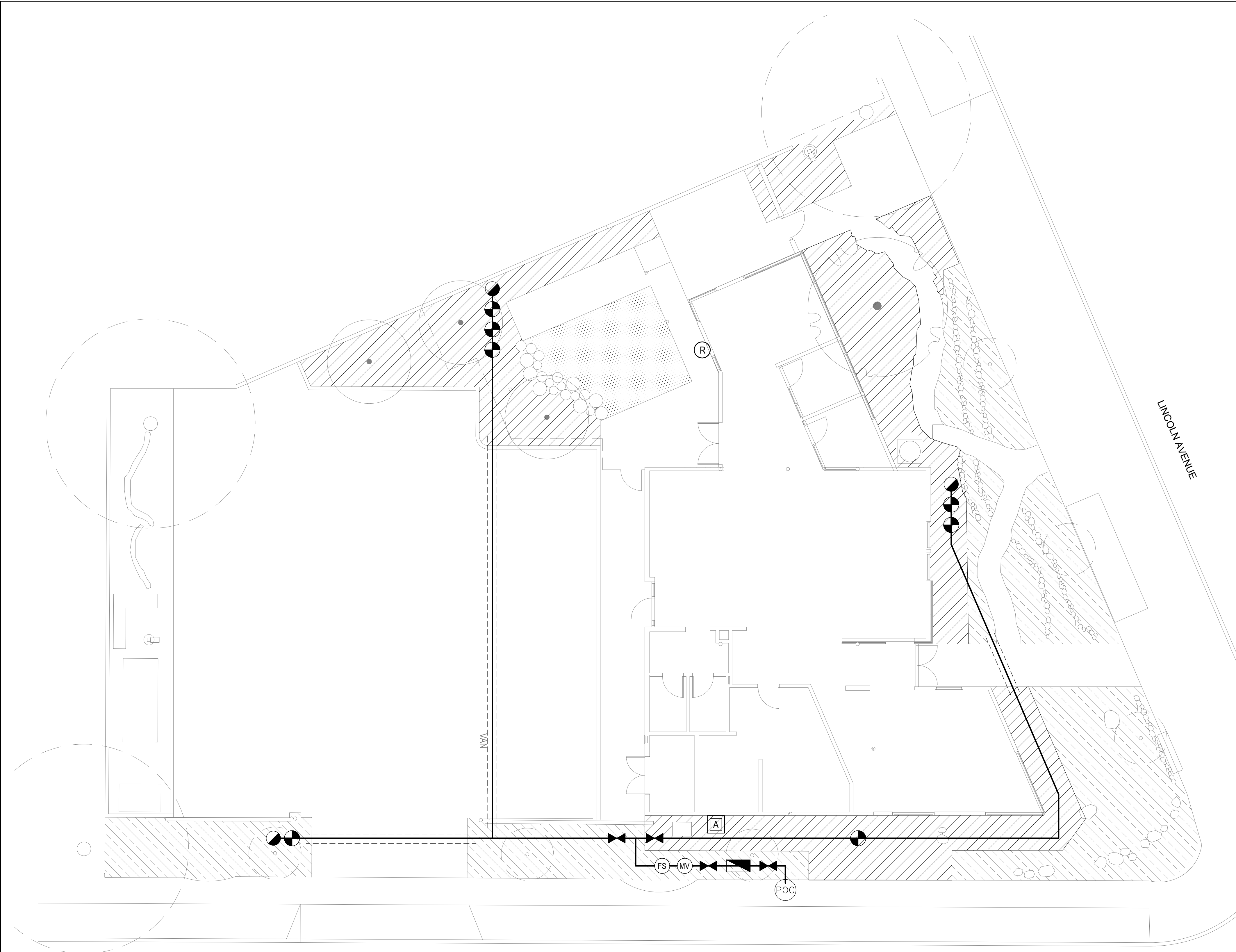
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**SITE
 CONSTRUCTION
 PLAN**

SCALE: AS SHOWN

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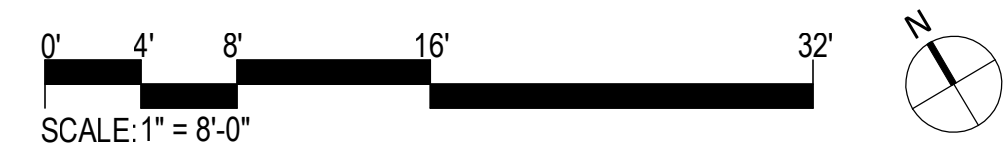
VENTURA STREET

LINCOLN AVENUE

IRRIGATION LEGEND		
SYMBOL	MANF.	MODEL NO.
■	RAINBIRD	RWS-M-B-1402
▨	NETAFIM	IRRIGATION DRIPLINE - TECHLINE CV DRIPLINE TLCV 6-12
▨	NETAFIM	DRIPLINE AT EXISTING SHRUBS, INSTALL ON GRADE UNDER MULCH, ROWS AT 12"-18", 6" CLEAR MIN. FROM EDGE OF EXISTING PLANTING (PROTECTED IN PLACE)
▨	RAINBIRD	SPRAY IRRIGATION AT SYNTHETIC TURF FOR CLEANING AND COOL DOWN
●	NETAFIM	AIR RELIEF VALVE
▶	NETAFIM	MANUAL FLUSH VALVE- TLISOV
(MV)	BUCKNER SUPERIOR	3100 NORMALLY OPEN MASTER VALVE
(FS)	HUNTER	FLOW-CLIK FLOW SENSOR
▧	WATTS	719-QT BACKFLOW PREVENTER
▶	NIBCO	T-133 BRONZE GATE VALVE
●	RAINBIRD	100 - EFB-CP WITH PRF-100-RBY
●	RAINBIRD	44-LRC - 1" QUICK COUPLER VALVE
(R)	HUNTER	WSS-SEN WIRELESS SOLAR SYNC RAIN SENSOR
(A)	HUNTER	IC-600-SS I-CORE IRRIGATION CONTROLLER WITH SS CABINET
—		MAINLINE
—		LATERAL LINE
- - -		SLEEVING

- IRRIGATION NOTES**
1. THE IRRIGATION DESIGN PRESENTED IN THESE DOCUMENTS IS INTENDED TO BE DIAGRAMMATIC. ALL IRRIGATION EQUIPMENT, PIPING AND VALVE LOCATIONS TO BE COORDINATED AND CONFIRMED ON FIELD.
 2. THE IRRIGATION CONTRACTOR SHALL BE RESPONSIBLE FOR FAMILIARIZING THEMSELVES WITH ALL DIFFERENCES IN GRADE, LOCATION OF DRAINS, LOCATION OF WALLS, CURBS, ETC. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL IRRIGATION WORK WITH THE GENERAL CONTRACTOR, ELECTRICAL CONTRACTOR, AND ALL OTHER SUBCONTRACTORS FOR THE LOCATION AND THE INSTALLATION OF IRRIGATION.
 3. THE IRRIGATION CONTRACTOR SHALL VERIFY WATER PRESSURE PRIOR TO CONSTRUCTION AND SUBMIT TO THE ARCHITECT AND OWNER'S REPRESENTATIVE.
 4. WHEN IT IS APPARENT TO THE LANDSCAPE CONTRACTOR IN THE FIELD THAT OBSTRUCTIONS, GRADE DIFFERENCES, OR DIFFERENCES IN THE CALCULATED AREA DIMENSIONS EXIST THAT MAY HAVE NOT BEEN CONSIDERED IN THE DESIGN OF THE SYSTEM, THE IRRIGATION CONTRACTOR SHALL NOT FULLY INSTALL THE IRRIGATION SYSTEM AS INDICATED ON THE CONSTRUCTION DRAWINGS. THE OWNER'S AUTHORIZED REPRESENTATIVE SHALL BE NOTIFIED IN WRITING OF ANY SUCH OBSTRUCTIONS OR DIFFERENCES PRIOR TO BEGINNING ANY IRRIGATION INSTALLATION. IF NOTIFICATION IS NOT RECEIVED PRIOR TO BEGINNING INSTALLATION, THE IRRIGATION CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL REVISIONS TO THE IRRIGATION SYSTEM AS DEEMED NECESSARY BY OWNER'S REPRESENTATIVE AND ALL COSTS ASSOCIATED WITH THOSE REVISIONS.
 5. THE IRRIGATION CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE PRESSURE REGULATOR ON EACH ELECTRIC CONTROL VALVE SO THE IRRIGATION HEAD OR DRIPLINE LOCATION FARTHEST AND HIGHEST IN ELEVATION FROM ITS ASSOCIATED CONTROL VALVE FUNCTIONS WITHIN THE OPERATING PRESSURE SHOWN ON THE IRRIGATION LEGEND (NOT TO EXCEED 5 PSI ABOVE THE INDICATED OPERATING PRESSURE).
 6. THE IRRIGATION CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING THE FINAL CONNECTION BETWEEN THE POWER SOURCE AND THE AUTOMATIC CONTROLLER. 120 VOLT ELECTRICAL POWER SOURCE SHALL BE LOCATED BY THE GENERAL CONTRACTOR IN FIELD.
 7. MATERIALS LIST SUBMITTAL: PRIOR TO INSTALLATION OF PRODUCTS, SUBMIT A DETAILED LIST OF EACH MATERIAL PROPOSED FOR USE. PREPARE TYPEWRITTEN MATERIAL LIST USING THE FOLLOWING FORMAT.

ITEM NO.	DESCRIPTION	MANUFACTURER	MODEL NO.
 8. UPON COMPLETION OF PLANTING AND IRRIGATION, THE CONTRACTOR SHALL ARRANGE FOR A SUBSTANTIAL COMPLETION INSPECTION BY LANDSCAPE ARCHITECT. CONTRACTOR SHALL CORRECT ANY DISCREPANCIES FOUND PRIOR TO FINAL INSPECTION AND ACCEPTANCE OF THE PROJECT.
 9. LANDSCAPE CONTRACTOR TO PROVIDE 30 DAY MAINTENANCE OF PLANTING AND IRRIGATION UPON FINAL ACCEPTANCE.
 10. GUARANTEE: ALL IRRIGATION EQUIPMENT SHALL BE GUARANTEED FOR REPLACEMENT AFTER FINAL INSPECTION FOR ONE YEAR.



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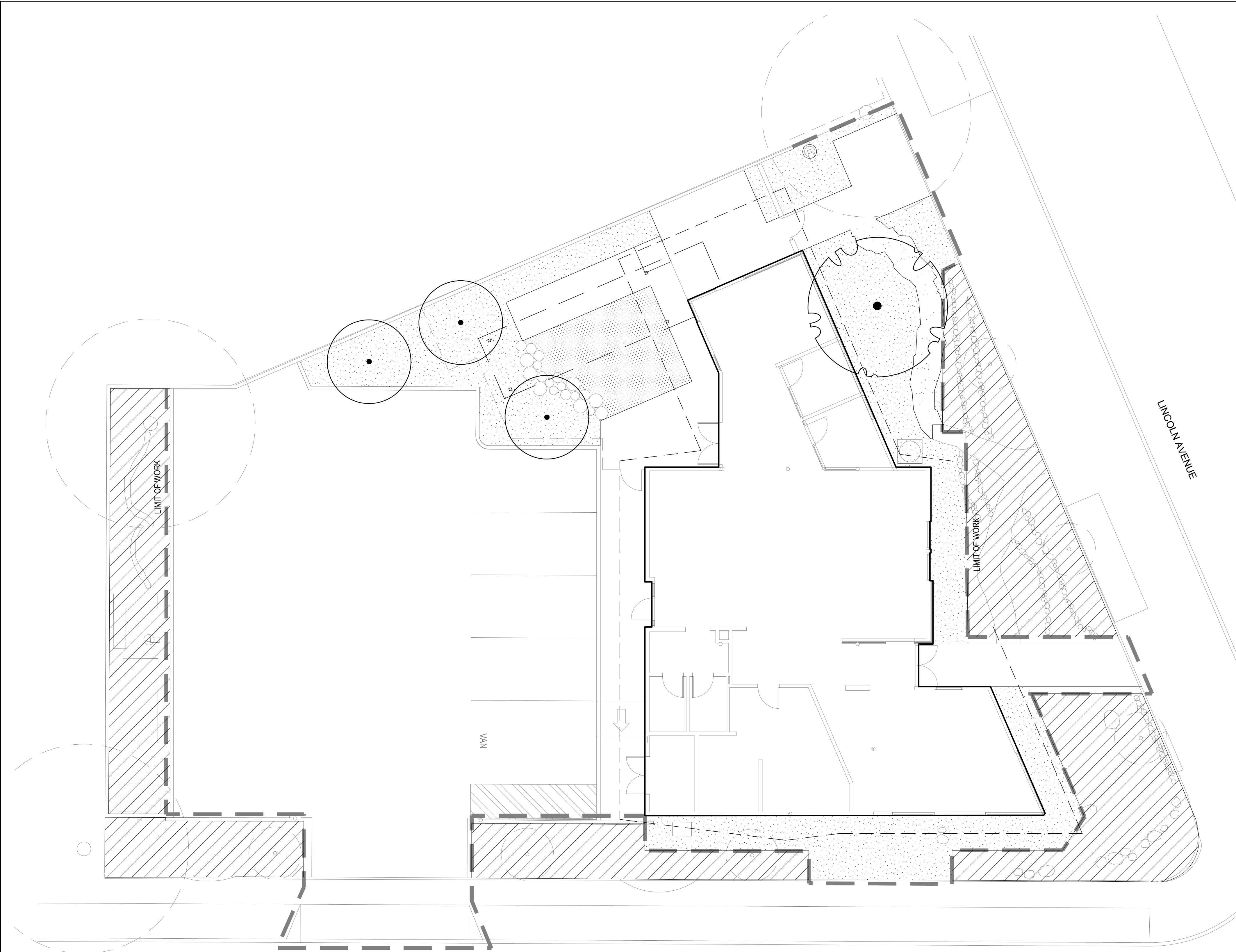
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**IRRIGATION
PLAN**

SCALE: AS SHOWN

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TREE LEGEND				
SYMBOL	BOTANIC NAME COMMON NAME	SIZE	QTY.	DETAIL
	SPECIMEN TREE (SPECIES TO BE DETERMINED)	96" BOX	1	01 / L310
	SHADE TREE (SPECIES TO BE DETERMINED)	48" BOX	3	
	EXISTING TREE TO REMAIN- PROTECT IN PLACE. PROVIDE 6' TALL TREE PROTECTION FENCING AT DRIPLINE TO BE MOVED TEMPORARILY FOR ACCESS			
	ROOT BARRIER			03 / L310

SHRUB AND GROUND COVER LEGEND				
SYMBOL	BOTANIC NAME COMMON NAME	SIZE	QTY.	DETAIL
	SHRUB AND GROUND COVER PLANTING	TBD	1,215 SF	03, 05 / L310
	SYNTHETIC TURF		250 SF	
	EXISTING COMMUNITY GARDEN AREA- PROTECT IN PLACE		2,200 SF	

- PLANTING NOTES**
- VERIFY LOCATION AND DEPTH OF ALL UNDERGROUND UTILITIES PRIOR TO START OF WORK.
 - UPON COMPLETION OF ROUGH GRADING CONTRACTOR SHALL TAKE A MINIMUM OF 3 SOIL SAMPLES ON SITE AND SUBMIT TO:
WALLACE LABORATORIES
365 CORAL CIRCLE EL SEGUNDO, CA 90245
310-615-0116
www.wlabs.com
AMENDED TOPSOIL, BACKFILL MIX, AND SOIL IMPROVEMENT RECOMMENDATIONS PER SOILS REPORT. PROVIDE SUBMITTAL FOR APPROVAL BY LANDSCAPE ARCHITECT.
 - SOIL PREPARATION: PRIOR TO PLANTING OF ANY MATERIALS, COMPACTED SOILS SHALL BE TRANSFORMED TO A FRIABLE CONDITION.
 - AFTER LANDSCAPE DEMO, CONTRACTOR SHALL HAND REMOVE ANY WEEDS PRESENT. HERBICIDE SHALL NOT BE USED ON THIS PROJECT.
 - ALL CLEARANCE DATA PER LOCAL JURISDICTION'S TREE PLANTING STANDARDS AND GUIDELINES.
 - LANDSCAPE CONTRACTOR TO PROVIDE THE FOLLOWING SUBMITTALS FOR REVIEW AND APPROVAL:
A. PHOTOGRAPHS OF PLANT MATERIAL 15 GALLON AND SMALLER (SHRUBS) WITH NURSERY LOCATION
B. PHOTOGRAPHS OF TREES WITH NURSERY LOCATION FOR TAGGING
C. CUTSHEETS OF ALL PROPOSED DRY GOOD MATERIALS INCLUDING BUT NOT LIMITED TO TREE STAKES, TREE TIES, PLANT TABLETS, EDGING, WOOD MULCH, SOIL AMENDMENTS, DECORATIVE STONE, AND WEED FABRIC.
 - NO SUBSTITUTIONS FOR PLANT MATERIAL SHALL BE MADE WITHOUT PRIOR WRITTEN APPROVAL BY THE LANDSCAPE ARCHITECT. IN THE EVENT A PLANT CANNOT BE LOCATED, THE LANDSCAPE CONTRACTOR SHALL PROVIDE A LIST OF NURSERIES CONTACTED, AS WELL AS AVAILABLE POTENTIAL SUBSTITUTIONS.
 - LANDSCAPE ARCHITECT SHALL HAVE THE OPPORTUNITY TO INSPECT AND APPROVE ALL SPECIMEN AND BOX MATERIALS AT JOB SITE PRIOR TO PLANTING. ALL UNACCEPTABLE MATERIAL SHALL BE REMOVED FROM JOB SITE AND REPLACED WITH ACCEPTABLE MATERIAL AT CONTRACTOR'S EXPENSE.
 - LANDSCAPE ARCHITECT SHALL APPROVE FINAL PLACEMENT OF TREES PRIOR TO PLANTING. CONTRACTOR SHALL GIVE AT LEAST THREE (3) BUSINESS DAYS NOTICE FOR PLANT LAYOUT APPROVAL.
 - LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL THEFT OR DAMAGE TO PLANT MATERIAL ONCE PLANT MATERIAL IS DELIVERED TO THE JOB SITE, PROVIDE PROPER MEASURES TO SECURE AND PROTECT MATERIAL.
 - PRIOR TO PLACING ANY BARK MULCH OR AGGREGATE MULCH, OR SOD, A COMPLETE IRRIGATION COVERAGE TEST IS TO BE PERFORMED, INCLUDING BUT NOT LIMITED TO OVERHEAD SPRAY AND DRIP SYSTEMS.
 - A MINIMUM 3 INCH LAYER OF MULCH SHALL BE APPLIED ON ALL EXPOSED PLANTING AREAS WHERE DECORATIVE STONE IS NOT SPECIFIED. "FOREST FLOOR" BY AGUINA GREEN OR APPROVED EQUAL. CONTRACTOR SHALL SUBMIT SAMPLE TO LANDSCAPE ARCHITECT FOR APPROVAL.
 - ALL AREAS SHALL BE GRADED TO SLOPE TO CATCH BASINS OR FLOW LINES AS INDICATED ON THE CIVIL PLANS. SOIL SHALL BE 1/2" BELOW ADJACENT HEADERS AND PAVING.
 - UPON COMPLETION OF ALL PLANTING OPERATIONS, THE PORTION OF THE PROJECT USED FOR THE APPARATUS OF THIS WORK SHALL BE CLEANED OF ALL DEBRIS, SUPERFLUOUS MATERIAL AND EQUIPMENT. ALL SUCH MATERIALS AND EQUIPMENT SHALL BE ENTIRELY REMOVED FROM THE PROJECT SITE. PAVING SHALL BE WASHED CLEAN AT THE COMPLETION OF WORK.
 - UPON COMPLETION OF PLANTING, THE CONTRACTOR SHALL ARRANGE FOR A SUBSTANTIAL COMPLETION INSPECTION BY LANDSCAPE ARCHITECT. CONTRACTOR SHALL CORRECT ANY DISCREPANCIES FOUND PRIOR TO FINAL INSPECTION AND ACCEPTANCE OF THE PROJECT.
 - CONTRACTOR SHALL INCLUDE AND PERFORM A 90 DAY MAINTENANCE PERIOD UPON COMPLETION OF THE ENTIRE SCOPE OF WORK. MAINTENANCE PERIOD IS FOR THE ENTIRE SITE. NO INDIVIDUAL PORTIONS WILL BE RELEASED UNDER A SEPARATE MAINTENANCE UNLESS PRIOR WRITTEN APPROVAL IS PROVIDED.
GUARANTEE: ALL PLANT MATERIAL SHALL BE GUARANTEED FOR REPLACEMENT AFTER FINAL INSPECTION AS FOLLOWS:
5 GAL. AND SMALLER-90 DAYS
15 GAL. AND LARGER-ONE YEAR
 - UPON FINAL ACCEPTANCE OF THE WORK, THE CONTRACTOR SHALL SUBMIT TO THE OWNER SIGNED ORIGINALS OF ALL MATERIALS AND LABOR RELEASES.
 - PLANT QUANTITIES IN LEGEND ARE FOR REFERENCE ONLY, CONTRACTOR TO PROVIDE AND INSTALL ALL PLANT MATERIAL SHOWN ON PLANS.

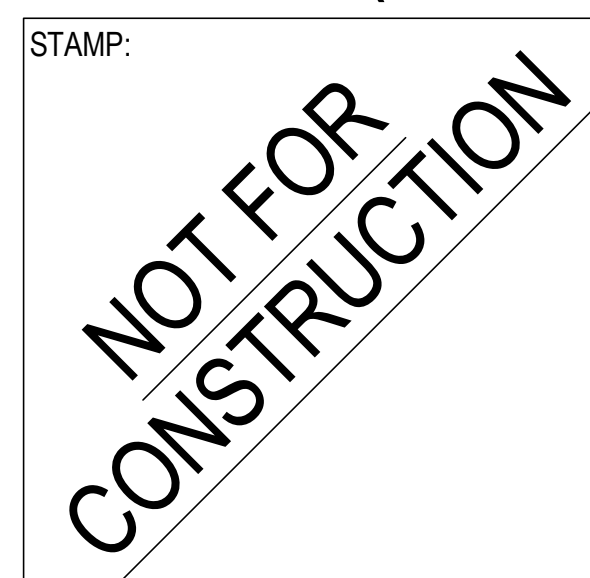


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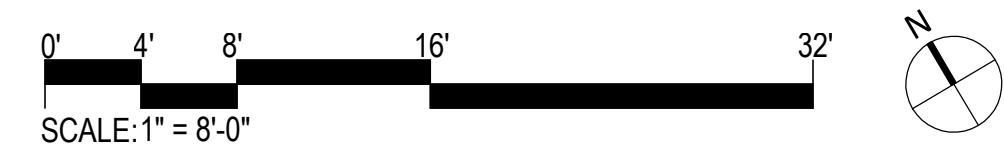
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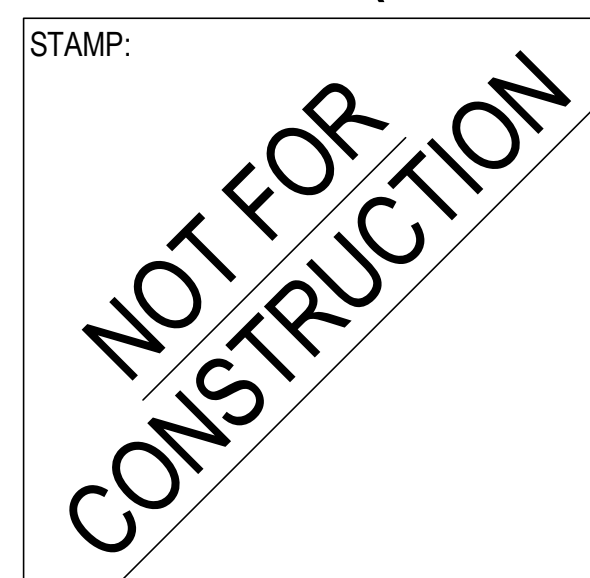
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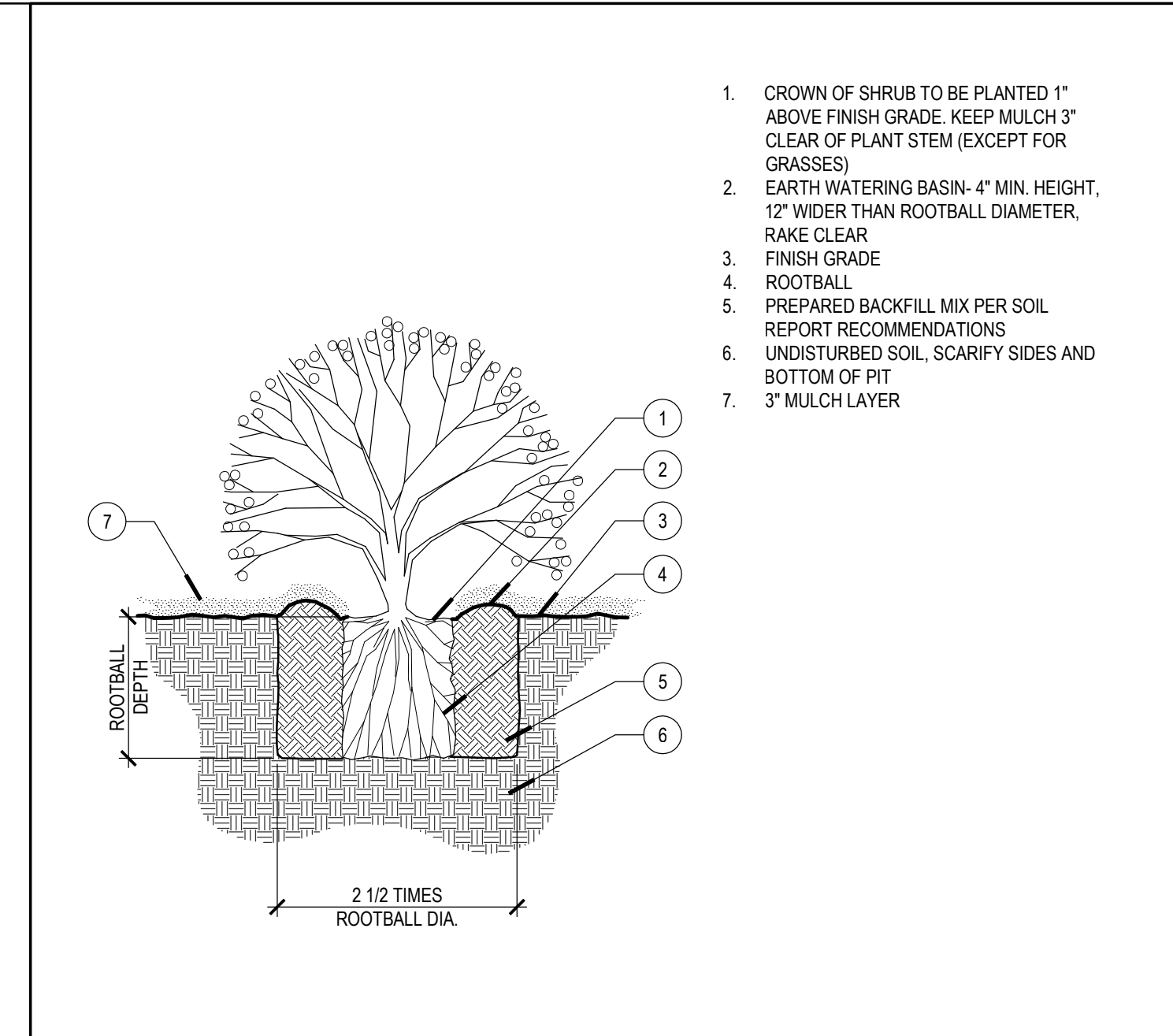
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PLANTING
DETAILS

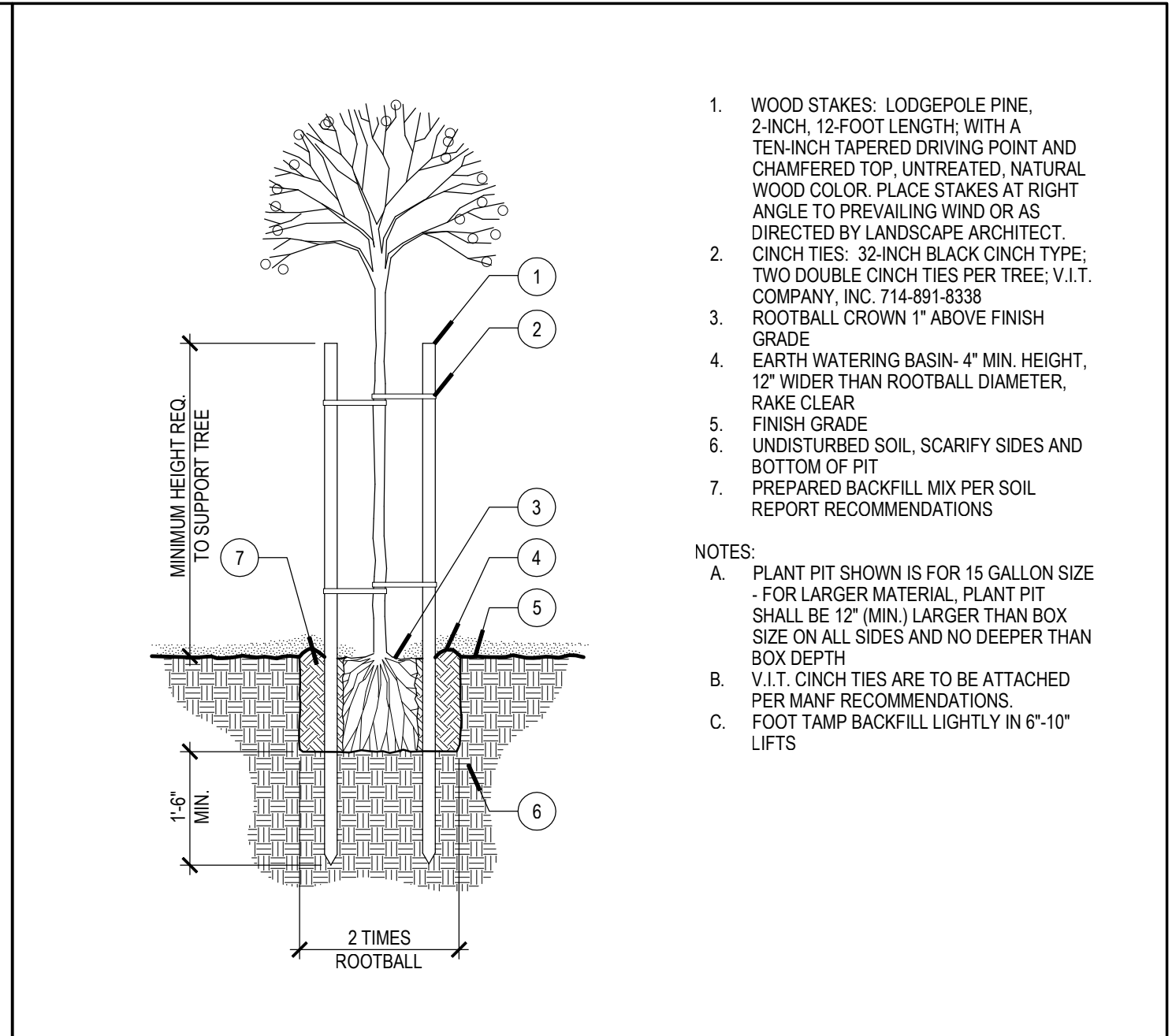
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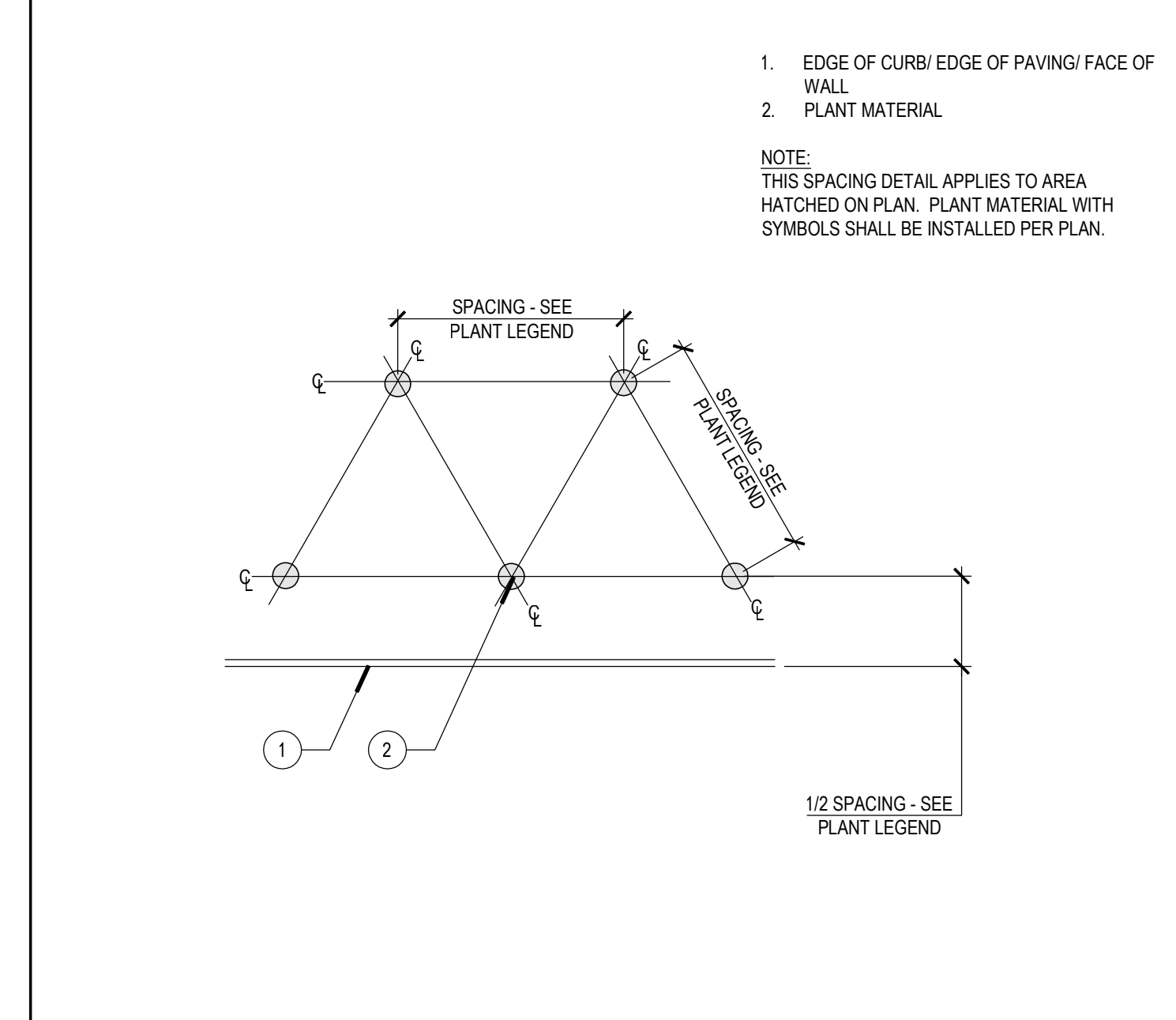
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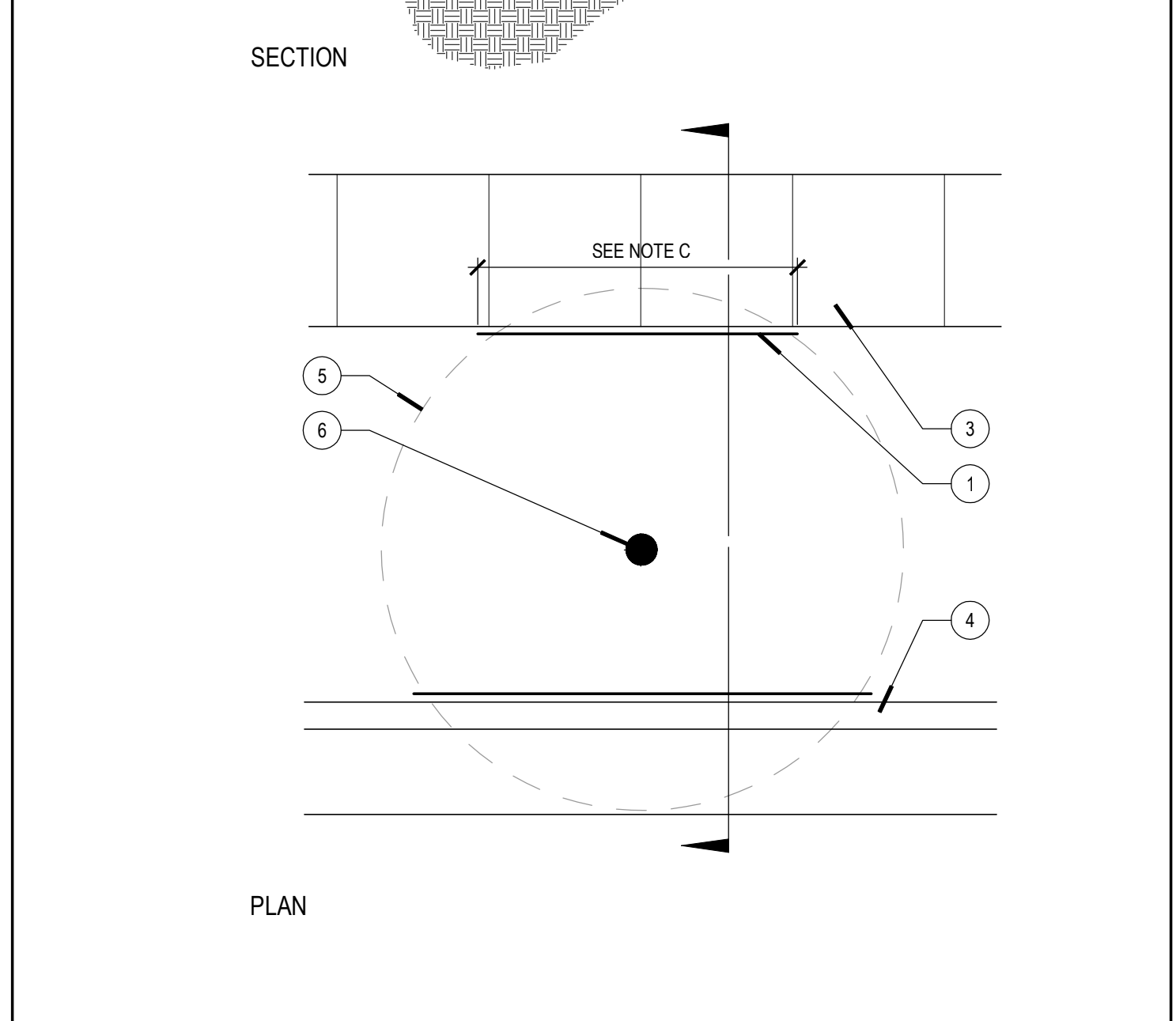
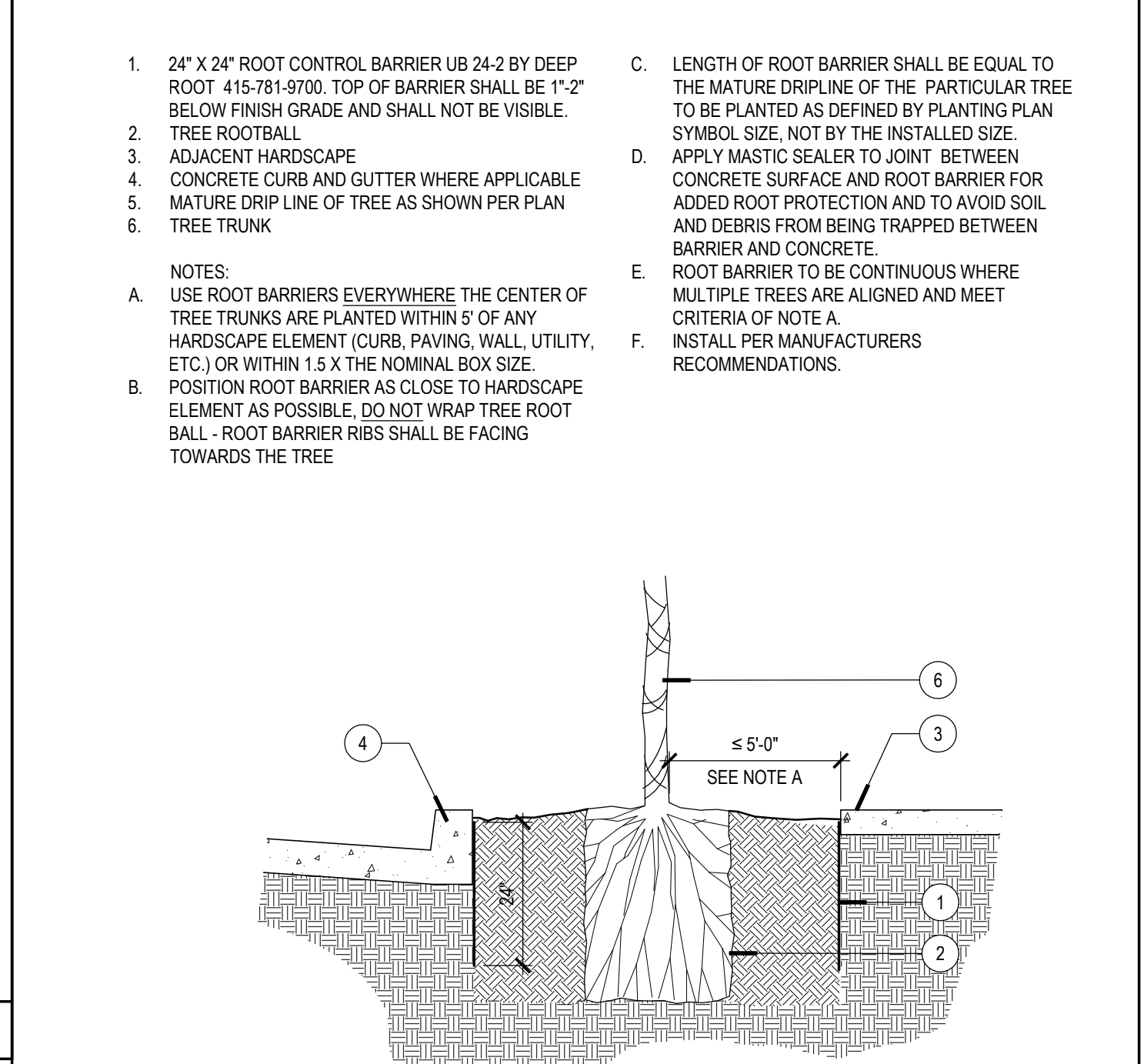
04 SHRUB PLANTING NTS



01 TREE PLANTING 1/2"=1'-0"



05 PLANT SPACING NTS



03 ROOT BARRIER 1/2"=1'-0"

ARCHITECTURAL ABBREVIATIONS

AB	ANCHOR BOLT	(E)	EXISTING	JAN	JANITOR	PROP	PROPERTY	T	TREAD
ABV	ABOVE	E	EAST	JH	JOIST HANGER	PSF	POUNDS PER SQUARE FOOT	T&G	TONGUE & GROOVE
AC	ASPHALT CONCRETE	EA	EACH	PT	JOINT	PT	POUNDS PER SQUARE INCH	TBD	TO BE DETERMINED
ACOUS	ACOUSTICAL	EB	EXPANSION JOINT	PTD	PT	PT	PRESSURE TREATED	TEL	TELEPHONE
ACT	ACOUSTICAL CEILING TILE	EF	EXHAUST FAN	PTDF	KILN FRIED	PTDF	PRESSURE TREATED DOUGLAS FIR	TEMP	TEMPORARY
AD	AREA DRAIN	EL	ELEVATION	PTN	KITCHEN	PTN	PARTITION	THRU	THROUGH
ADJ	ADJUSTABLE	ELECT	ELECTRICAL	PVC	KIT	PVC	POLYVINYL CHLORIDE	TK BD	TACK BOARD
AFF	ABOVE FINISH FLOOR	ELEV	ELEVATOR	PWR	LAB	PWR	POWDER	TPML GD	TEMPERED GLASS
AFS	ABOVE FINISH SLAB	EMER	EMERGENCY	QT	LABORATORY	QT	QUARRY TILE	TOC	TOP OF CURB
ALT	ALTERNATE	ENCL	ENCLOSURE	LAV	LAMINATE, LAMINATION	LAV	LAVATORY	TOJ	TOP OF JOIST
ALUM	ALUMINUM	ENGR	ENGINEER	LB	POUND	LB	POUND	TOP	TOP OF PARAPET
ANOD	ANODIZED	EQ	EQUAL	LF	LINEAR FOOT	LF	LINEAR FOOT	TOS	TOP OF SLAB
AP	ACCESS PANEL	EQUIP	EQUIPMENT	LH	LEFT HAND	LH	LEFT HAND	TV	TELEVISION
APPROX	APPROXIMATELY	EXH	EXHAUST	LTG	LIGHTING	LTG	LIGHTING	TYP	TYPICAL
ARCH	ARCHITECTURAL	EXP	EXPANSION	LVR	LOUVER	LVR	LOUVER	UL	UNDERWRITERS LABORATORY
AV	AUDIO VISUAL	EXST	EXISTING	LW	LIGHT WEIGHT	LW	LIGHT WEIGHT	UNO	UNLESS NOTED OTHERWISE
		EXT	EXTERIOR					UPS	UNINTERRUPTIBLE POWER SUPPLY
								UTIL	UTILITY
BD	BOARD	MACH	MACHINE	R	RISER	R	RISER	VB	VINYL BASE
BLDG	BUILDING	MAN	MANUAL	RA	RETURN AIR	RA	RETURN AIR	VCP	VITRIFIED CLAY PIPE
BLKG	BLOCKING	MATL	MATERIAL	RAD	RADIUS	RAD	RADIUS	VCT	VINYL COMPOSITION TILE
BLW	BELOW	MAX	MAXIMUM	RCP	ROOF DRAIN	RCP	ROOF DRAIN	VERT	VERTICAL
BM	BENCHMARK	MB	MACHINE BOLT	RD	REFLECTED CEILING PLAN	RD	REFLECTED CEILING PLAN	VEST	VESTIBULE
BS	BOTH SIDES	MDO	MEDIUM DENSITY OVERLAY	RE	RIM ELEVATION	RE	RIM ELEVATION	VG	VERTICAL GRAIN
BSMT	BASEMENT	ME	METAL	REF	REFERENCE	REF	REFERENCE	VIF	VERIFY IN FIELD
BTM	BOTTOM	MECH	MECHANICAL	REIN	REINFORCE (D) (ING) (MENT)	REIN	REINFORCE (D) (ING) (MENT)	VOL	VOLUME
BTWN	BETWEEN	MEMB	MEMBRANE	REM	REMOVE	REM	REMOVE	VTR	VENT TO ROOF
BW	BOTH WAYS	MFR	MANUFACTURER	REQD	REQUIRED	REQD	REQUIRED	VTV	VENT TO WALL
		MH	MANHOLE	RET	REVISION	RET	REVISION	VWC	VINYL WALL COVERING
CAB	CABINET	MIN	MINIMUM	REV	RETURN	REV	RETURN		
CAHR	CLEAR ALL HEART REDWOOD	MISC	MISCELLANEOUS	RH	RIGHT HAND	RH	RIGHT HAND		
CB	CATCH BASIN	ML	METAL LATH	RHMS	ROUND HEAD MACHINE SCREW	RHMS	ROUND HEAD MACHINE SCREW		
CBU	CEMENTITIOUS BACKER UNIT	MRGB	MOISTURE RESISTANT GYPSUM BOARD	RM	ROOM	RM	ROOM		
CCTV	CLOSE CIRCUIT TELEVISION	MS	MACHINE SCREW	RND	ROUND	RND	ROUND		
CEM PLAS	CEMENT PLASTER	MTD	MOUNTED	RO	ROUGH OPENING	RO	ROUGH OPENING		
CER	CERAMIC	MTG	MOUNTING	ROW	RIGHT OF WAY	ROW	RIGHT OF WAY		
CG	CORNER GUARD	MTL	METAL	RSR	RISER	RSR	RISER		
CH	CHANNEL	MUL	MULLION	RWD	REDWOOD	RWD	REDWOOD		
CI	CAST IRON	N	NORTH	RWL	RAIN WATER LEADER	RWL	RAIN WATER LEADER		
CIP	CAST IN PLACE	NA	NOT APPLICABLE						
CJ	CONSTRUCTION JOINT	NIC	NOT IN CONTRACT	S	SOUTH	S	SOUTH		
CLG	CEILING	NO	NUMBER	S/S	SERVICE SINK	S/S	SERVICE SINK		
CLR	CLEAR	NOM	NOMINAL	SA	SUPPLY AIR	SA	SUPPLY AIR		
CMU	CONCRETE MASONRY UNIT	NRC	NOISE REDUCTION COEFFICIENT	SC	SOLID CORE	SC	SOLID CORE		
CNTR	COUNTER	NRCA	NATIONAL ROOFING CONTRACTORS ASSOCIATION	SCD	SEE CIVIL DRAWINGS	SCD	SEE CIVIL DRAWINGS		
COL	COLUMN	NTS	NOT TO SCALE	SCHED	SCHEDULE	SCHED	SCHEDULE		
COM	COMMON	OBSC	OBSCURE	SCVWD	SANTA CLARA VALLEY WATER DISTRICT	SCVWD	SANTA CLARA VALLEY WATER DISTRICT		
CONC	CONCRETE	OC	ON CENTER	SECT	SECTION	SECT	SECTION		
CONF	CONFERENCE	OD	OUTSIDE DIAMETER	SED	SEE ELECTRICAL DRAWINGS	SED	SEE ELECTRICAL DRAWINGS		
CONN	CONNECTION	OF	OVERFLOW DRAIN	SHT	SHEET	SHT	SHEET		
CONST	CONSTRUCTION	OFCI	OWNER FURNISHED, CONTRACTOR INSTALLED	SHTG	SHEETING	SHTG	SHEETING		
CONT	CONTINUOUS	OFS	OUTSIDE FACE OF STUD	SHTHG	SHEATHING	SHTHG	SHEATHING		
CORR	CORRIDOR	OH	OPOSITE HAND	SIM	SIMILAR	SIM	SIMILAR		
CT	CERAMIC TILE	OPP	OPOSITE	SK	SINK	SK	SINK		
CTRSK	COUNTERSINK	PA	PUBLIC ADDRESS	SLD	SEE LANDSCAPE DRAWINGS	SLD	SEE LANDSCAPE DRAWINGS		
CW	COLD WATER	PCF	POUNDS PER CUBIC FOOT	SM	SHEET METAL	SM	SHEET METAL		
		PDF	POWDER DRIVEN FASTENER	SMD	SEE MECHANICAL DRAWINGS	SMD	SEE MECHANICAL DRAWINGS		
		PERF	PERFORATED	SMS	SHEET METAL SCREW	SMS	SHEET METAL SCREW		
		PERP	PERPENDICULAR	SPD	SEE PLUMBING DRAWINGS	SPD	SEE PLUMBING DRAWINGS		
		PL	PLATE OR PROPERTY LINE	SPEC	SPECIFICATION	SPEC	SPECIFICATION		
		PLAM	PLASTIC LAMINATE	SPKR	SPEAKER	SPKR	SPEAKER		
		PLAS	PLASTER	SQ	SQUARE FOOT	SQ	SQUARE FOOT		
		PLF	POUNDS PER LINEAR FOOT	SQ FT	SQUARE FOOT	SQ FT	SQUARE FOOT		
		PLWD	PLYWOOD	SQ IN	SQUARE INCH	SQ IN	SQUARE INCH		
		PR	PAIR	SS	SANITARY SEWER	SS	SANITARY SEWER		
		PRFAB	PREFABRICATED	SSD	SEE STRUCTURAL DRAWINGS	SSD	SEE STRUCTURAL DRAWINGS		
		PRKG	PARKING	SST	STAINLESS STEEL	SST	STAINLESS STEEL		
		PROJ	PROJECT	ST	STREET	ST	STREET		
				STAG	STAGGERED	STAG	STAGGERED		
				STC	SOUND TRANSMISSION CLASS	STC	SOUND TRANSMISSION CLASS		
				STD	STANDARD	STD	STANDARD		
				STL	STEEL	STL	STEEL		
				STOR	STORAGE	STOR	STORAGE		
				STRUCT	STRUCTURAL	STRUCT	STRUCTURAL		
				SUSP	SUSPENDED	SUSP	SUSPENDED		

DETAIL NUMBERING SYSTEM

DETAIL MODULE LAYOUT

46	41	36	31	26	22	16	11	6	1
47	42	37	32	27	22	17	12	7	2
48	43	38	33	28	23	18	13	8	3
49	44	39	34	29	24	19	14	9	4
50	45	40	35	30	25	20	15	10	5

DETAIL NUMBERING EXAMPLE

		26		6
	27		17	
48		28	18	8
				9
	40	30		10

DETAILS ARE NUMBERED ACCORDING TO THEIR LOCATION ON EACH SHEET, AND ARE NOT NUMBERED CONSECUTIVELY.

DETAIL PLANS, ELEVATIONS, SECTIONS AND DETAILS ARE NUMBERED ACCORDING TO THE MODULE SYSTEM SHOWN IN THE ILLUSTRATION AT LEFT.

EACH DETAIL MAY OCCUPY ONE OR MORE WHOLE MODULES - OR REGULAR FRACTIONS OF A WHOLE MODULE (IE, 1-1/3 MODULES WIDE BY 2-1/2 MODULES HIGH). THE DETAIL MODULE IS USED TO ESTABLISH THE IDENTIFYING LABEL FOR EACH DETAIL, NOT TO LIMIT THE SIZE OF THE DETAIL.

THE NUMBER OF THE MODULE (IE,) WHICH OCCURS IN THE LOWER LEFT CORNER OF THE MODULE - OR SEVERAL MODULES GROUPED TOGETHER TO COMPRISE A SINGLE DETAIL - DETERMINES THE NUMBER OF THE DETAIL PLAN ELEVATIONS, SECTION, OR DETAIL (AS SHOWN IN THE ILLUSTRATION AT LEFT). ALTHOUGH THE MODULE NUMBERS OCCUR IN CONSECUTIVE ORDER, NOT ALL NUMBERS ARE NECESSARILY USED ON EACH SHEET.

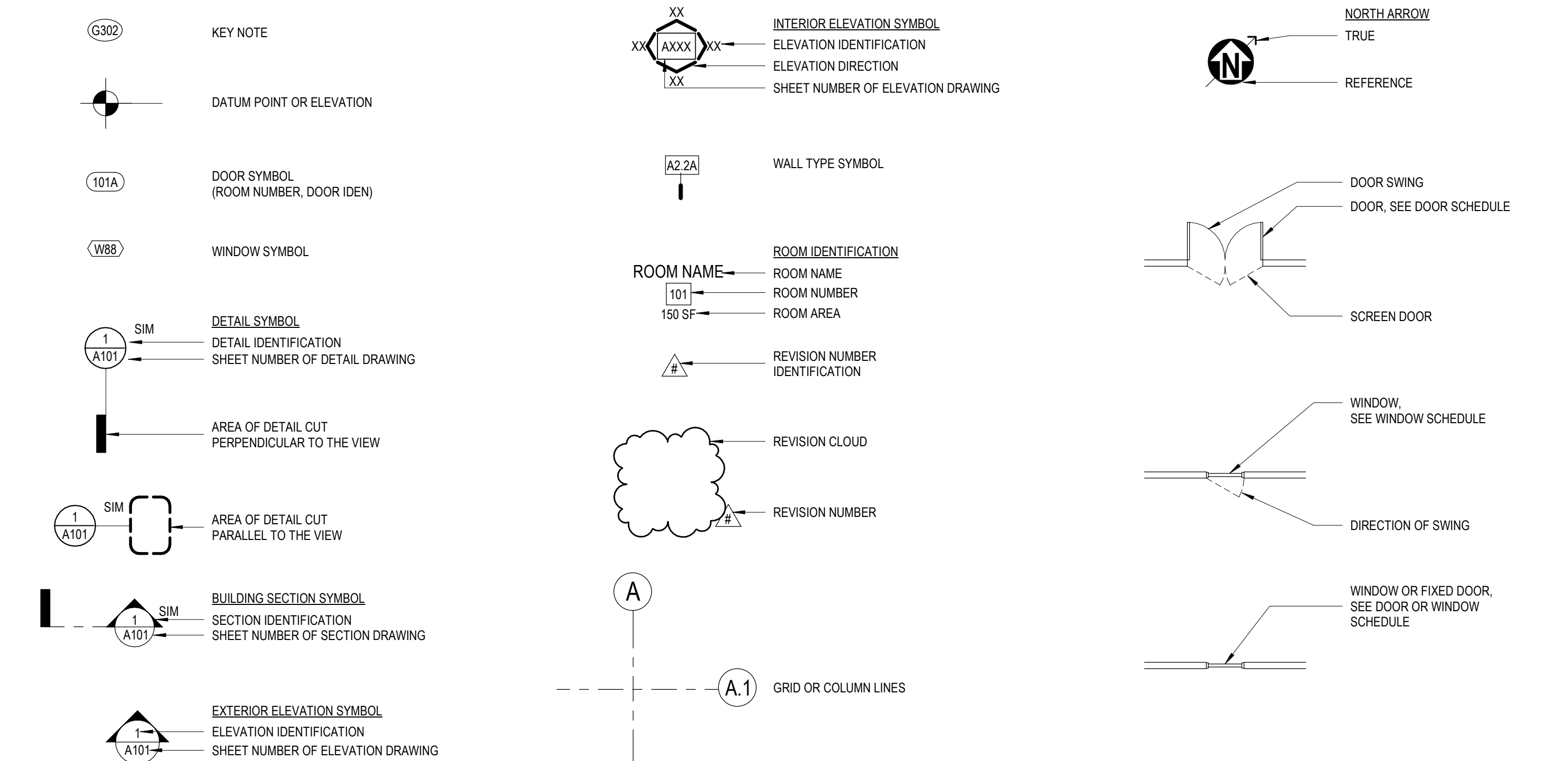
ARCHITECTURAL GENERAL NOTES

- THE FOLLOWING GENERAL NOTES APPLY TO ALL ARCHITECTURAL DRAWINGS. FOR NOTES APPLICABLE TO ALL DRAWINGS OF ALL DISCIPLINES, REFER TO THE "GENERAL NOTES" - SEE SHEET G001.
- THIS SHEET LISTS STANDARDS, SYMBOLS, AND ABBREVIATIONS. ITEMS SHOWN ON THIS SHEET DO NOT NECESSARILY APPEAR WITHIN THE PROJECT DRAWINGS.
- REFER TO STRUCTURAL AND CIVIL DRAWINGS FOR DETAILED DESIGN OF STRUCTURAL AND CIVIL SYSTEMS, OF WHICH PORTIONS MAY BE SHOWN ON ARCHITECTURAL DRAWINGS.
- DESIGN REFERENCE ELEVATIONS SHOWN ON ARCHITECTURAL DRAWINGS CORRESPOND TO BENCHMARKS SHOWN ON CIVIL DRAWINGS. SEE THE CIVIL TOPOGRAPHIC SURVEY FOR RELATIONSHIPS OF SITE ELEVATIONS TO CONTROL POINTS AND BENCHMARKS.
- ALL PLUMBING / DRAINAGE / SANITARY SEWER SYSTEMS SHALL BE DESIGN BUILD AND ARE SHOWN SCHEMATICALLY. INSTALLATION SHALL BE REVIEWED BY BUILDING INSPECTOR IN THE FIELD.
- FLOOR ELEVATIONS ARE TO TOP OF CONCRETE SLAB OR TOP OF SUBFLOOR, UNLESS NOTED OTHERWISE. WHERE THE CONCRETE IS DEEPRESSED TO ACCOMMODATE MORTAR BEDS, SETTING BEDS, OR SUBFLOOR AND OTHER SIMILAR FLOOR ASSEMBLIES, FINISHED FLOOR ELEVATIONS ARE TO TOP OF FLOOR ASSEMBLY INDICATED.
- FOR TYPICAL DIMENSIONING CONVENTIONS, INCLUDING RULES FOR LOCATING DOORS FOR WHICH DIMENSIONS HAVE NOT BEEN SHOWN, REFER TO "ARCHITECTURAL DIMENSIONING CONVENTIONS" ON THIS SHEET.
- FOR ILLUSTRATION AND DEFINITION OF TYPICAL SYMBOLS USED ON ARCHITECTURAL DRAWINGS, SEE "ARCHITECTURAL LEGEND" ON THIS SHEET.
- ADDITIONAL SYMBOLS, NOT SHOWN OR DEFINED ON THIS SHEET MAY OCCUR AND ARE DEFINED ON OTHER ARCHITECTURAL DRAWINGS.
- PROVIDE ISOLATION BETWEEN DISSIMILAR METALS AS REQUIRED TO PREVENT CORROSION / GALVANIC ACTION.
- WATER RESISTANT GYPSUM BOARD (GREEN BOARD) SHALL BE USED IN ALL AREAS WHERE WALLBOARD IS EXPOSED TO SPLASHING. DO NOT INSTALL A VAPOR BARRIER OR VAPOR RETARDER BEHIND GREEN BOARD. DO NOT INSTALL GREEN BOARD ON CEILING.
- CEMENTIOUS BACKER BOARD SHALL BE INSTALLED AS SUBSTRATE UNDER TILE WHERE TILE IS EXPOSED TO SPLASHING.
- INSTALL EACH TOILET OR BIDET AT LEAST 15" AWAY FROM ANY SIDE WALL OR OBSTRUCTION (AS MEASURED FROM THE FIXTURE CENTERLINE); MAINTAIN 24" MINIMUM CLEAR SPACE IN FRONT OF EACH TOILET.
- FOR VISIBLE WELDS, GRIND SMOOTH. USE FLUSH WELDS WHERE POSSIBLE.
- ALL BUILDING ELEMENTS TO BE ASSUMED NEW, UNLESS INDICATED OTHERWISE. EXISTING BUILDING ELEMENTS INDICATED WITH SOLID GRAY BACKGROUND IN SECTIONS AND DETAILS.
- EXISTING EXTERIOR WALLS TO REMAIN WHERE INDICATED IN PLANS. WHERE WALL MUST BE OPENED TO LOCATE DEVICES, CONDUIT, OR OTHER BUILDING ELEMENTS, PATCH AND REPAIR ALL INSULATION AND INTERIOR FINISHES AS REQUIRED TO PROVIDE SURFACE INDICATED ON FINISH PLANS.
- SEE ARCHITECTURAL DRAWINGS FOR INTERIOR METAL STUD FRAMING AND DETAILS. SEE STRUCTURAL DRAWINGS FOR EXTERIOR METAL STUD FRAMING AND DETAILS.
- FASTENERS NOTED AS "SMS" SHALL BE ELCO DRIL-FLX SHEET METAL SCREWS WITH STALGARD FINISH IN ACCORDANCE WITH ICC ESR-332.
- FASTENERS NOTED AS "PAF" SHALL BE 0.157" DIAMETER X 3/4" POWDER ACTUATED FASTENERS PER ICC ESR-2269.

ARCHITECTURAL DIMENSIONING CONVENTIONS

- EXCEPT WHERE DIRECTED TO PLACE ITEMS OF THE WORK AT THE "APPROXIMATE LOCATION SHOWN," DO NOT SCALE DRAWINGS FOR DIMENSIONAL INFORMATION. ALL ELEMENTS OF THE DRAWINGS MAY NOT BE DRAWN TO EXACT SCALE. ALL DIMENSIONS REQUIRED ARE SHOWN, OR MAY BE DERIVED FROM THOSE SHOWN, ON THE FLOOR PLANS, DETAIL PLANS, ELEVATIONS, SECTIONS, DETAILS, SCHEDULES, AND SPECIFICATIONS. SEE NOTES ON THIS SHEET AND SYMBOLS ON "ARCHITECTURAL SYMBOLS" DRAWING FOR DIMENSION CONVENTIONS USED ON THIS PROJECT.
- EXCEPT WHERE SPECIFICALLY NOTED TO THE CONTRARY, ALL DIMENSIONS SHOWN ON THE ARCHITECTURAL DRAWINGS CONFORM TO THE FOLLOWING CONVENTIONS:
 - DIMENSIONS UTILIZING THE "CENTER LINE" SYMBOL ARE MEASURED TO:
 - STRUCTURAL OR DIMENSIONAL GRID LINES.
 - CENTER LINE OF CONCRETE OR CONCRETE MASONRY UNIT WALL (EXCLUSIVE OF APPLIED FINISHES HAVING THICKNESS OR FURRING). REFER TO THE ARCHITECTURAL PLANS AND SECTIONS, THE STRUCTURAL DRAWINGS, OR THE PARTITION SCHEDULE TO DETERMINE THE THICKNESS OF CONCRETE OR CONCRETE MASONRY UNIT WALLS.
 - CENTER LINE OF INTERIOR PARTITION ASSEMBLY (EXCLUSIVE OF APPLIED FINISHES HAVING THICKNESS WHICH MAY BE ADDED TO SUCH WALLS) AT PARTITIONS FRAMED WITH METAL STUDS. REFER TO "PARTITION SCHEDULE" TO DETERMINE THE THICKNESS OF EACH PARTITION ASSEMBLY TYPE.
 - CENTER LINE OF DOOR, WINDOW, OR LOUVER OPENING.
 - CENTER LINE OF EQUIPMENT OR FURNISHING.
 - CENTER LINE OF OTHER FEATURES AS INDICATED.
 - REFER TO SHEET A001 FOR ILLUSTRATION OF SYMBOL USED TO INDICATE CENTER LINE DIMENSION.
 - DIMENSIONS UTILIZING THE "FACE OF" SYMBOL ARE MEASURED TO:
 - FACE OF CONCRETE OR CONCRETE MASONRY UNIT WALL (EXCLUSIVE OF APPLIED FINISHES HAVING THICKNESS OR FURRING WHICH MAY BE ADDED TO SUCH WALLS).
 - FACE OF EXTERIOR STUDS (EXCLUSIVE OF APPLIED FINISHES HAVING THICKNESS WHICH MAY BE ADDED TO SUCH WALLS).
 - FACE OF INTERIOR PARTITIONS ASSEMBLY (EXCLUSIVE OF APPLIED FINISHES HAVING THICKNESS WHICH MAY BE ADDED TO SUCH WALLS) AS DEFINED BY THE PARTITION SCHEDULE. UNLESS NOTED AS A "FACE OF FINISH" OR "CLEAR" DIMENSION (SEE NOTES BELOW), DIMENSIONS ARE NOT MEASURED TO THE FACE OF APPLIED FINISH. REFER TO THE "PARTITION SCHEDULE" TO DETERMINE THE THICKNESS OF EACH PARTITION ASSEMBLY TYPE.
 - INSIDE EDGE OF FINISHED DOOR OPENING. REFER TO "DOOR SCHEDULE" FOR ADDITIONAL INFORMATION.
 - DIMENSION OR WORK POINT AS INDICATED ON RELATED ARCHITECTURAL DETAIL PLAN, SECTION, ELEVATION, CONFIGURATION DETAIL OR CONSTRUCTION DETAIL.
 - REFER TO SHEET A001 FOR ILLUSTRATION OF SYMBOL USED TO INDICATE "FACE OF" DIMENSION.
 - WHERE "FACE OF FINISH" OR "CLEAR" DIMENSIONS ARE SPECIFICALLY NOTED, DIMENSION IS MEASURED TO:
 - FINISH FACES AT THE MOST NARROW OR CONSTRICTED POINTS OF THE SECTION WHERE THE DIMENSION IS SHOWN WHEN THE DIMENSION OCCURS ACROSS AN OPEN SPACE: IN THIS CASE, A "FACE OF FINISH" DIMENSION IS EQUIVALENT TO A "CLEAR" DIMENSION.
 - FINISH FACES AT THE WIDEST OR MOST EXPANSIVE POINTS OF THE SECTION WHERE THE DIMENSION IS SHOWN WHEN THE DIMENSION OCCURS ACROSS AN OBJECT OR GROUP OF OBJECTS
 - WHERE WINDOWS OR DOOR DIMENSIONS ARE NOT SHOWN, CENTER THE OPENING ON INTERIOR FACE OF WALL.
- WHERE "EQUAL" DIMENSIONS ARE USED ON REFLECTED CEILING PLANS TO CEILING GRID WORK POINTS, MEASURE DIMENSIONS TO:
 - EDGE OF THE INDICATED CEILING AT THE FACE OF THE ADJACENT APPLIED FINISH MEASURED AT THE PLANE OF THE CEILING. CAUTION: DUE TO POSSIBLE APPLICATION OF APPLIED FINISHES WHOSE THICKNESS MAY VARY BETWEEN FLOOR AND CEILING AND WHOSE THICKNESS IS NOT ACCOUNTED FOR (EXCEPT AS INDICATED BY "FOF" OR "CLEAR" BY DIMENSIONS SHOWN ON THE FLOOR PLANS, THE CONTRACTOR MUST ADJUST, AS NECESSARY, THE FLOOR PLAN DIMENSIONS TO REFLECT CONDITIONS AT PLANE OF THE CEILING.
- WHERE DIMENSIONS ARE NOT PROVIDED ON THE FLOOR PLANS TO LOCATE DOOR OPENINGS, APPLY THE FOLLOWING RULES, IN ORDER, TO DETERMINE THE LOCATION OF THE DOOR OPENINGS:
 - DOOR OPENINGS MAY BE DIMENSIONED ON DRAWINGS OTHER THAN THE FLOOR PLANS. REFER TO THE SECTIONS, ELEVATIONS, DETAILS, AND DOOR SCHEDULE NOTES FOR ADDITIONAL DIMENSIONAL INFORMATION.
 - WHERE THE HINGE-SIDE OF A DOOR IS SHOWN ADJACENT TO A WALL, OR WALLS, PERPENDICULAR TO THE WALL IN WHICH THE DOOR OCCURS, LOCATE THE HINGE-SIDE FINISHED EDGE OF THE DOOR OPENING 4 INCHES FROM THE FACE (EXCLUSIVE OF ANY APPLIED FINISH) OF THE CLOSEST PERPENDICULAR WALL OR PARTITION ASSEMBLY.
- WHERE INTERIOR PARTITIONS OF UNEQUAL THICKNESS ABUT, ALIGN EXPOSED FACES.
 - ALIGN
 - DIMENSION, WHEN OCCURS
- ALL INTERIOR PARTITIONS SHOWN ON GRID LINE TO BE CENTERED ON GRID LINE, UNLESS NOTED OTHERWISE.
- EXTERIOR CLADDING DIMENSIONS ARE TYPICALLY TO CENTER LINE OF COLUMN, JOINT, OR WINDOW MULLION UNLESS NOTED OTHERWISE.
- WHERE DIMENSIONS ARE NOT SHOWN, CENTER THE OPENING ON INTERIOR FACE OF WALL.
 - DIMENSION SHOWN TO:
 - CENTERLINE OF ASSEMBLY
 - CENTER OF OPENING
 - CENTERLINE OF EQUIPMENT/FURNISHINGS
 - DIMENSION SHOWN TO:
 - PARTITION ASSEMBLY
 - EDGE OF DOOR SWING
 - OTHER ASSEMBLY
 - WORK POINTS INDICATED ON DETAILS

ARCHITECTURAL LEGEND



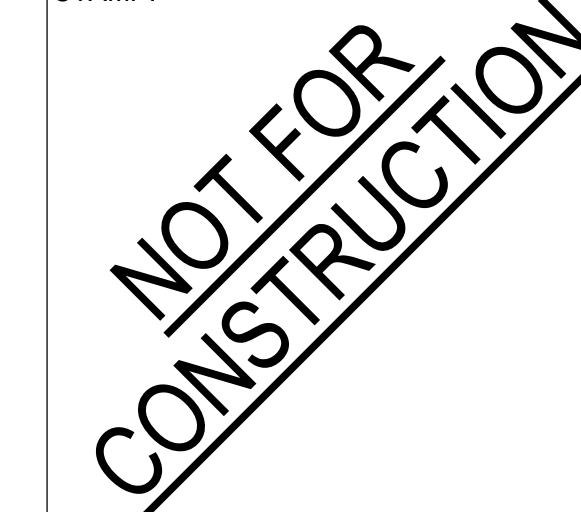
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NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

Bob Lucas Literacy Center Renovations
2659 LINCOLN AVENUE, ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

SHEET TITLE:

ABBREVIATIONS, SYMBOLS, AND CONVENTIONS

SCALE: As indicated

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SITE PLAN KEYNOTES

- 1101 GARDEN TRELLIS
- 1103 PROPERTY LINE
- 1601 SLAB TO BE REMOVED
- 1602 CEILING TO BE REMOVED
- 1603 (E) BOOK DROP TO BE DEMOLISHED
- 2001 CASEWORK
- 2005 COLUMN, TYP.
- 2006 CUSTOM FURNITURE SERVICE DESK
- 2007 COMMUNITY BOARD
- 2101 GUTTER AND DOWNSPOUT
- 2106 PVC ROOF
- 2201 ROLLER SHADES
- 5001 GRAB BAR
- 5002 SANITARY NAPKIN DISPOSAL
- 5003 TOILET SEAT COVER DISPENSER
- 5004 TOILET PAPER DISPENSER
- 5005 MIRROR, TYP.
- 5006 BABY CHANGING STATION
- 5007 TRASH
- 5009 SOAP DISPENSER
- 5100 ACOUSTIC PANEL
- 5101 TACKABLE ACOUSTIC PANEL
- 5102 SLATWALL

SITE PLAN LEGEND

- ADDITIONAL PROPOSED INTERIOR SQUARE FOOTAGE
- EXISTING BUILDING FOOTPRINT
- ROOF OVERHANG

PARKING CALCULATIONS

NOTE: THE ZONE EXCEPTION CASE NO. 8011-(5) EXPAND PARKING FACILITY FOR LIBRARY ALTADENA ZONED DISTRICT APPROVAL REQUIRED & PARKING SPACES.

1 SPACE PER 5 PERSONS BASED ON OCCUPANT LOAD OF THE LARGEST ASSEMBLY AREA.

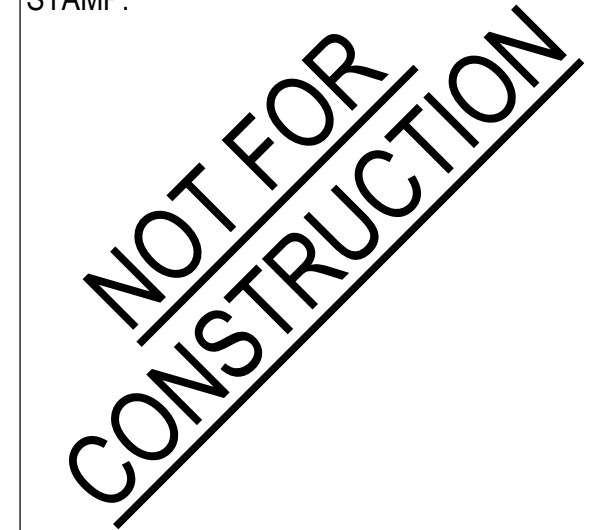
TOTAL NUMBER OF OCCUPANTS: 34

= 34 / 5

= 7 ADDITIONAL PARKING SPACES

TOTAL PARKING SPACES (EXISTING + ADDITIONAL): **12**

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1	Date 1	PLANNING SUBMITAL

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

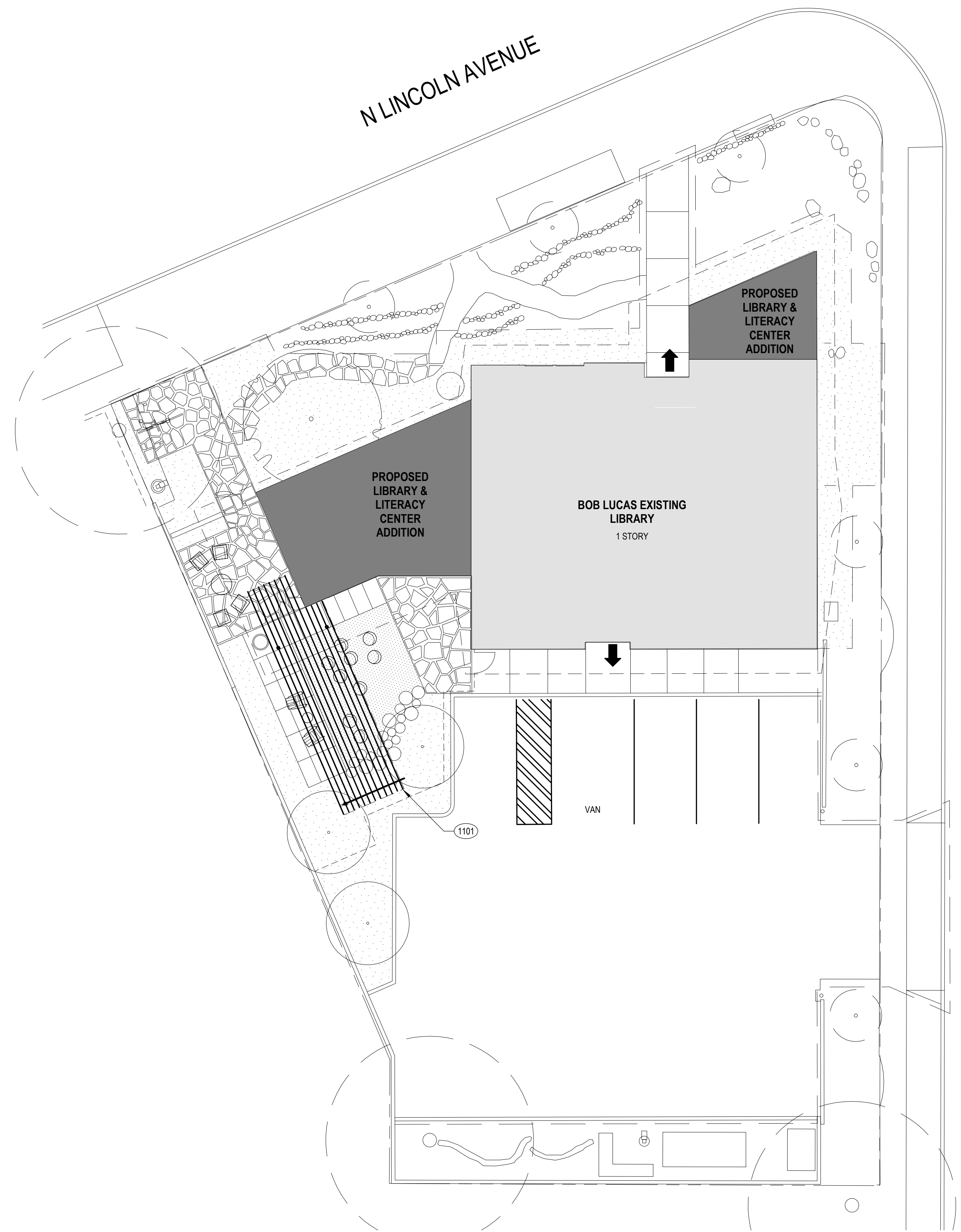
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SITE PLAN

SCALE: As indicated

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A100



1 SITE PLAN
1" = 10'-0"

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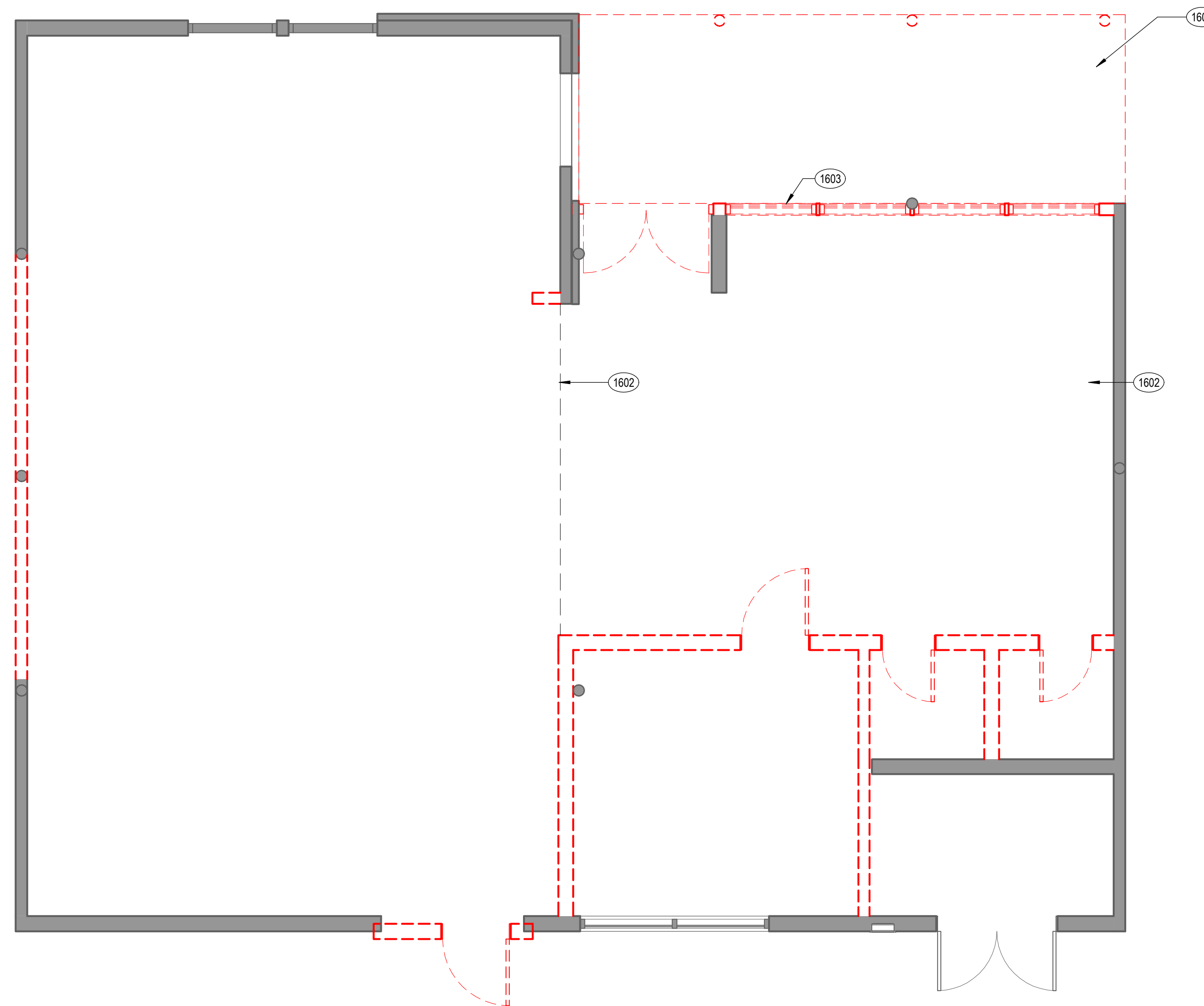
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DEMOLITION PLAN KEYNOTES

- 1601 SLAB TO BE REMOVED
- 1602 CEILING TO BE REMOVED
- 1603 (E) BOOK DROP TO BE DEMOLISHED

DEMOLITION PLAN LEGEND

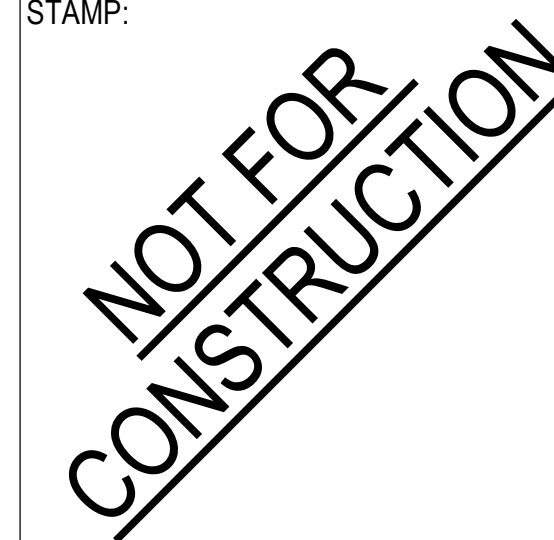
- - - - - EXISTING WALL TO BE REMOVED
- EXISTING WALL TO REMAIN



2 DEMOLITION PLAN
1/4" = 1'-0"



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2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

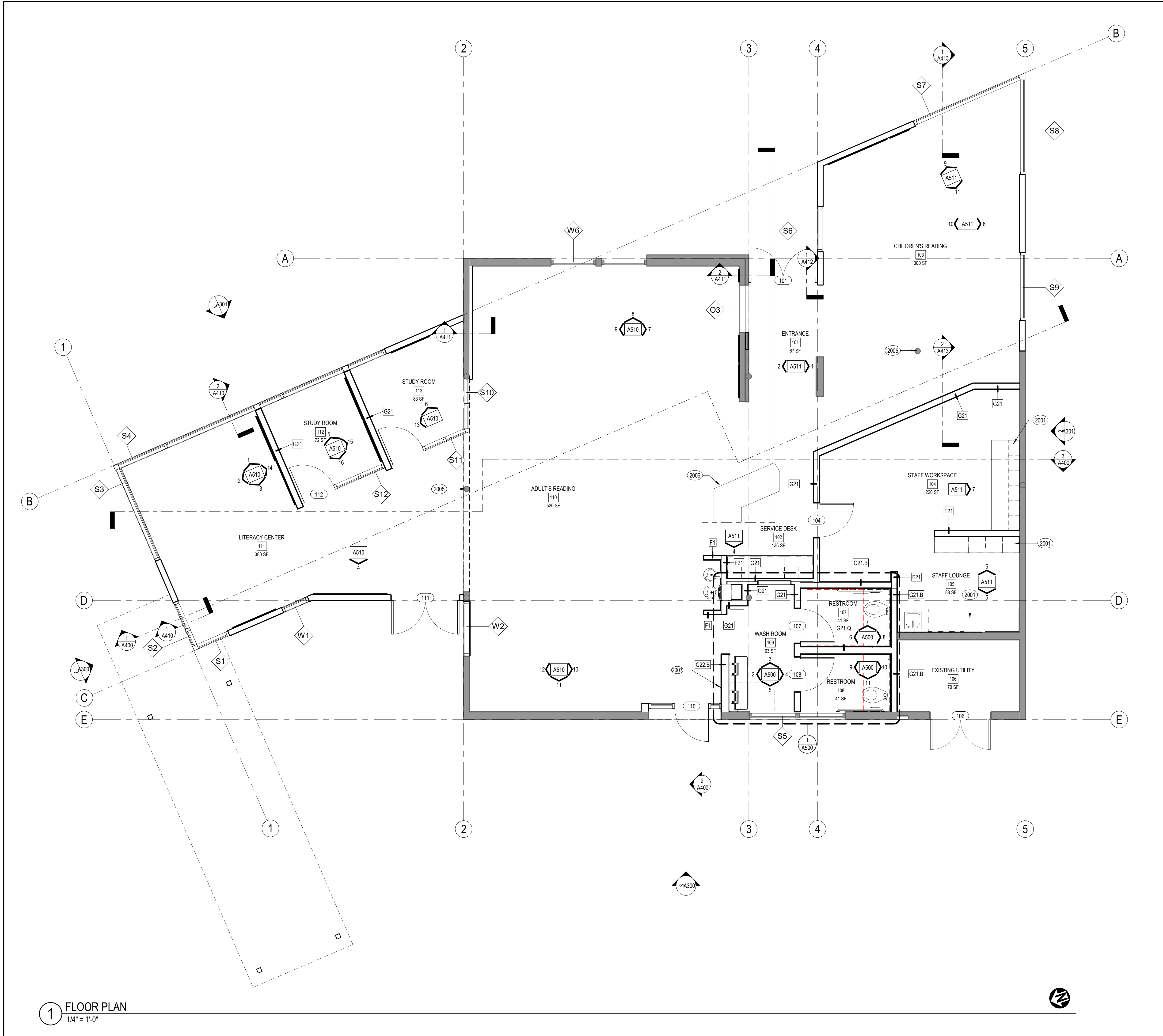
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DEMOLITION PLAN

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A160



1 FLOOR PLAN
1/4" = 1'-0"

FLOOR PLAN SHEET NOTES

FLOOR PLAN KEYNOTES

- 2001 CASEWORK
- 2005 COLUMN, TYP.
- 2006 CUSTOM FURNITURE SERVICE DESK
- 2007 COMMUNITY BOARD
- 2201 ROLLER SHADES

FLOOR PLAN LEGEND

- EXISTING WALL TO REMAIN
- NEW PARTITION WALL
- PARTITION TYPE IDENTIFICATION, SEE SHEET A800

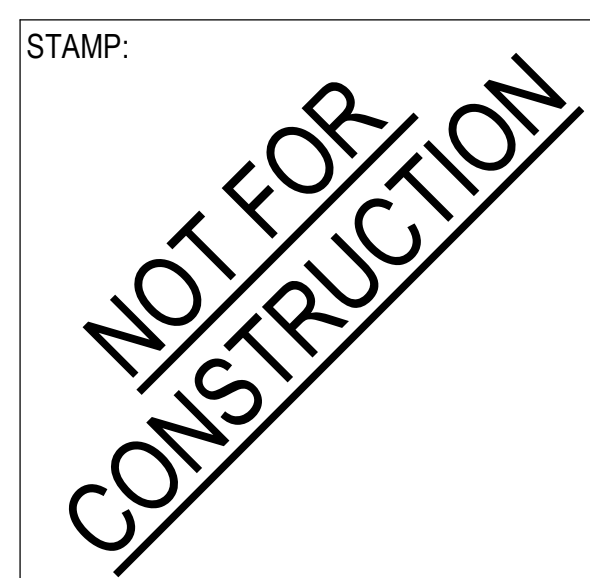


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ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date
SHEET TITLE:

FLOOR PLAN

SCALE: As indicated

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PROJECT TITLE:
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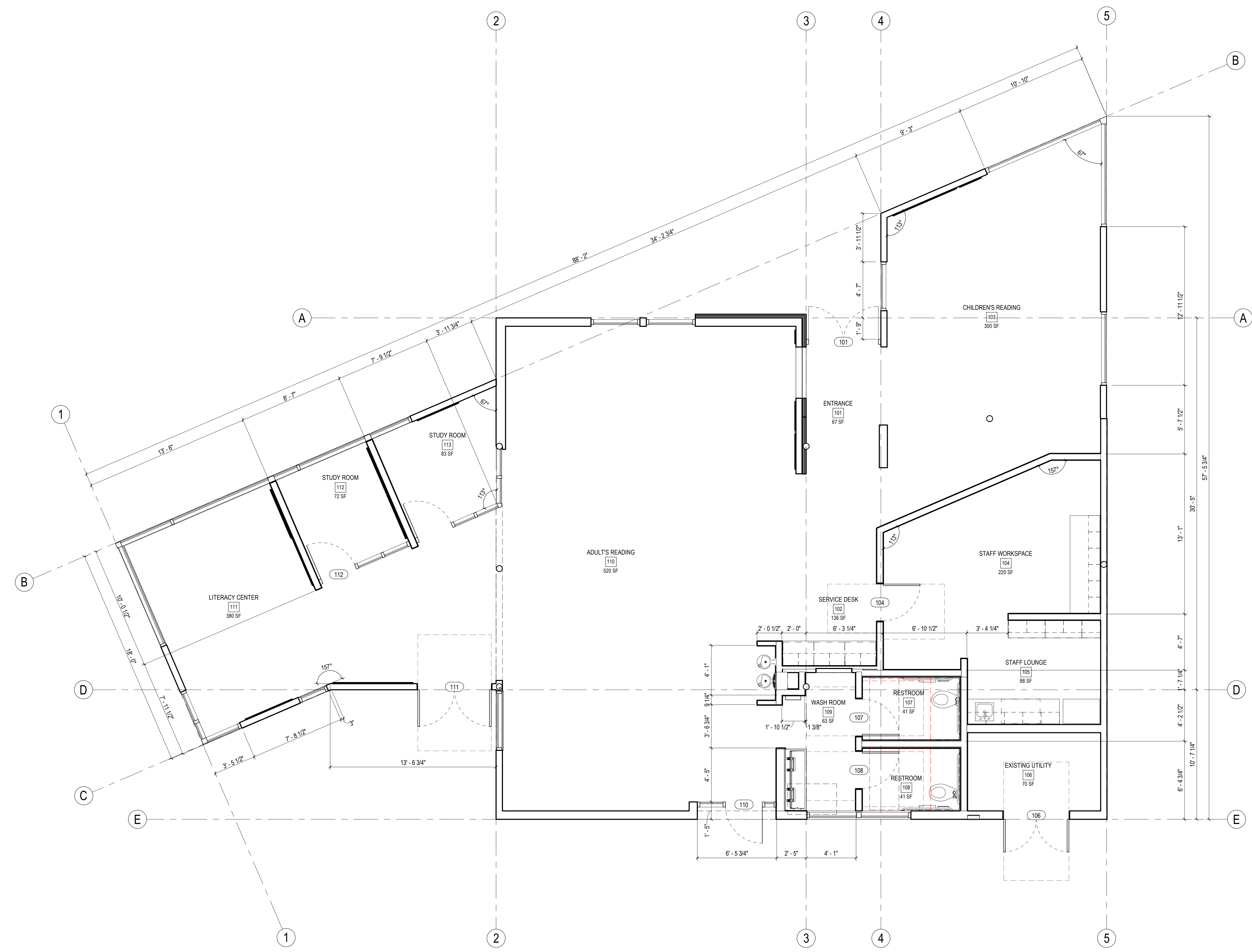
PROJECT NO. 2111020
 DATE: Issue Date
 SHEET TITLE:

DIMENSION PLAN

SCALE: 1/4" = 1'-0"

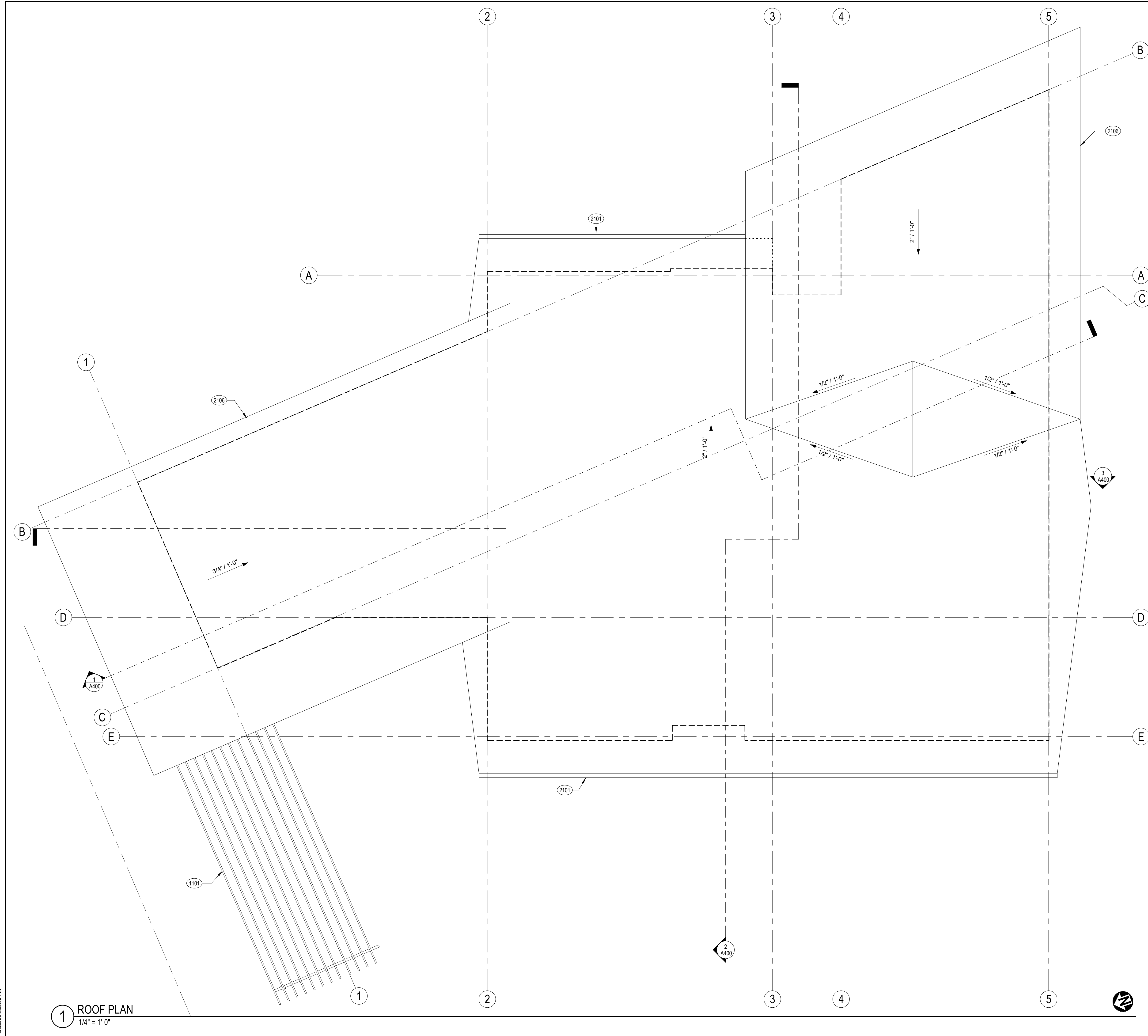
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A202



1 FLOOR PLAN
1/4" = 1'-0"

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1 ROOF PLAN
1/4" = 1'-0"

ROOF PLAN KEYNOTES

- 1101 GARDEN TRELIS
- 1103 PROPERTY LINE
- 1601 SLAB TO BE REMOVED
- 1602 CEILING TO BE REMOVED
- 1603 (E) BOOK DROP TO BE DEMOLISHED
- 2001 CASEWORK
- 2005 COLUMN, TYP.
- 2006 CUSTOM FURNITURE SERVICE DESK
- 2007 COMMUNITY BOARD
- 2101 GUTTER AND DOWNSPOUT
- 2106 PVC ROOF
- 2201 ROLLER SHADES
- 4001 COVER LIGHT
- 5001 GRAB BAR
- 5002 SANITARY NAPKIN DISPOSAL
- 5003 TOILET SEAT COVER DISPENSER
- 5004 TOILET PAPER DISPENSER
- 5005 MIRROR, TYP.
- 5006 BABY CHANGING STATION
- 5007 TRASH
- 5009 SOAP DISPENSER
- 5100 ACOUSTIC PANEL
- 5101 TACKABLE ACOUSTIC PANEL
- 5102 SLATWALL

ROOF PLAN LEGEND

- LOWER ROOF BELOW
- - - - LINE OF WALLS BELOW

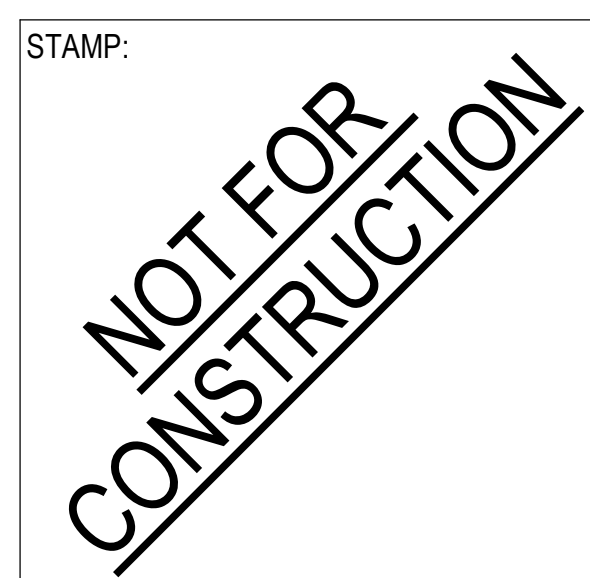


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ARCHITECTS

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PROJECT TITLE:
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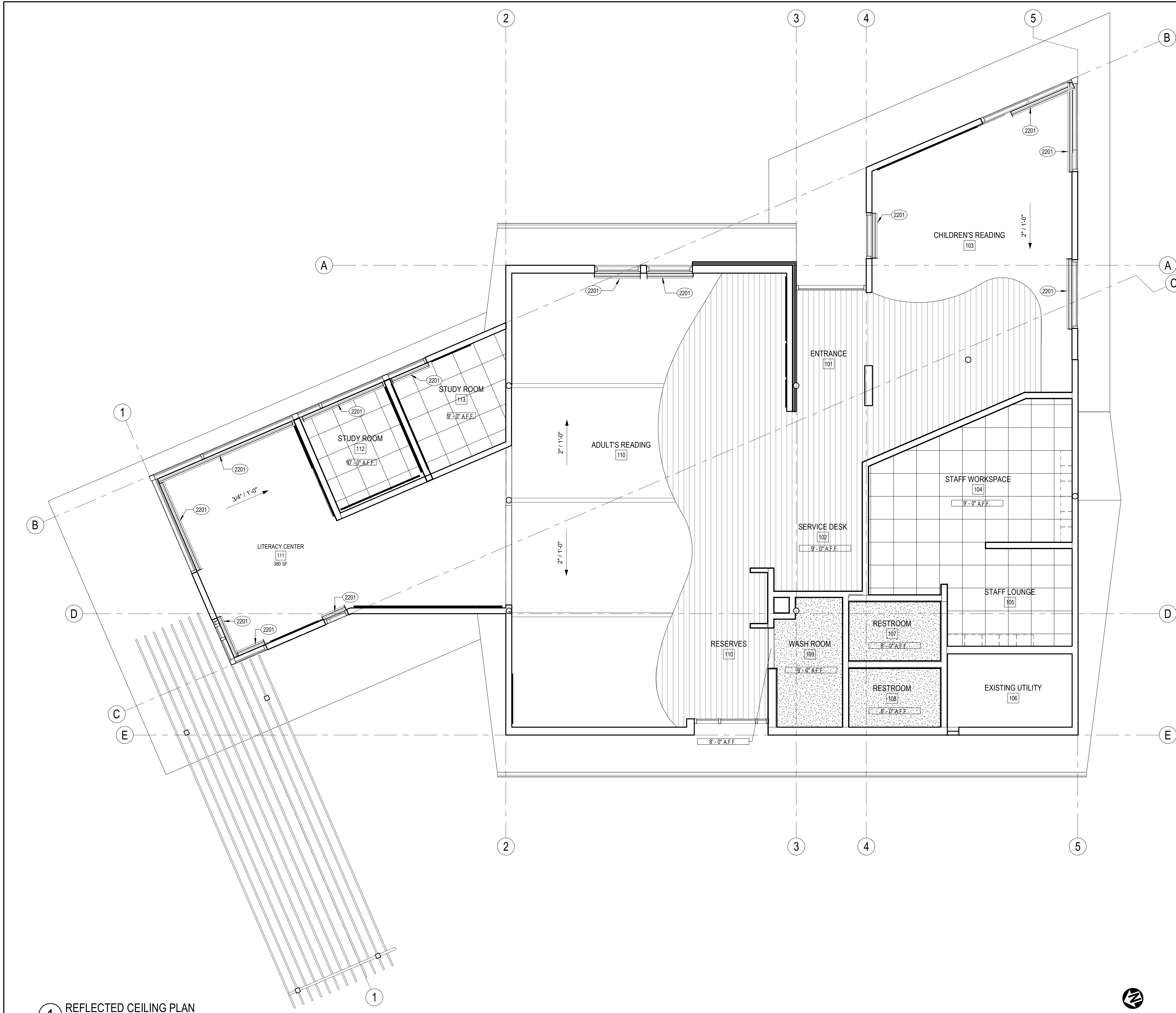
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DATE: Issue Date
SHEET TITLE:

ROOF PLAN

SCALE: As indicated

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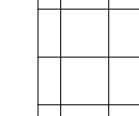
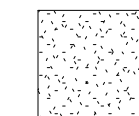
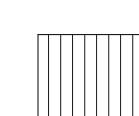
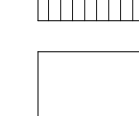
A210



RCP KEYNOTES

2201 ROLLER SHADES

RCP LEGEND

-  2'X2' ACOUSTICAL CEILING TILE
-  GYPSUM BOARD CEILING
-  WOODEN SLAT CEILING
-  NO CEILING, OPEN TO STRUCTURE ABOVE



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Literacy Center
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SHEET TITLE:

REFLECTED CEILING PLAN

SCALE: As indicated

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A220

1 REFLECTED CEILING PLAN
1/4" = 1'-0"

8/3/2022 5:23:06 PM



FINISH PLAN SHEET NOTES

- A. ALL WALLS P1, U.N.O.
- B. ALL WALL BASE WB1, U.N.O.
- C. SEE A840 FOR TRANSITION DETAILS

FINISH PLAN KEYNOTES

- (This section is currently blank in the provided image.)

FINISH PLAN LEGEND

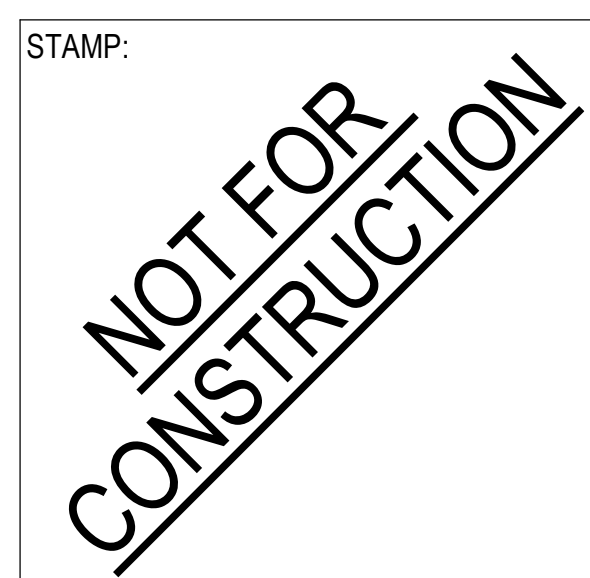
<p>FLOOR FINISHES</p> <p>FT1 PORCELAIN FLOOR TILE MFR: DAL TILE TYPE: HAUT MONDE COLOR: TBD SIZE: 12X12 GROUT: TBD NOTE: FOR PRICING ONLY</p> <p>C1 CARPET TILE MFR: SHAW TYPE: HAND IN HAND TILE COLOR: TBD SIZE: 18x36 NOTE: FOR PRICING ONLY</p> <p>C2 CARPET TILE MFR: SHAW TYPE: DOWNTIME TILE COLOR: TBD SIZE: 24x24 NOTE: FOR PRICING ONLY</p> <p>FL1 RESILIENT FLOOR MFR: TARKETT TYPE: LINOFLOOR XF COLOR: TBD NOTE: FOR PRICING ONLY</p> <p>CASEWORK FINISHES</p> <p>PL1 PLASTIC LAMINATE MFR: LAMINART TYPE: HIGH PRESSURE LAMINATE COLOR: ORO NOCE FINISH: FINE GRAIN NOTE: FOR PRICING ONLY</p> <p>SS1 SOLID SURFACE (ACRYLIC RESIN) MFR: CORIAN COLOR: WHIPPED CREAM NOTE: FOR PRICING ONLY</p> <p>SS2 SOLID SURFACE (QUARTZ) MFR: CORIAN COLOR: OYSTER GRIGIO NOTE: FOR PRICING ONLY</p>	<p>WALL FINISHES</p> <p>P1 GENERAL WALL PAINT MFR: DUNN EDWARDS NAME: TBD FINISH: TBD</p> <p>P2 ACCENT PAINT MFR: DUNN EDWARDS NAME: TBD FINISH: TBD</p> <p>P3 ACCENT PAINT MFR: DUNN EDWARDS NAME: TBD FINISH: TBD</p> <p>WT1 WALL TILE MFR: FIRECLAY TYPE: HEXITE COLOR: TBD FINISH: TBD SIZE: 3 x 9 GROUT: TBD NOTE: FOR PRICING ONLY</p> <p>WT2 WALL TILE MFR: FIRECLAY TYPE: ESSENTIALS COLOR: TBD FINISH: TBD SIZE: 3 x 9 GROUT: TBD NOTE: FOR PRICING ONLY</p> <p>WT5 WALL TILE BASE MFR: FIRECLAY TYPE: COVE BASE COLOR: TBD FINISH: TBD SIZE: 6 x 6 GROUT: TBD NOTE: FOR PRICING ONLY</p> <p>WP WALL PROTECTION MFR: ??? TYPE: ??? COLOR: ???</p> <p>AP1 ACOUSTIC PANEL FABRIC MFR: DESIGNTEX TYPE: BILLIARD PANEL COLOR: TBD NOTE: FOR PRICING ONLY</p> <p>AP2 ACOUSTIC PANEL FABRIC MFR: DESIGNTEX TYPE: BILLIARD PANEL COLOR: TBD NOTE: FOR PRICING ONLY</p> <p>AP3 ACOUSTIC PANEL FABRIC MFR: DESIGNTEX TYPE: BILLIARD PANEL COLOR: TBD NOTE: FOR PRICING ONLY</p> <p>WB1 RUBBER WALL BASE MFR: JOHNSONITE TYPE: 4" RUBBER BASE COLOR: TBD</p>
--	---



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FINISH PLAN

SCALE: As indicated

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A230

1 FINISH PLAN- LEVEL 1
1/4" = 1'-0"

8/30/2022 5:23:07 PM

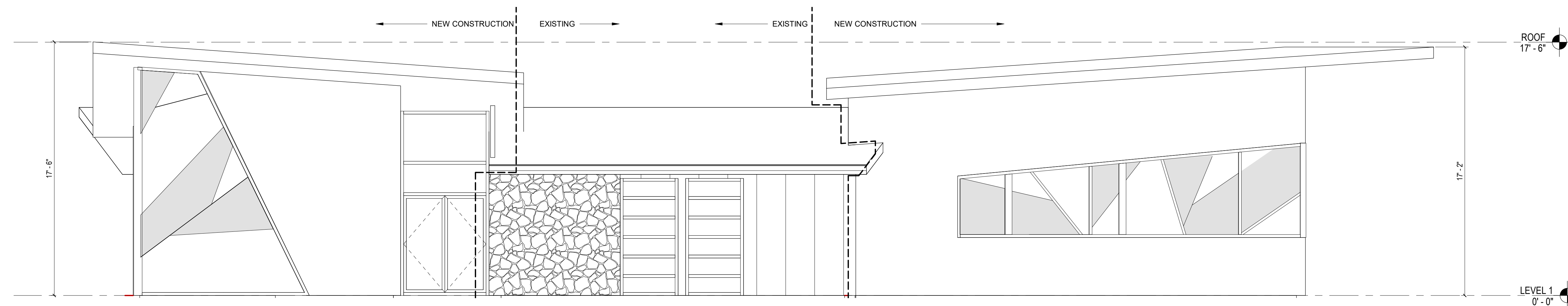


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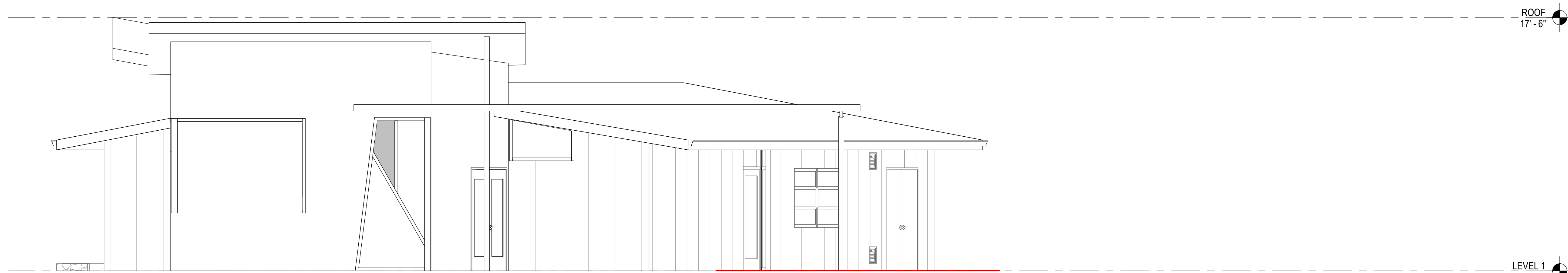
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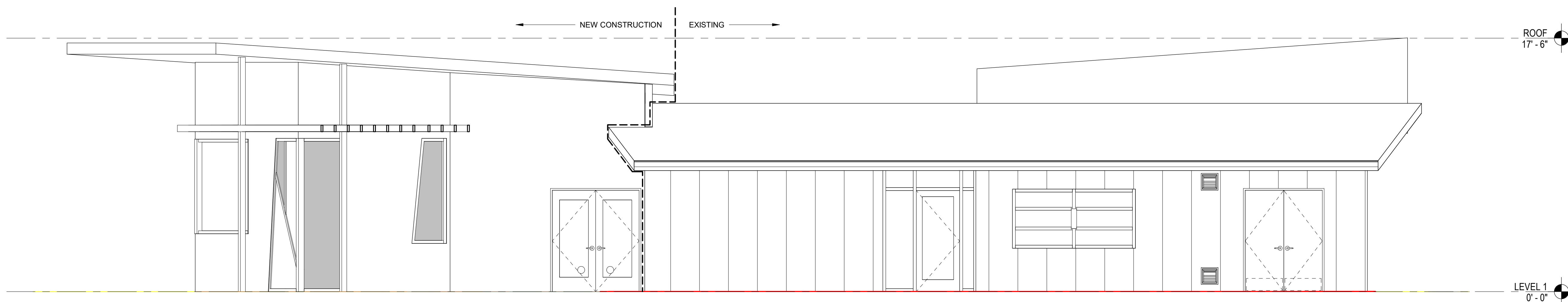
100% DESIGN DEVELOPMENT



1 EAST ELEVATION
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"



3 WEST ELEVATION
1/4" = 1'-0"

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SHEET TITLE:

**EXTERIOR
ELEVATIONS**

SCALE: 1/4" = 1'-0"

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A300

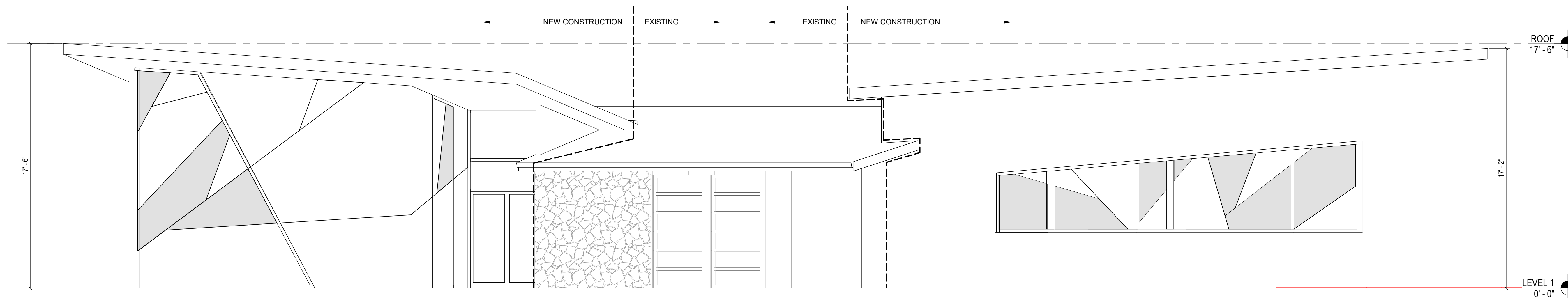


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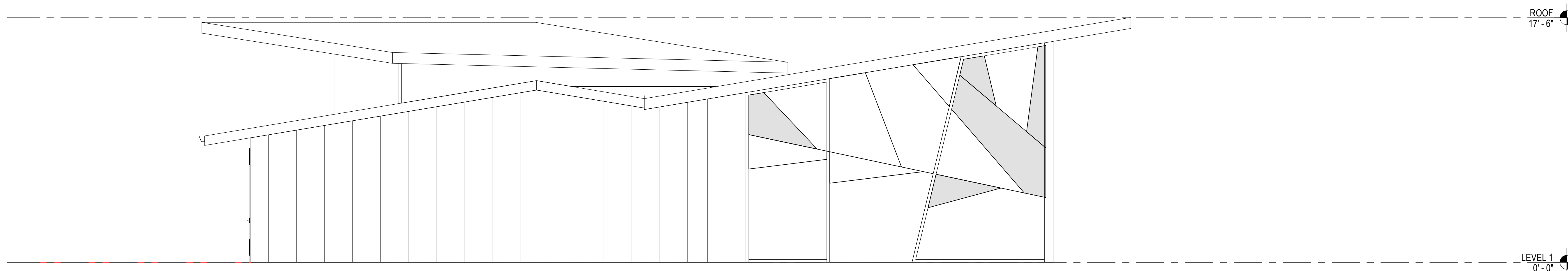
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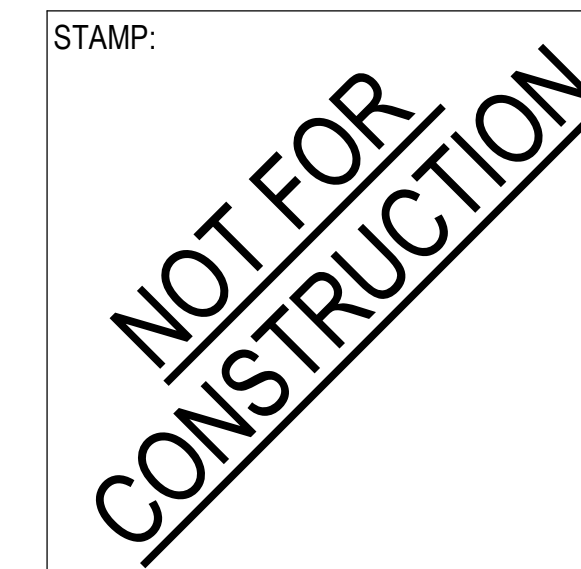
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1 NORTH-EAST ELEVATION
1/4" = 1'-0"



2 SOUTH ELEVATION
1/4" = 1'-0"



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SHEET TITLE:

EXTERIOR
ELEVATIONS

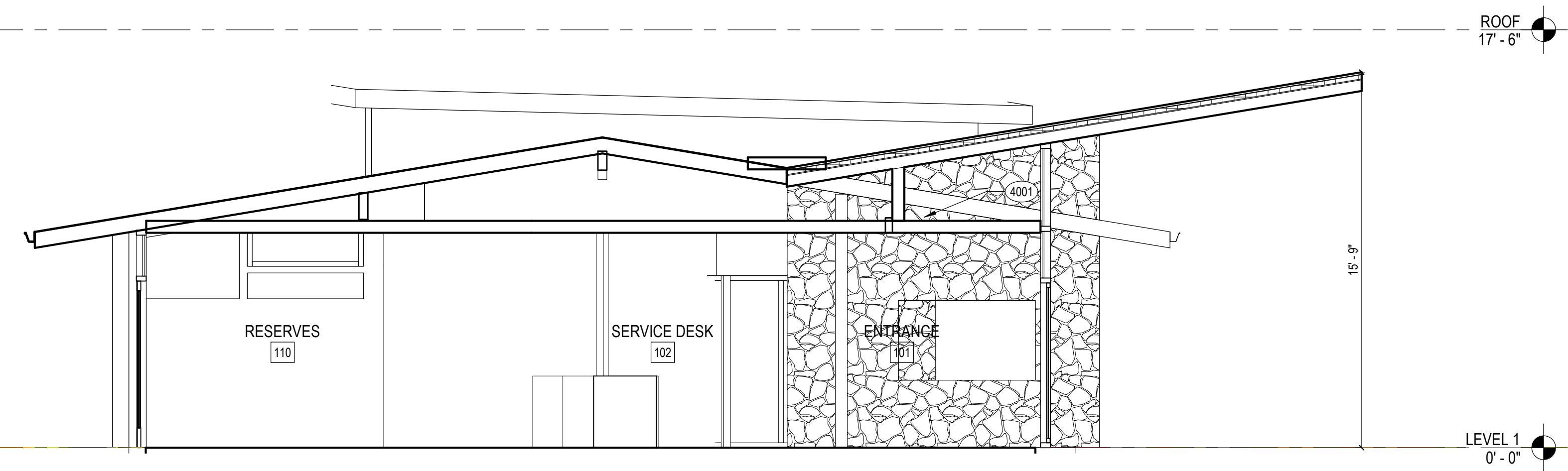
SCALE: 1/4" = 1'-0"

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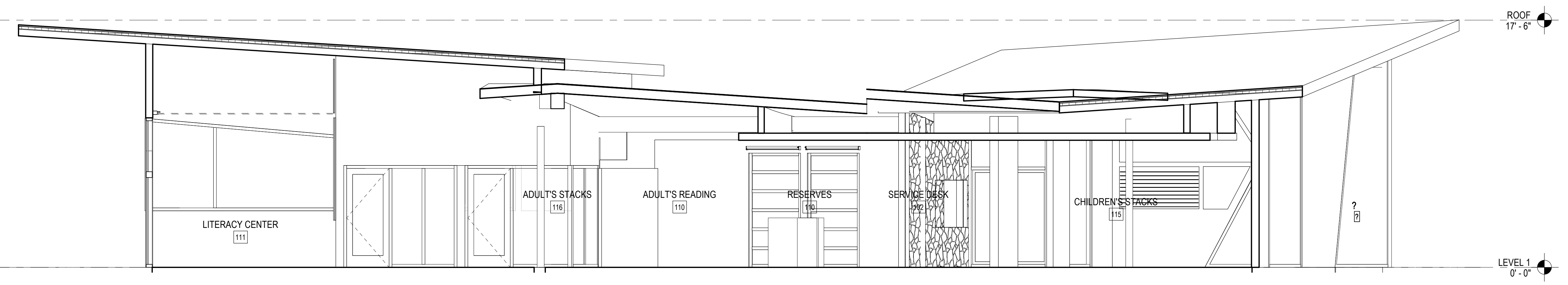
A301

BUILDING SECTION KEYNOTES

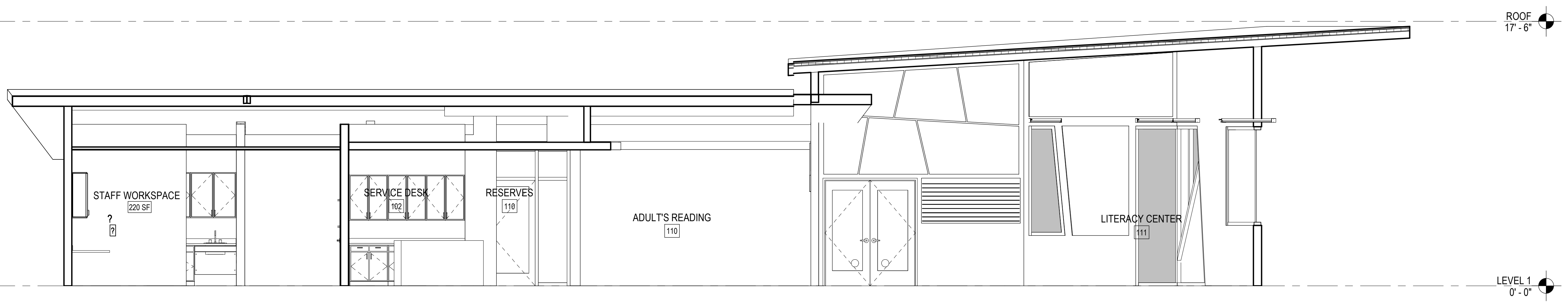
4001 COVE LIGHT



2 BUILDING SECTION 1
1/4" = 1'-0"



1 BUILDING SECTION 2
1/4" = 1'-0"



3 BUILDING SECTION 3
1/4" = 1'-0"

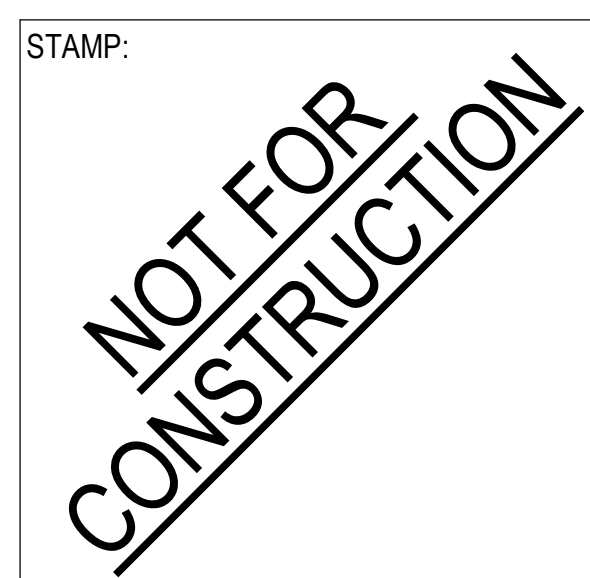


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SHEET TITLE:

BUILDING SECTIONS

SCALE: 1/4" = 1'-0"

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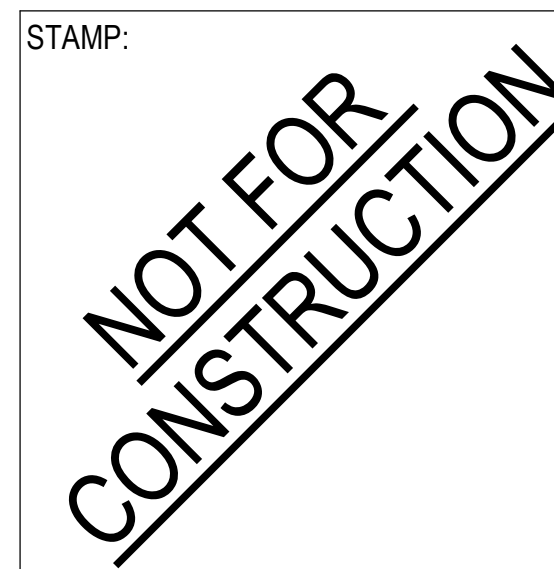
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WALL SECTION SHEET NOTES

WALL SECTION KEYNOTES

WALL SECTION LEGEND

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NO.	DATE	REVISIONS

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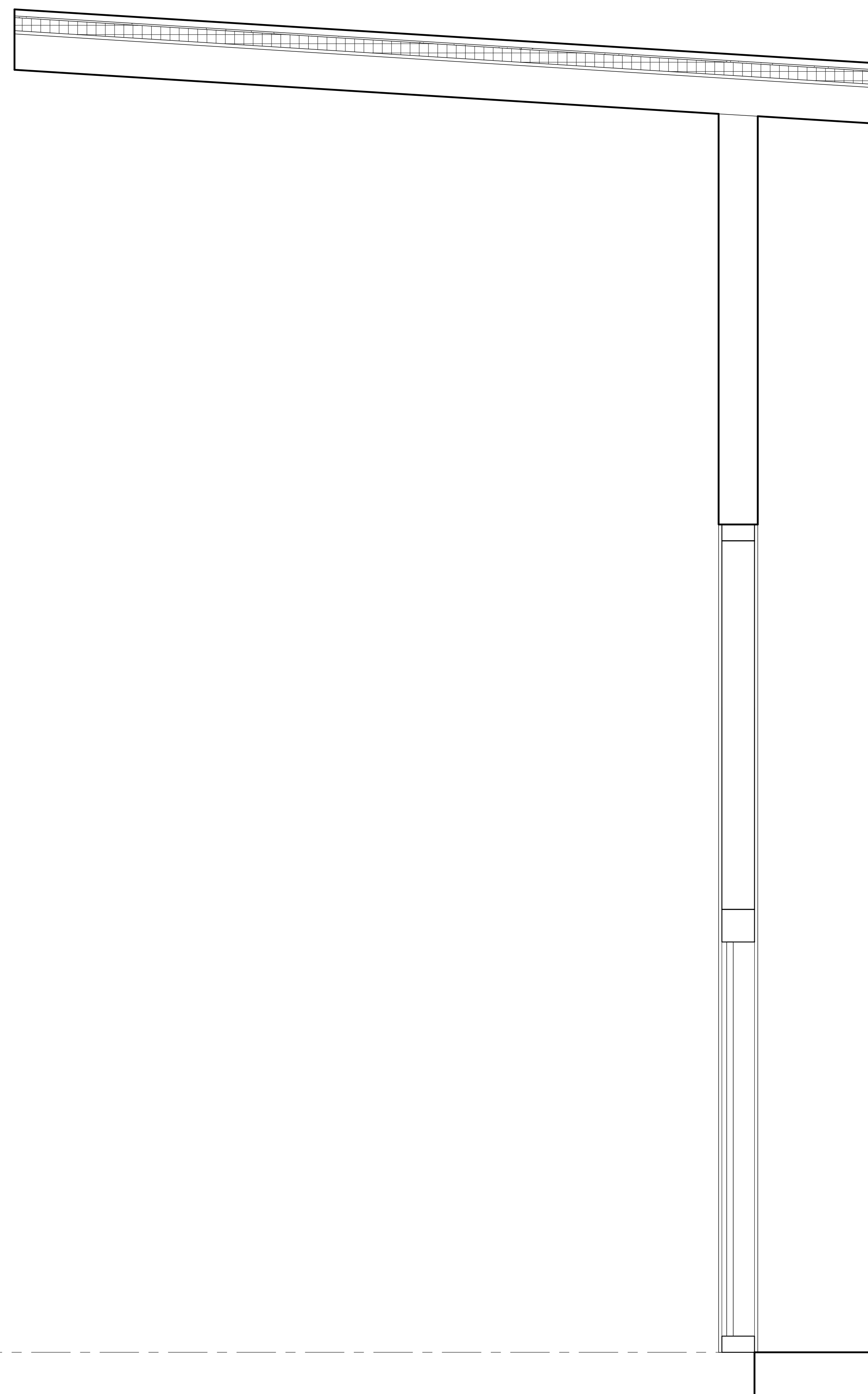
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**WALL SECTIONS
AND DETAIL
ELEVATIONS**

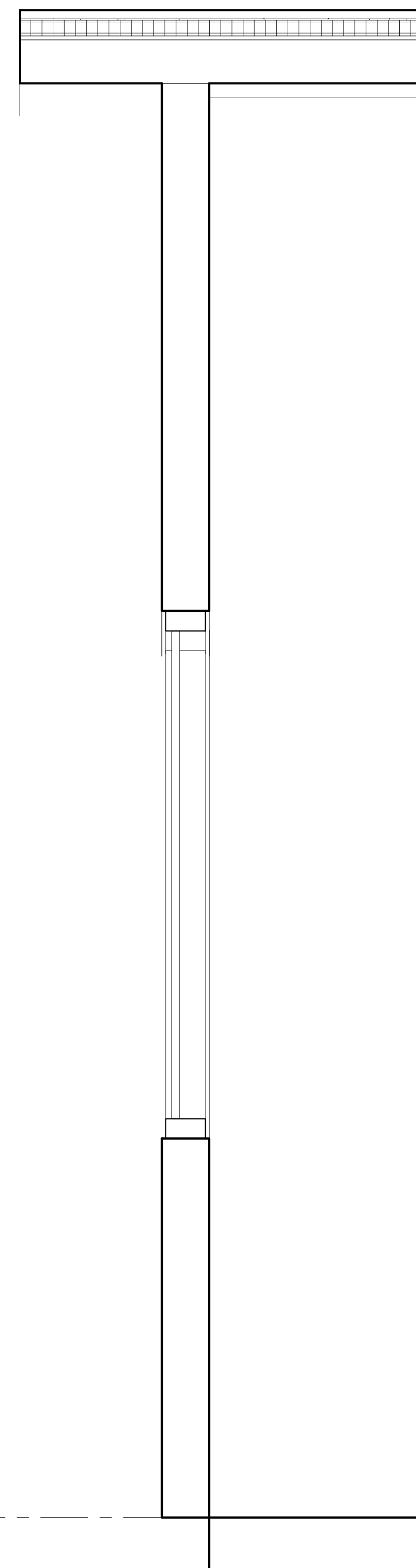
SCALE: 1" = 1'-0"

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A410



1 WALL SECTION - LITERACY CENTER 1
1" = 1'-0"



2 WALL SECTION - LITERACY CENTER 2
1" = 1'-0"

8/3/2022 5:23:12 PM

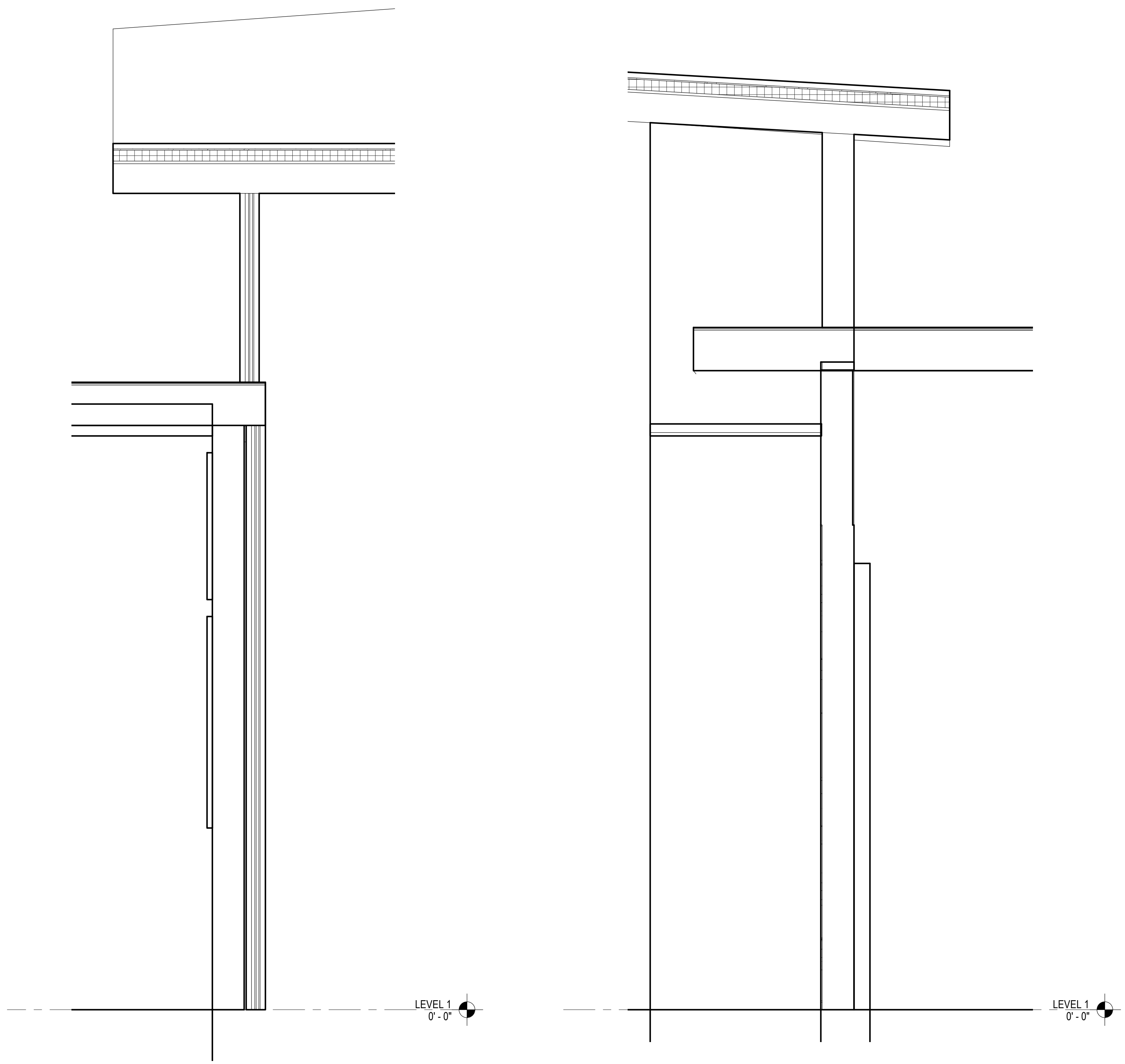


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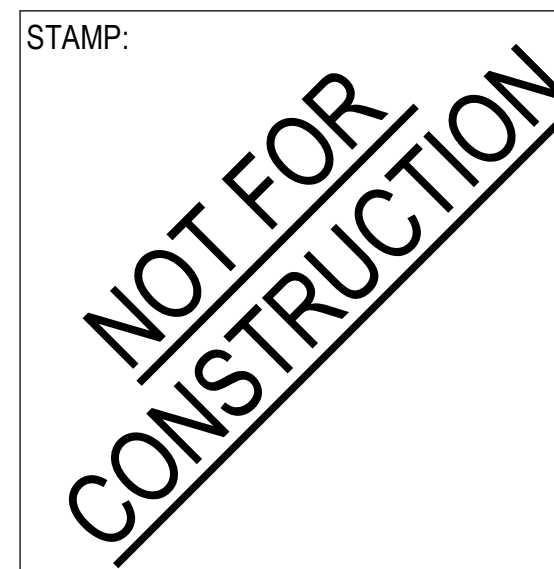
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2 WALL SECTION - ADULT READING 2
1" = 1'-0"

1 WALL SECTION - ADULT READING 1
1" = 1'-0"

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SHEET TITLE:

WALL SECTIONS
AND DETAIL
ELEVATIONS

SCALE: 1" = 1'-0"

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A411

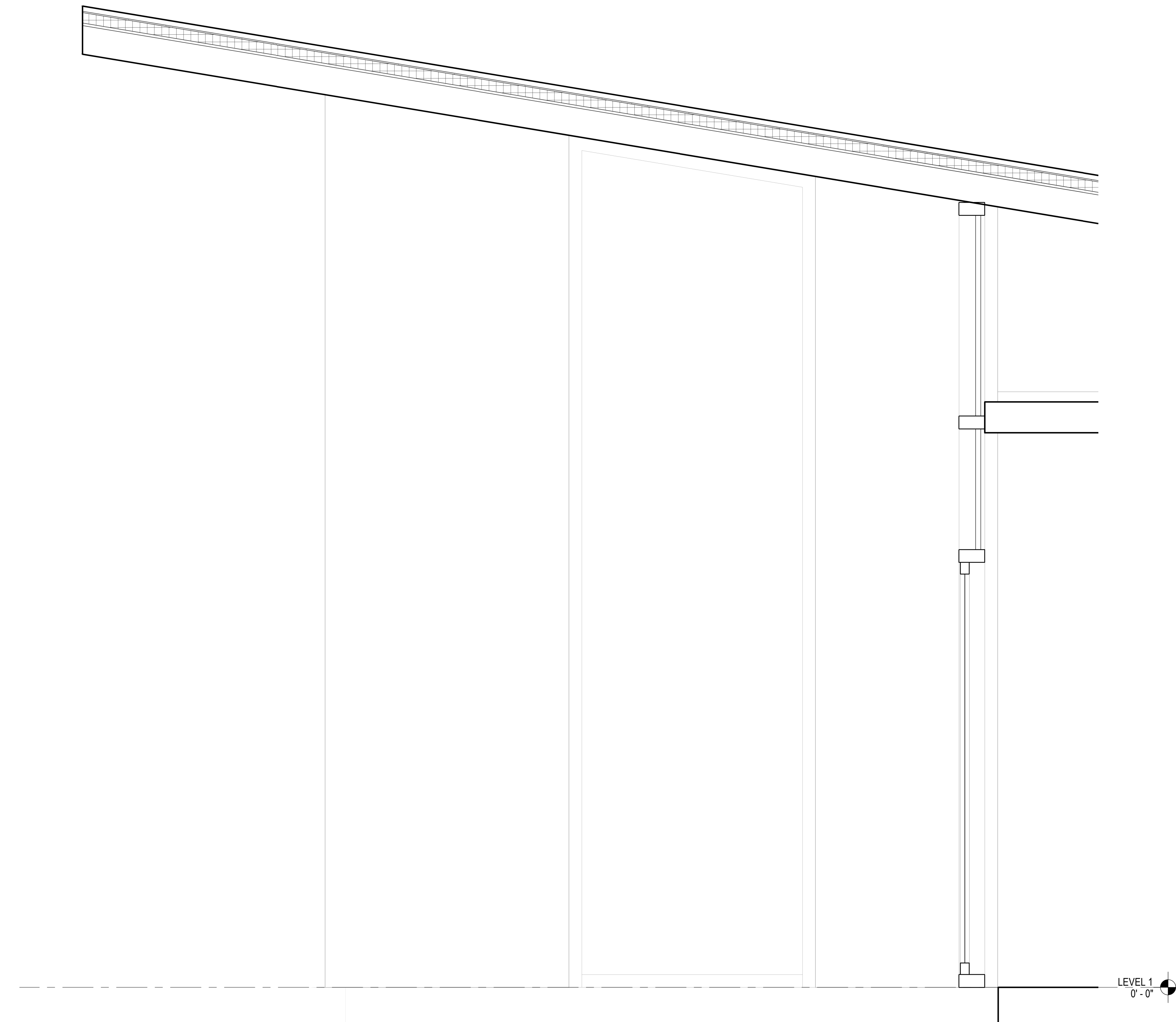


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1 WALL SECTION - ENTRANCE
1" = 1'-0"

LEVEL 1
0' - 0"

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**WALL SECTIONS
AND DETAIL
ELEVATIONS**

SCALE: 1" = 1'-0"

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A412

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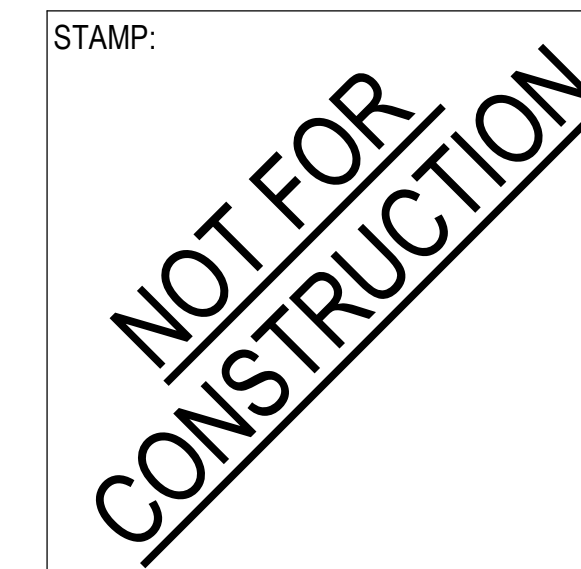


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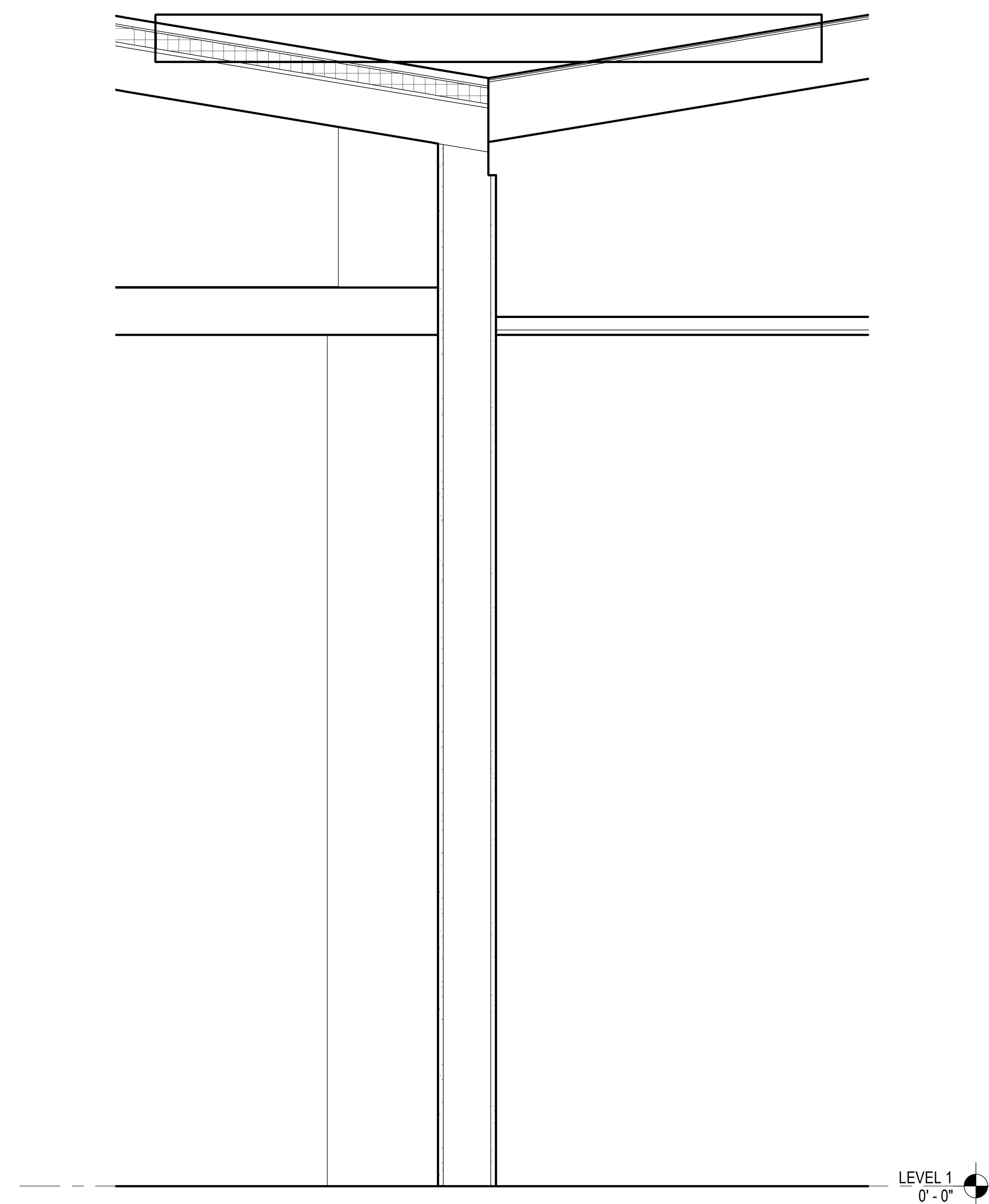
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**WALL SECTIONS
AND DETAIL
ELEVATIONS**

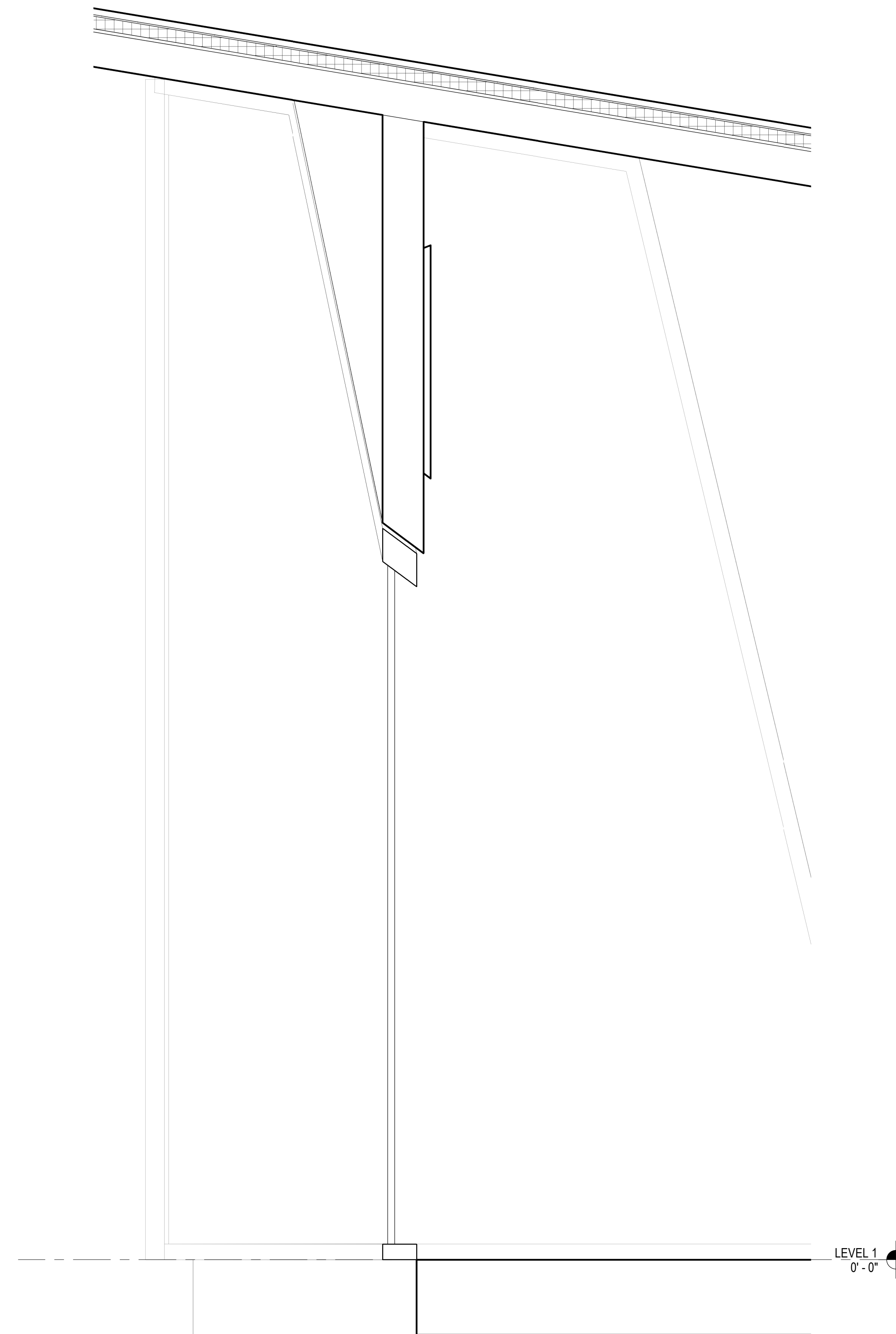
SCALE: 1" = 1'-0"

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A413



2 WALL SECTION - CHILDREN'S CENTER AND STAFF WORKSPACE
1" = 1'-0"



1 WALL SECTION - CHILDREN'S CENTER 1
1" = 1'-0"



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CONSULTANTS LOGO:

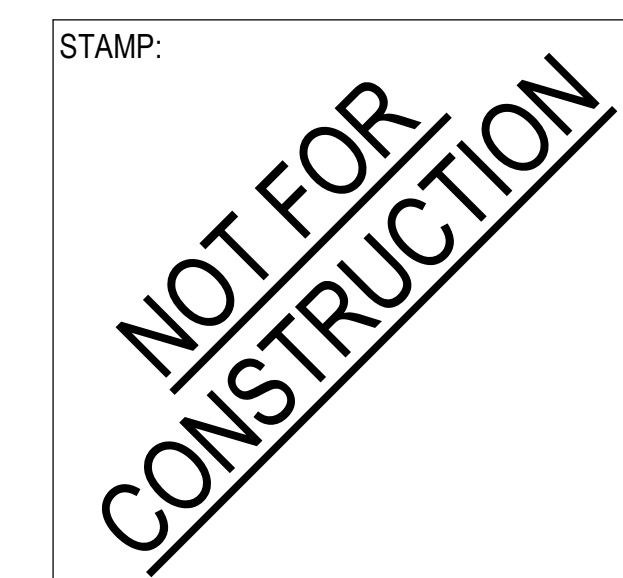
100% DESIGN DEVELOPMENT

INTERIOR ELEVATION SHEET NOTES

INTERIOR ELEVATION KEYNOTES

- 5001 GRAB BAR
- 5002 SANITARY NAPKIN DISPOSAL
- 5003 TOILET SEAT COVER DISPENSER
- 5004 TOILET PAPER DISPENSER
- 5005 MIRROR, TYP.
- 5006 BABY CHANGING STATION
- 5007 TRASH
- 5009 SOAP DISPENSER

INTERIOR ELEVATION LEGEND



NO.	DATE	REVISIONS

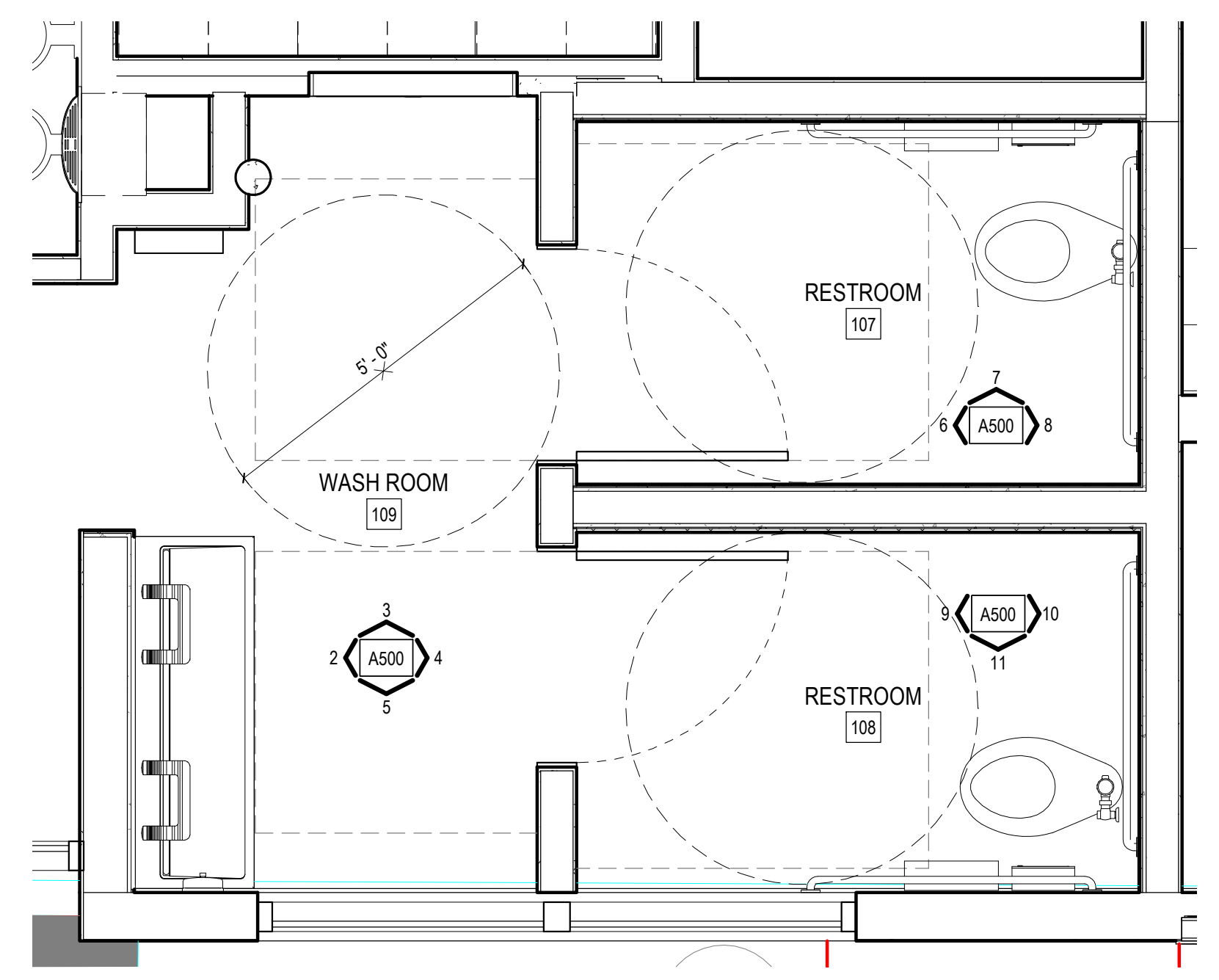
PROJECT TITLE:
**Bob Lucas
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PROJECT NO. 2111020
 DATE: Issue Date
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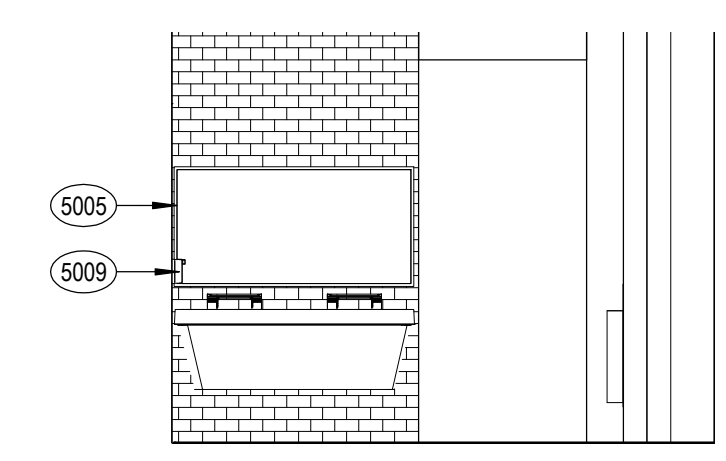
ENLARGED TOILET ROOM PLANS AND ELEVATIONS

SCALE: As indicated

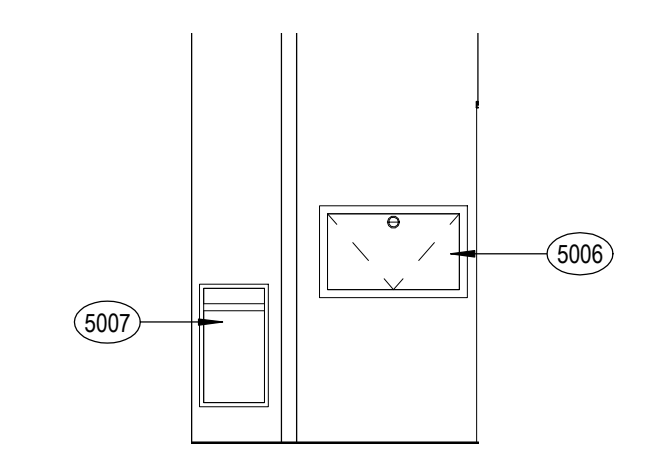
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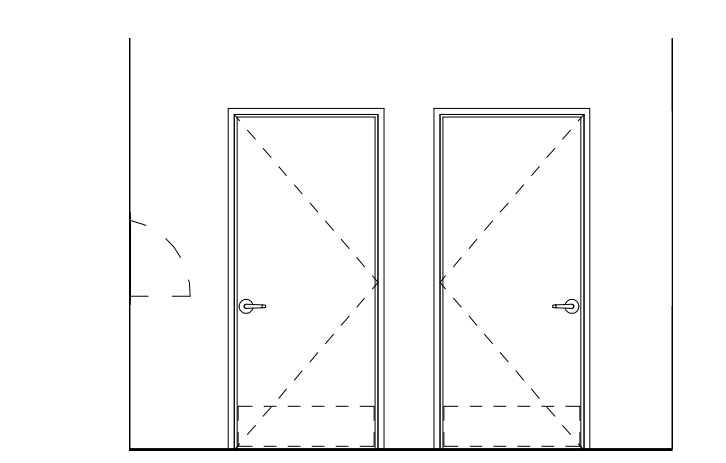
1 ENLARGED RESTROOM PLAN
1/2" = 1'-0"



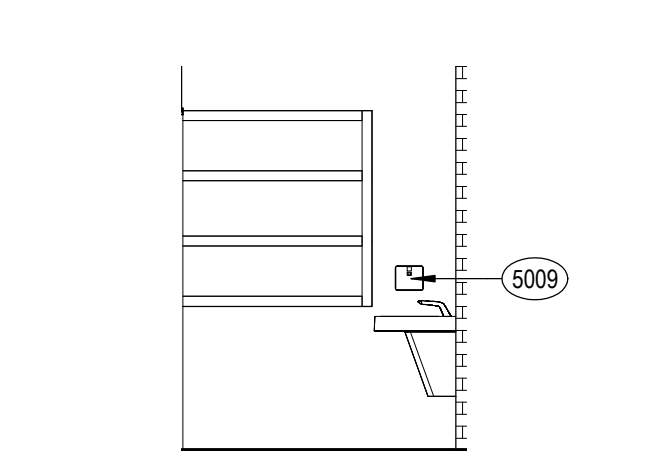
2 WASHROOM 109 - WEST
1/4" = 1'-0"



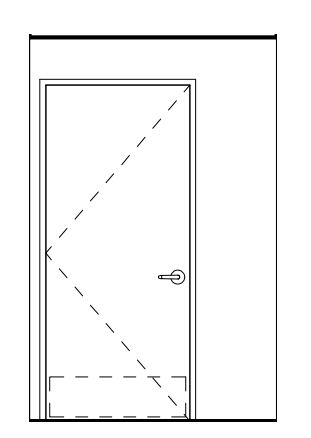
3 WASHROOM 109 - NORTH
1/4" = 1'-0"



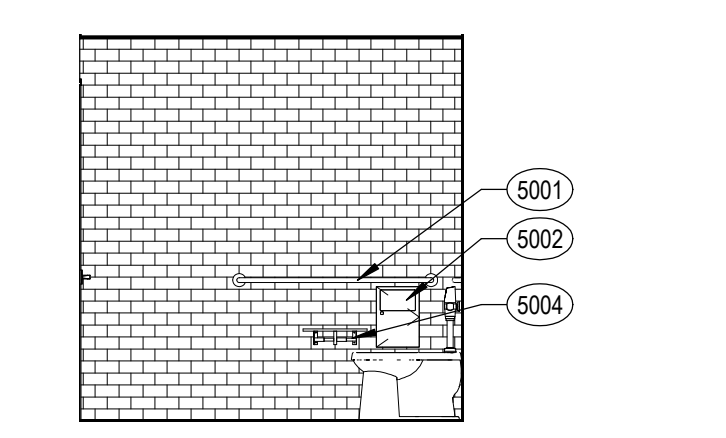
4 WASHROOM 109 - EAST
1/4" = 1'-0"



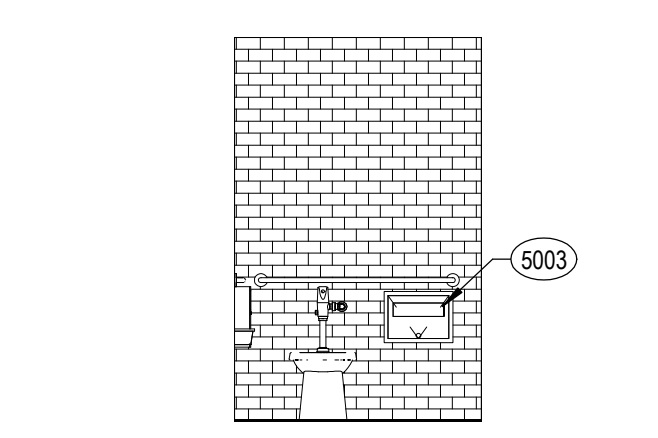
5 WASHROOM 109 - SOUTH
1/4" = 1'-0"



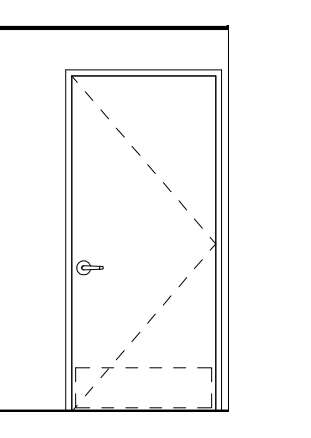
6 RESTROOM 107 - WEST
1/4" = 1'-0"



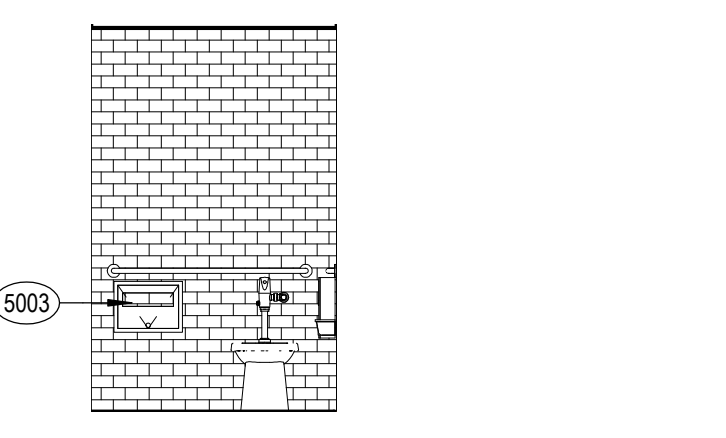
7 RESTROOM 107 - NORTH
1/4" = 1'-0"



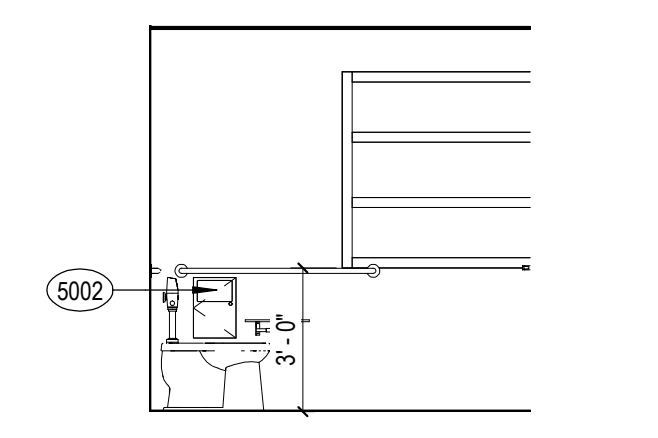
8 RESTROOM 107 - EAST
1/4" = 1'-0"



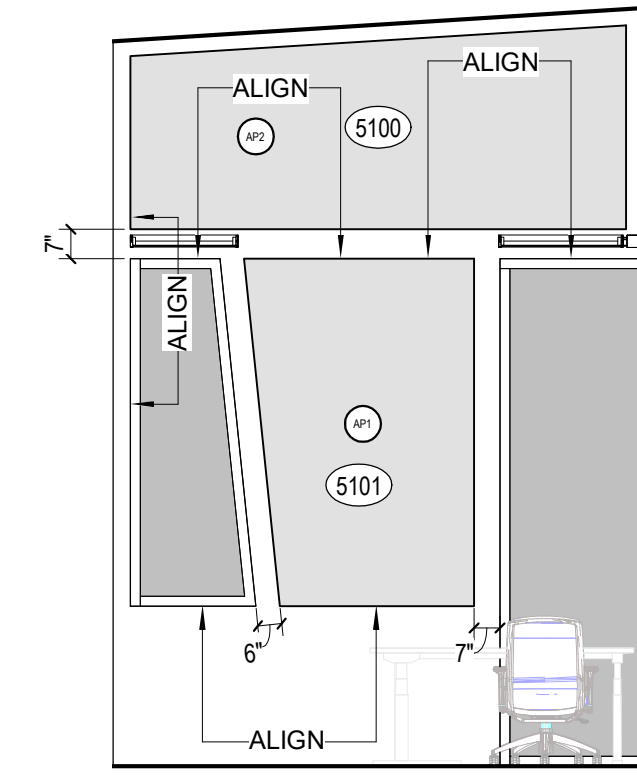
9 RESTROOM 108 - WEST
1/4" = 1'-0"



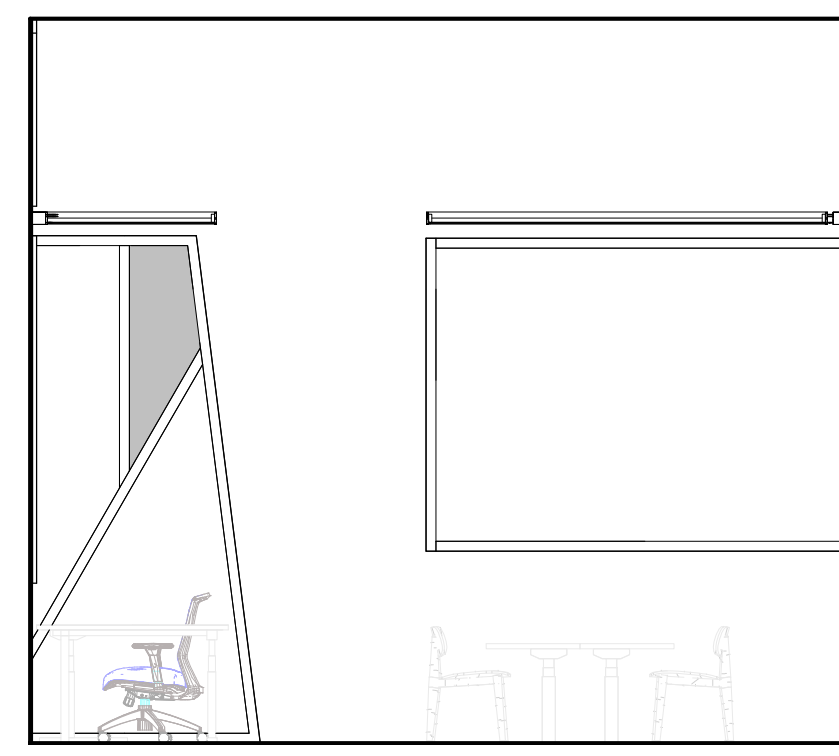
10 RESTROOM 108 - EAST
1/4" = 1'-0"



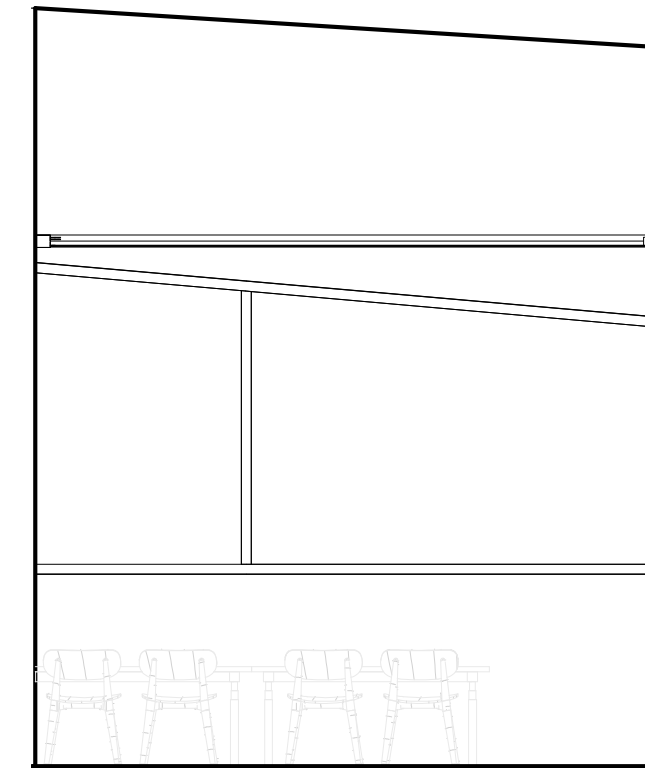
11 RESTROOM 108 - SOUTH
1/4" = 1'-0"



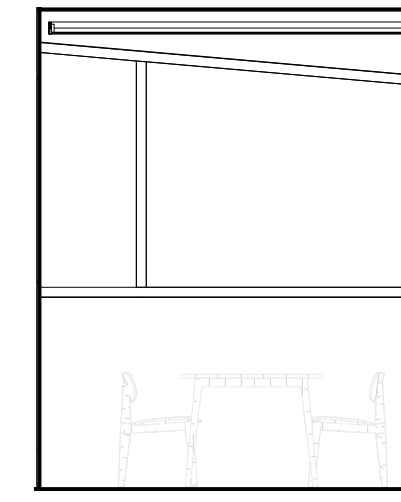
3 ROOM 111 LITERACY CENTER
1/4" = 1'-0"



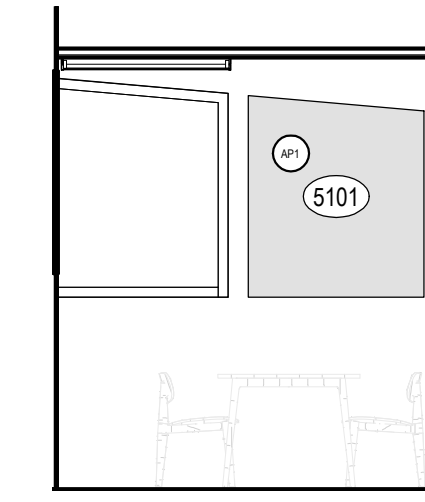
2 ROOM 111 LITERACY CENTER
1/4" = 1'-0"



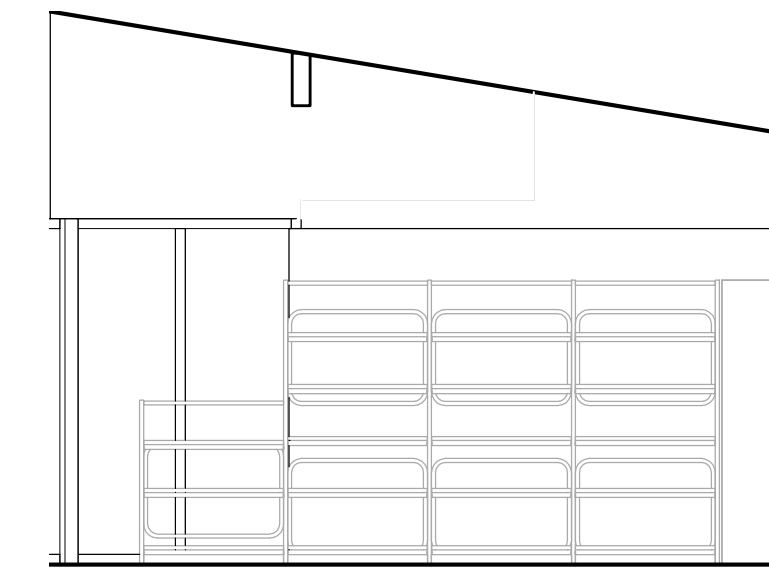
1 ROOM 111 LITERACY CENTER
1/4" = 1'-0"



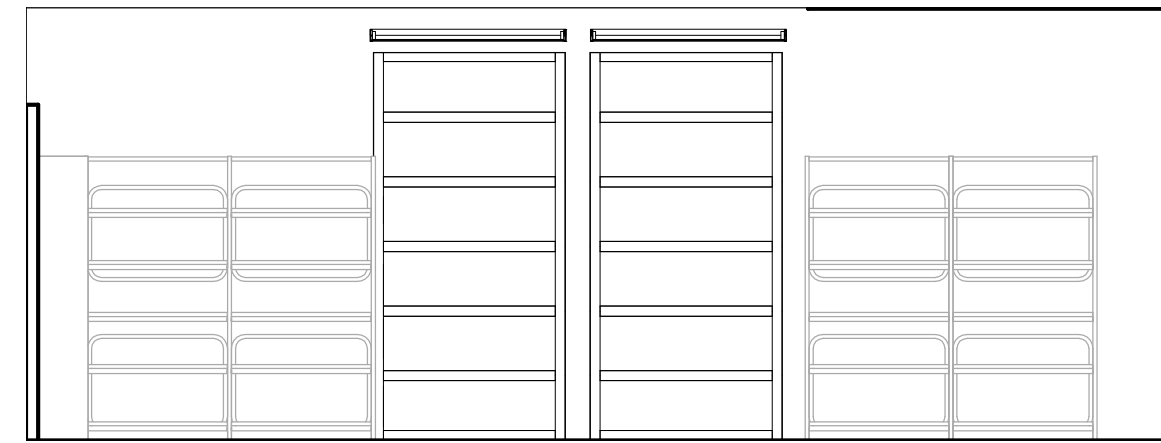
5 ROOM 112 STUDY ROOM
1/4" = 1'-0"



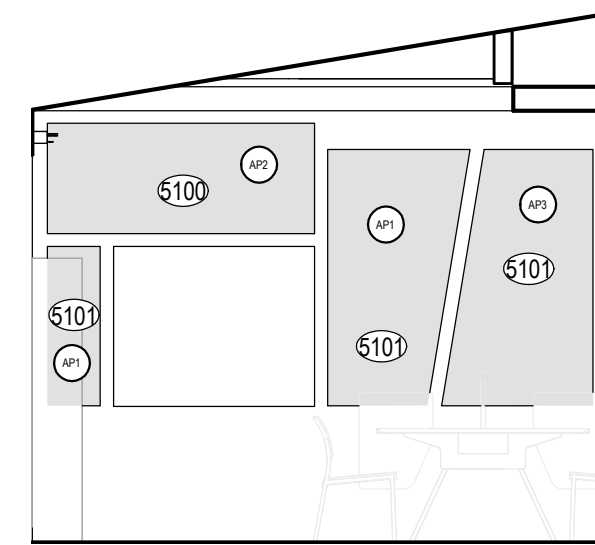
6 ROOM 113 STUDY ROOM
1/4" = 1'-0"



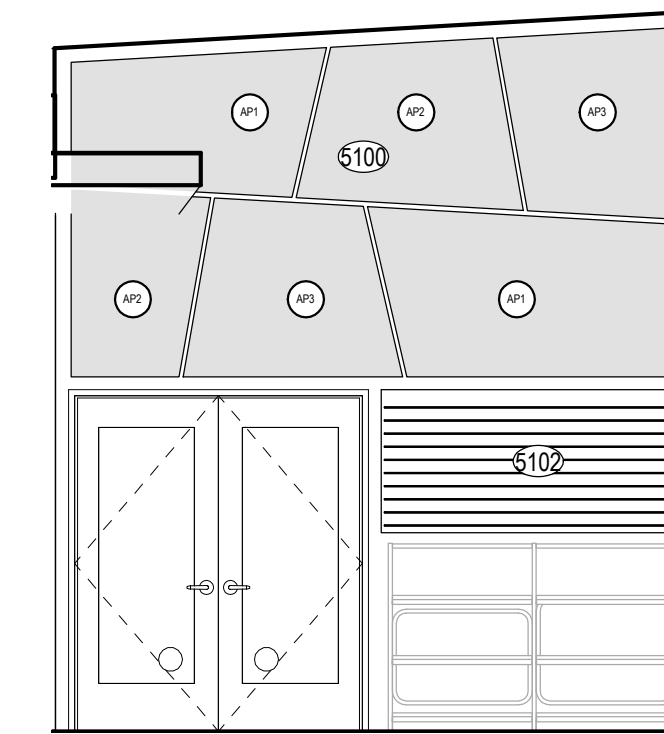
9 ADULT READING - WEST
1/4" = 1'-0"



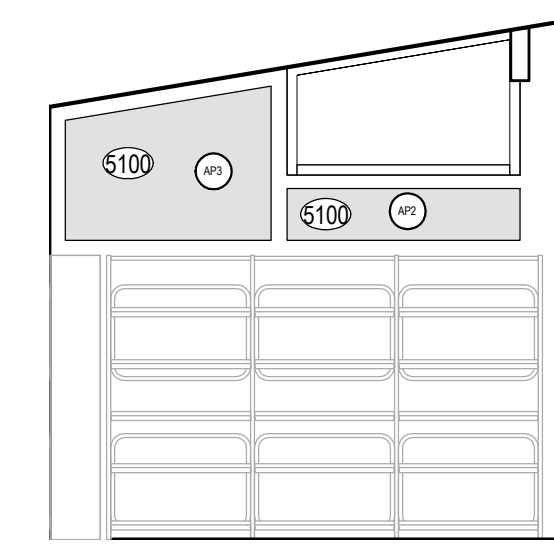
8 ADULT READING - NORTH
1/4" = 1'-0"



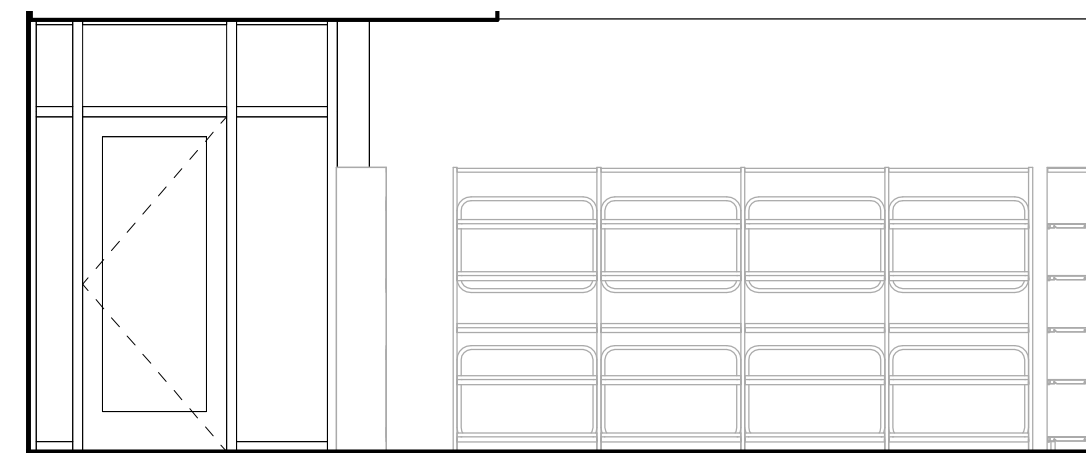
7 ADULT READING - WEST
1/4" = 1'-0"



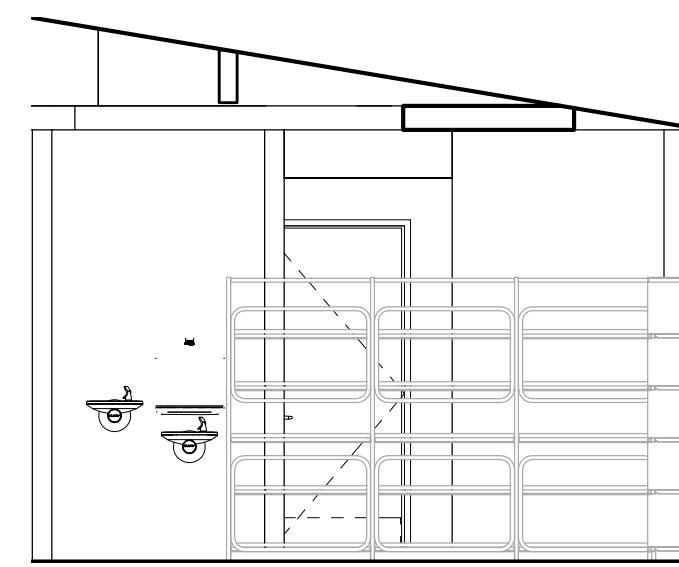
4 ROOM 111 LITERACY CENTER
1/4" = 1'-0"



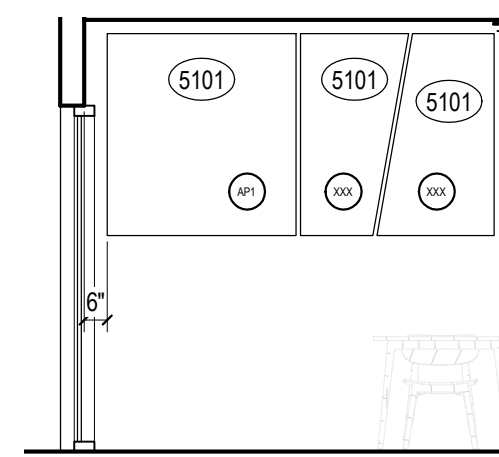
12 ADULT READING - EAST
1/4" = 1'-0"



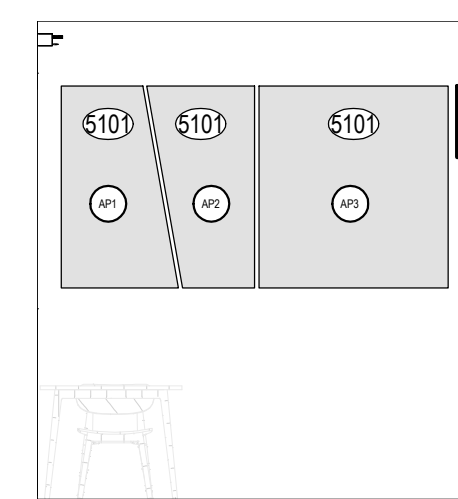
11 ADULT READING - SOUTH
1/4" = 1'-0"



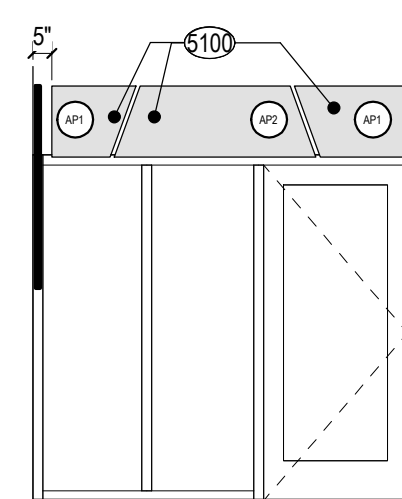
10 ADULT READING - EAST
1/4" = 1'-0"



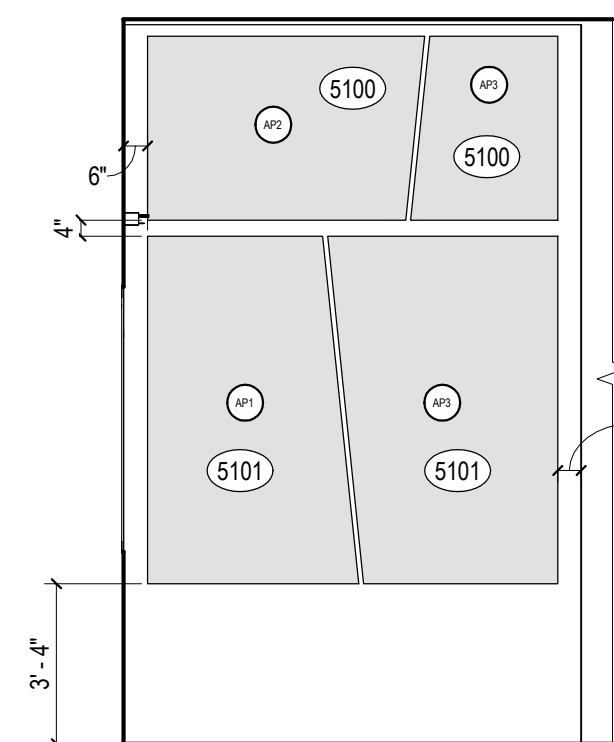
13 STUDY ROOM 113 - SOUTH WEST
1/4" = 1'-0"



15 STUDY ROOM 112 - NORTH EAST
1/4" = 1'-0"



16 STUDY ROOM 112 - SOUTH EAST
1/4" = 1'-0"



14 LITERACY CENTER - NORTH EAST
1/4" = 1'-0"

INTERIOR ELEVATION SHEET NOTES

A. FURNITURE FOR REFERENCE ONLY

INTERIOR ELEVATION KEYNOTES

INTERIOR ELEVATION LEGEND



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SHEET TITLE:

INTERIOR
ELEVATIONS

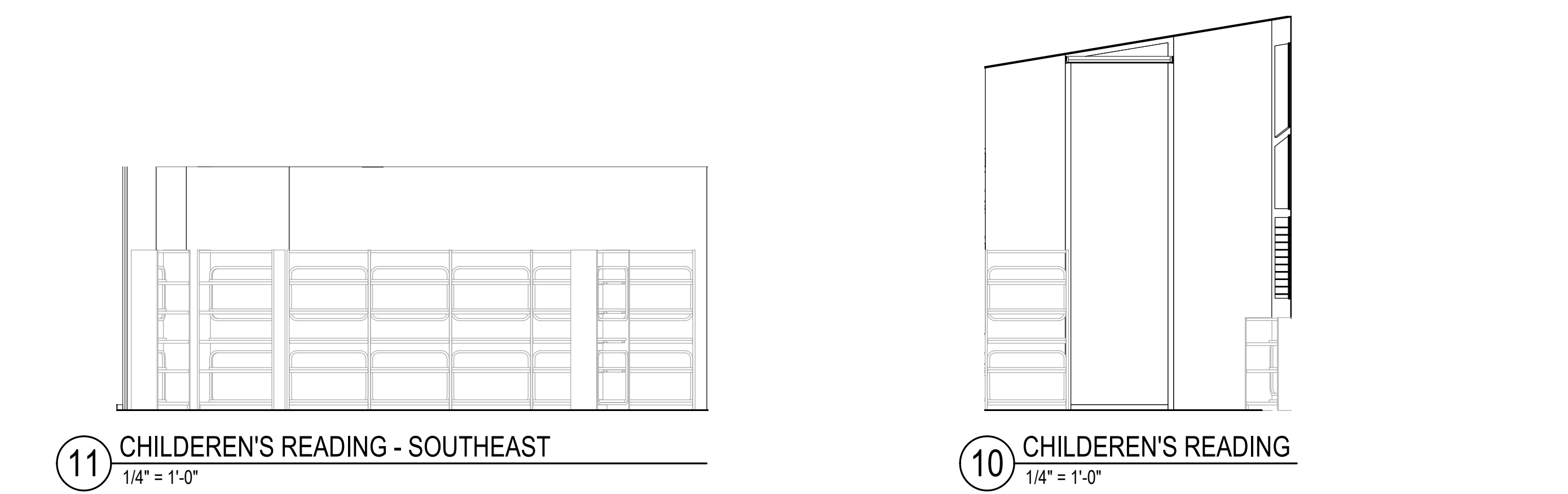
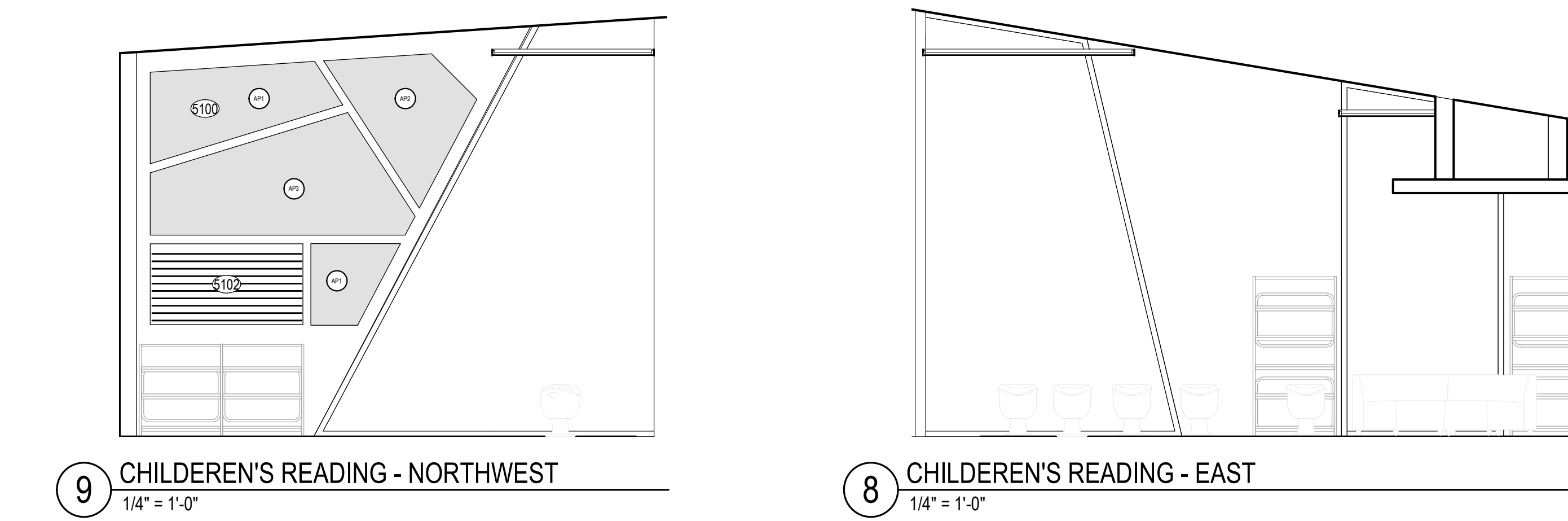
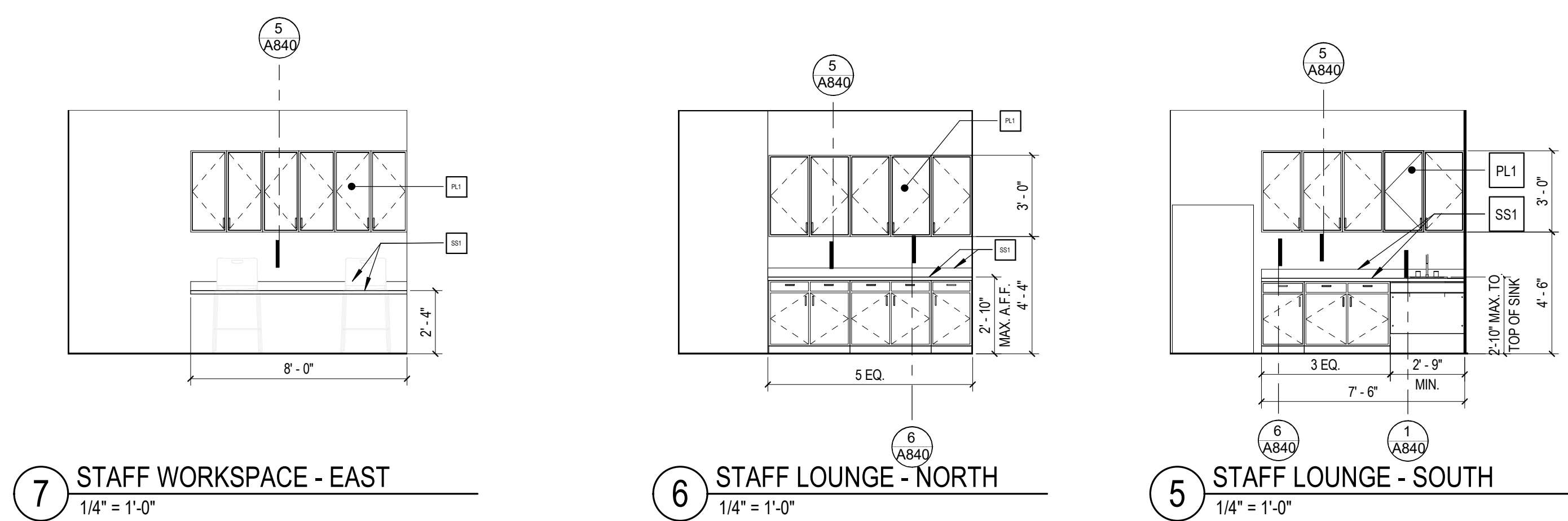
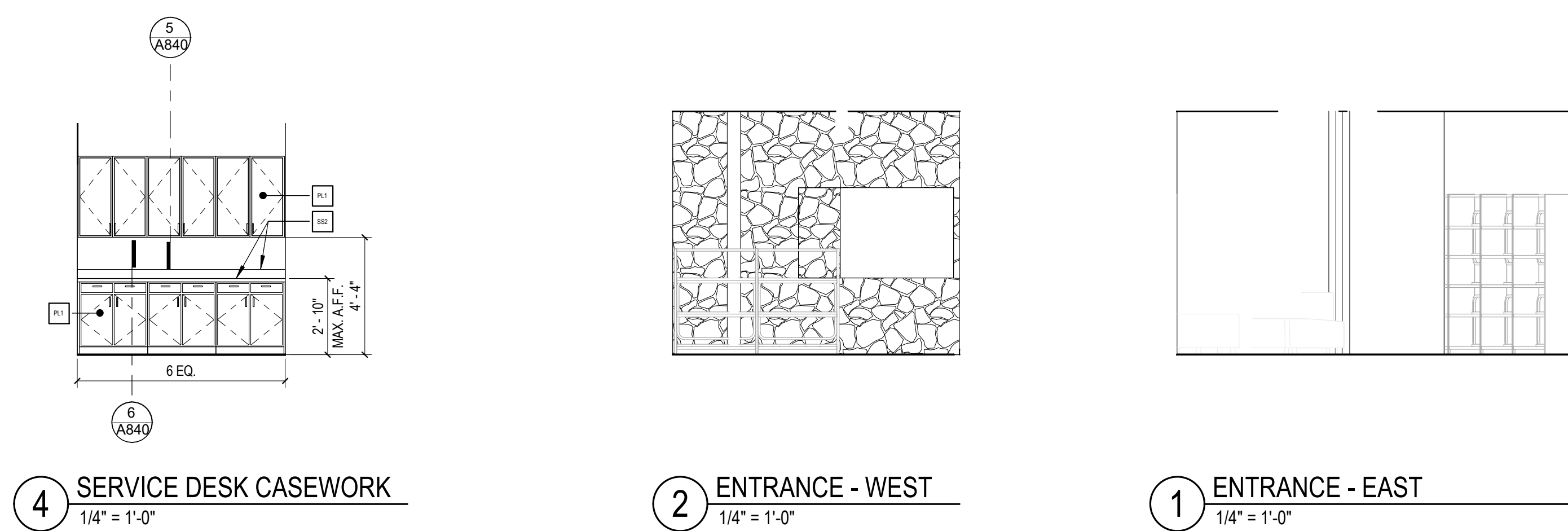
SCALE: As indicated

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INTERIOR ELEVATION SHEET NOTES

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INTERIOR ELEVATIONS KEYNOTES

INTERIOR ELEVATION LEGEND



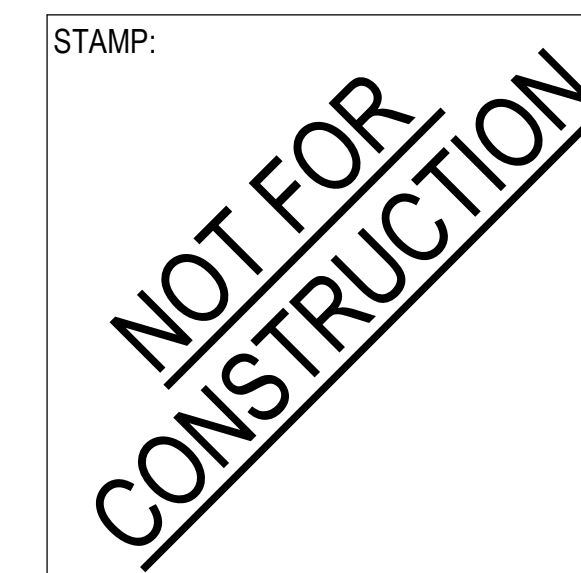
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SHEET TITLE:

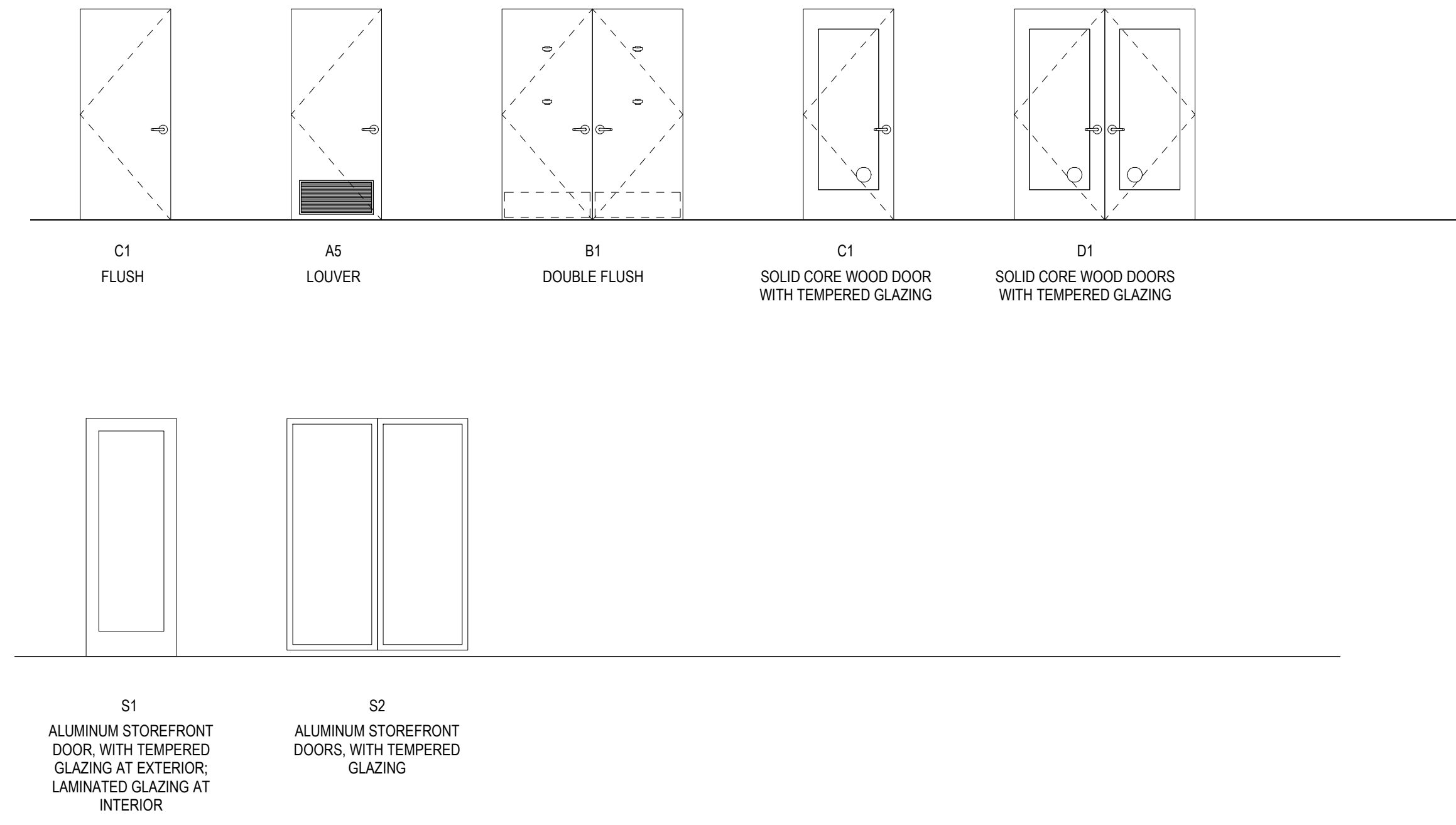
INTERIOR
ELEVATIONS

SCALE: As indicated

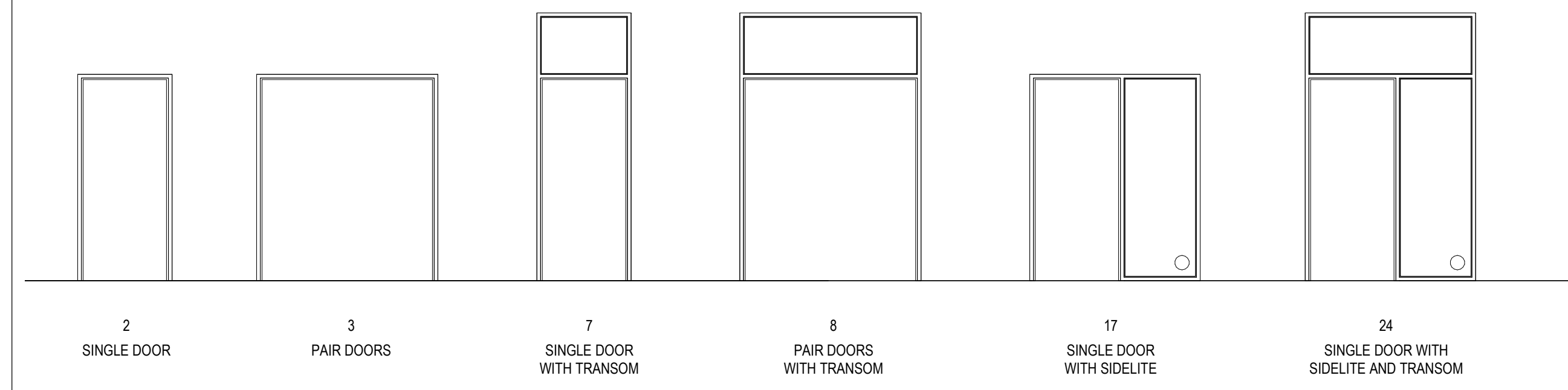
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DOOR TYPES



DOOR FRAME TYPES



DOOR SCHEDULE

DOOR NUMBER	ROOM NAME	DOOR TYPE	DOOR			FRAME			DETAILS				REMARKS		
			WIDTH	HEIGHT	THICKNESS	MATERIAL	FINISH	GLAZING TYPE	TYPE	MATERIAL	FINISH	HEAD		JAMB	THRESHOLD
LEVEL 1															
101	ENTRANCE	S2	5'-8 1/2"	6'-8 1/2"	1 3/4"	ALM		TEMPERED	3	ALM					
104	STAFF WORKSPACE	C1	3'-0"	7'-0"	1 1/2"	WD		-	2	ALM					
107	RESTROOM	C1	3'-0"	7'-0"	1 1/2"	WD		-	2	ALM					
108	RESTROOM	C1	3'-0"	7'-0"	1 1/2"	WD		-	2	ALM					
110	RESERVES	S1	3'-0"	7'-0"	5"	ALM		TEMPERED	17	ALM					
111	LITERACY CENTER	C1	6'-0"	7'-0"	1 3/4"	WD		-	3	ALM					
112	STUDY ROOM	S1	3'-0"	7'-0"	1 1/2"	ALM		TEMPERED	2	ALM					
113	STUDY ROOM		3'-0"	7'-0"	5"				17						

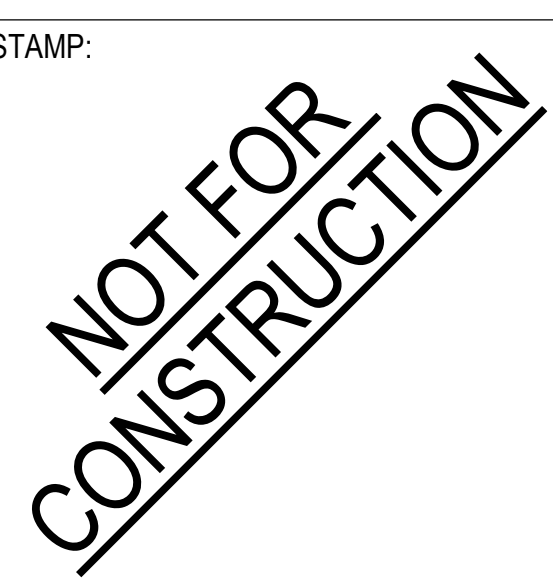


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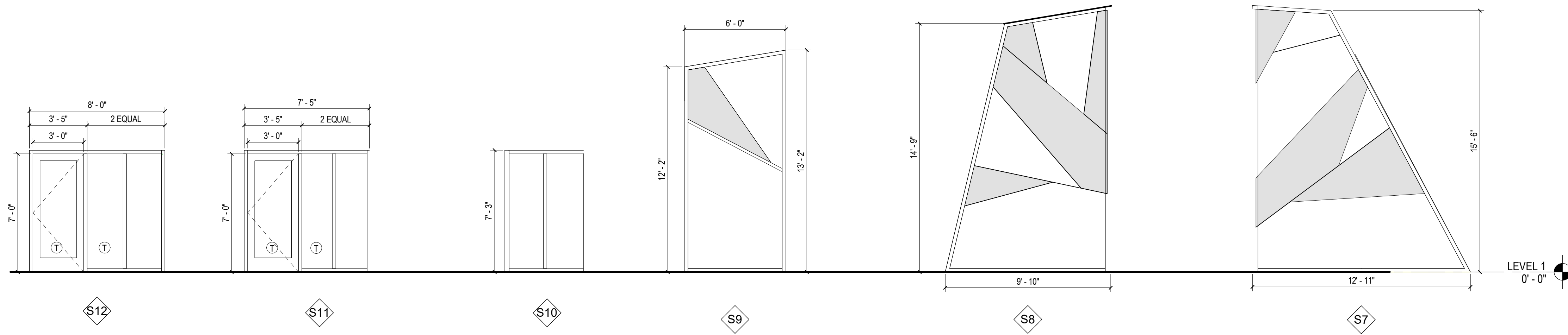
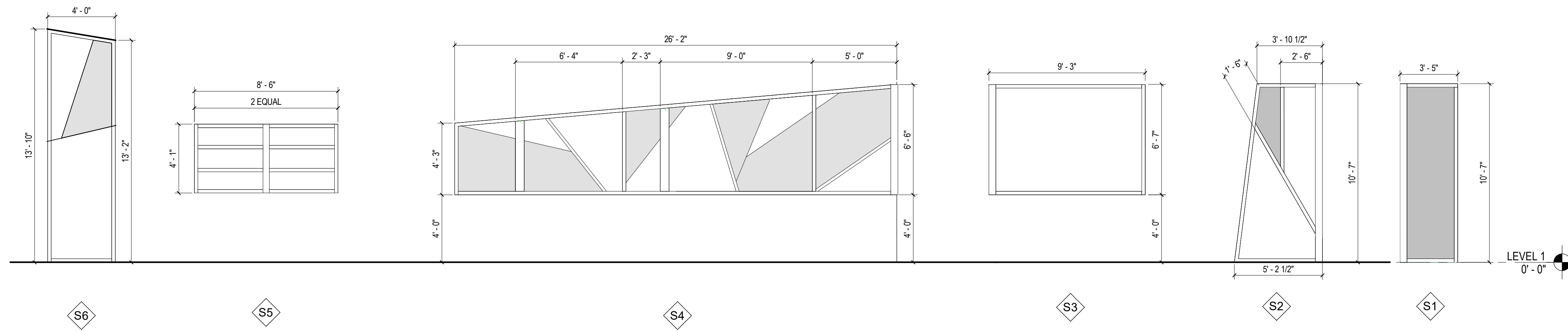
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DOOR TYPES, FRAME TYPES, AND SCHEDULES




SCALE: 1/4" = 1'-0"

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EXTERIOR AND INTERIOR WINDOW TYPES LEGEND

-  INSULATED GLAZING ASSEMBLY
-  INSULATED COLORED GLAZING ASSEMBLY
-  INSULATED GLAZING ASSEMBLY WITH TEMPERED GLASS BOTH SIDES



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**EXTERIOR AND
 INTERIOR WINDOW
 TYPES**

SCALE: As indicated

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A610

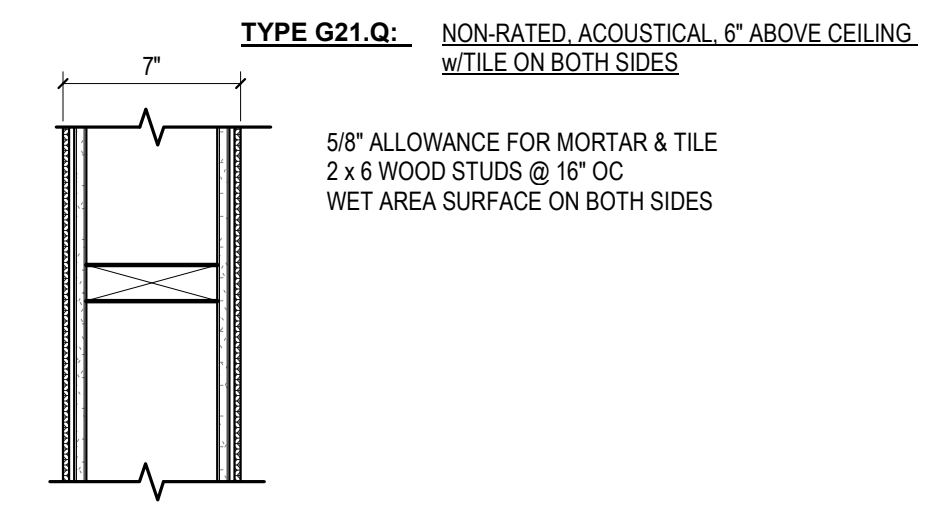


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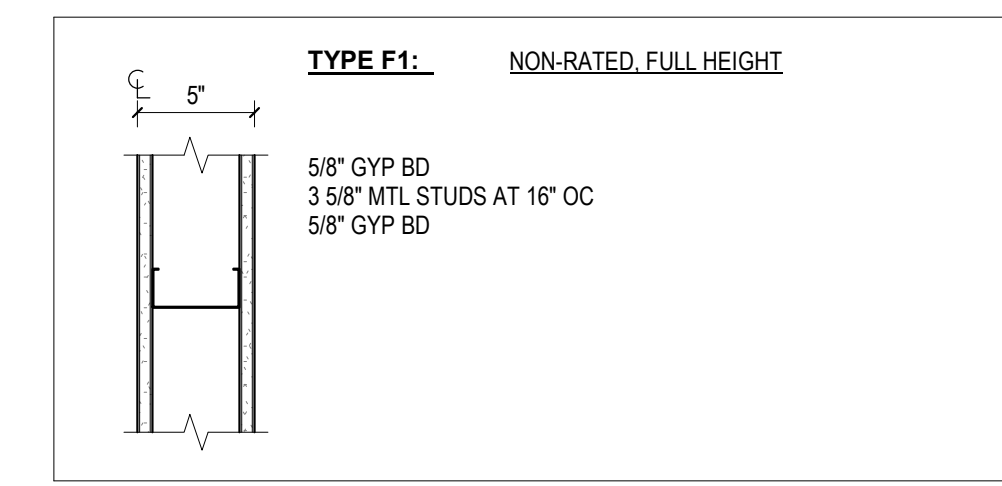
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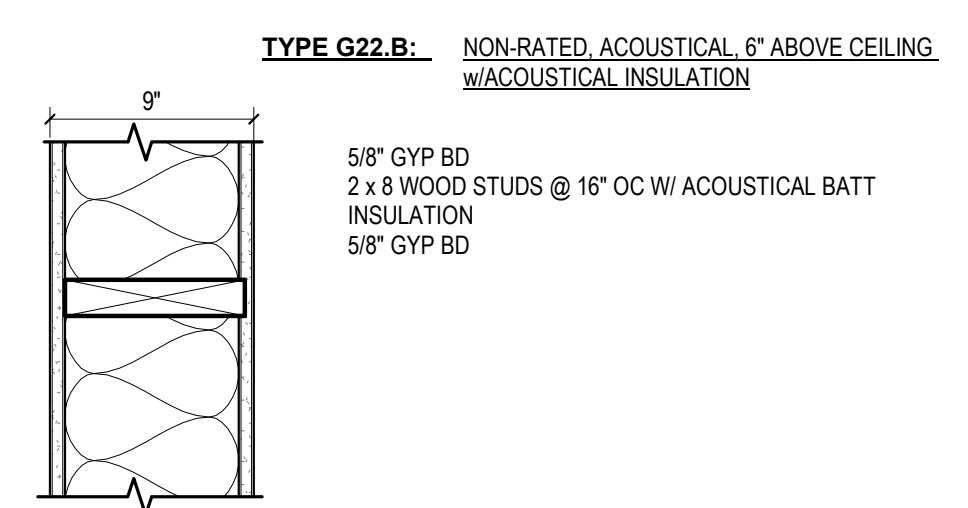
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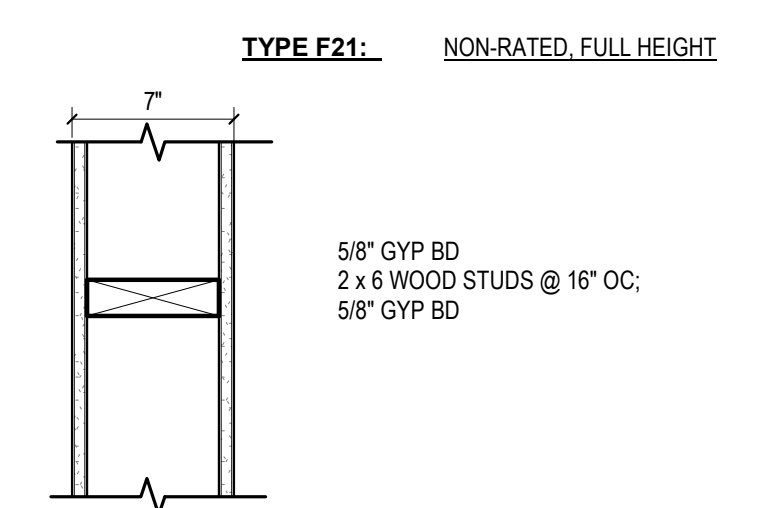
5 G21.Q PARTITION TYPE
1 1/2" = 1'-0"



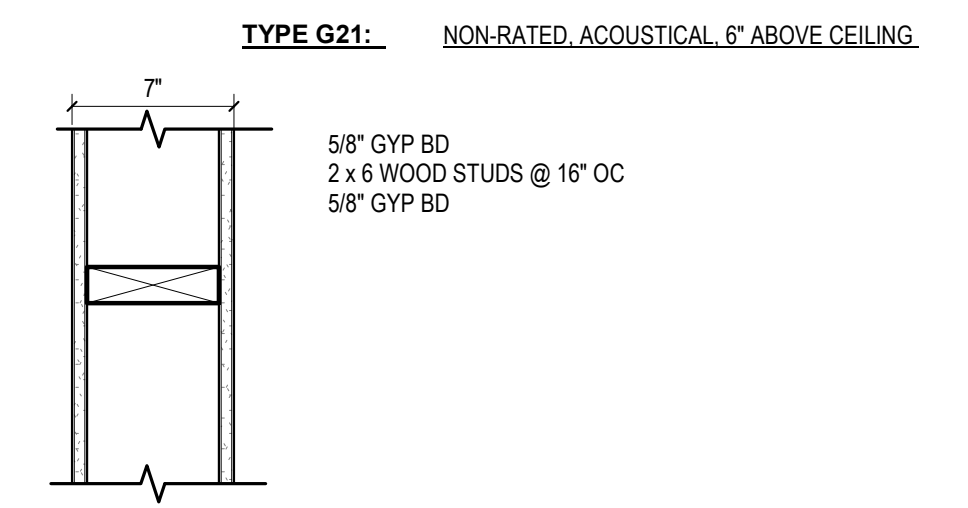
1 F1 PARTITION TYPE
1 1/2" = 1'-0"



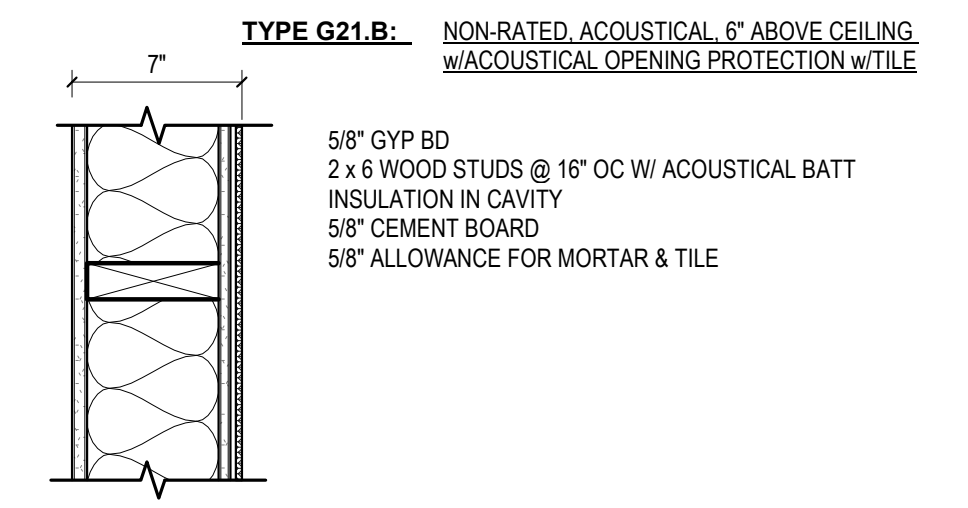
6 G22.B PARTITION TYPE
1 1/2" = 1'-0"



2 F21 PARTITION TYPE
1 1/2" = 1'-0"



3 G21 PARTITION TYPE
1 1/2" = 1'-0"



4 G21.B PARTITION TYPE
1 1/2" = 1'-0"

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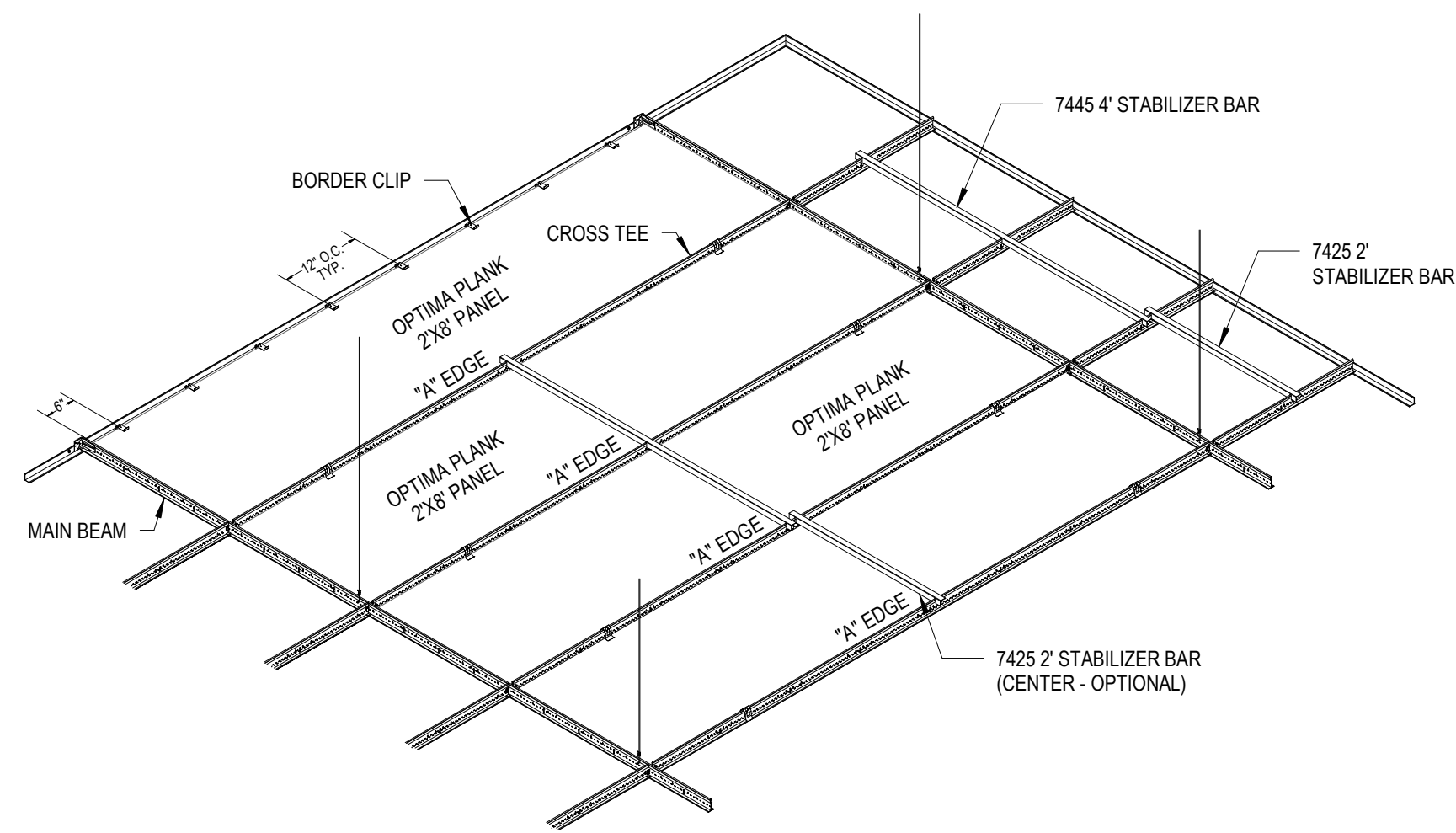
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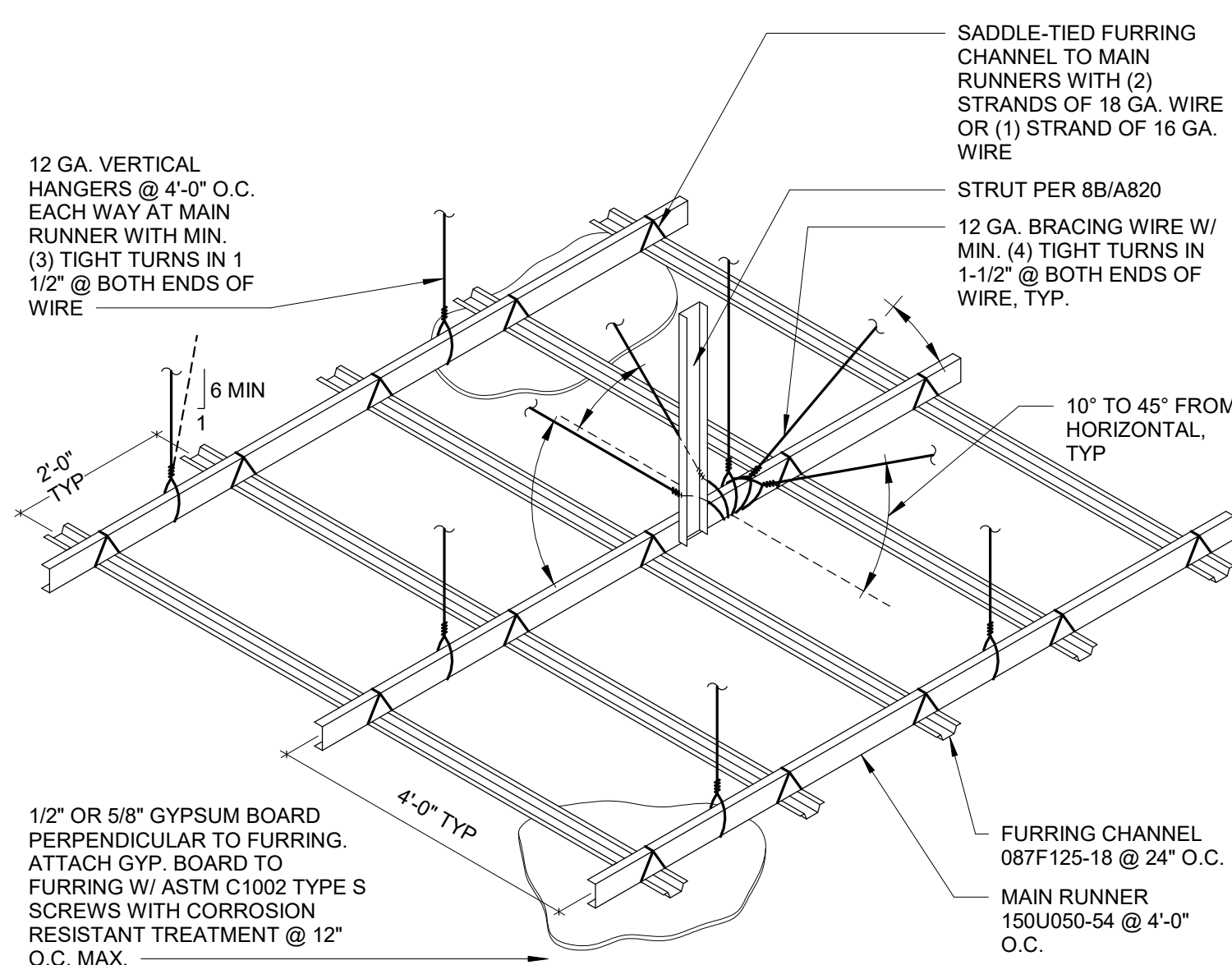
PARTITION TYPES

SCALE: 1 1/2" = 1'-0"

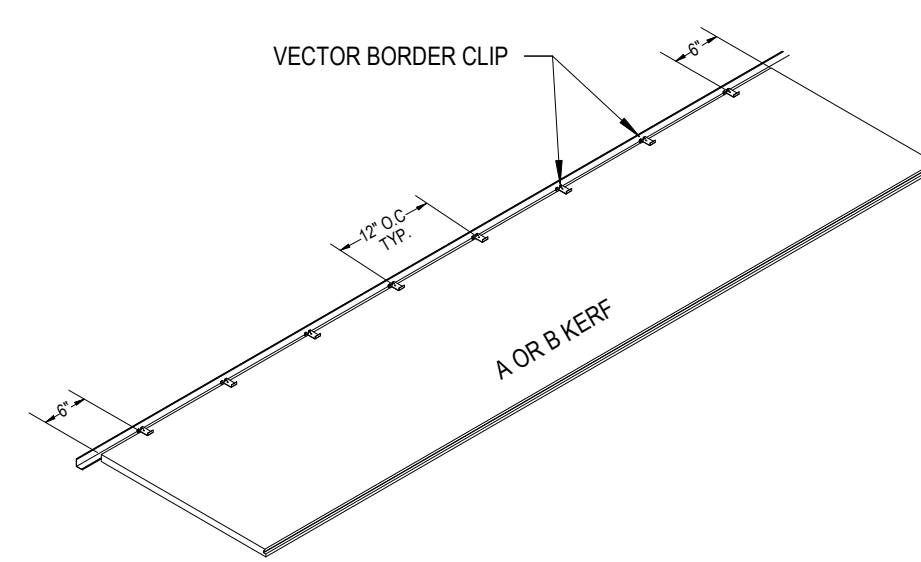
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A800



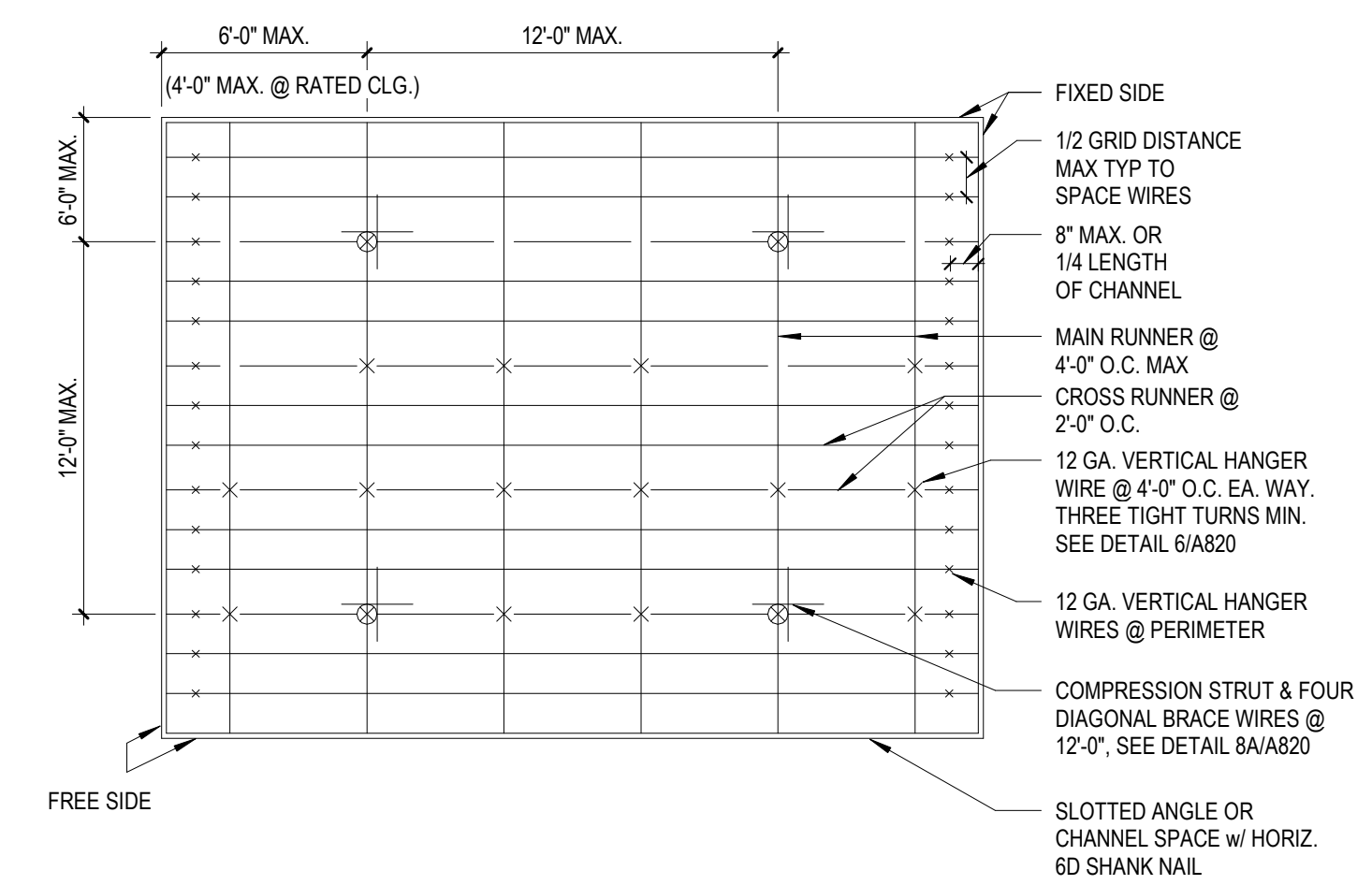
6 FULL OPTIMA VECTOR PANEL
1/2" = 1'-0"



7 GYPSUM BOARD SUSPENDED CEILING
1/2" = 1'-0"

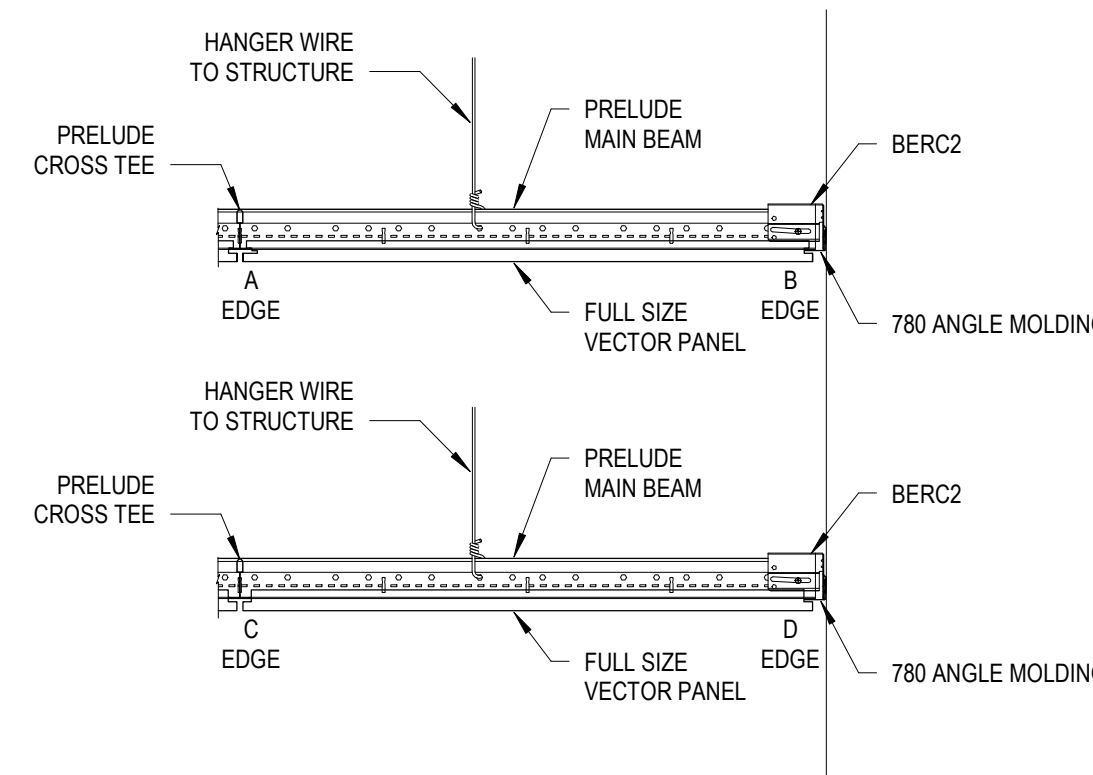


4 ARMSTRONG - OPTIMA PERIMETER TRIM
1/2" = 1'-0"

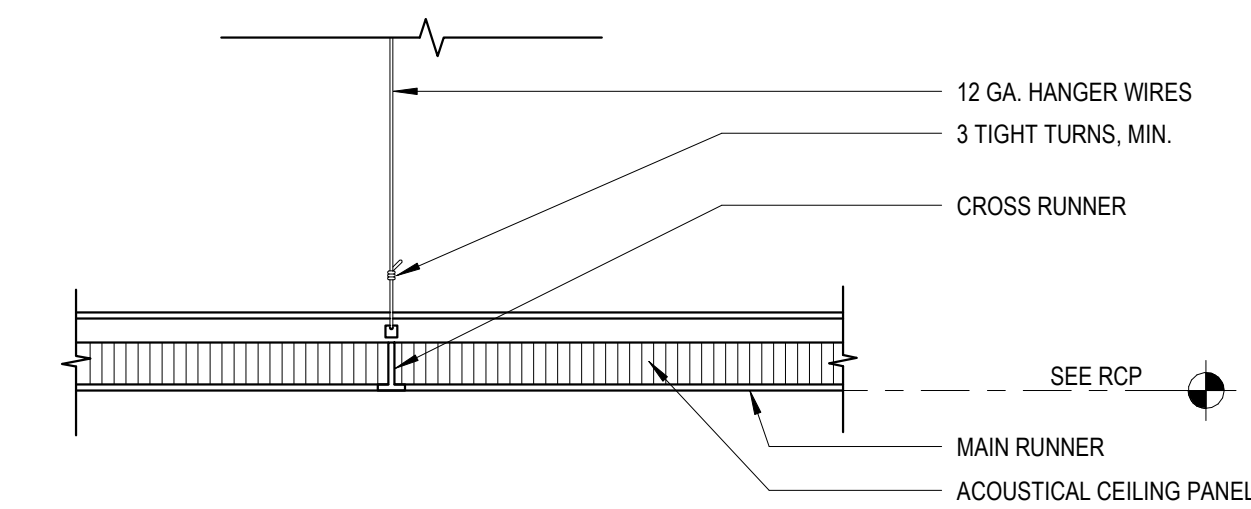


- NOTES:
1. STRUTS SHALL NOT REPLACE HANGER WIRES
 2. SEE 24/A820 FOR WIRE CONNECTION TO STRUCTURE
 3. SEE 7/A820 FOR ATTACHMENT AT PERIMETER
 4. INSTALL CEILING SYSTEM IN ACCORDANCE WITH ICC REPORT & MANUFACTURER'S INSTRUCTIONS

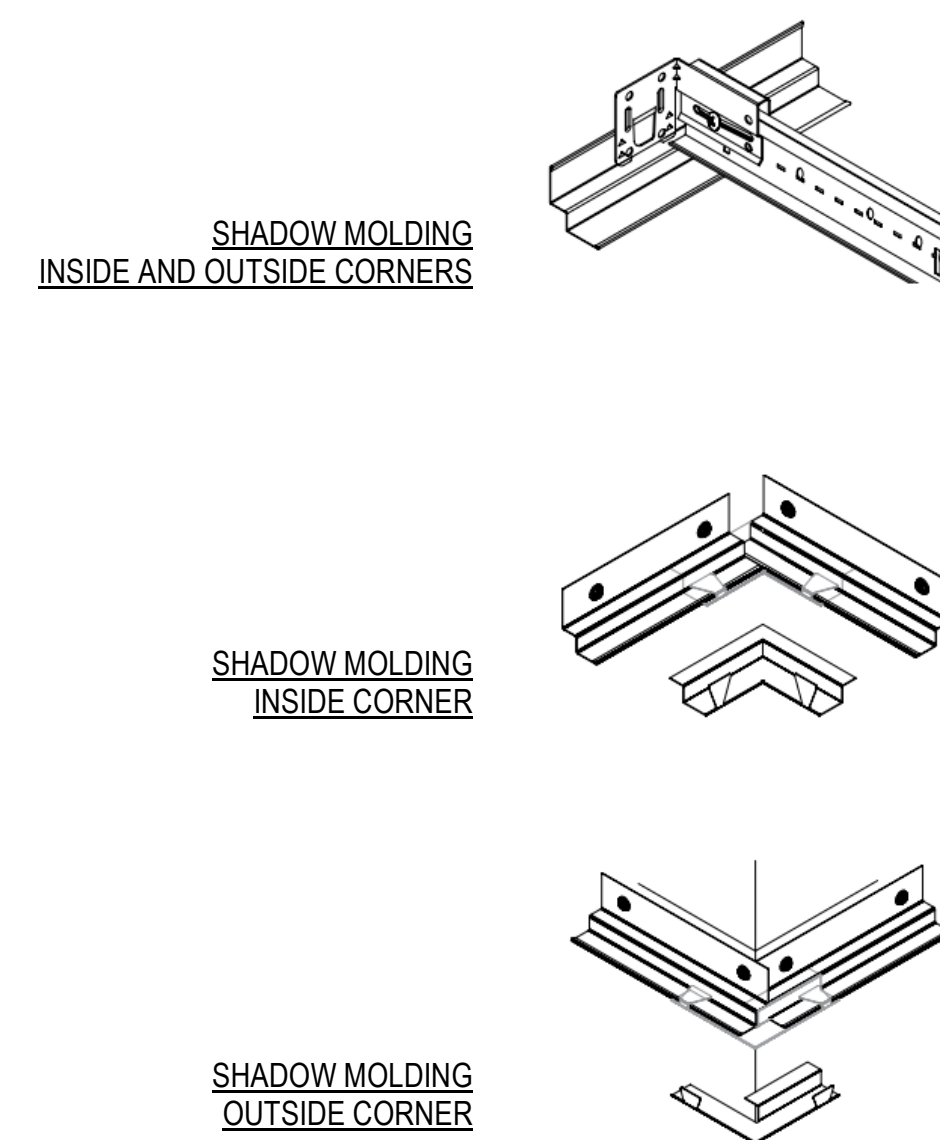
1 ACOUSTICAL CEILING TILE SUSPENSION SYSTEM
3" = 1'-0"



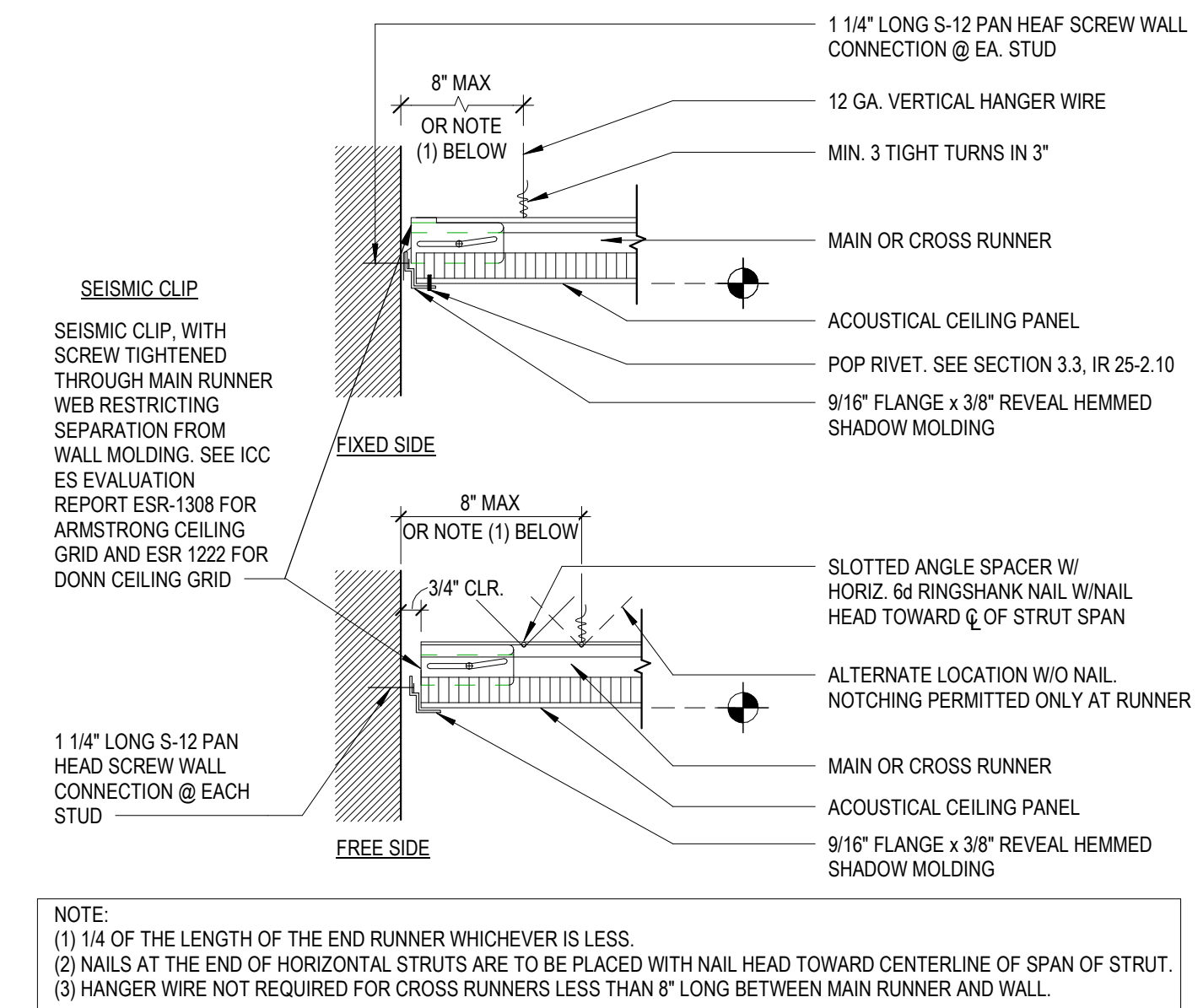
5 FULL OPTIMA VECTOR PANEL
1 1/2" = 1'-0"



2 ACOUSTICAL SUSPENDED CEILING
3" = 1'-0"



3 ACOUSTICAL SUSPENDED CEILING @ PERIMETER
3" = 1'-0"



- NOTE:
- (1) 1/4 OF THE LENGTH OF THE END RUNNER WHICHEVER IS LESS.
 - (2) NAILS AT THE END OF HORIZONTAL STRUTS ARE TO BE PLACED WITH NAIL HEAD TOWARD CENTERLINE OF SPAN OF STRUT.
 - (3) HANGER WIRE NOT REQUIRED FOR CROSS RUNNERS LESS THAN 8' LONG BETWEEN MAIN RUNNER AND WALL.



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CEILING DETAILS

SCALE: As indicated

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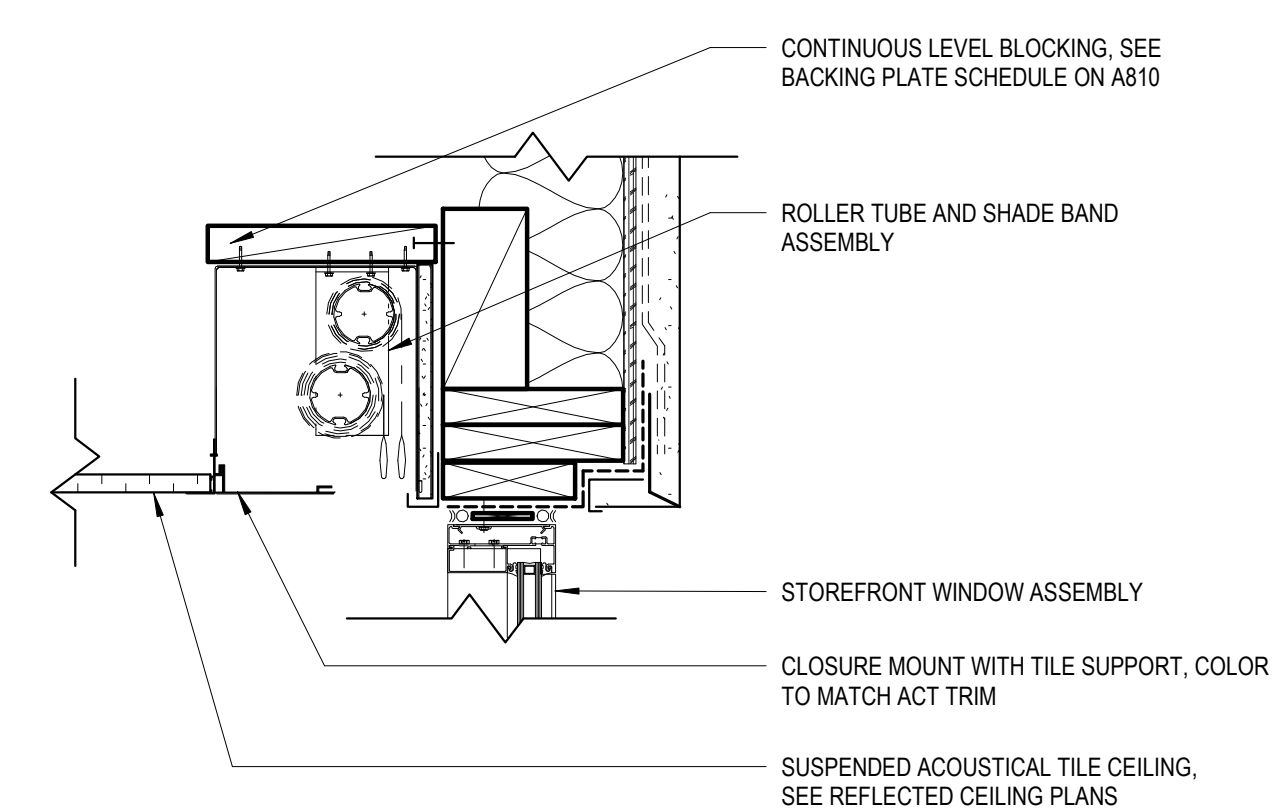
PROJECT TITLE:
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DATE: Issue Date
SHEET TITLE:

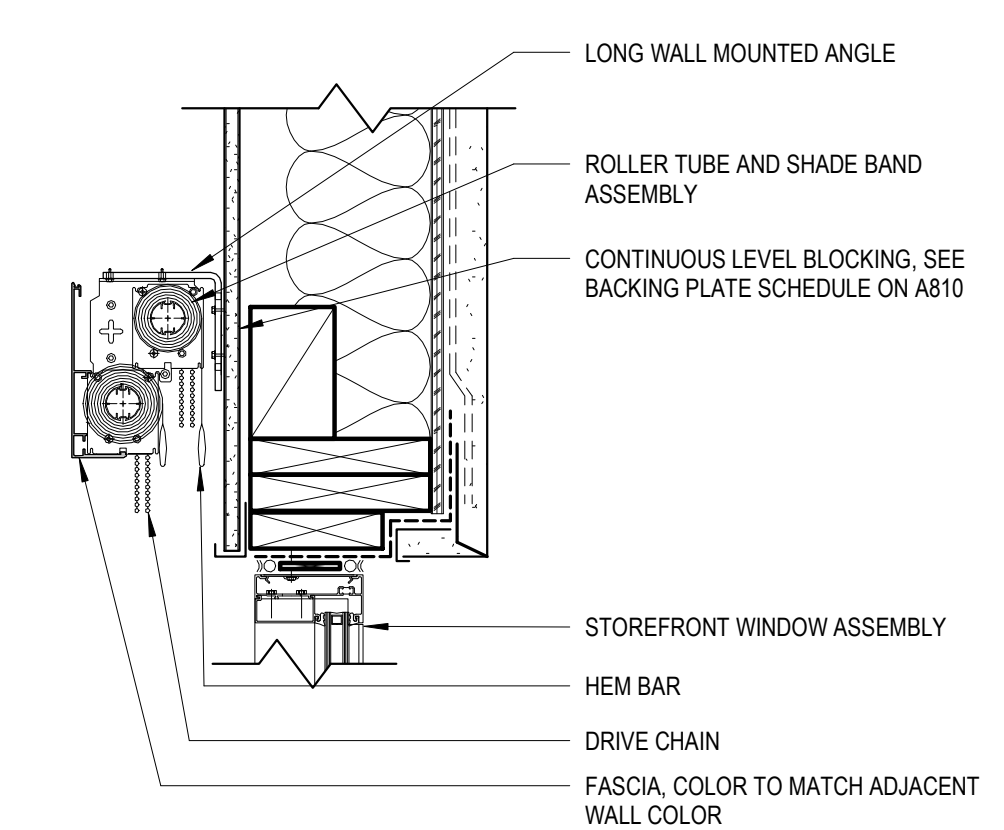
CEILING DETAILS

SCALE: 1 1/2" = 1'-0"

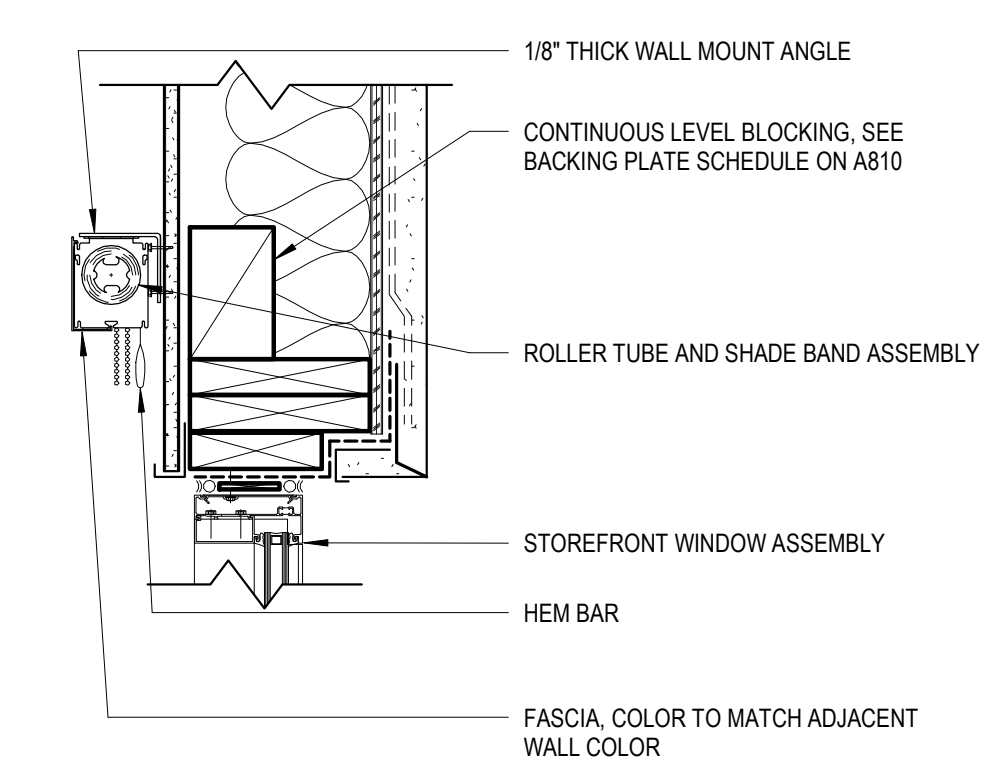
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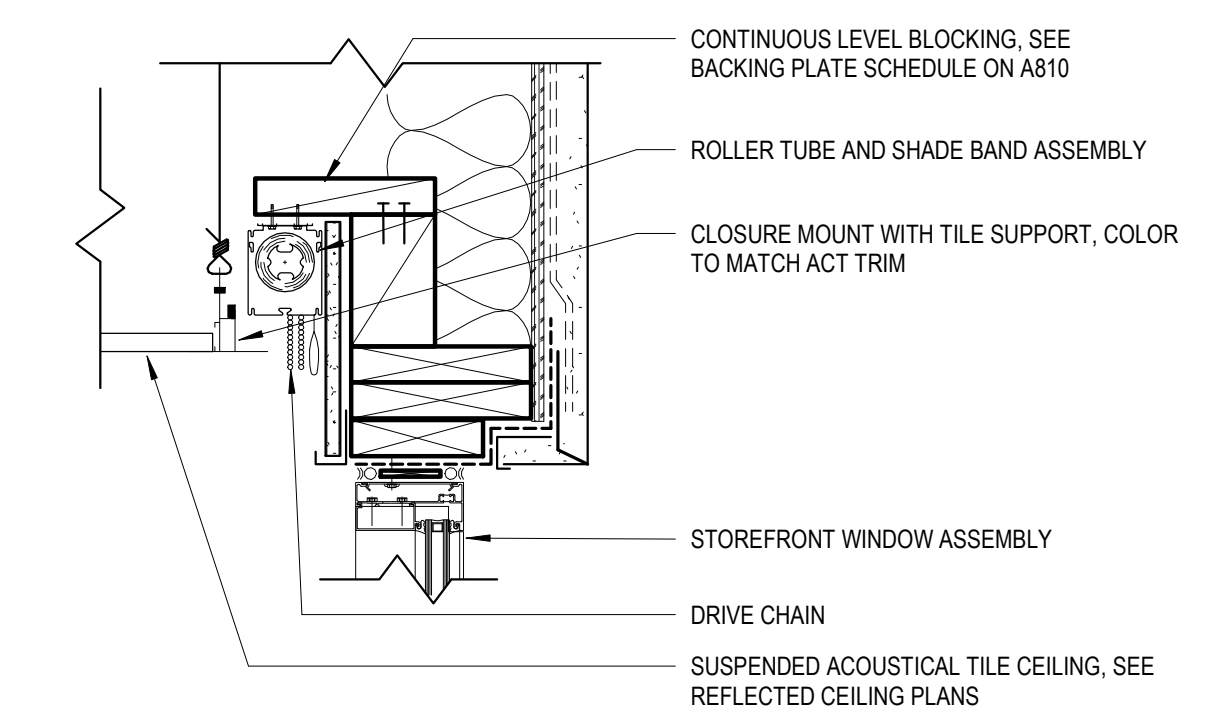
1 TYPICAL DOUBLE SHADE ABOVE CEILING MOUNTING
1 1/2" = 1'-0"



2 TYPICAL DOUBLE SHADE WALL MOUNTED
1 1/2" = 1'-0"



3 TYPICAL MANUAL SINGLE SHADE WALL MOUNTED - MOTORIZED SIM
1 1/2" = 1'-0"



4 TYPICAL SINGLE SHADE ABOVE CEILING MOUNTING
1 1/2" = 1'-0"

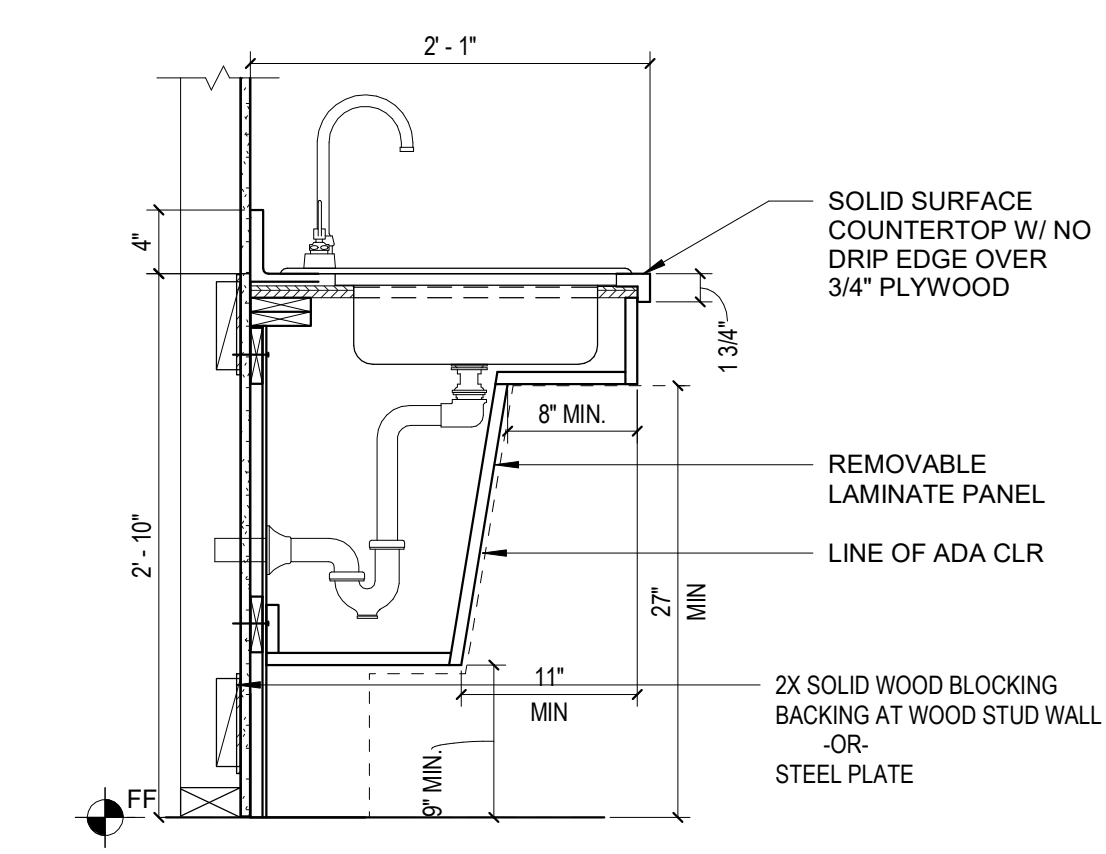


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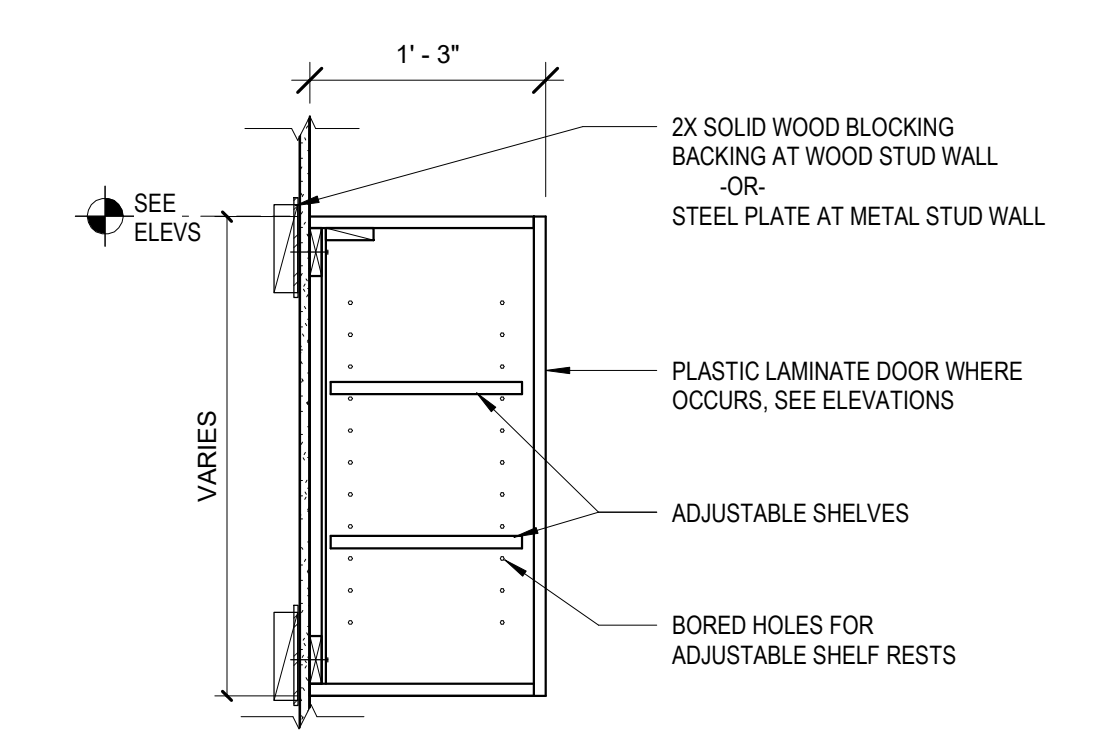
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CONSULTANTS LOGO:

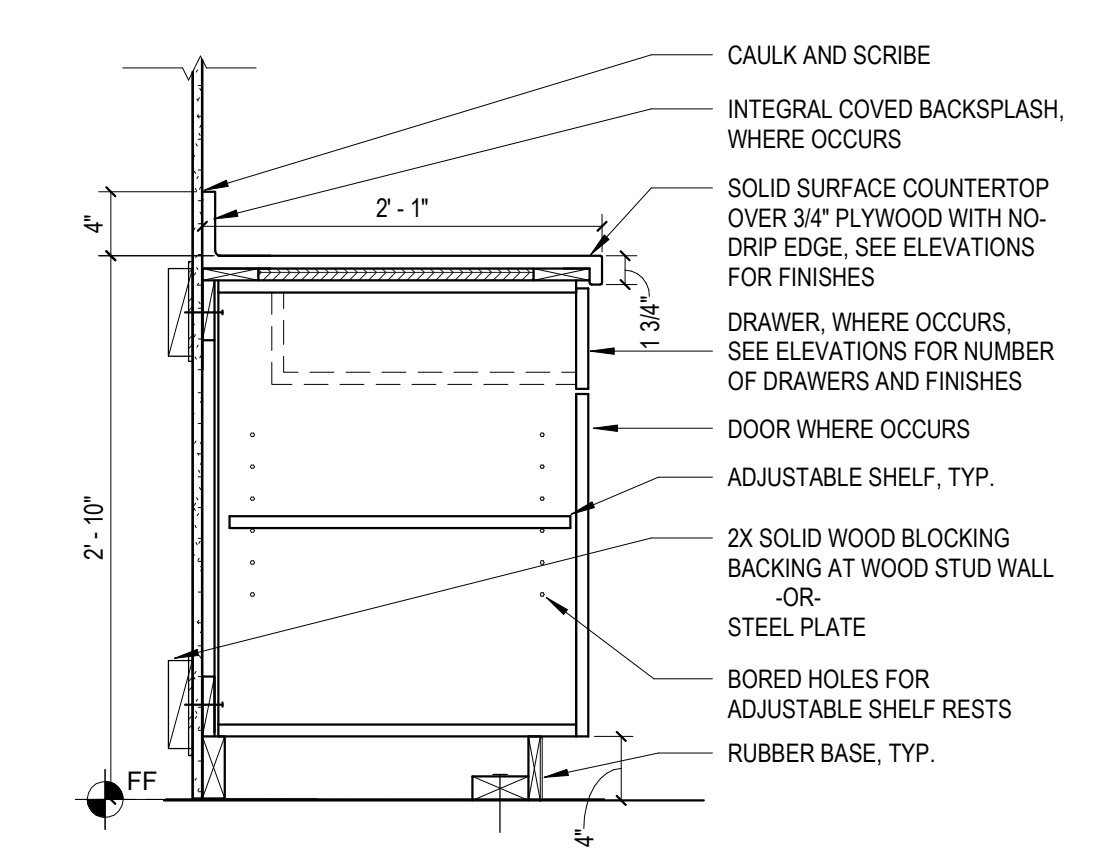
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1 TYPICAL ACCESSIBLE SINK CABINET
1" = 1'-0"



5 TYPICAL UPPER CABINET
1" = 1'-0"



6 BASE CABINET W. DOOR(S) & ONE DRAWER
1" = 1'-0"

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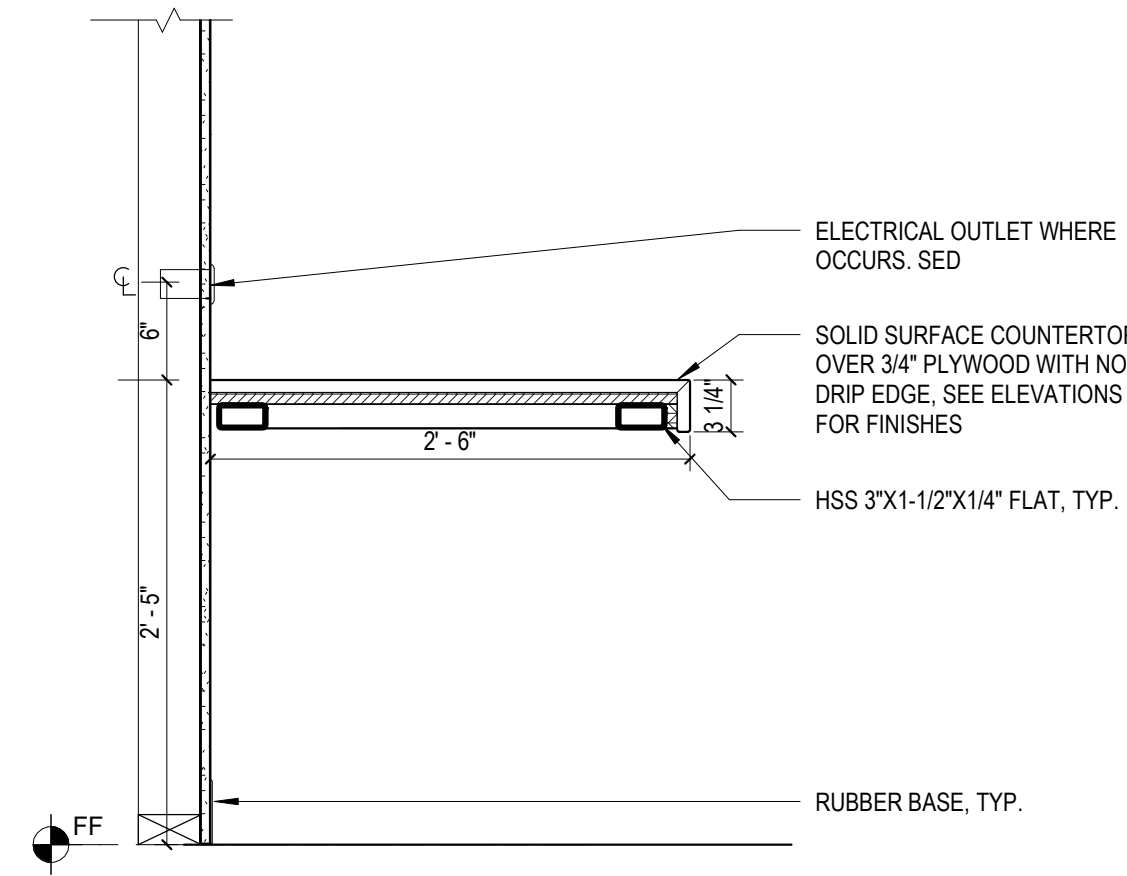
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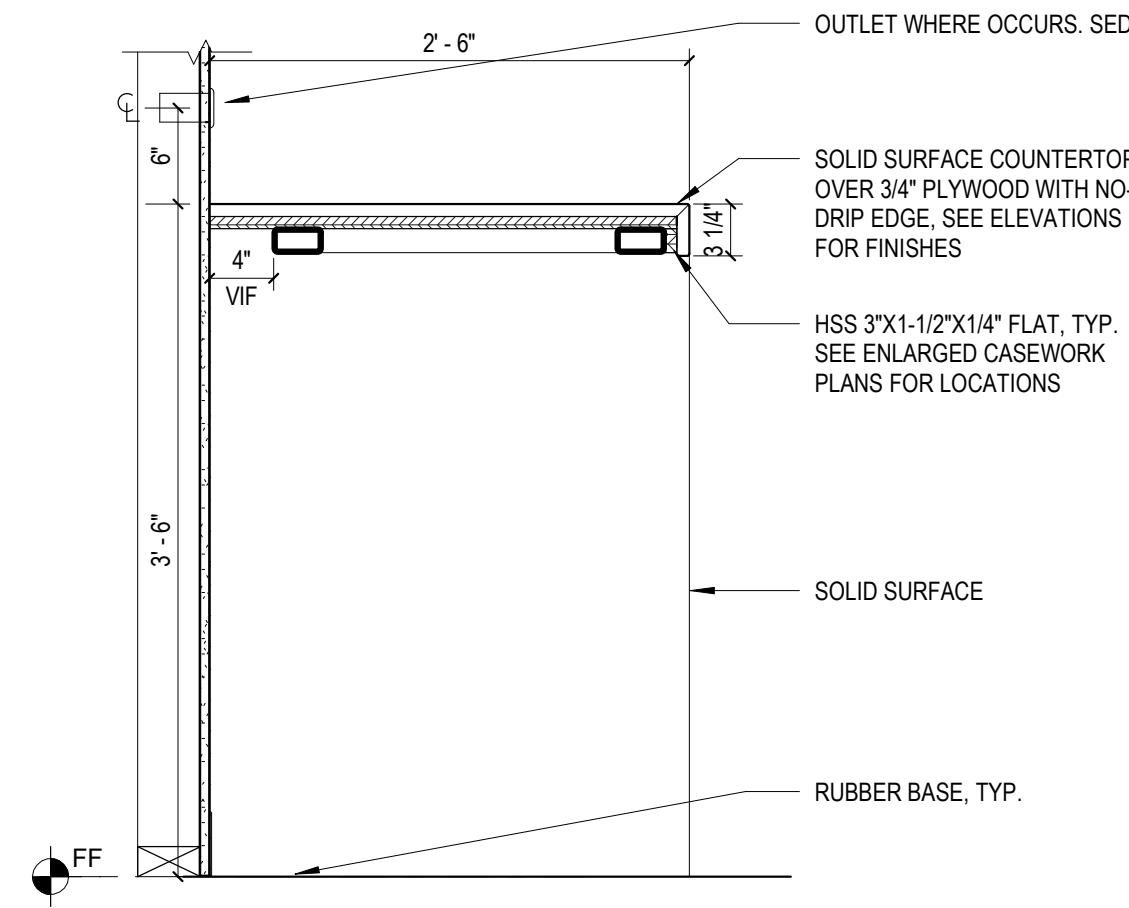
INTERIOR DETAILS

SCALE: 1" = 1'-0"

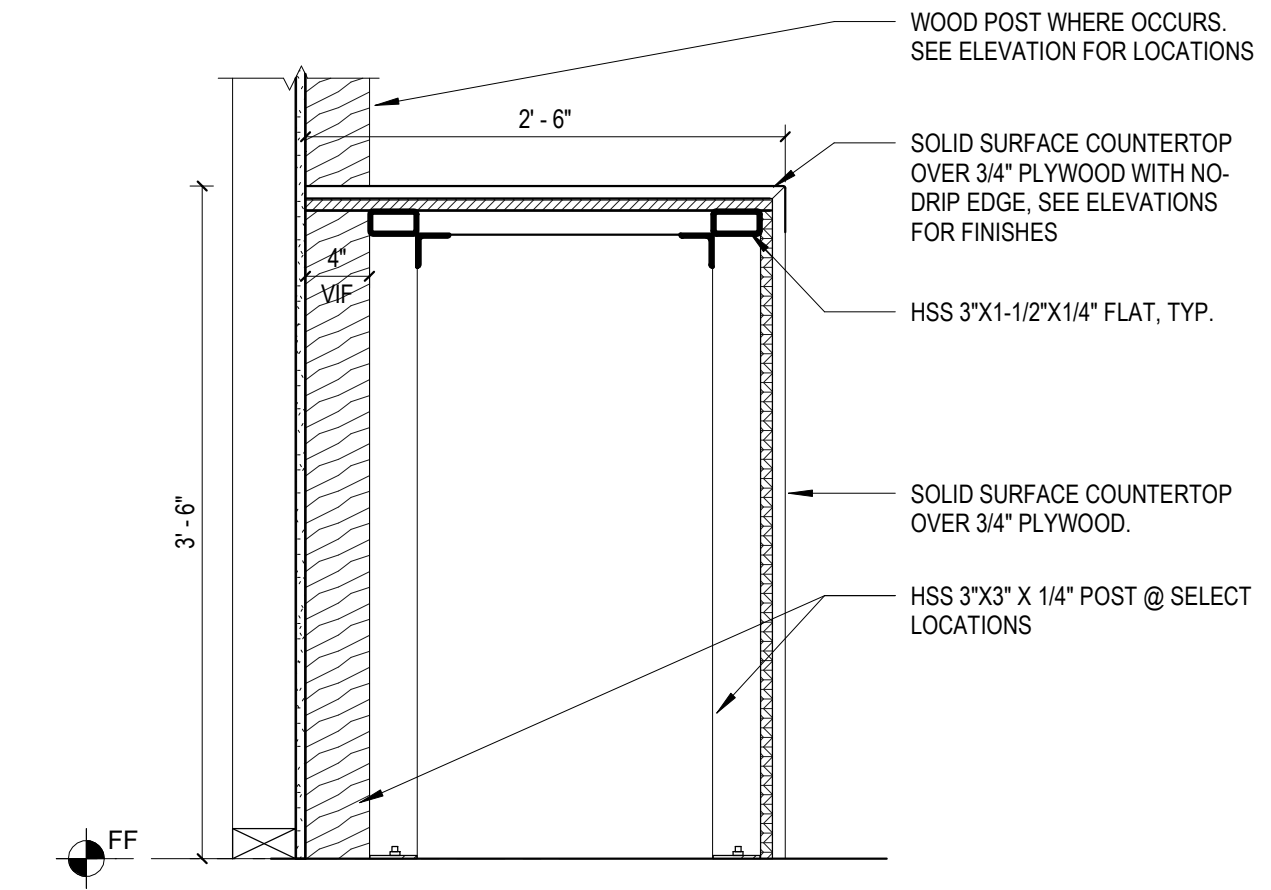
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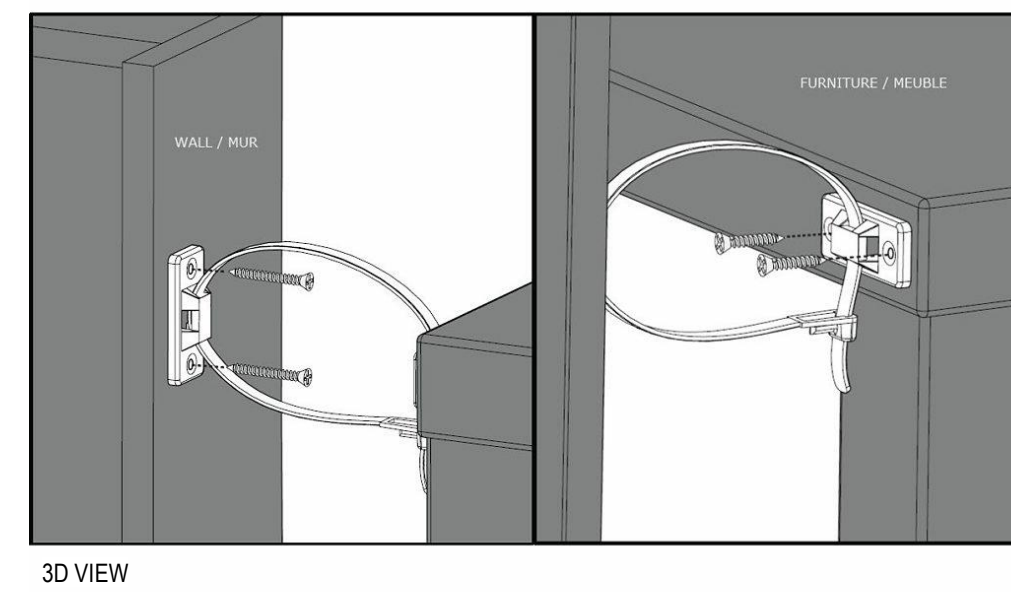
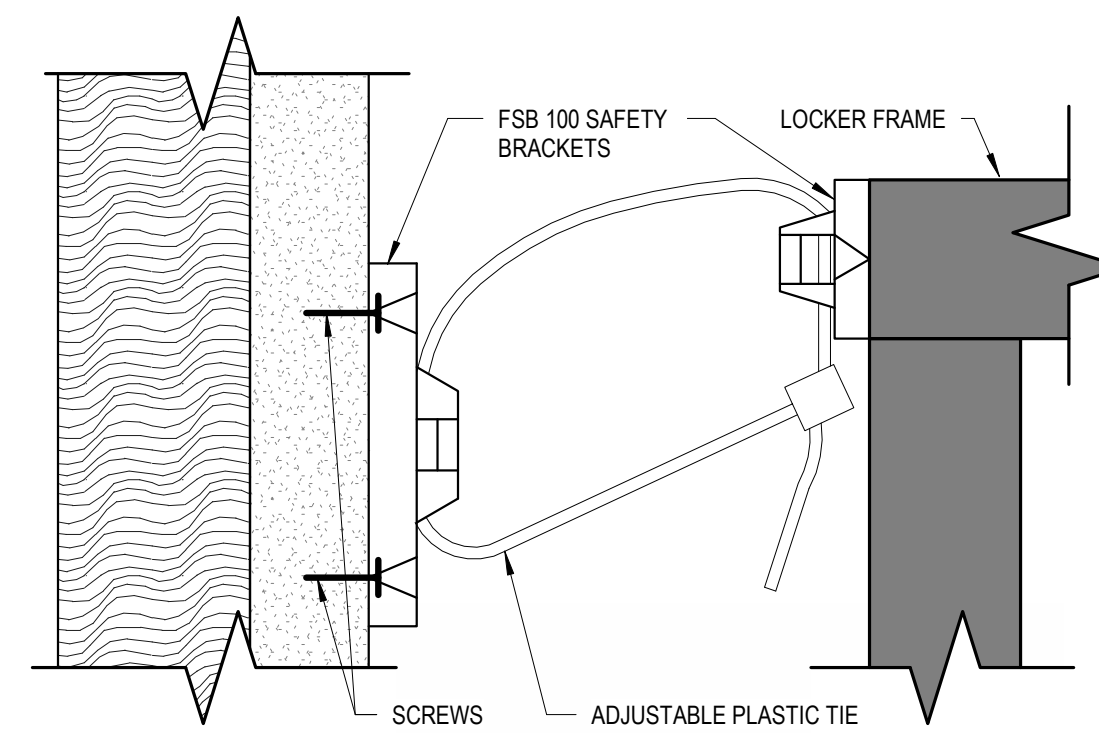
6 STANDING HEIGHT WORK TABLE
1" = 1'-0"



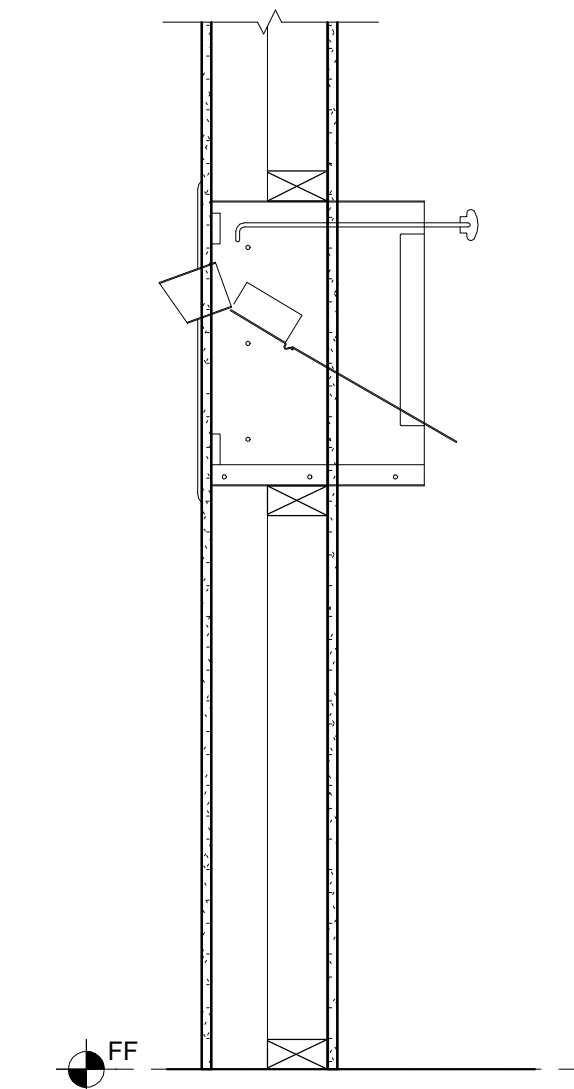
5 STANDING HEIGHT WORK TABLE
1" = 1'-0"



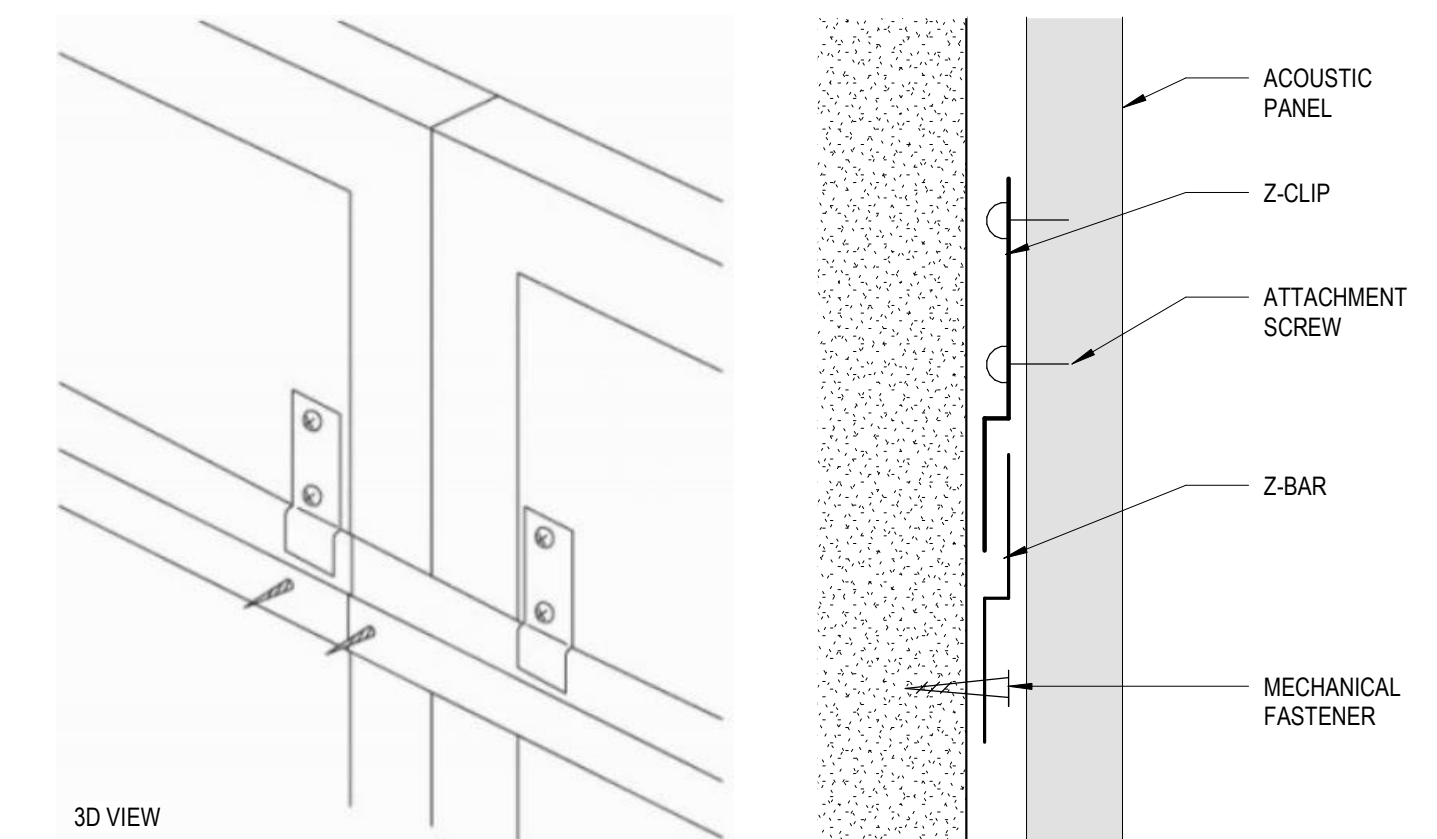
1 STANDING HEIGHT WORK TABLE
1" = 1'-0"



4 LOCKER ATTACHMENT DETAIL
12" = 1'-0"



2 INTERIOR BOOKDROP
1" = 1'-0"



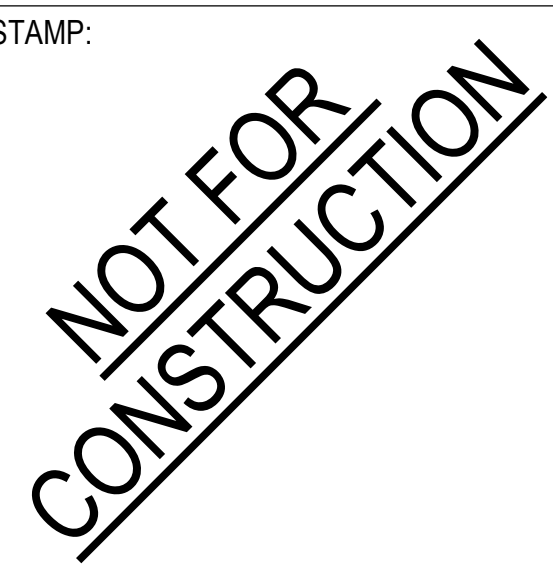
3 ACOUSTIC PANEL - WALL ATTACHMENT
3" = 1'-0"



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INTERIOR DETAILS

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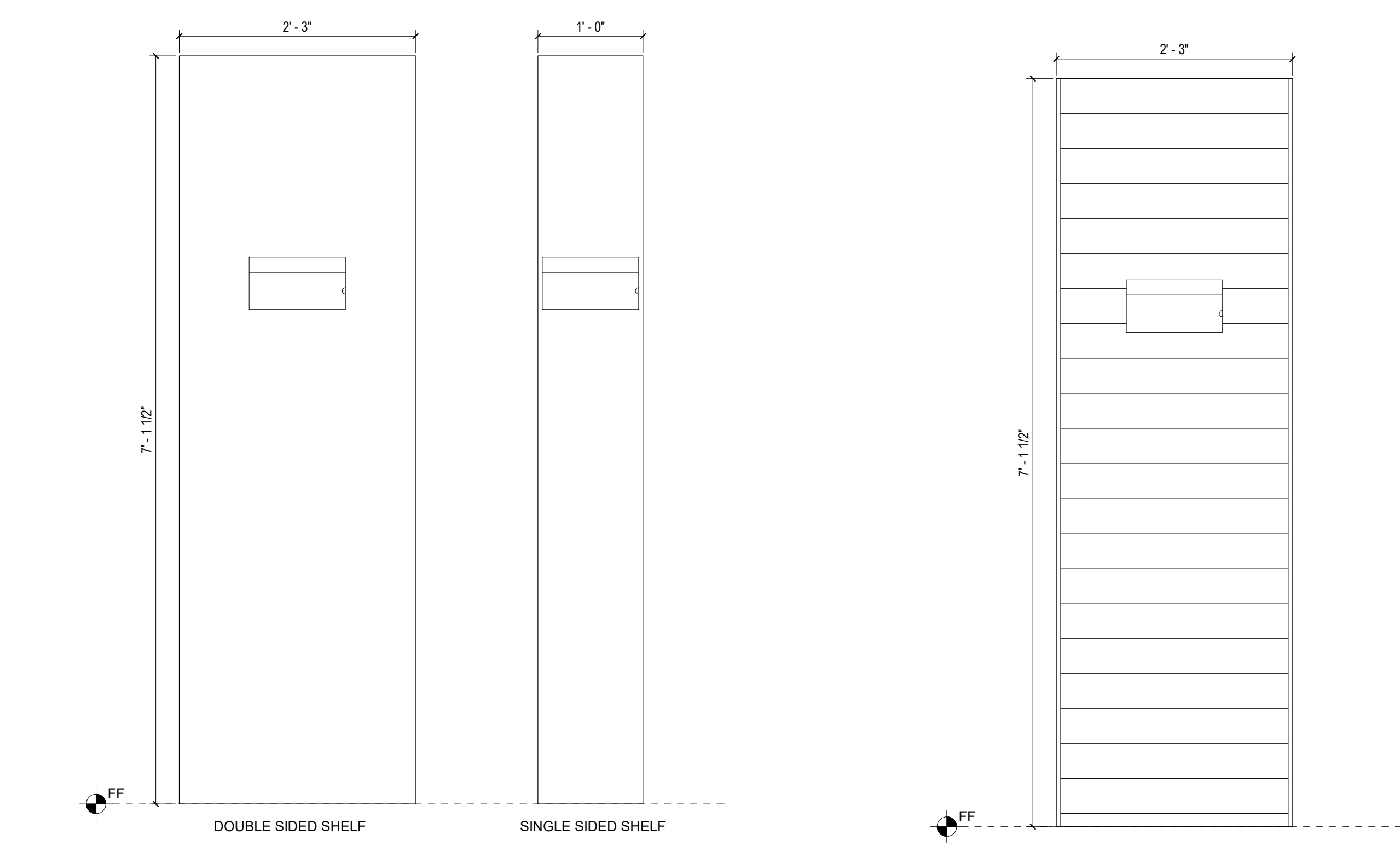
DATE: Issue Date

SHEET TITLE:

INTERIOR DETAILS

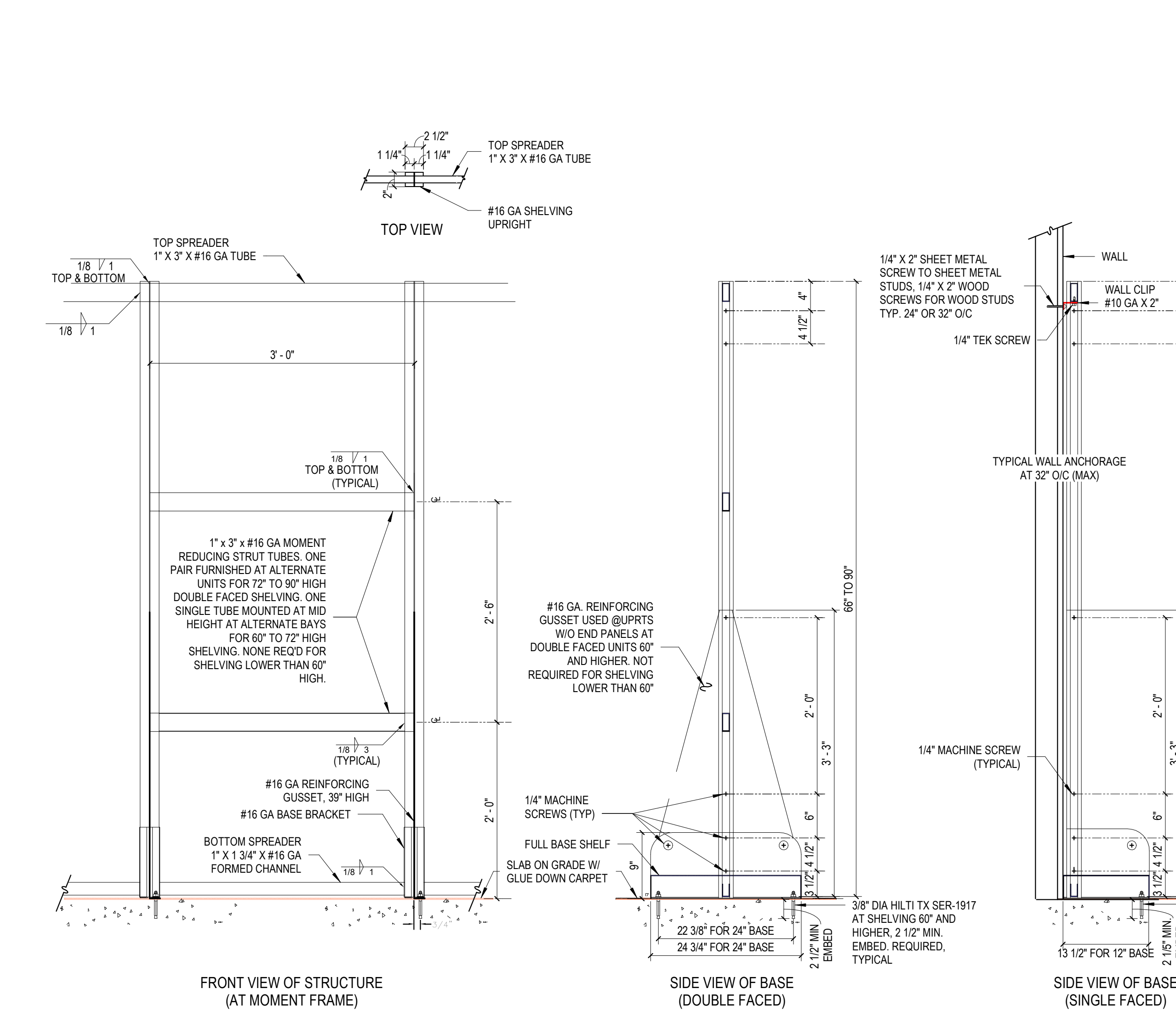
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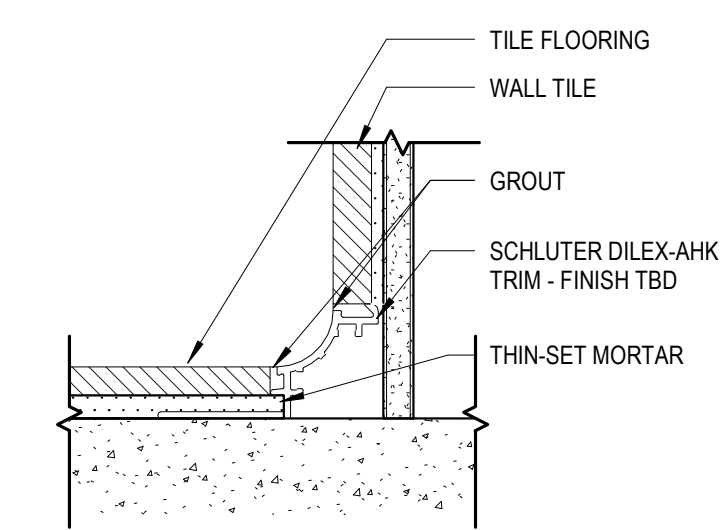


10 SHELVING END PANEL
1" = 1'-0"

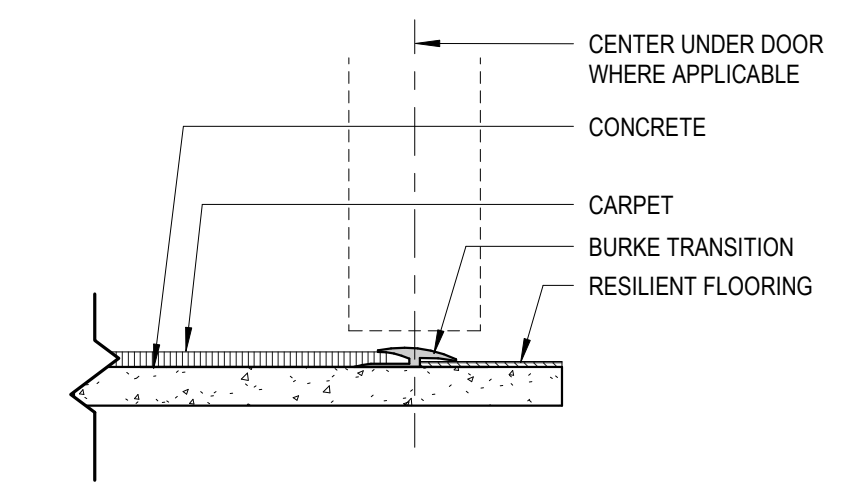
9 SHELVING END PANEL W. SLAT WALL
1" = 1'-0"



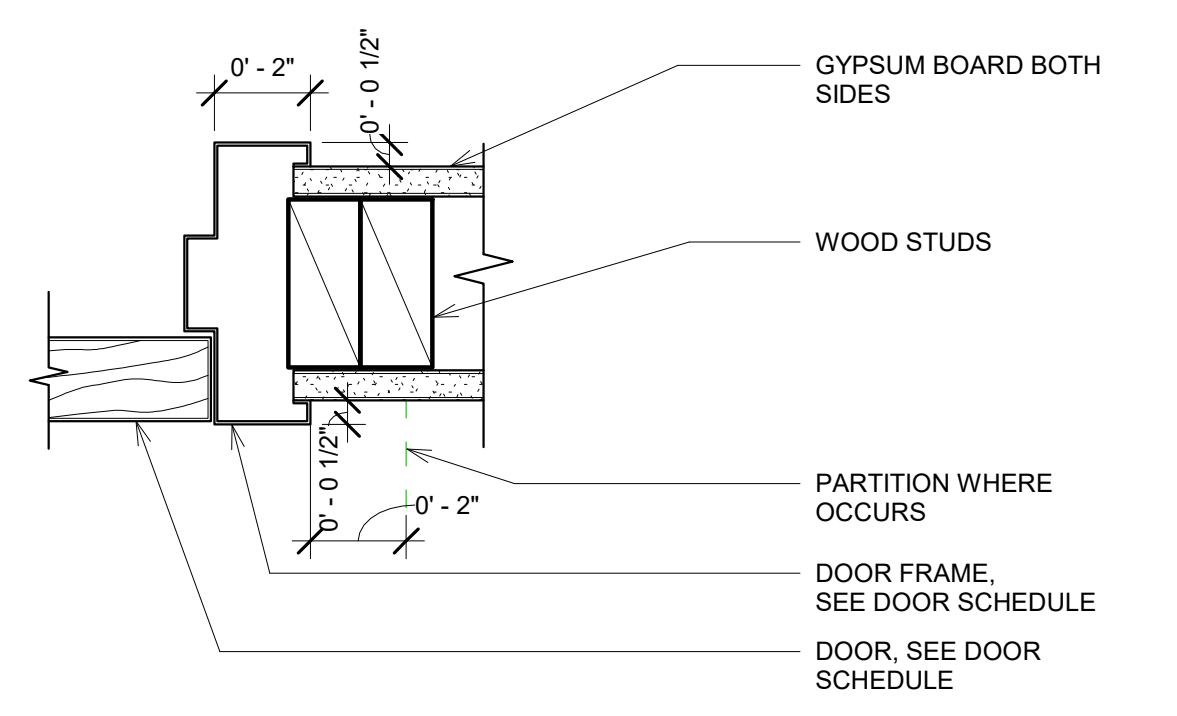
11 SHELVING ANCHORAGE DETAIL
1" = 1'-0"



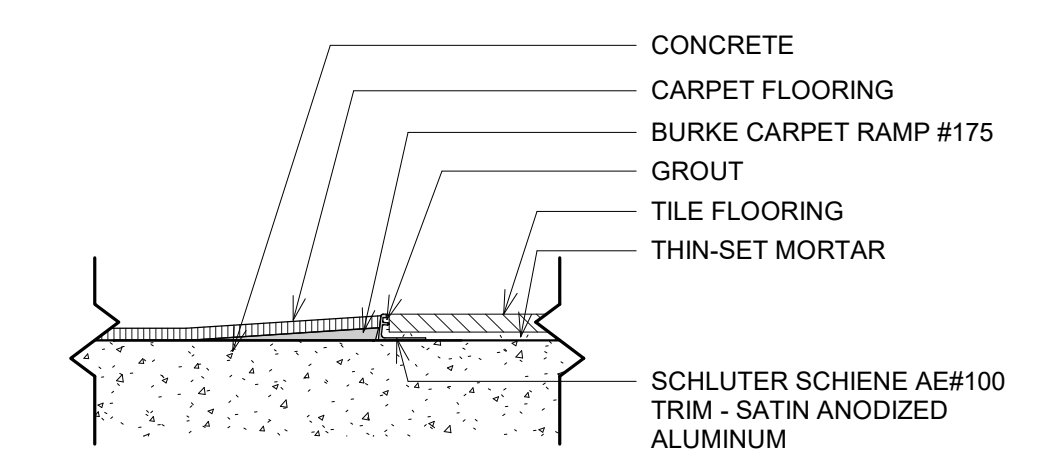
6 METAL COVE BASE TRIM
3" = 1'-0"



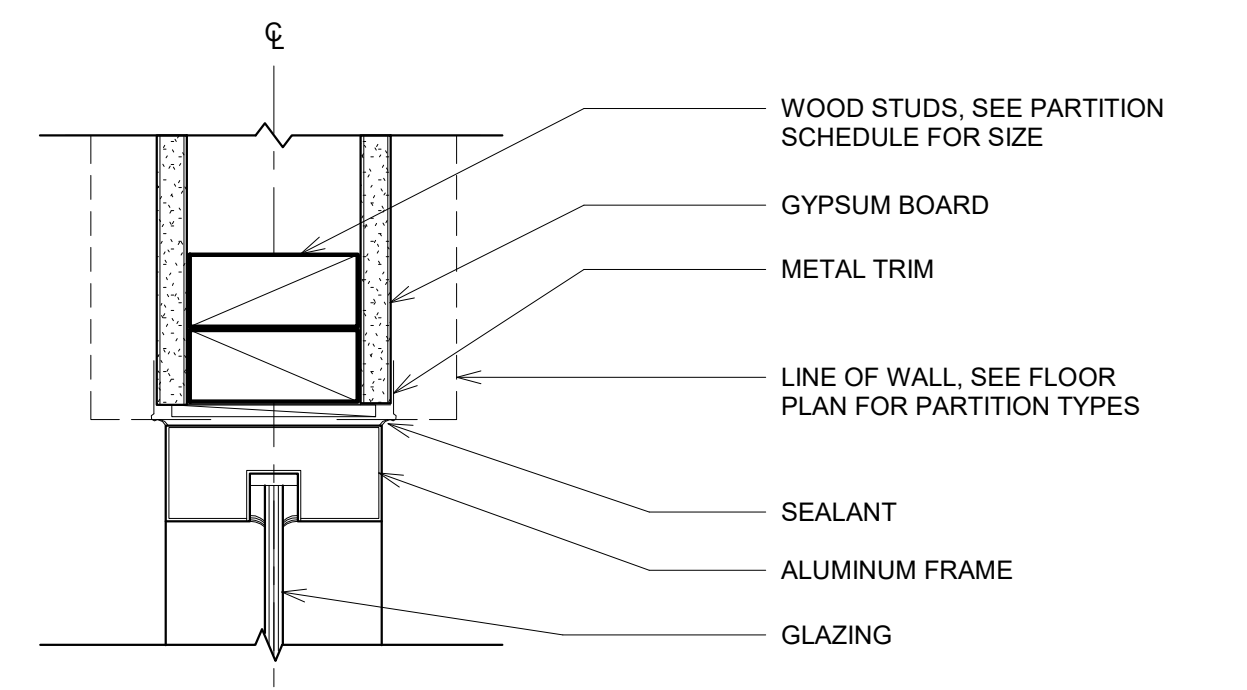
1 TRANSITION - CARPET TO RESILIENT FLOORING
3" = 1'-0"



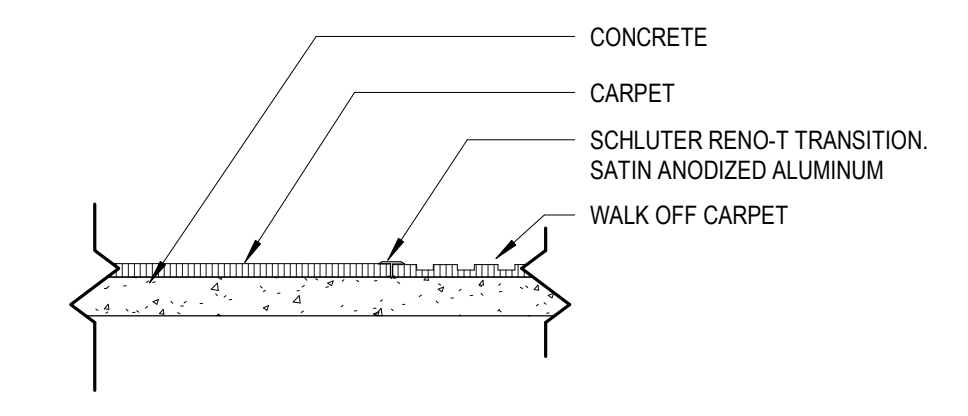
7 INTERIOR DOOR JAMB (HEAD SIM)
3" = 1'-0"



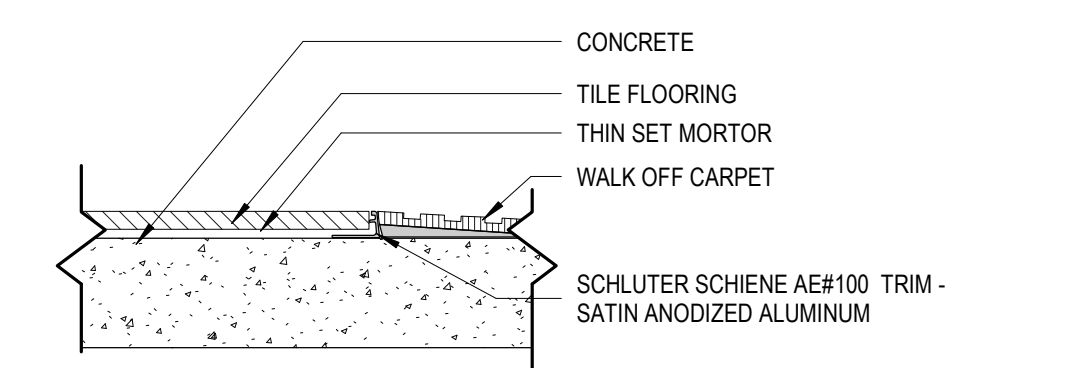
2 TRANSITION - CARPET TO TILE FLOORING
3" = 1'-0"



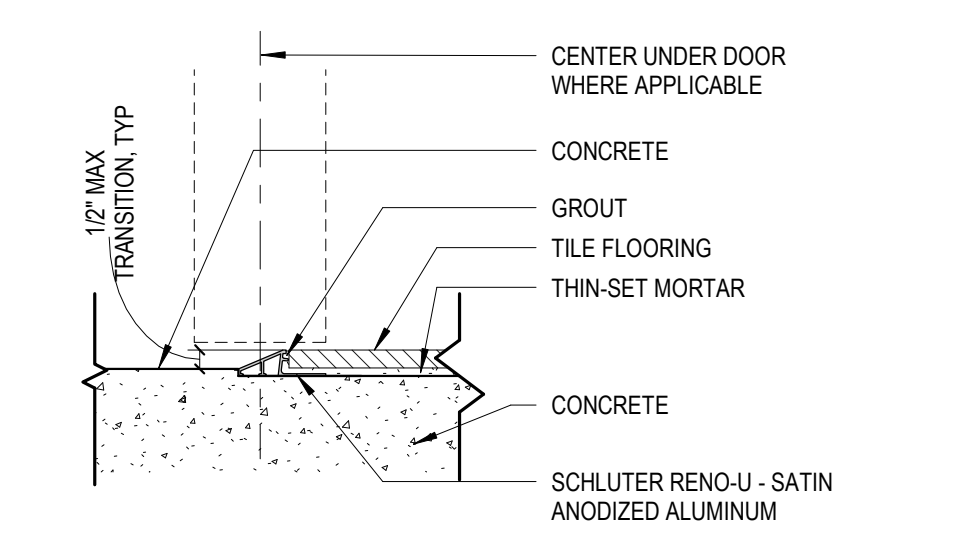
8 INTERIOR STOREFRONT WINDOW JAMB (HEAD & SILL SIM)
3" = 1'-0"



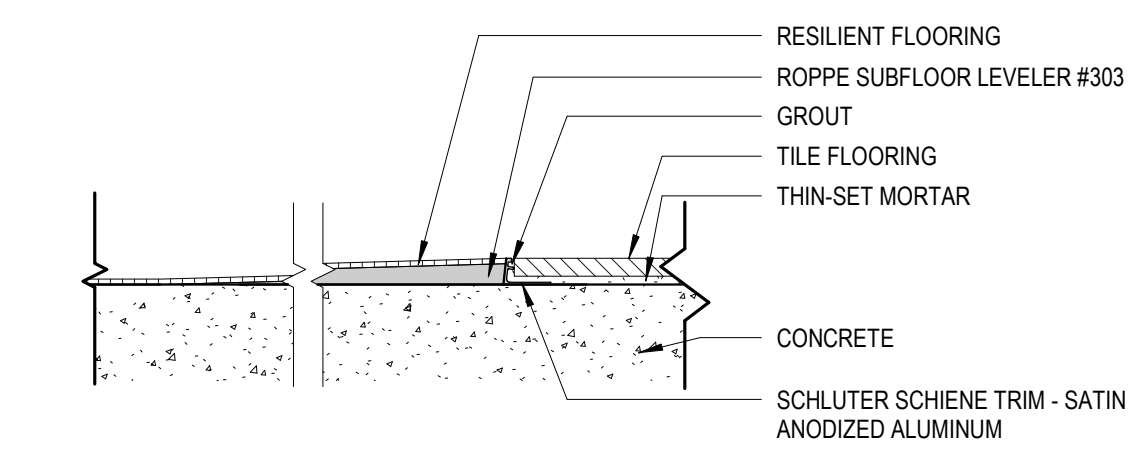
3 CARPET TO WALK OFF FLOORING TRANSITION
3" = 1'-0"



12 CARPET TO WALK OFF FLOORING TRANSITION
3" = 1'-0"



4 TILE TO CONCRETE FLOORING TRANSITION
3" = 1'-0"



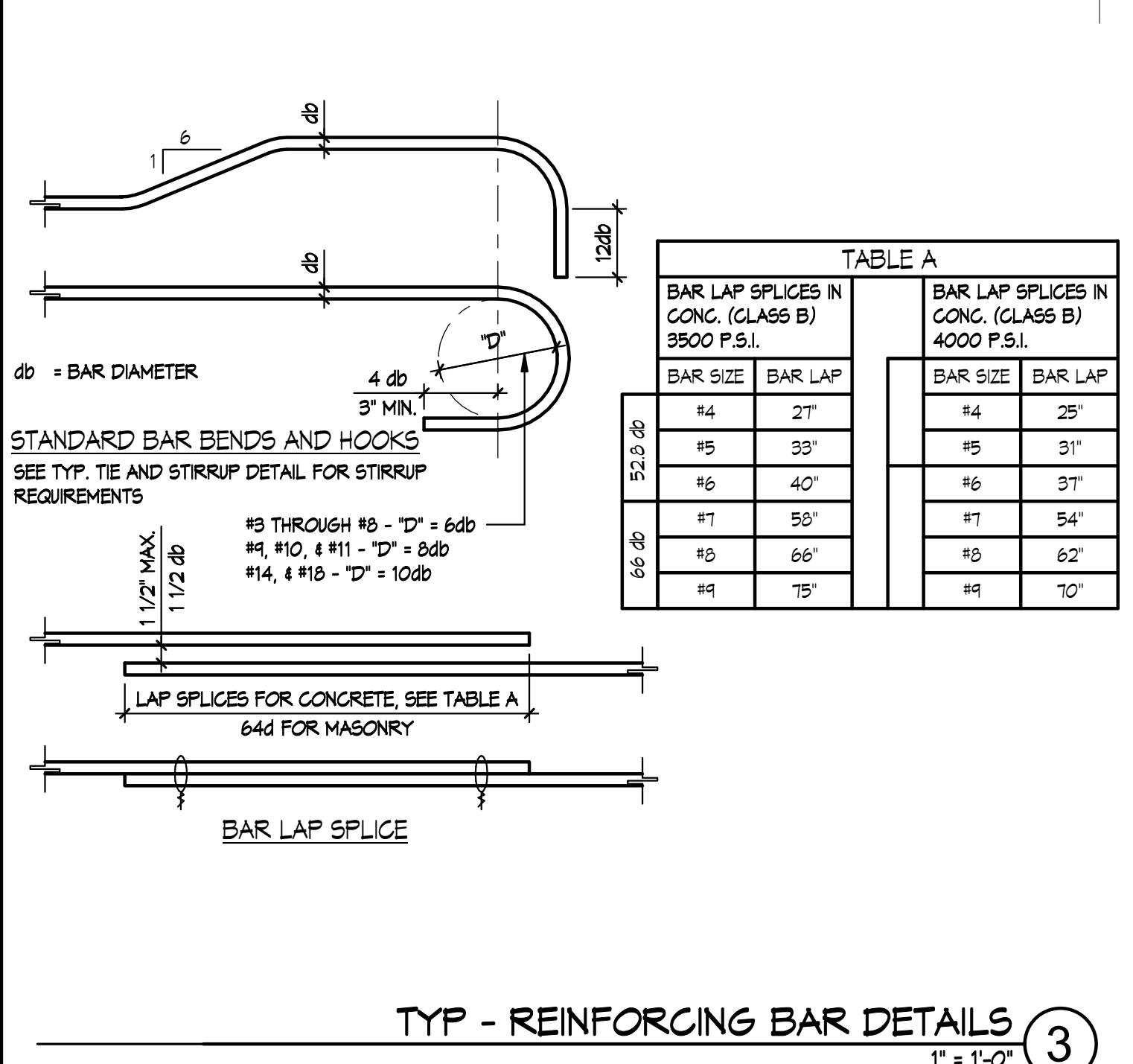
5 TILE TO RESILIENT FLOORING TRANSITION
3" = 1'-0"



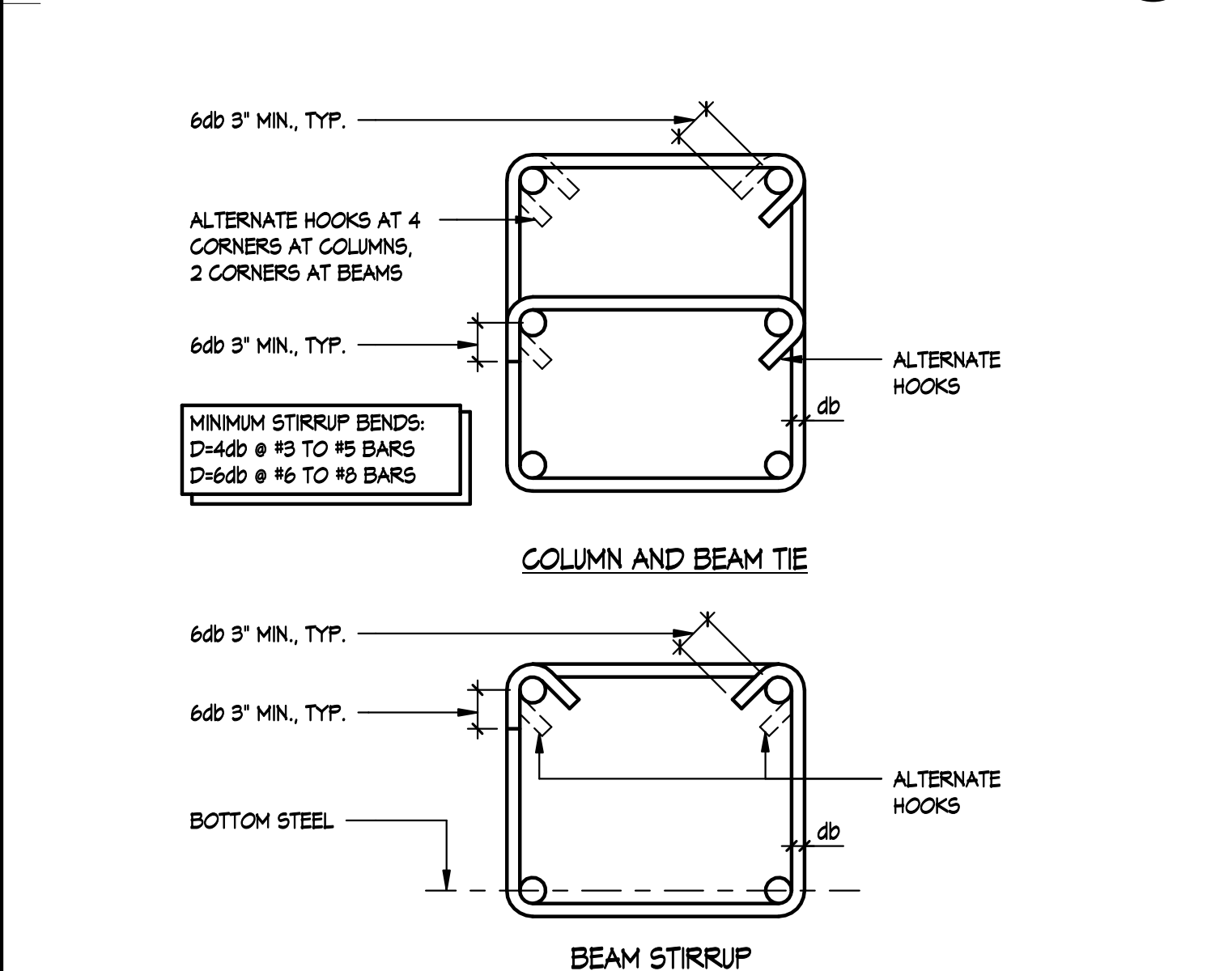
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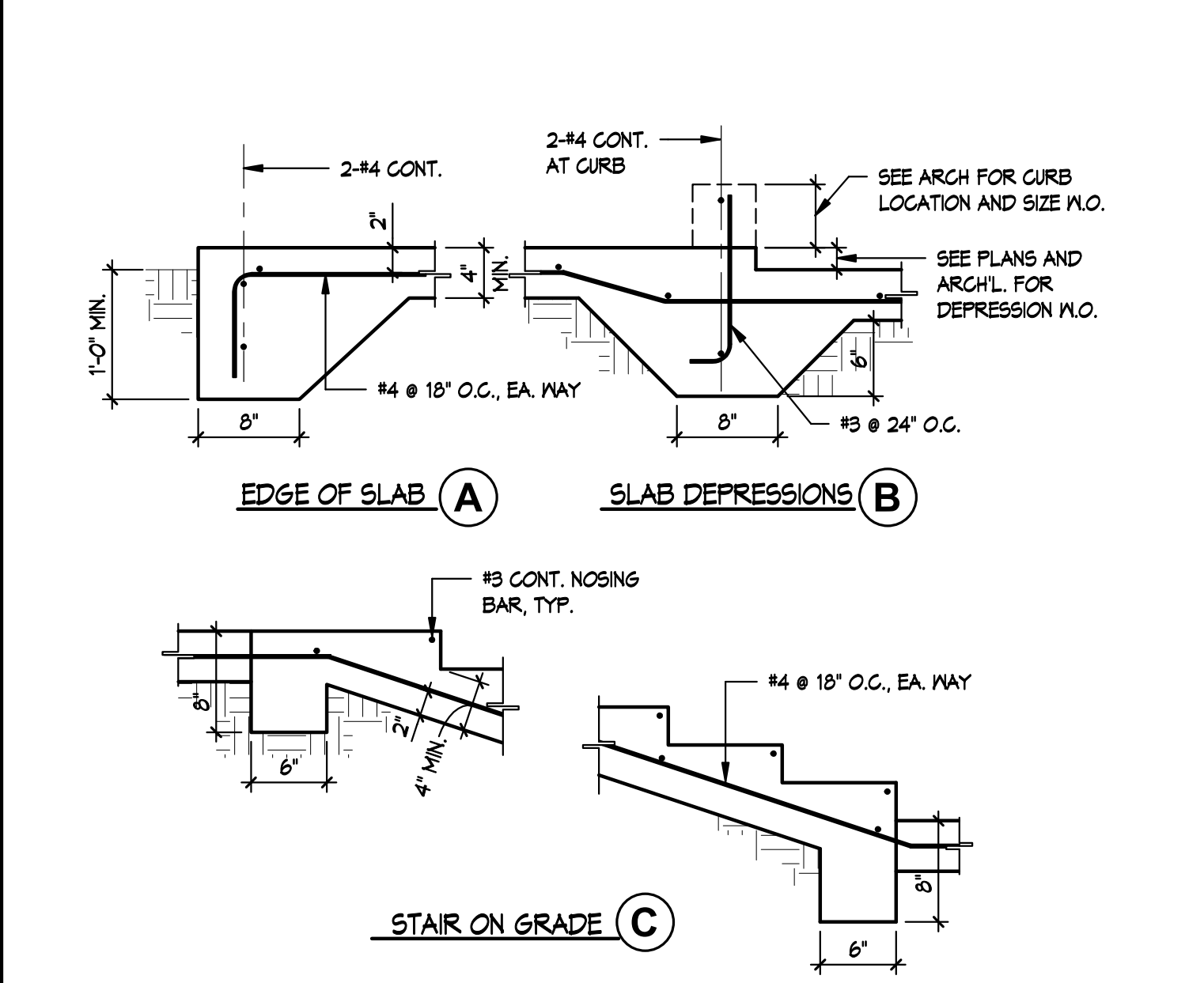
CONSULTANTS LOGO:



TYP - REINFORCING BAR DETAILS 3 1" = 1'-0"

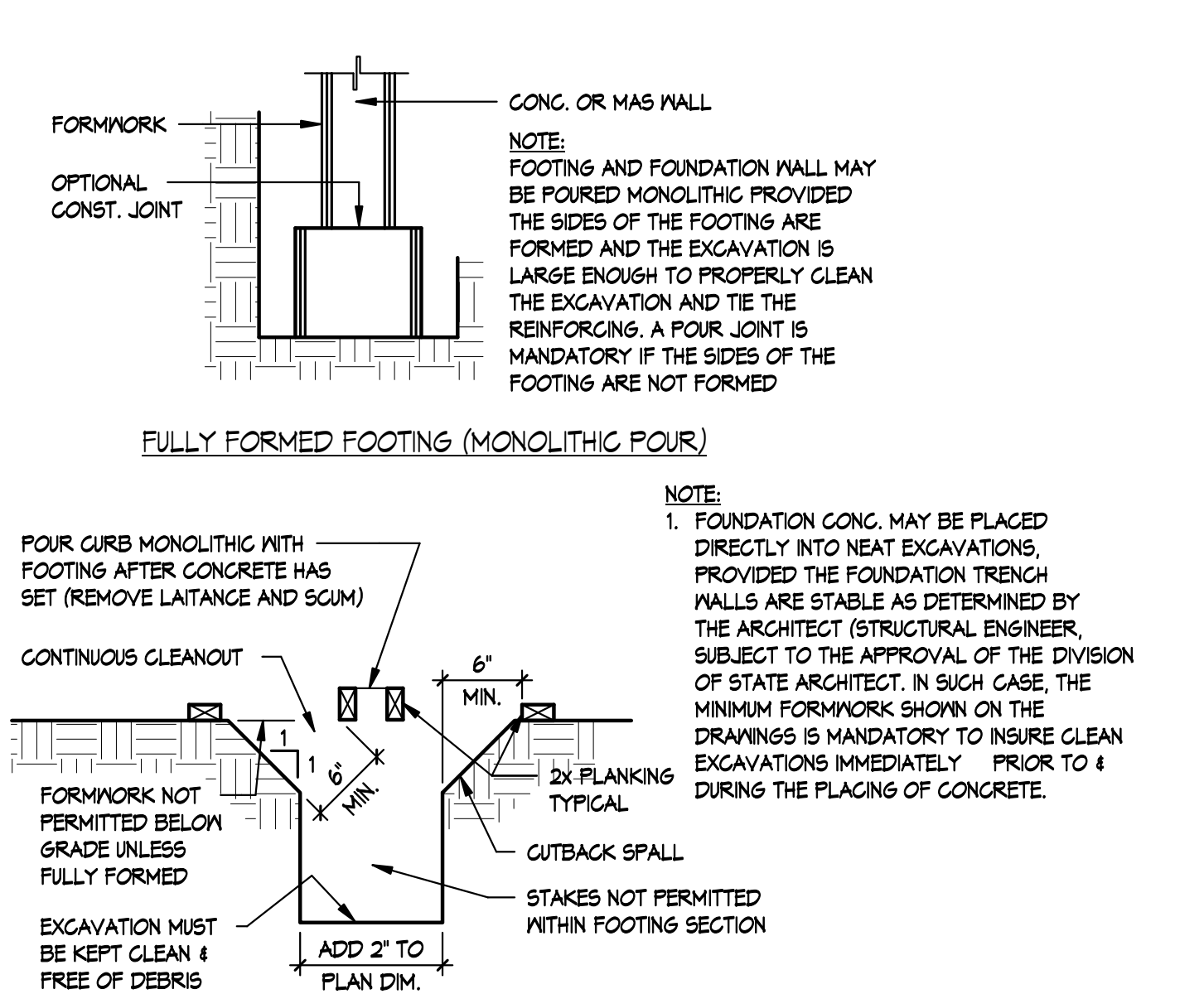


TYP - TIE AND STIRRUP DETAILS 4 1" = 1'-0"

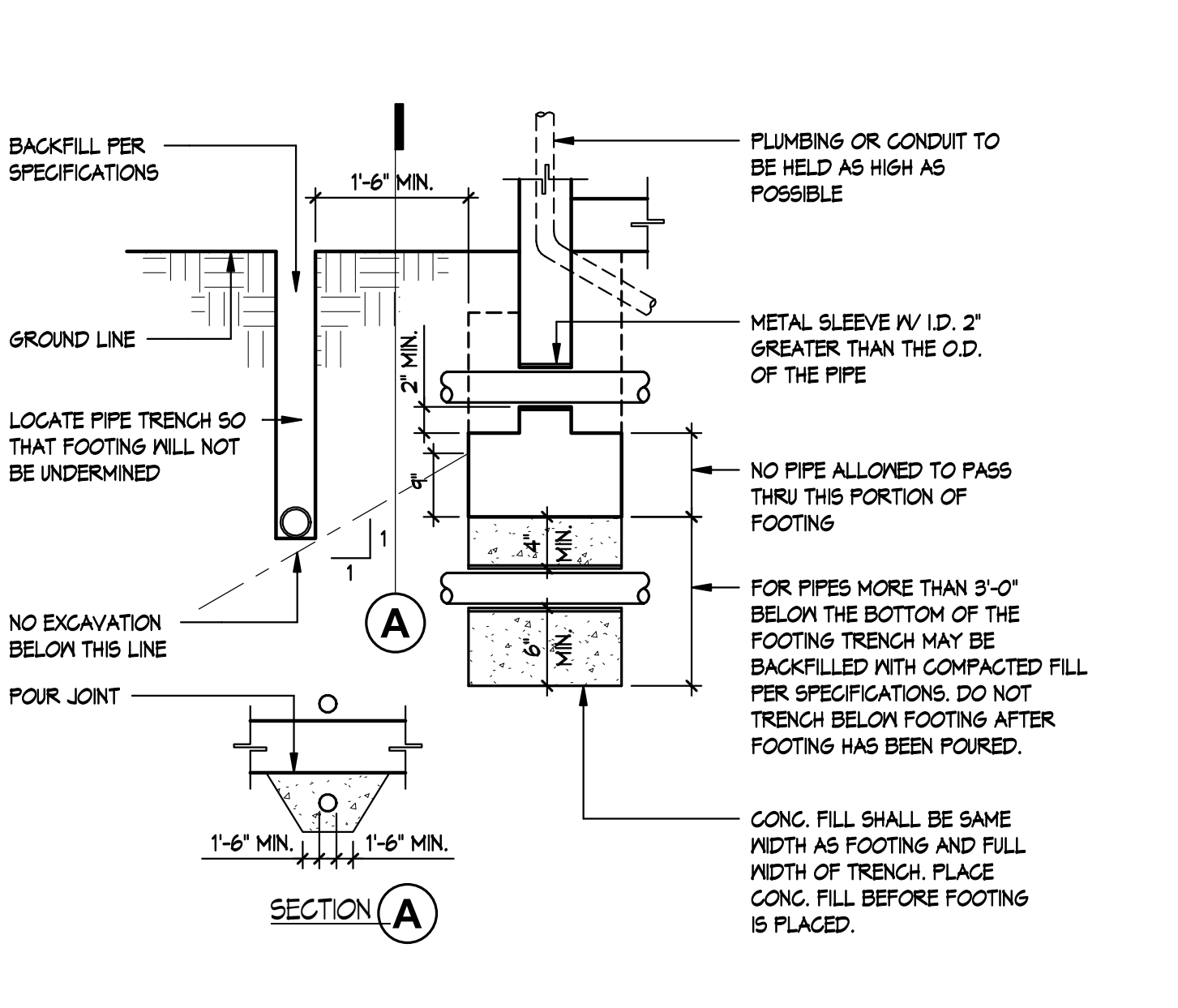


TYP - SLAB ON GRADE DETAILS 5 1" = 1'-0"

LEGEND table listing abbreviations for various construction elements like ANCHOR BOLT, ABOVE, BELOW, BLOCKING, BEAM, BOUNDARY NAILING, etc.



TYP - FOUNDATION FORMING DETAILS 1 1" = 1'-0"



TYP - PIPE TRENCH AND FOOTING DETAIL 2 1" = 1'-0"

LUMBER
1. ALL STRUCTURAL LUMBER SHALL BE DOUGLAS FIR-LARCH OF THE GRADES INDICATED UNLESS OTHERWISE NOTED.
2. ALL STRUCTURAL LUMBER SHALL BE GRADED IN ACCORDANCE WITH THE STANDARDS OF THE WEST COAST LUMBER INSPECTION BUREAU.

STRUCTURAL OBSERVATION:
1. WHERE REQUIRED BY THE PROVISIONS OF SECTION 1104A.6 THE OWNER SHALL EMPLOY A REGISTERED DESIGN PROFESSIONAL TO PERFORM STRUCTURAL OBSERVATIONS AS DEFINED:
THE VISUAL OBSERVATION OF THE STRUCTURAL SYSTEM BY A REGISTERED DESIGN PROFESSIONAL FOR GENERAL CONFORMANCE TO THE APPROVED CONSTRUCTION DOCUMENTS AT SIGNIFICANT CONSTRUCTION STAGES AND AT COMPLETION OF THE STRUCTURAL SYSTEM.

SPECIAL INSPECTIONS NOTES:
1. WHERE APPLICATION IS MADE FOR CONSTRUCTION AS DESCRIBED IN SECTION 1104 OF THE 2018 C.B.C., THE OWNER SHALL EMPLOY ONE OR MORE SPECIAL INSPECTORS TO PROVIDE INSPECTIONS DURING CONSTRUCTION ON THE TYPES OF WORK LISTED IN SECTION 1104 OF THE 2018 C.B.C.

DESIGN LOADS
1. ROOF LIVE LOAD (REDUCIBLE PER SECTION 1607.11) - 18 P.S.F.
2. ROOF DEAD LOAD - 20 P.S.F.
3. WIND DESIGN: BASIC WIND SPEED (3 SECOND GUST) - 115 M.P.H.

CONCRETE
1. THE MINIMUM STRENGTH OF CONCRETE AT END OF 28 DAYS SHALL BE:
SLABS ON GRADE - 3000 P.S.I.
FOOTINGS - 3000 P.S.I.

STEEL SHALL COMPLY WITH THE REQUIREMENTS OF THE FOLLOWING A.S.T.M. DESIGNATIONS.
I-B SHAPES - ASTM A-992 GRADE 50
STRUCTURAL SHAPES & PLATES - ASTM A-36 GRADE B

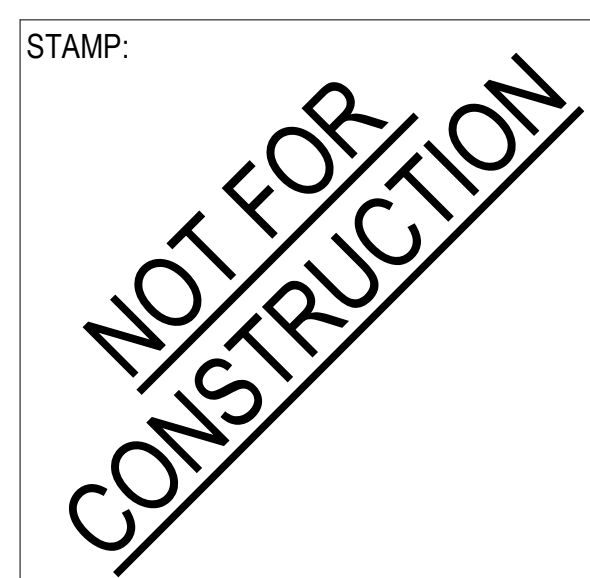


Table with columns: NO., DATE, REVISIONS

PROJECT TITLE: Bob Lucas Literacy Center Renovations 2659 LINCOLN AVENUE, ALTADENA, CA 91001

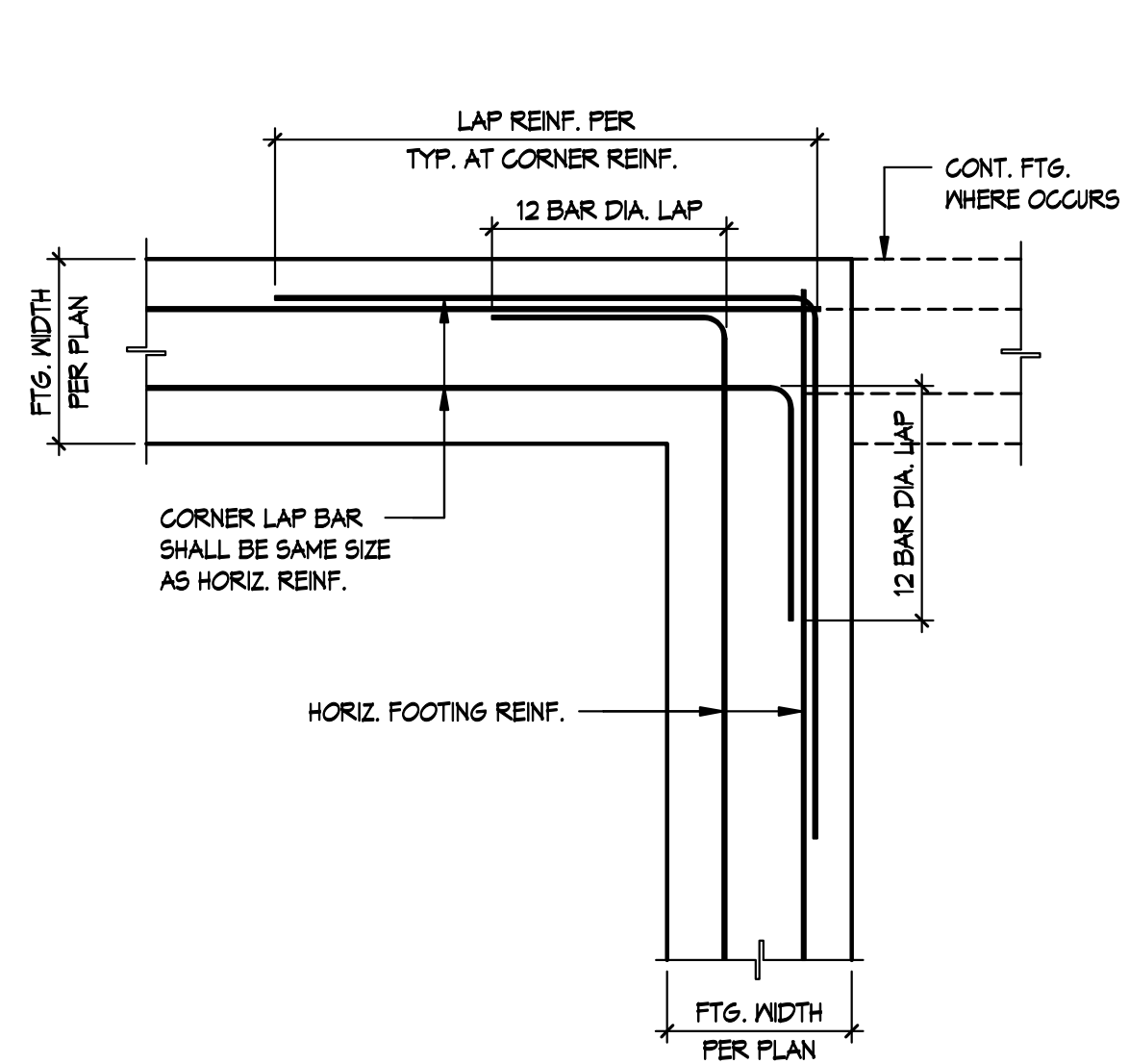
PROJECT NO., DATE, SHEET TITLE:

GENERAL NOTES AND TYPICAL DETAILS

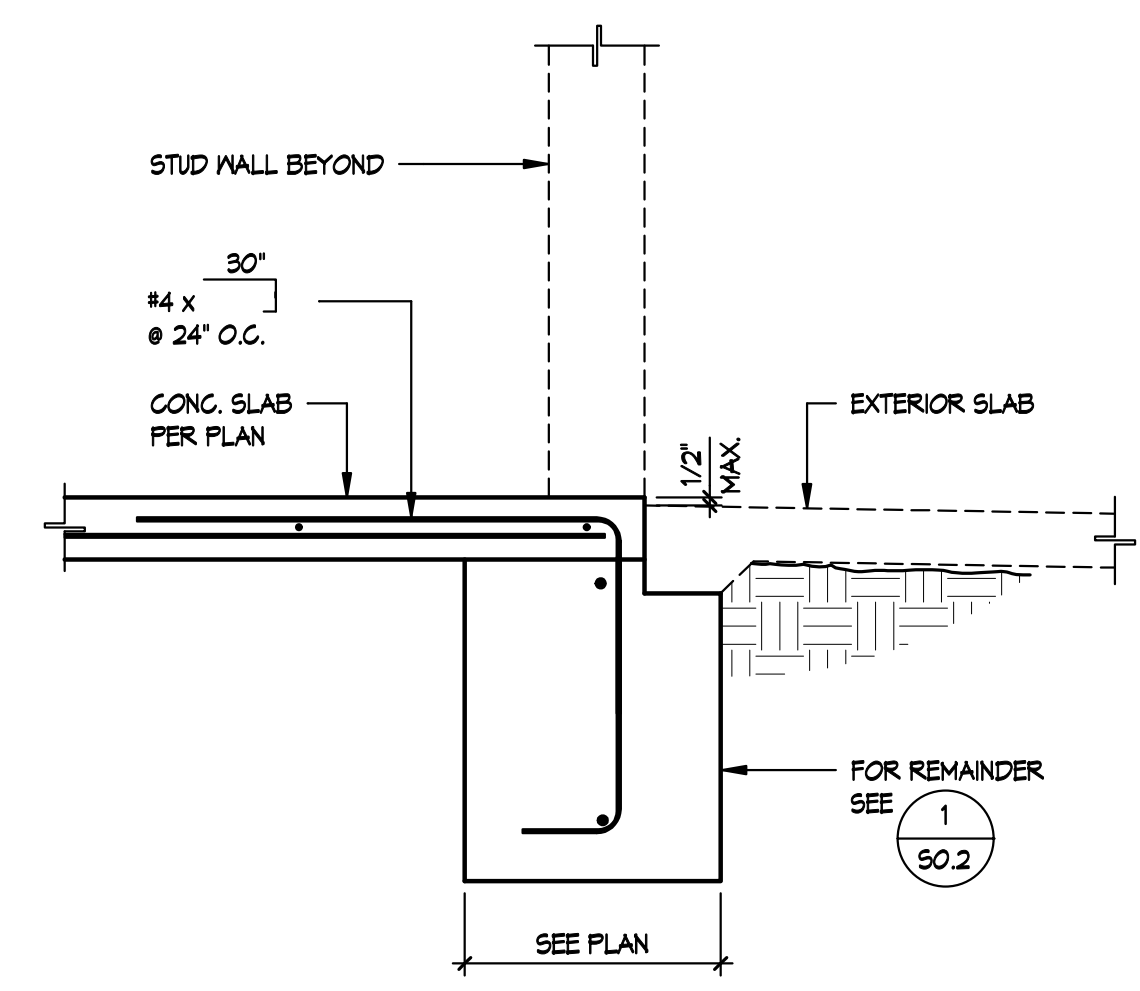
SCALE: 1" = 1'-0"

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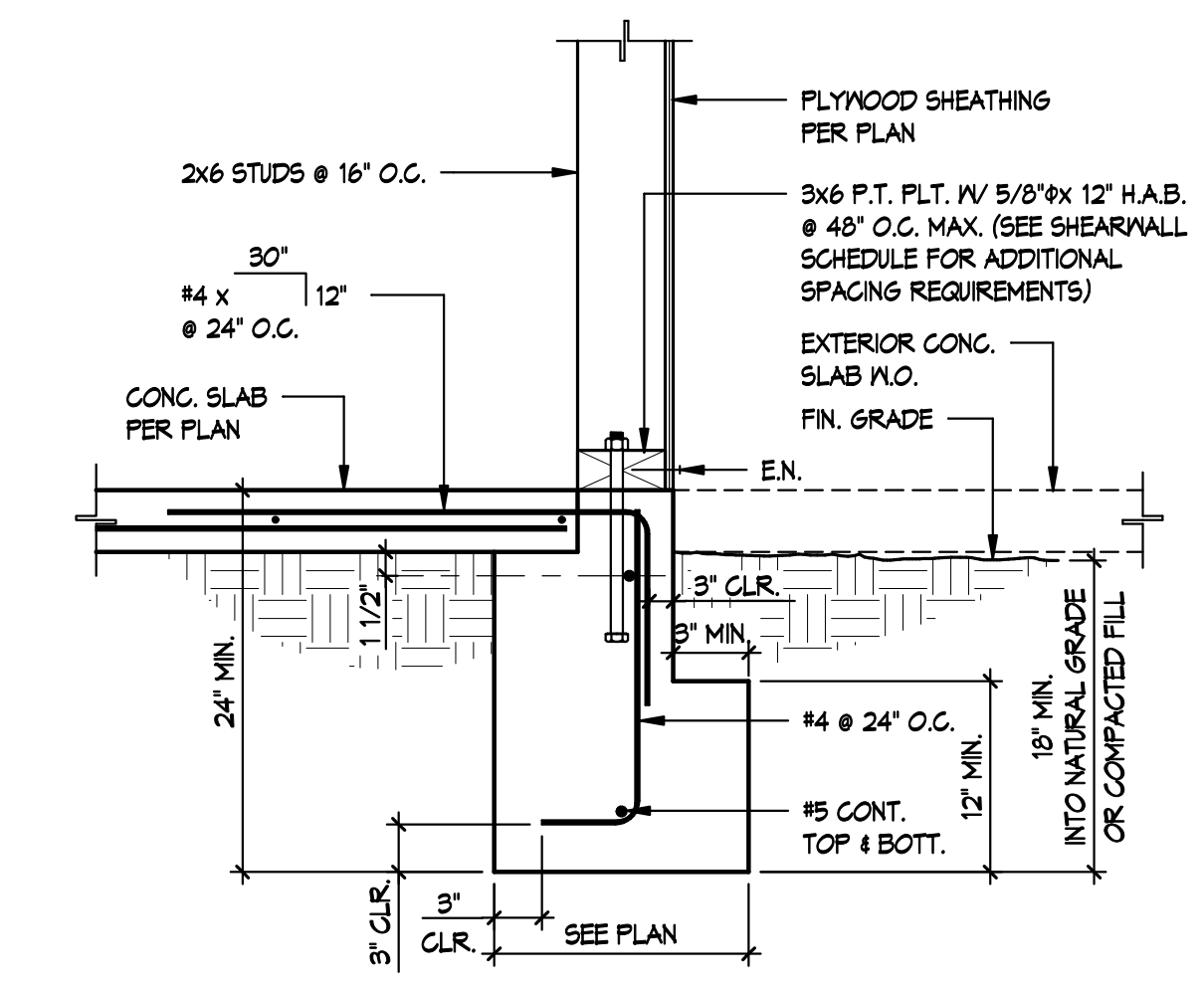
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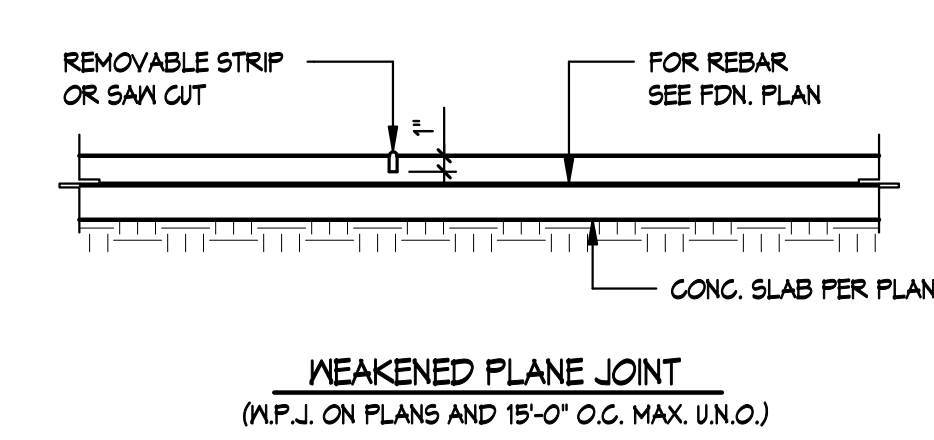
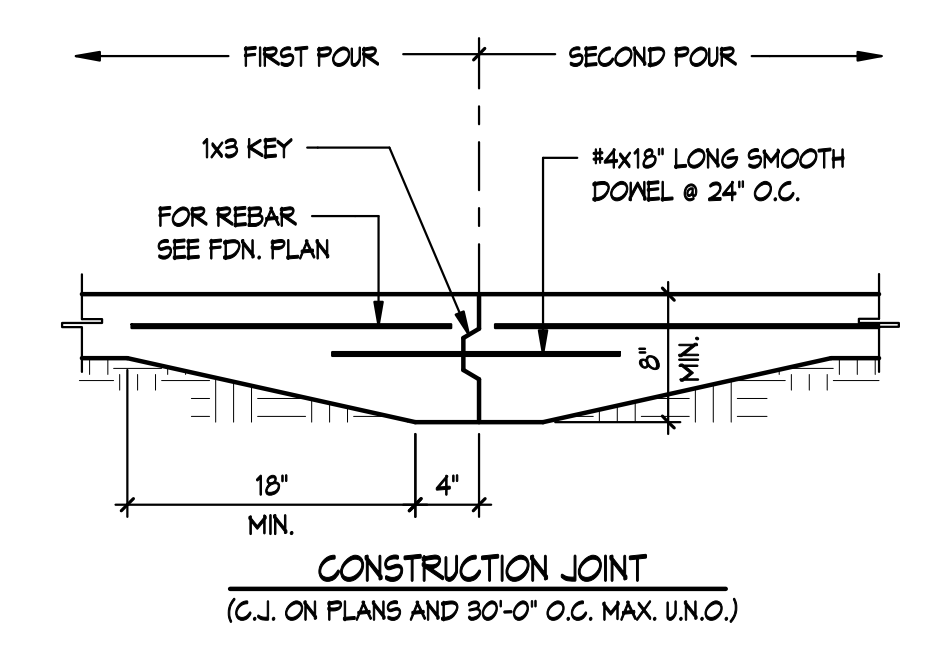
TYP - REINF. AT FTG CORNERS AND INTERSECTIONS 7
1" = 1'-0"



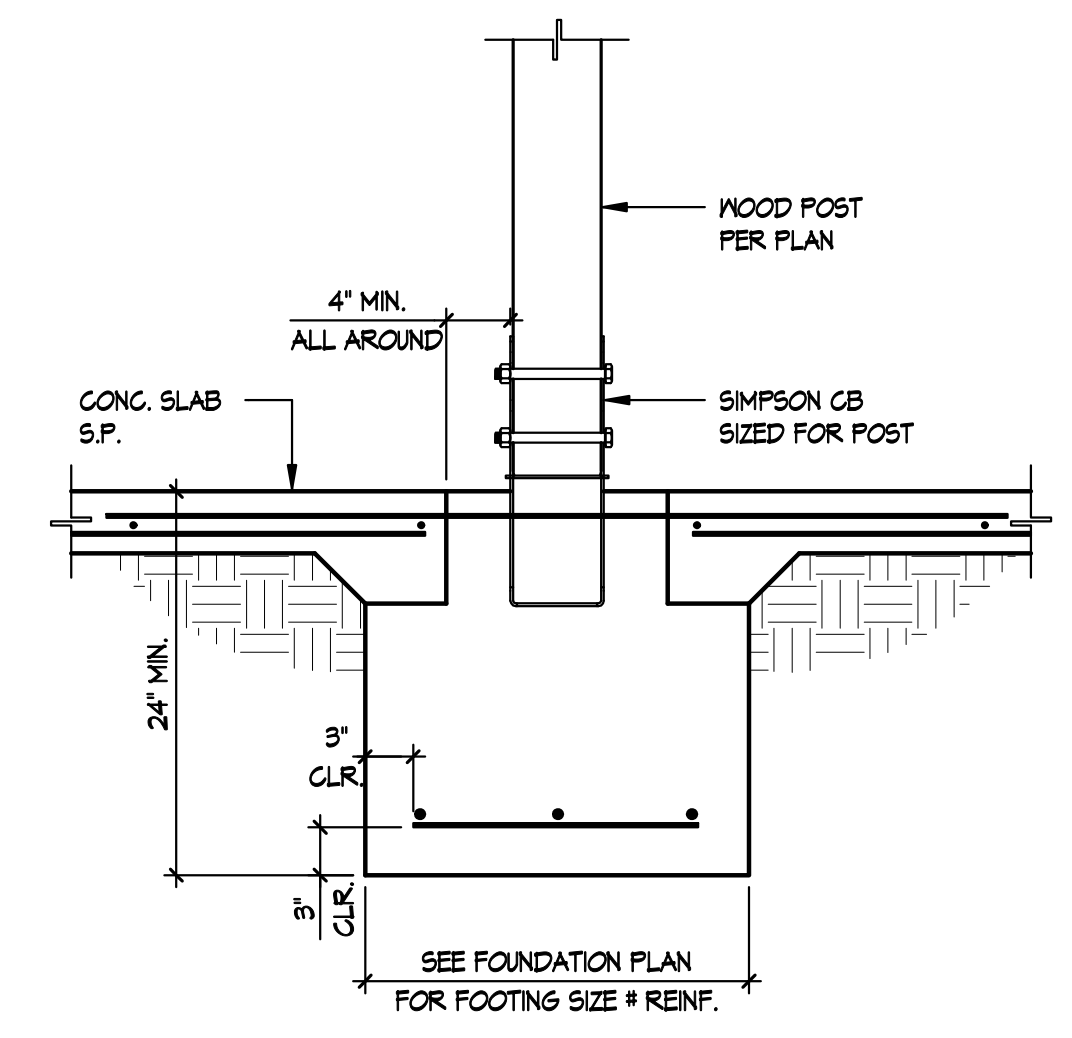
TYP - SLAB DETAIL AT STUD WALL OPENING 4
1" = 1'-0"



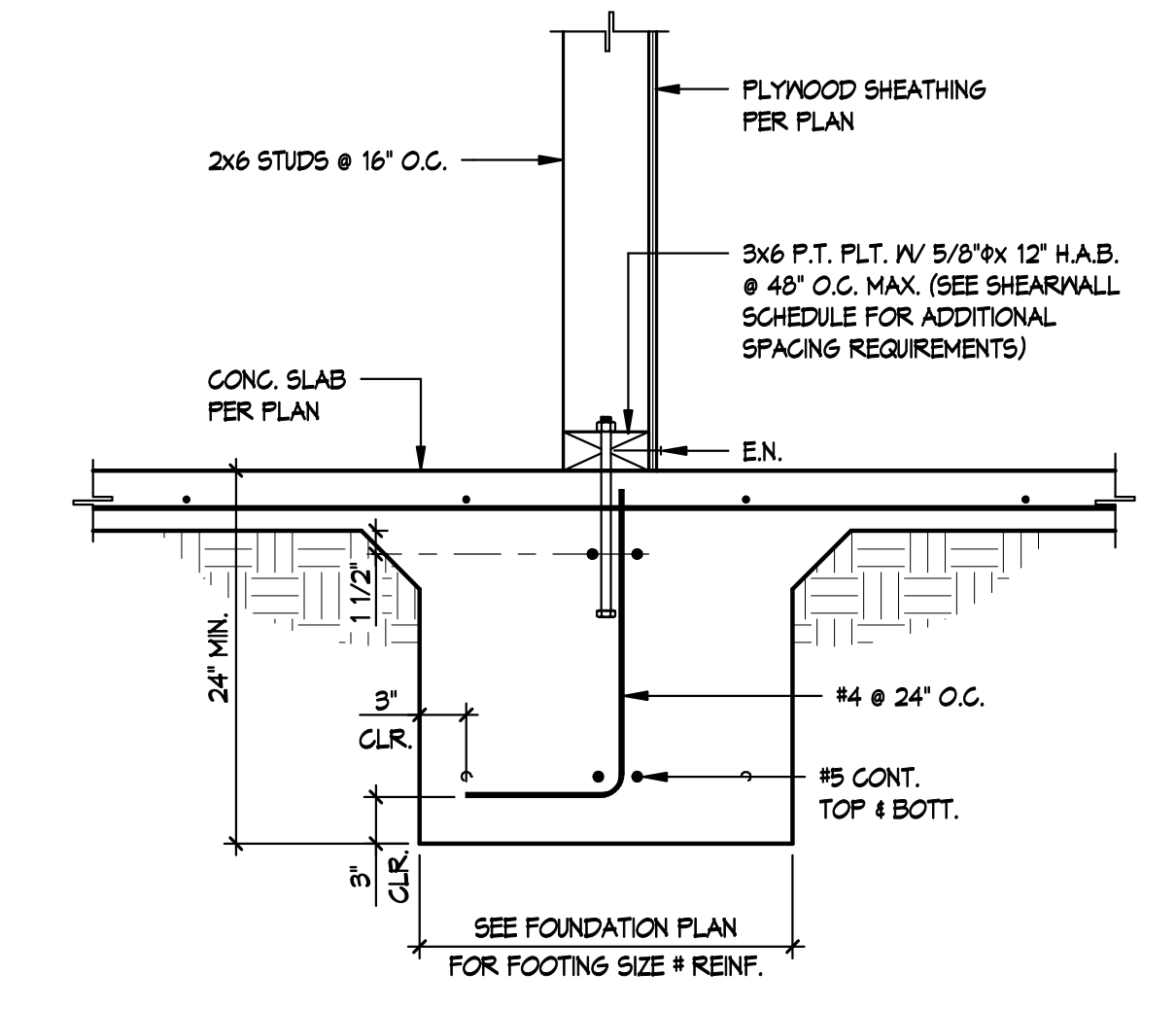
TYP - EXTERIOR BEARING WALL TO FOOTING 1
1" = 1'-0"



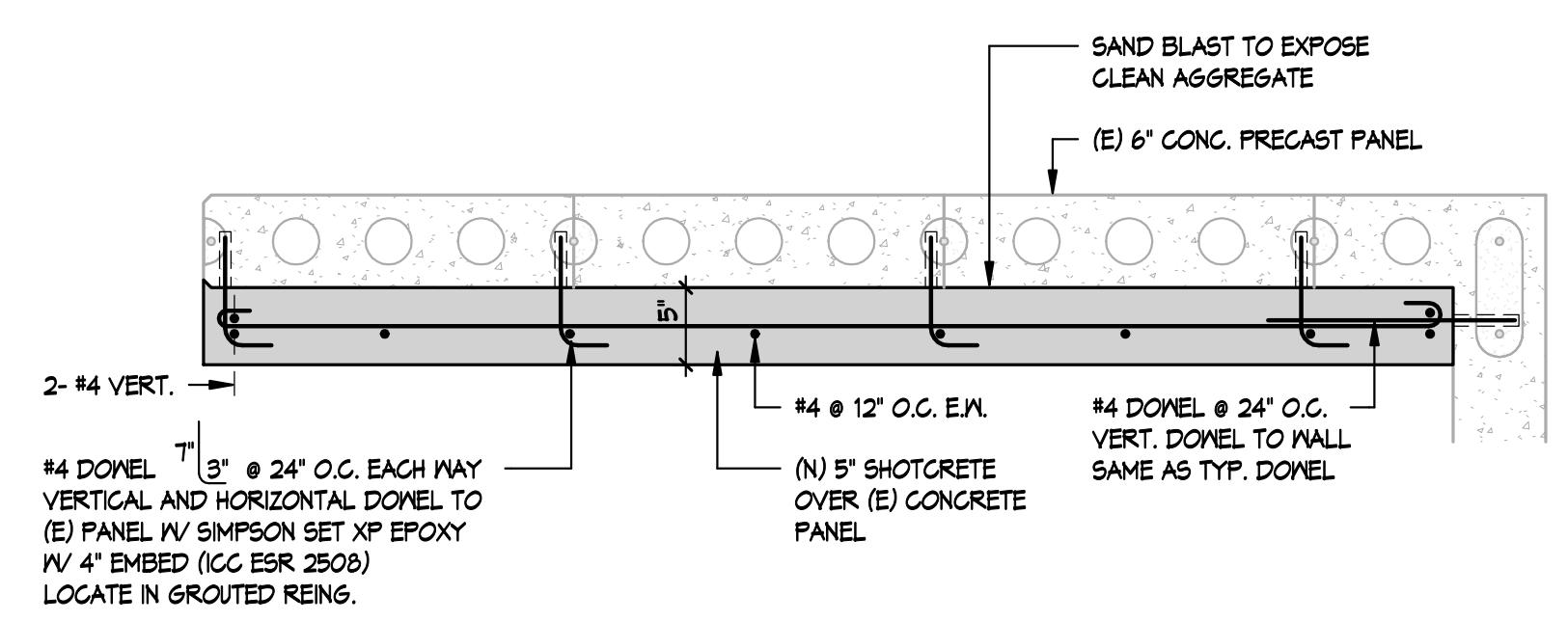
TYP - SLAB JOINT DETAILS 8
1" = 1'-0"



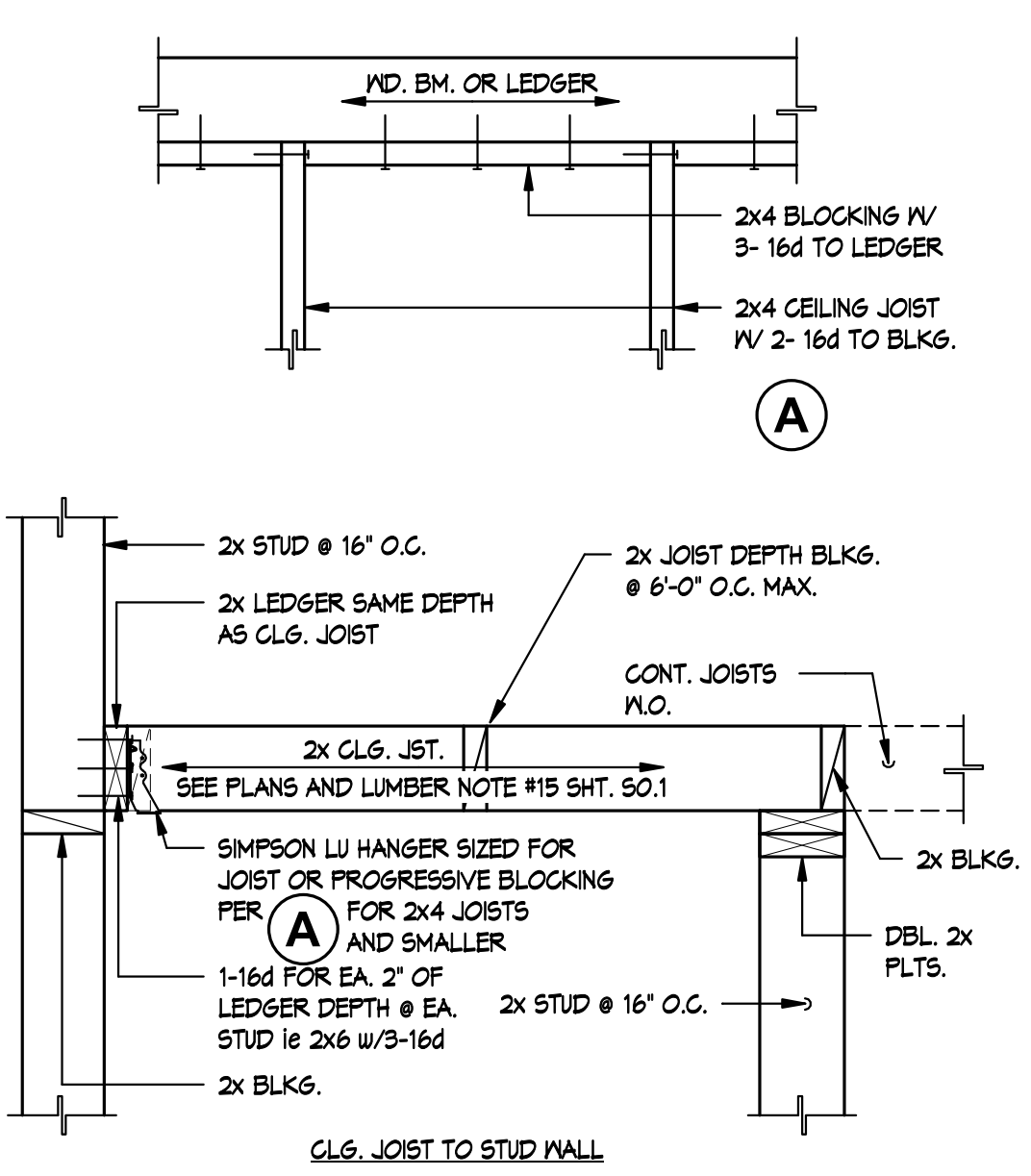
TYP - WOOD POST TO PAD FOOTING 5
1" = 1'-0"



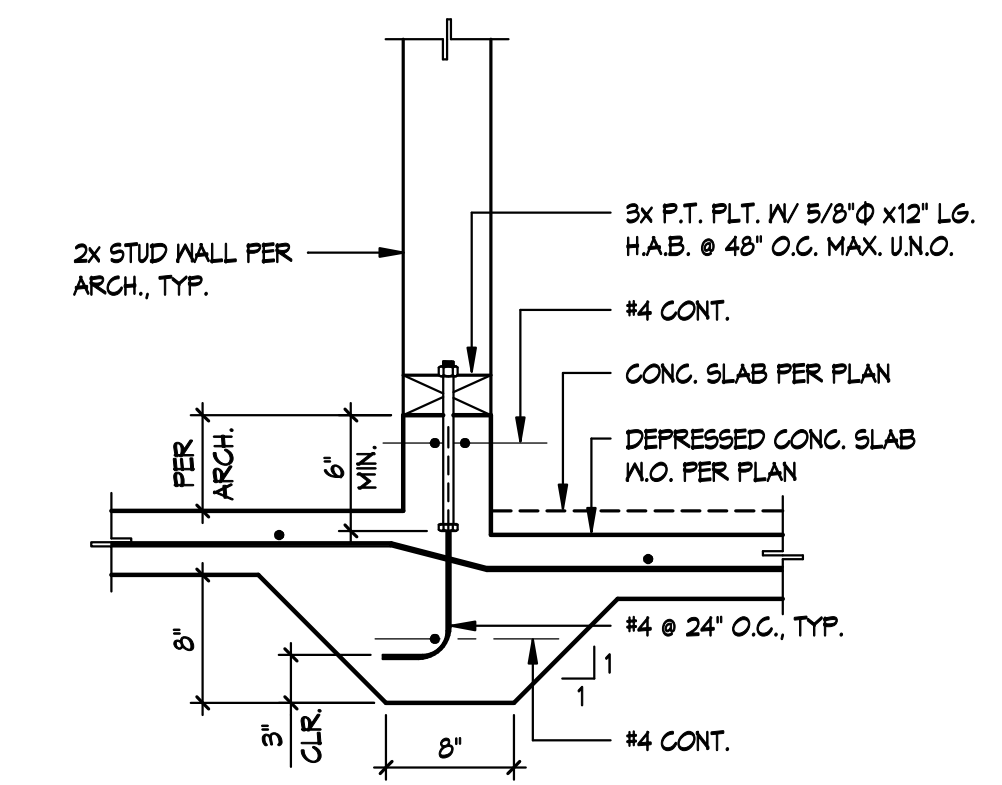
TYP - INTERIOR BEARING WALL TO FOOTING 2
1" = 1'-0"



TYP - SHOTCRETE PANEL 9
1" = 1'-0"



TYP - CEILING JOIST FRAMING DETAIL 6
1" = 1'-0"



TYP - NON-BEARING WALL TO CONC. CURB 3
1" = 1'-0"

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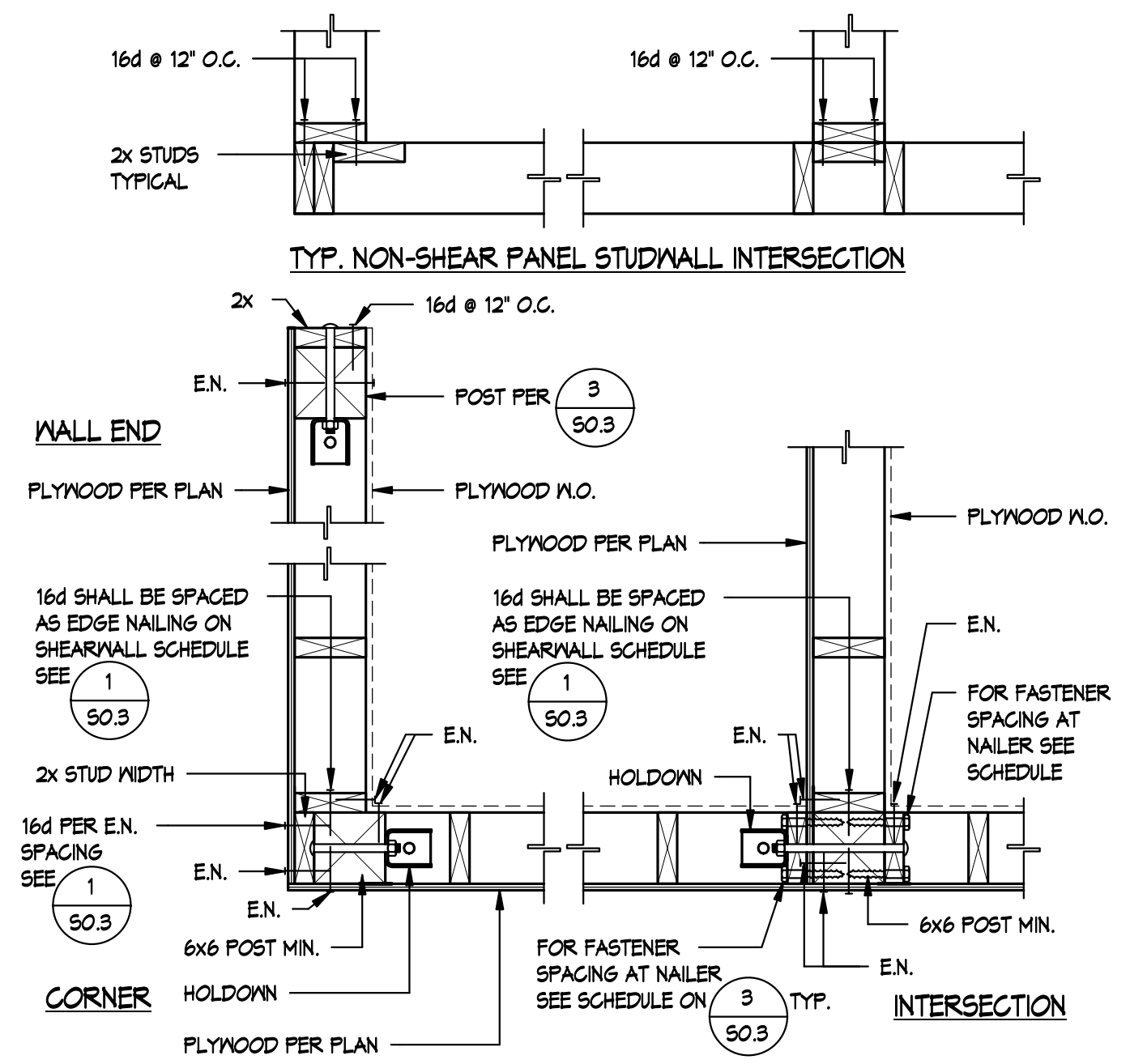
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DATE:
SHEET TITLE:

FOUNDATION AND TYPICAL DETAILS

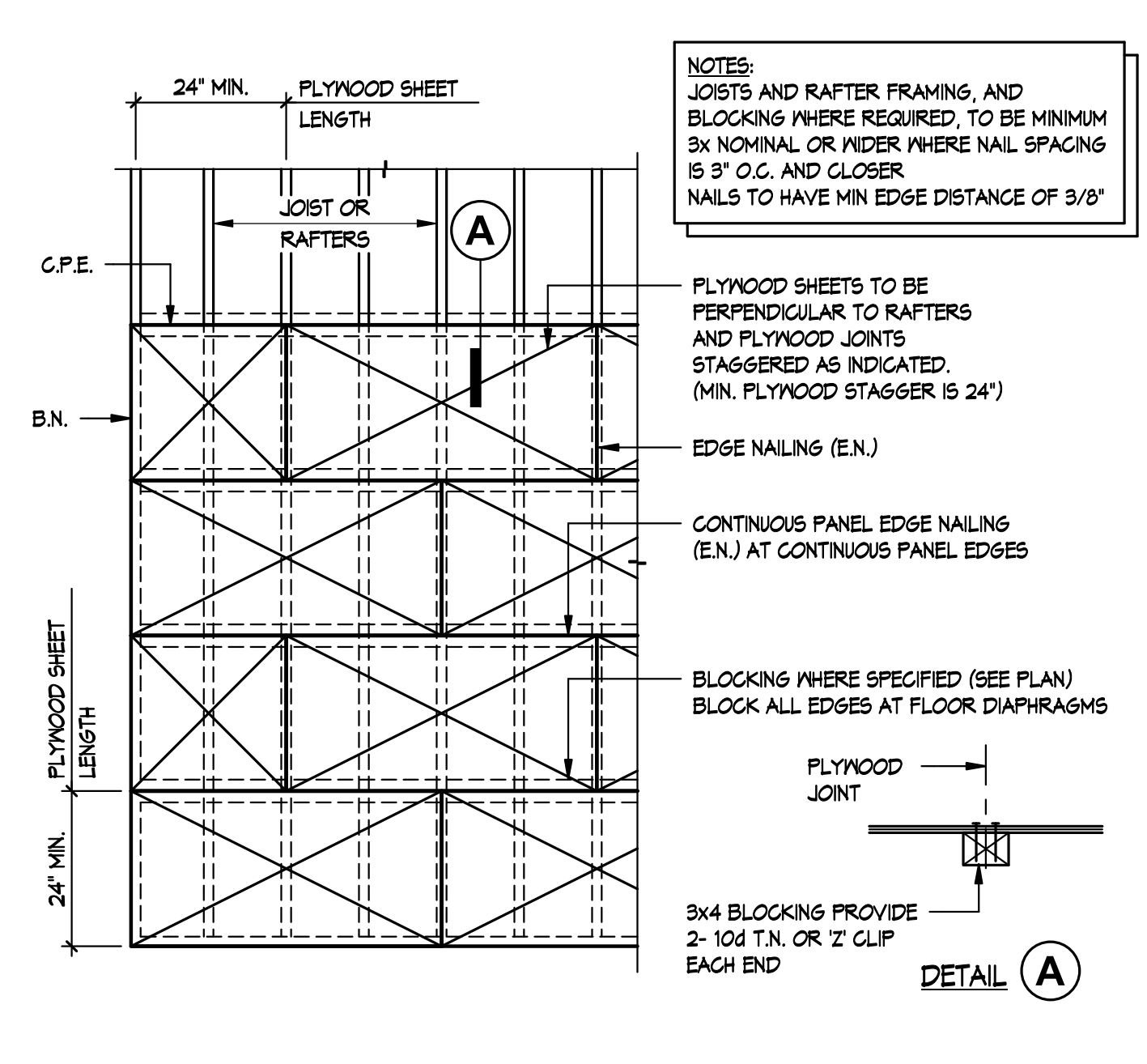
SCALE: 1" = 1'-0"

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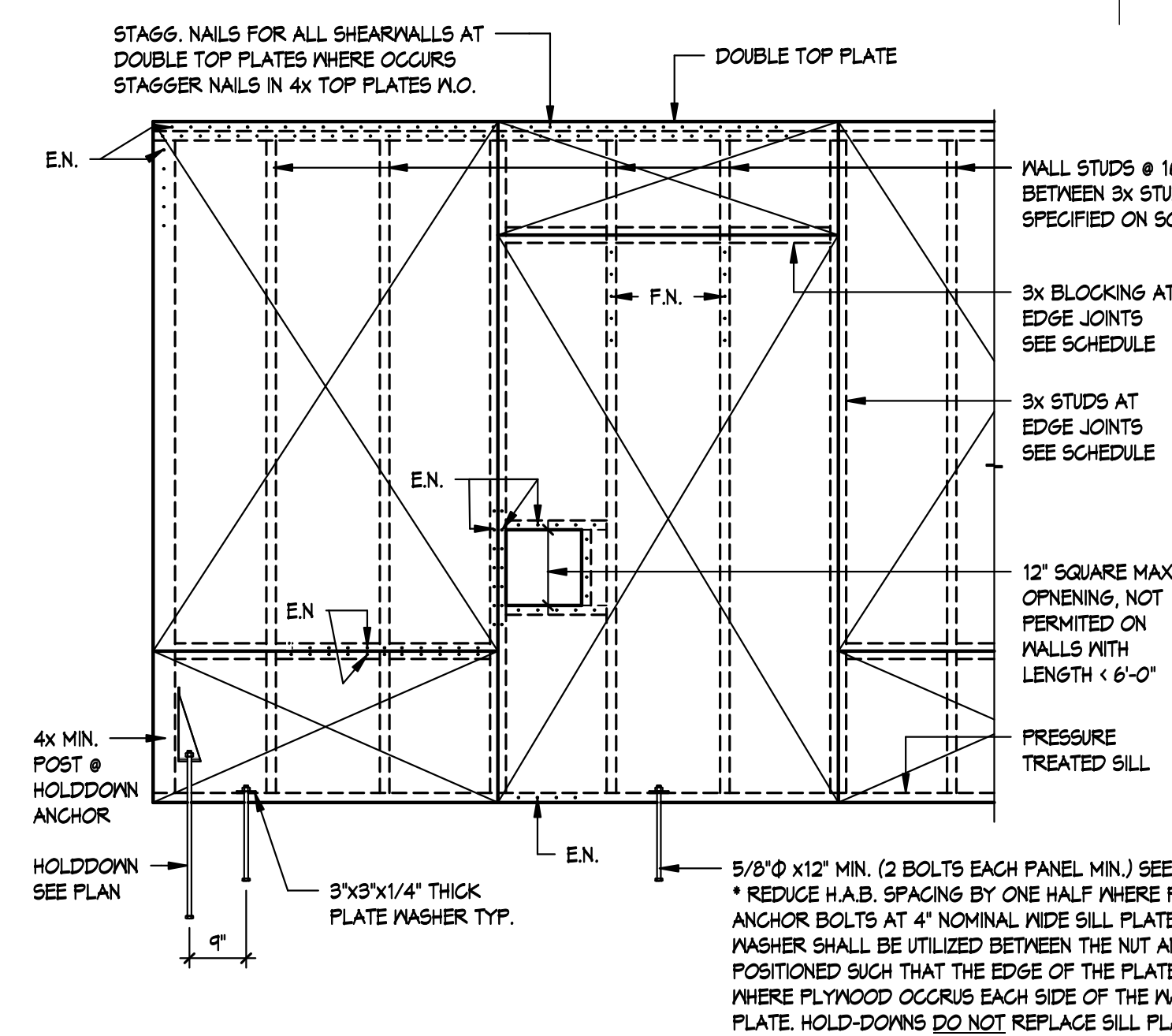
S0.2



TYP - SHEARWALL INTERSECTIONS 10
1" = 1'-0"



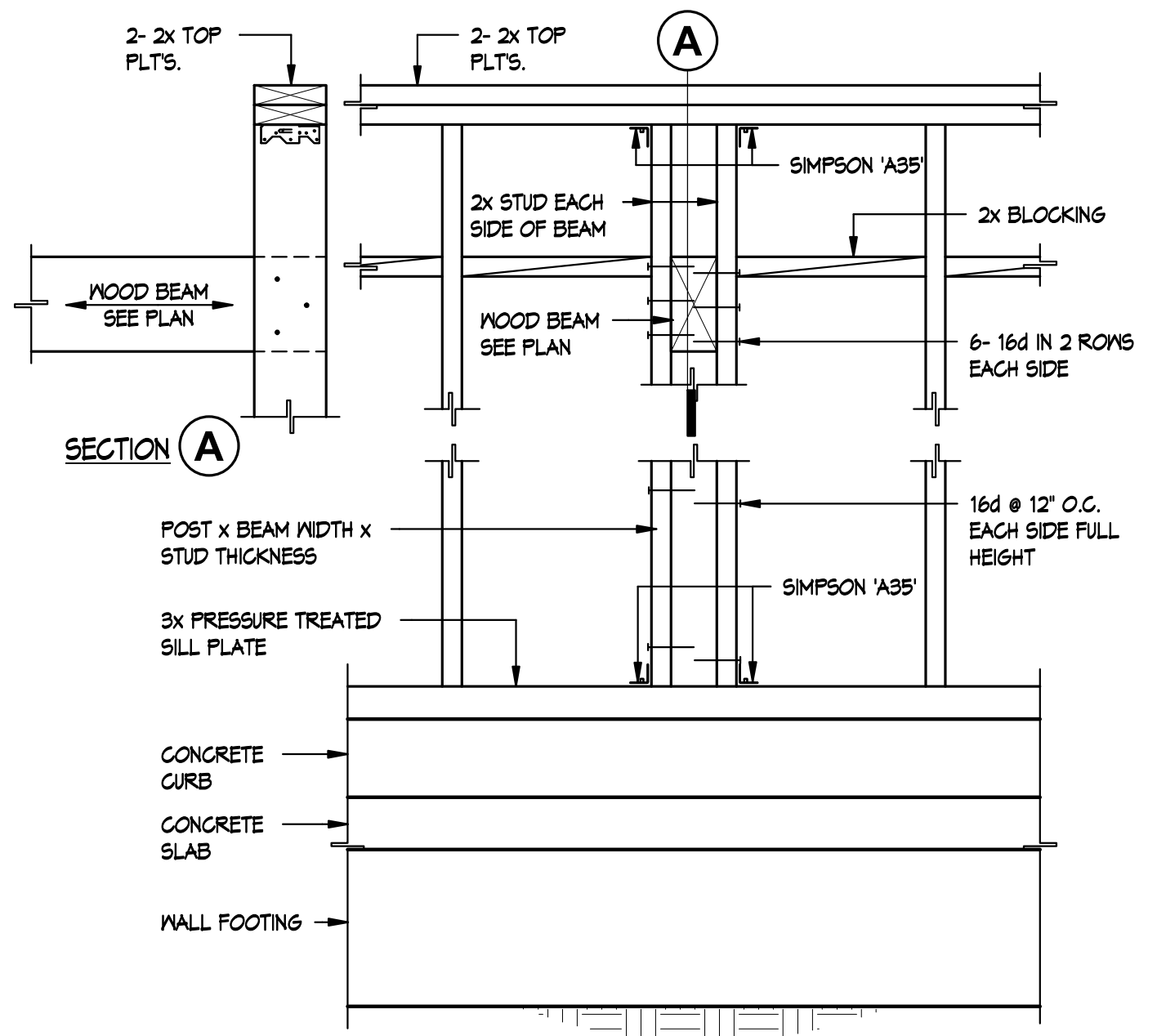
TYP - PLYWOOD DIAPHRAGM SHEATHING DETAIL 7
1/2" = 1'-0"



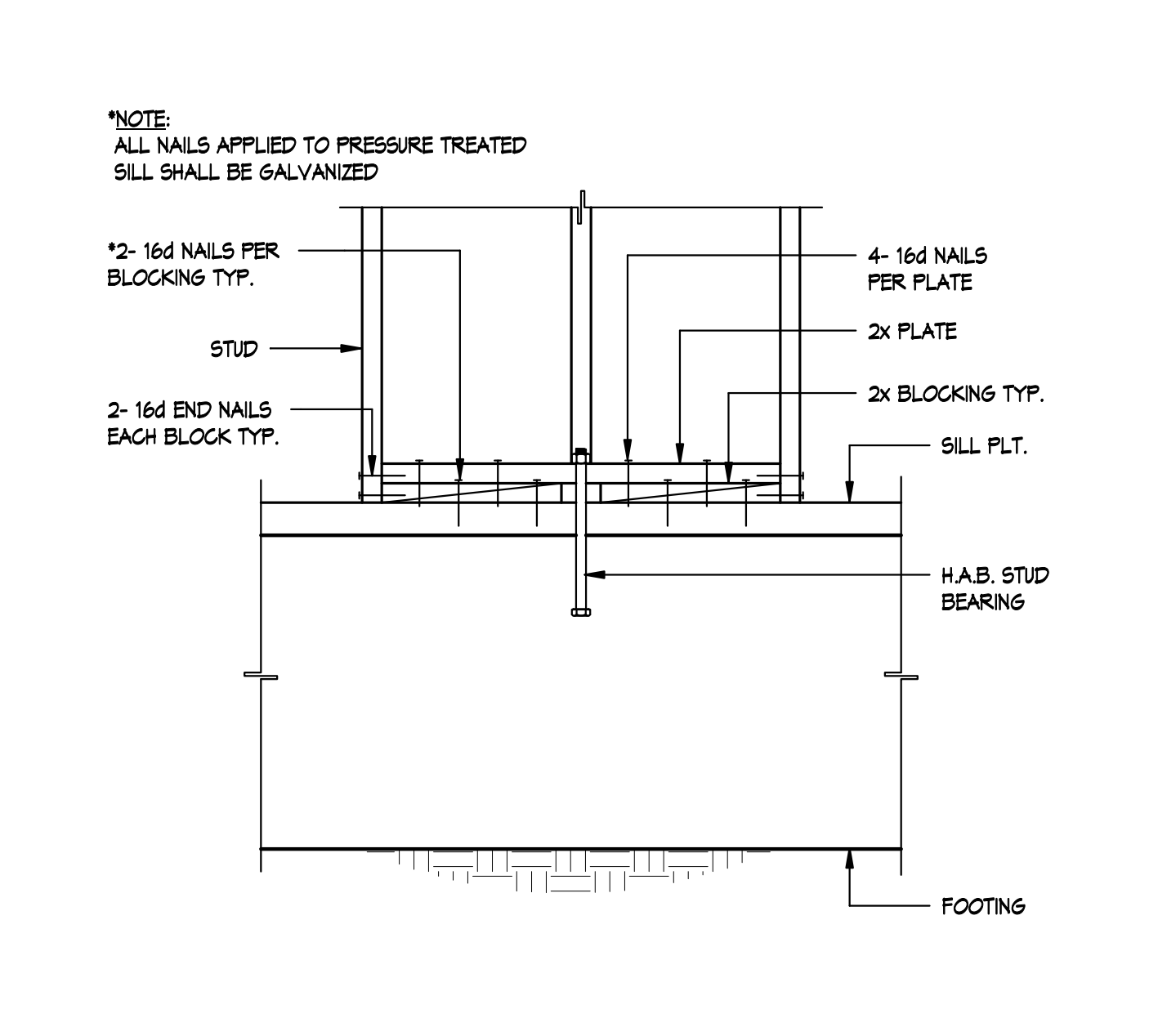
TYP - PLYWOOD SHEARWALL DETAIL 1
1/2" = 1'-0"

NO.	PLY.	STUDS & BLOCKING @ EDGE JOINTS AND SILL PLATES	NAILING		A.B. SPACING	ALLOWABLE SHEAR
			EDGE (E.N.)	FIELD (F.N.)		
A	1/2"	3x	10d @ 6" O.C.	10d @ 12" O.C.	42" O.C.	340#/FT.
B	1/2"	3x	10d @ 4" O.C.	10d @ 12" O.C.	28" O.C.	510#/FT.
C	1/2"	3x	10d @ 3" O.C. STAGG.	10d @ 12" O.C.	21" O.C.	665#/FT.
D	1/2"	3x	10d @ 6" O.C. STAGG.	10d @ 12" O.C.	16" O.C.	810#/FT.

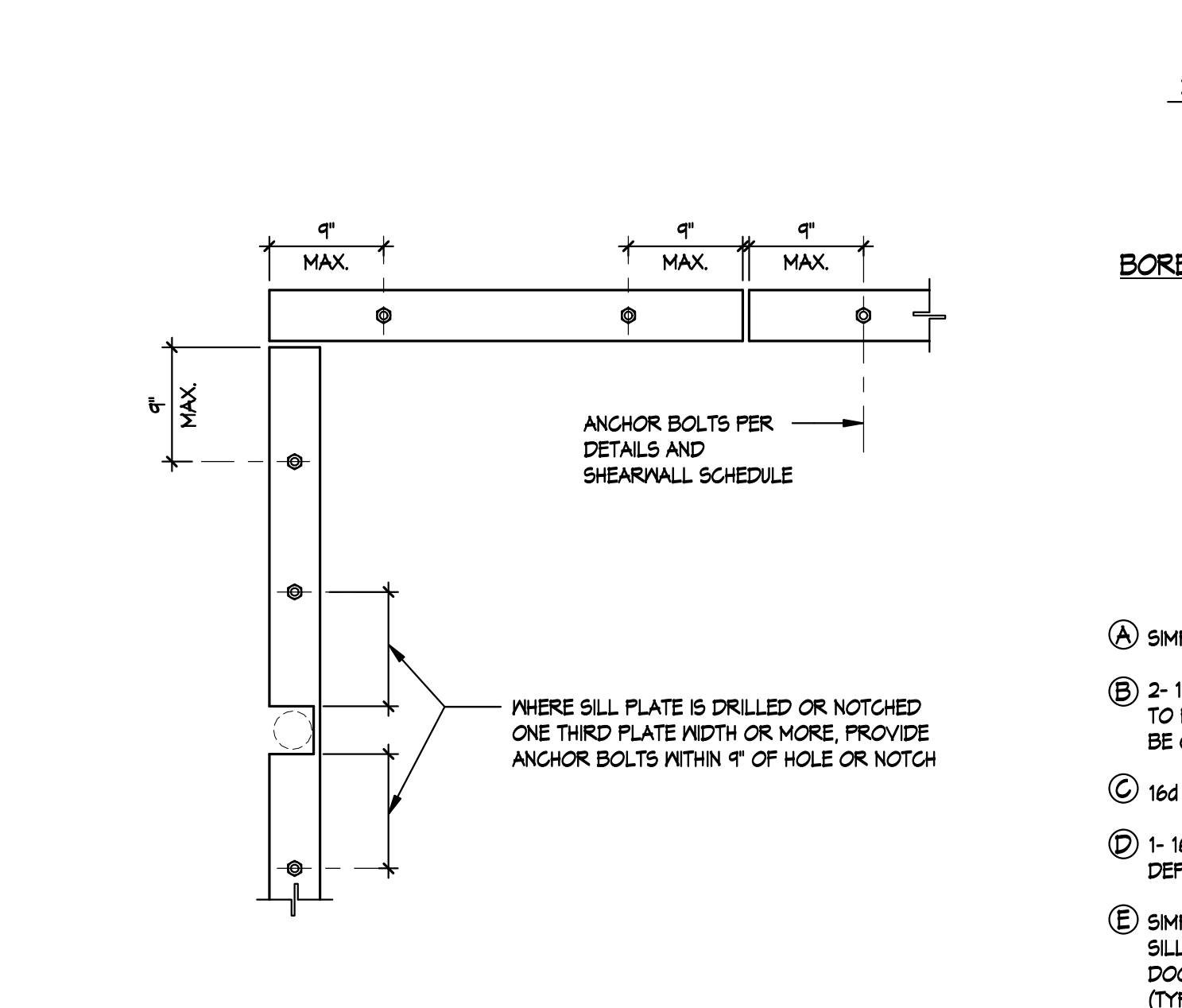
- NOTE:
- ALL NAILS APPLIED TO PRESSURE TREATED SILL SHALL BE HOT DIPPED GALVANIZED WHERE PLYWOOD OCCURS EACH SIDE OF WALL, OFFSET VERTICAL PLYWOOD JOINTS, USE 3x BLOCKING AND STAGG. NAILS EACH SIDE.
 - PLYWOOD PANELS SHALL BUTT ALONG CENTER LINE OF FRAMING MEMBERS PROVIDE 1/8" GAP.
 - MIN. EDGE DISTANCE OF NAILS SHALL BE 3/8".
 - MIN. PANEL DIMENSION SHALL BE 12".
 - ALL NAILS SHALL BE STAGG. @ SILL & PLYWOOD JOINTS AND TOP PLATES.
 - ALL NAILS IN SHEATHING ARE TO BE 10d COMMON NAILS N.V. 1480 x 3" LONG PER CBC 2016 TABLES 2306.3.1 & 2306.4.1.



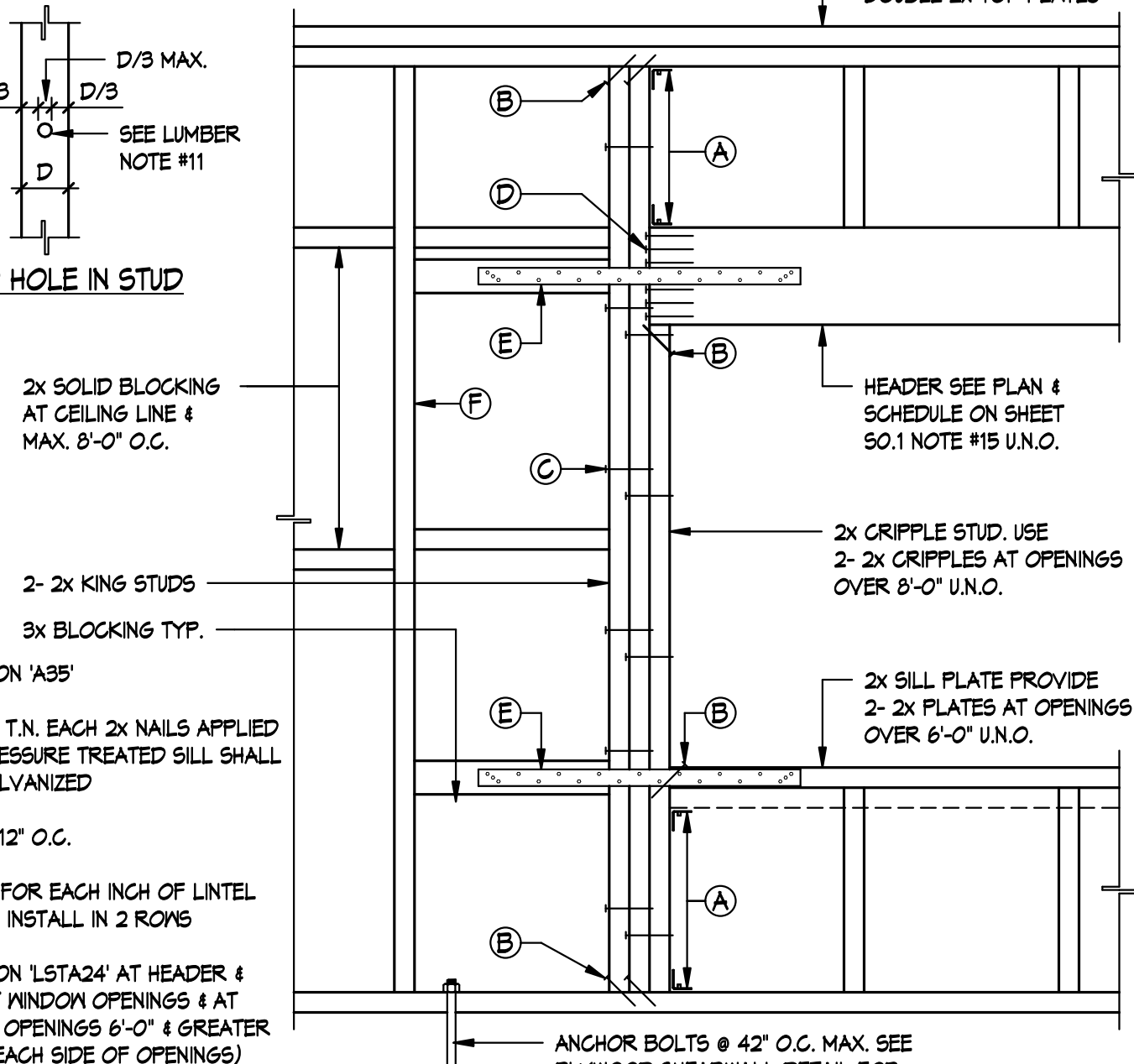
TYP - WOOD BEAM TO WALL DETAIL 11
1" = 1'-0"



TYP - ANCHOR BOLT BELOW STUD 8
1" = 1'-0"



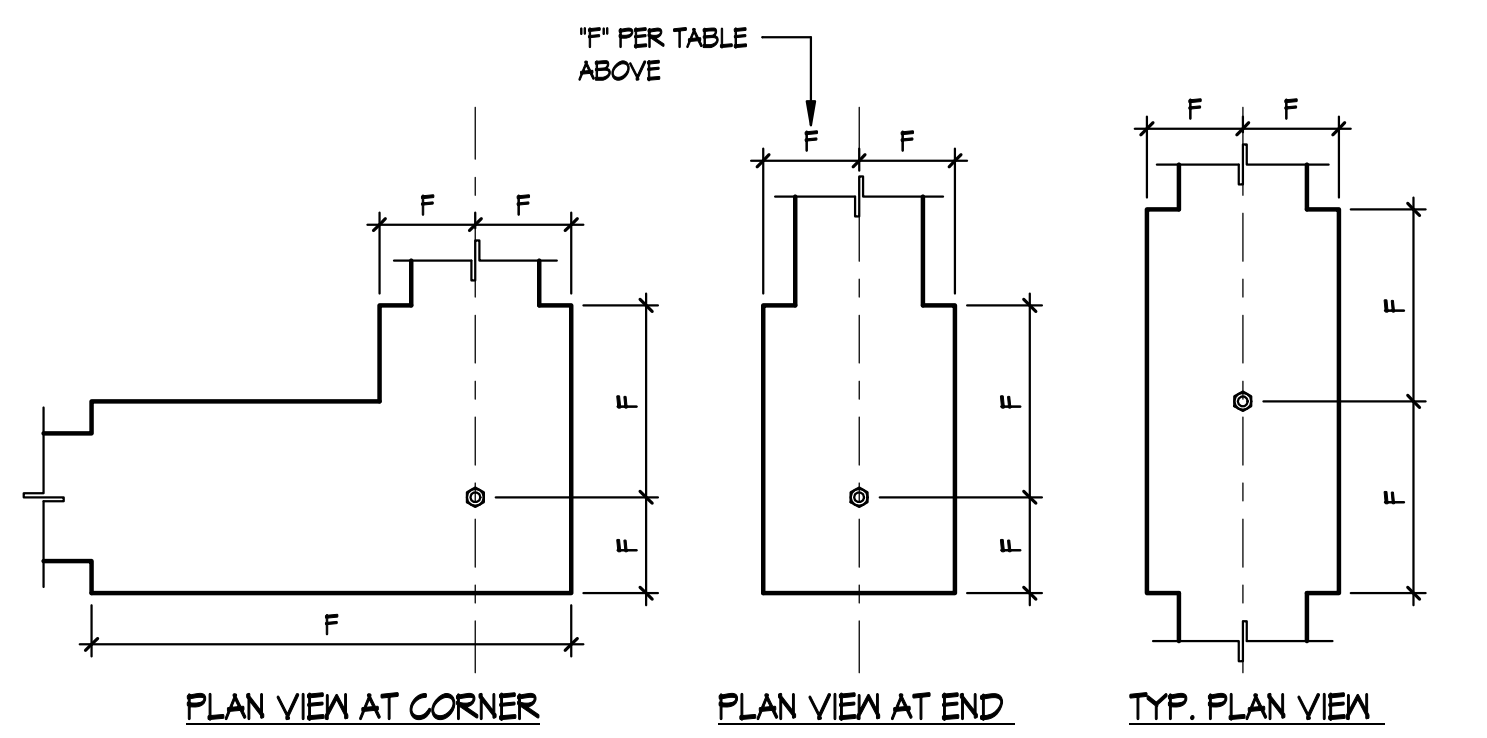
TYP - ANCHOR BOLT PLACEMENT AT SILL DETAIL 5
1" = 1'-0"



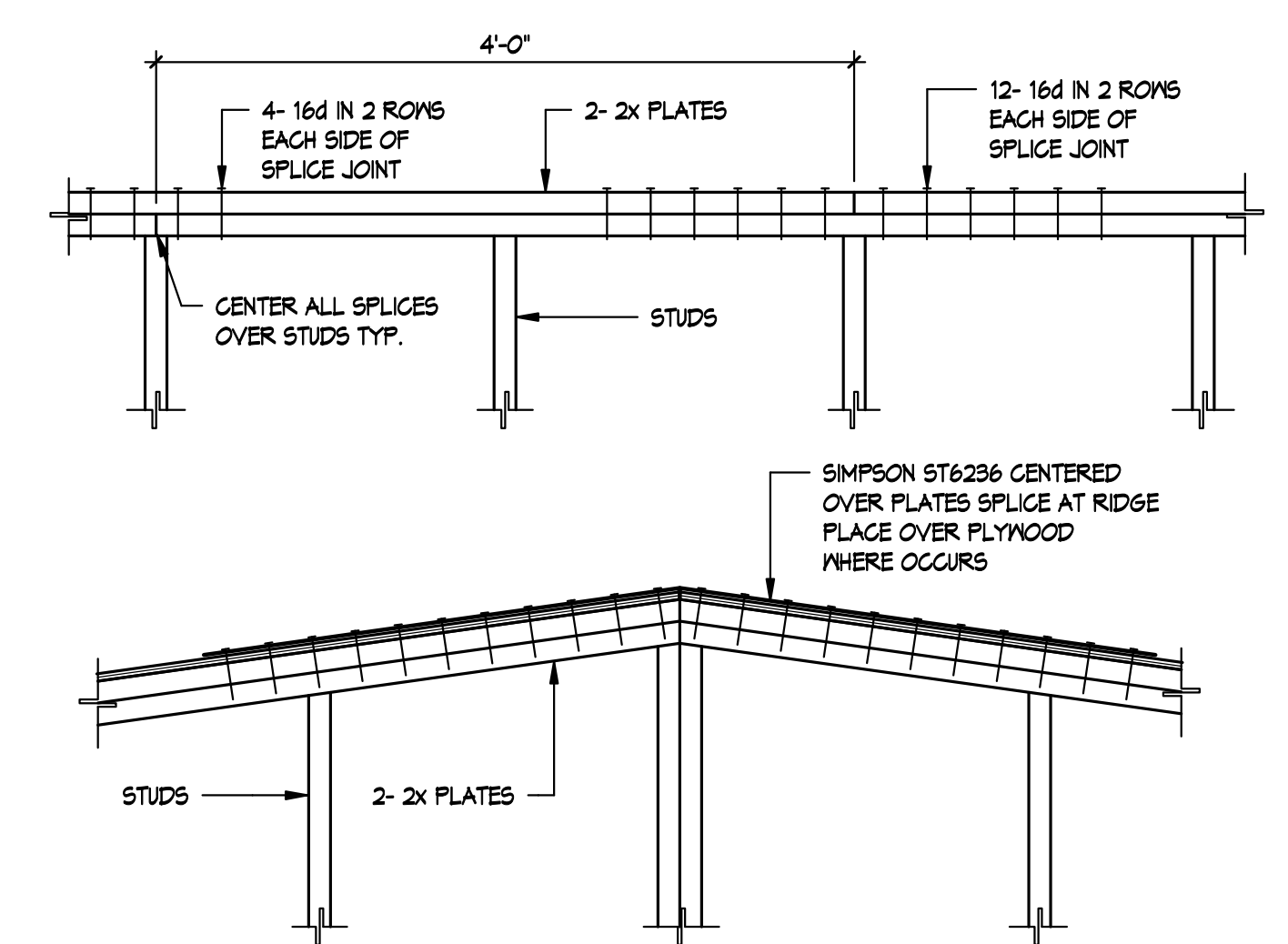
TYP - STUD WALL FRAMING DETAIL 2
1" = 1'-0"

MARK	SIMPSON 'HD' IAPMO ER-143	SIMPSON 'HDU' CG ESR-2330	BOLTS TO POST (HD ONLY)	'S' DIM. (HD ONLY)	ANCHOR DIAMETER	ANCHOR	MIN. EMBED (de)	F	MINIMUM POST	LOAD (K) 100%	LOAD (K) 75%	NUMBER OF S.D.S. (HDU ONLY)	DETAIL
H2	-	HDU2	-	-	5/8"φ	PAB5	12"	10"	4x6	3.0	2.2	6	SEE DETAIL 3 FOR HOLDOWN SHEET
H4	-	HDU4	-	-	5/8"φ	PAB5	18"	10"	4x6	4.5	3.3	10	
H5	HD5B	HDU5	2- 3/4"φ	2" MIN.	5/8"φ	PAB5	18"	10"	4x6	4.9	3.6	14	
H7	HD7B	HDU7	3- 3/4"φ	2" MIN.	7/8"φ	PAB6	18"	12"	4x6	6.5	5.1	20	
H9	HD9B	HDU9	3- 7/8"φ	2- 3/8" MIN.	1"φ	PAB6/PAB7	18"	12"	6x6	9.5	7.1	30	

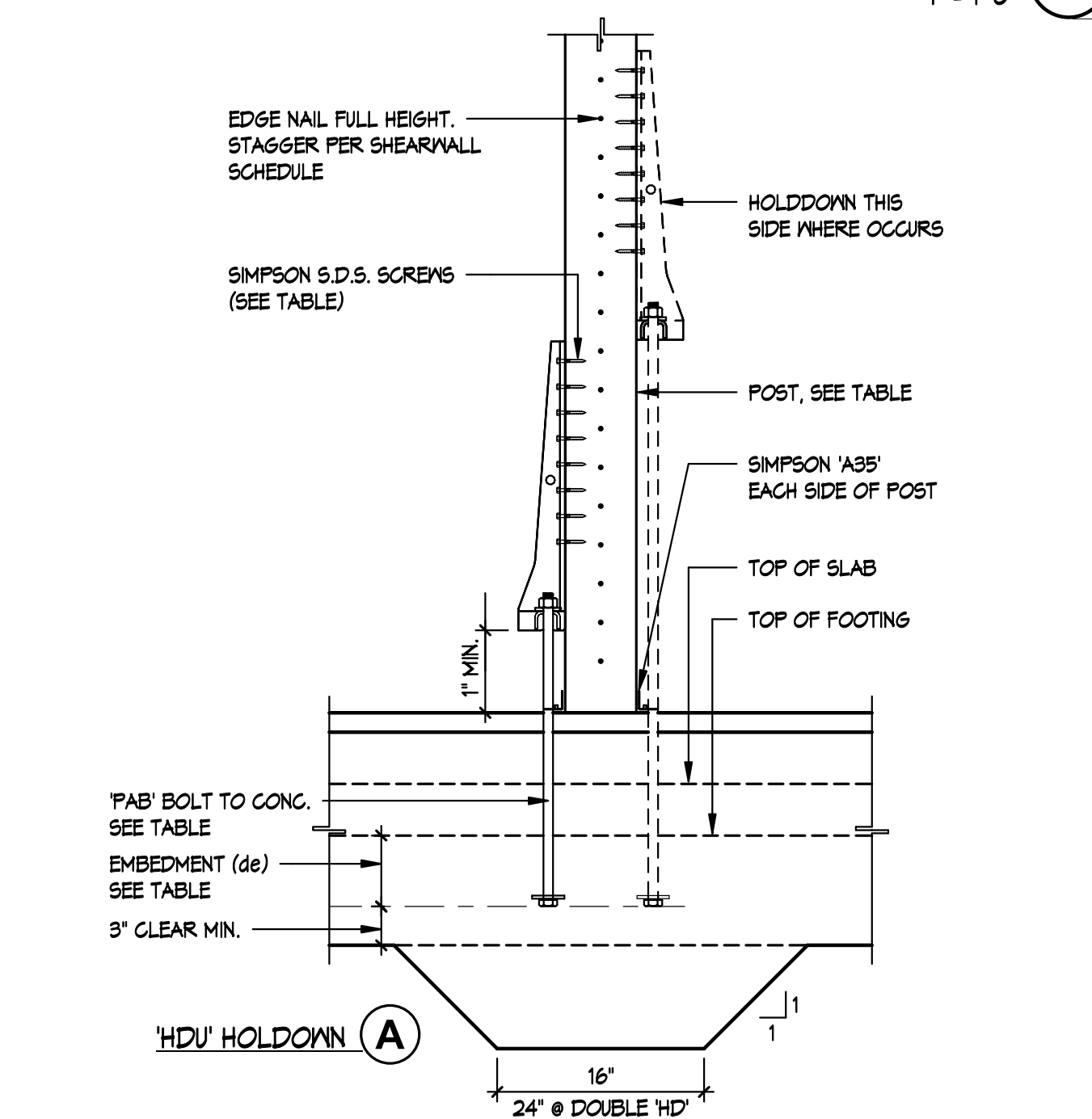
- NOTE:
- HOLDOWN SHALL BE TORQUED AS REQUIRED BY MANUFACTURER.
 - PAB DENOTES SIMPSON 'PAB' ANCHOR.
 - USE SIMPSON S.D.S. 25212 WOOD SCREWS AT ALL HDU' APPLICATIONS.
 - HEAVY HEX NUT REQUIRED FOR HDU14.
 - MINEN FOOTING AS REQUIRED FOR HOLDOWN ANCHORS PER (B) AND 'F' DIMENSION PER TABLE.
 - HOLDOWN CONNECTOR BOLTS INTO WOOD FRAMING REQUIRE APPROVED PLATE WASHERS PER TABLE 2305.5 OF THE 2013 CALIFORNIA BUILDING CODE. HOLDOWNS SHALL BE FINGER TIGHT AND 1/2" WRENCH TURN JUST PRIOR TO COVERING THE WALL FRAMING.
 - HOLDDOWN HARDWARE MUST BE SECURED IN PLACE PRIOR TO FOUNDATION INSPECTION.
 - 'F' IS A MIN. DIMENSION. IF SPECIFIED FOOTING WIDTH IS GREATER THAN 'F' DIMENSION OF EACH SIDE OF THE HOLDDOWN, THE LARGER FOOTING WIDTH SHALL GOVERN.



FOOTING AND STEMWALL REQUIREMENTS AT HOLD DOWN ANCHORS B
NOTE: MINEN FOOTING AS REQ'D TO MEET MIN. WIDTH CRITERIA BASED ON 'F', AS NECESSARY



TYP - MINIMUM PLATE SPLICE DETAILS 12
1" = 1'-0"



TYP - HOLD-DOWN DETAIL (WOOD) 3
1" = 1'-0"

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TYPICAL WOOD FRAMING DETAILS

SCALE: As indicated

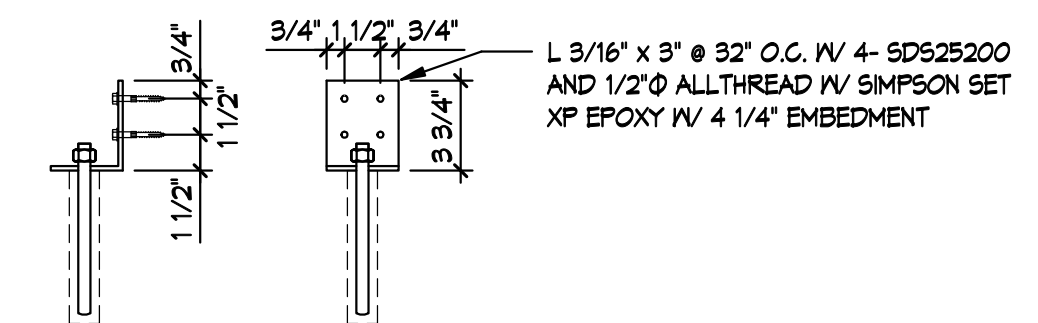
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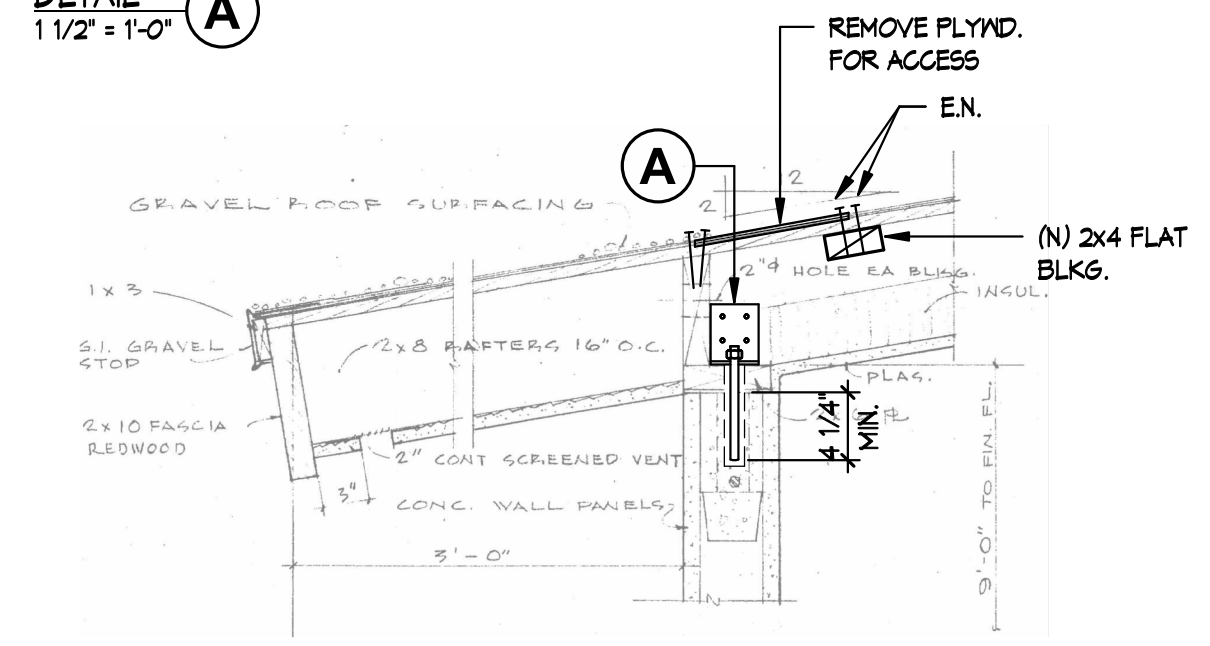
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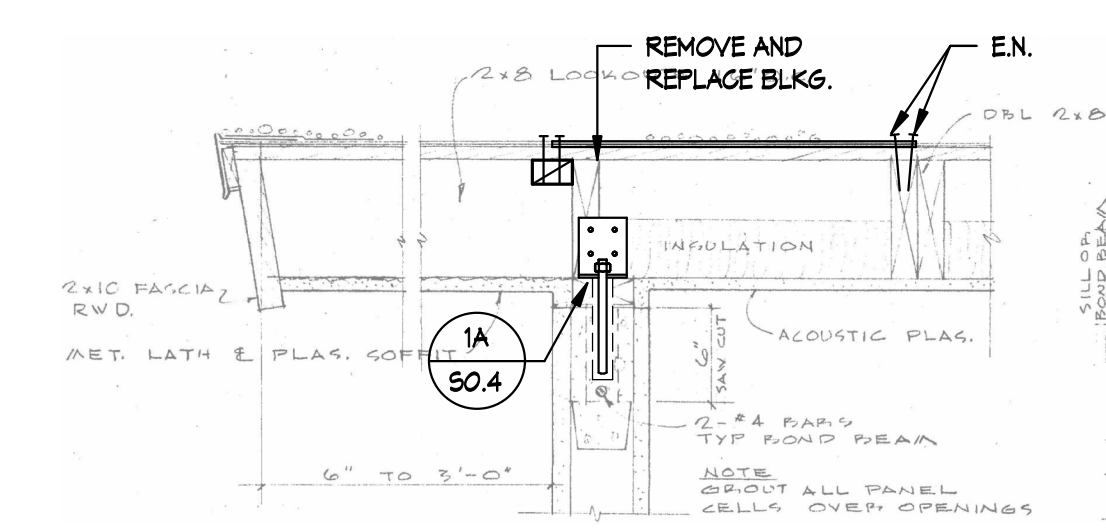
CONSULTANTS LOGO:



DETAIL A
1 1/2\"/>



TYP - WALL ANCHORAGE RETROFIT 1
1\"/>



TYP - WALL ANCHORAGE RETROFIT 2
1\"/>

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**ROOF FRAMING
DETAILS**

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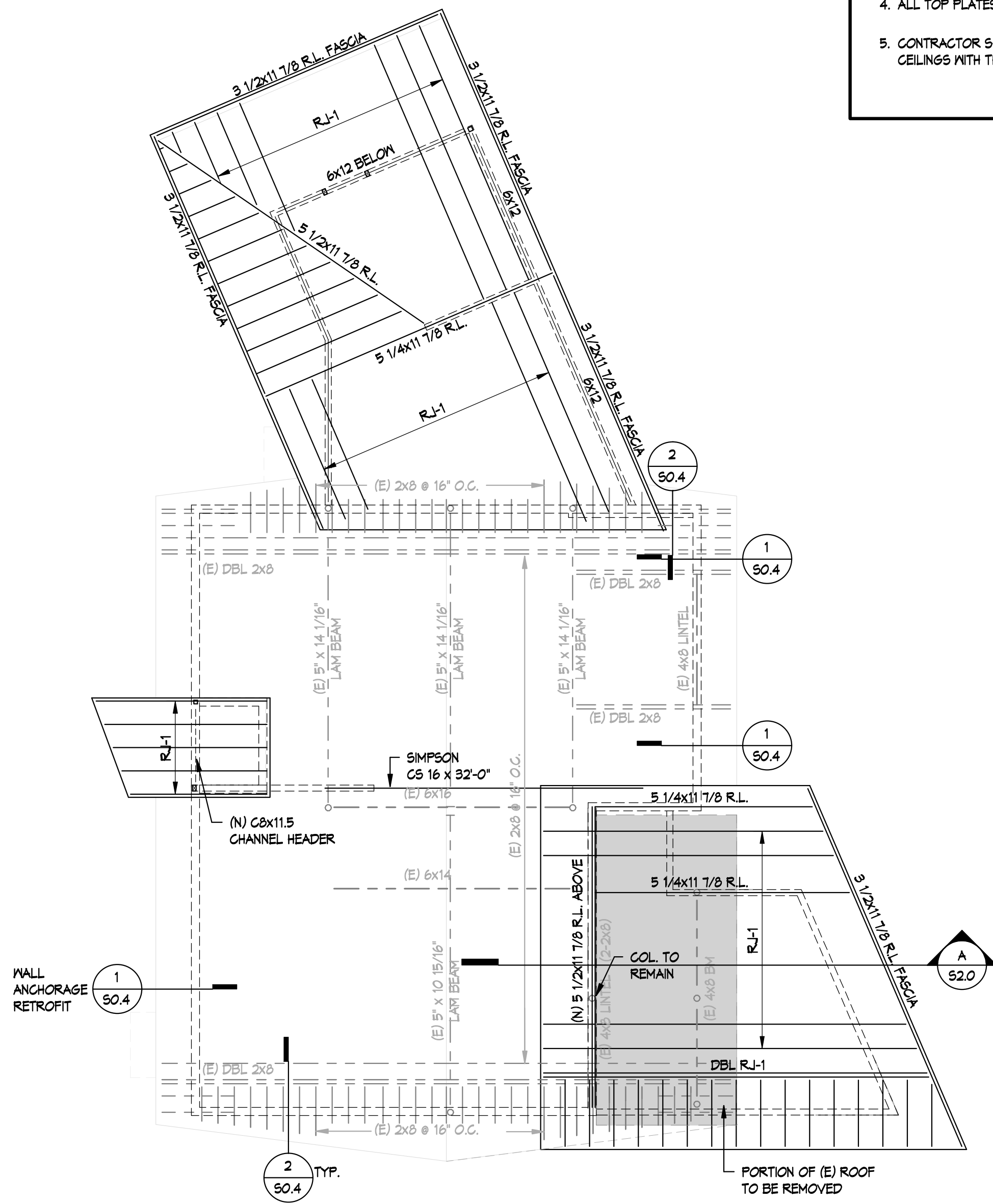
S0.4

ROOF FRAMING NOTES

1. TYPICAL ROOF SHEATHING U.N.O.:
5/8" STRUCT. PLYWOOD 1/4"
104 @ 6" O.C. B.N.
104 @ 6" O.C. E.N.
104 @ 12" O.C. F.N.
BLOCK ALL EDGES TYP. SEE (1) (SO.3)
2. R.J-1 1 3/4x11 7/8 REDLAM @ 24" O.C.
3. CEILING JOIST SIZE IS PER THE CEILING JOIST SCHEDULE, SEE LUMBER NOTE 16.
4. ALL TOP PLATES TO BE SPLICED PER DETAIL (12) (SO.3) U.N.O.
5. CONTRACTOR SHALL COORDINATE ALL DYP. BOARD AND PLASTER CEILING WITH THE ARCHITECTURAL DRAWINGS.

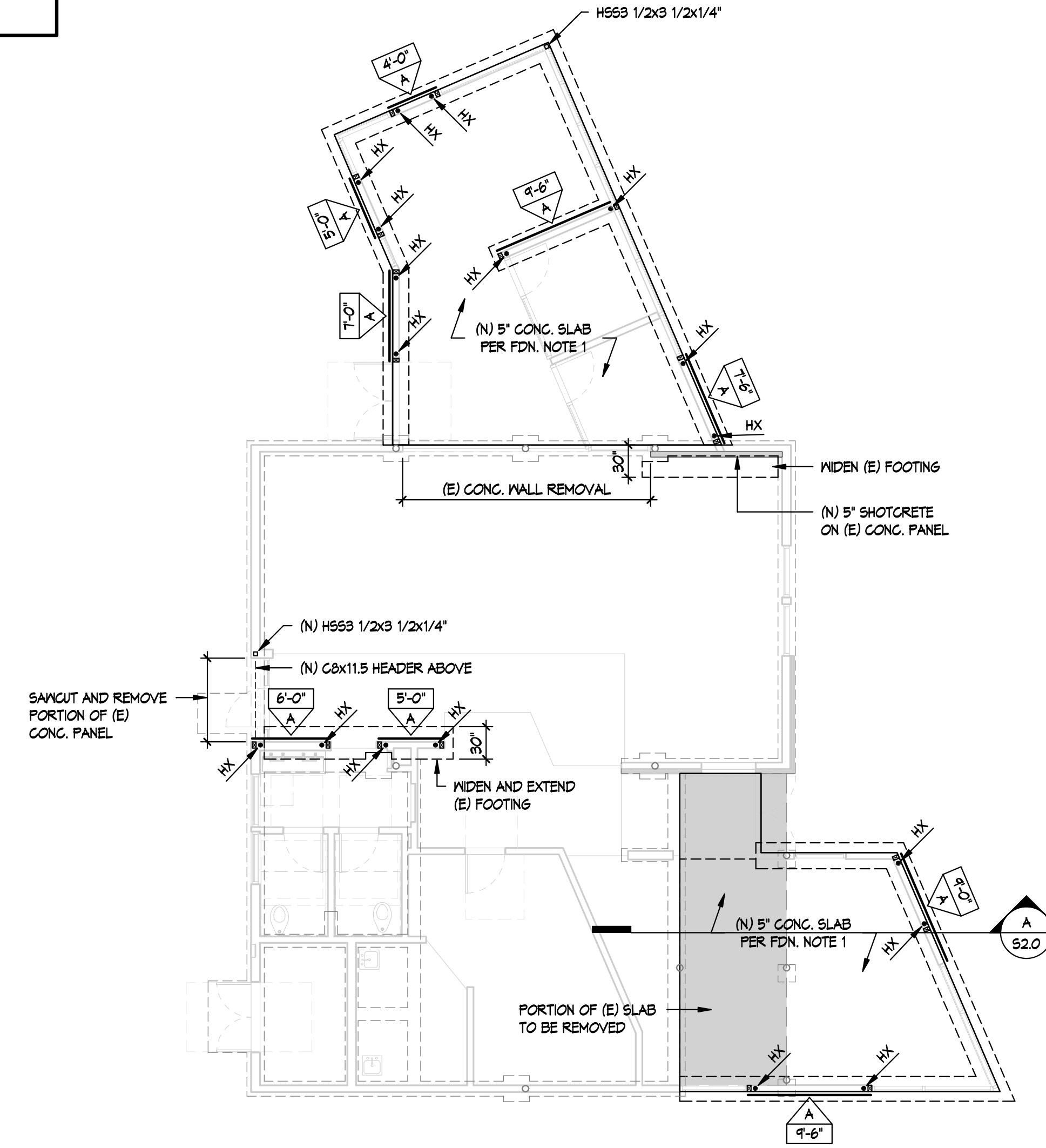
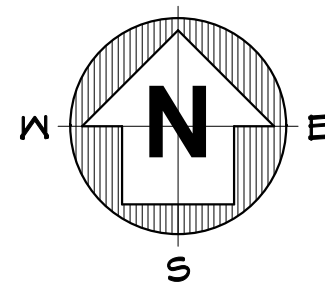
FOUNDATION PLAN NOTES

1. TYPICAL SLAB ON GRADE U.N.O.:
5" THICK CONCRETE SLAB 1/4" @ 18" O.C. EACH WAY AT MID SLAB OVER 15 MIL. VAPOR BARRIER OVER 4" AGGREGATE BASE OVER COMPACTED FILL PER SPECIFICATIONS.
2. ALL EXTERIOR WALLS AND PARAPETS WHICH ARE NOT ALREADY INDICATED AS SHEAR WALLS SHALL RECEIVE PLYWOOD AND NAILING PER SHEAR WALL TYPE 'A'
DENOTES SHEARWALL TYPE SEE (1) (SO.3)
DENOTES MIN. SHEARWALL LENGTH.
(NOTE: PLYND. SHALL EXTEND FULL LENGTH OF WALL AT INTERIOR SHEAR WALLS AS REQD. FOR FLUSH FINISH)
3. SEE ARCH. DNG'S FOR ALL DIMENSIONS NOT SHOWN AND VERIFY ALL DIMENSIONS WITH ARCHITECTURAL DRAWINGS.
4. TYPICAL FOUNDATION FORMING DETAILS PER (1) (SO.1)
5. (H/D) DENOTES HOLD DOWN AND HOLD DOWN SIZE, FOR TYPICAL HOLD DOWN DETAIL SEE (3) (SO.3)
6. ALL DIMENSIONS ARE TO FACE OF STUD UNLESS NOTED OTHERWISE.
7. M.P.J. INDICATES SLAB CONTROL JOINT PER DETAIL
8. REINF. FOR CONTINUOUS FOOTINGS SHALL EXTEND THROUGH THE PAD FOOTINGS, WHERE OCCURS.



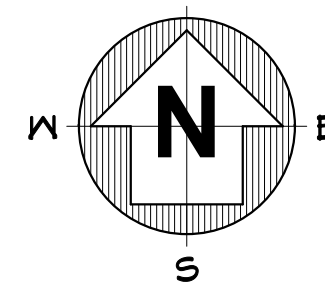
ROOF FRAMING PLAN

1/8" = 1'-0"



FOUNDATION PLAN

1/8" = 1'-0"

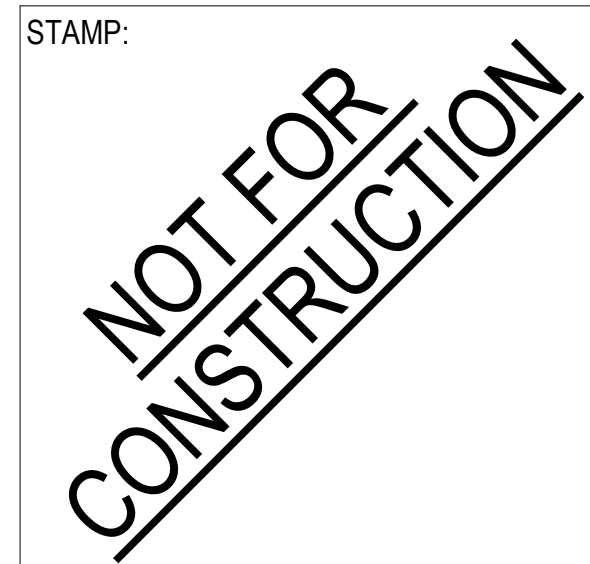


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DATE:

SHEET TITLE:

**FOUNDATION AND
ROOF FRAMING
PLANS - NEW
CONSTRUCTION**

SCALE: As indicated

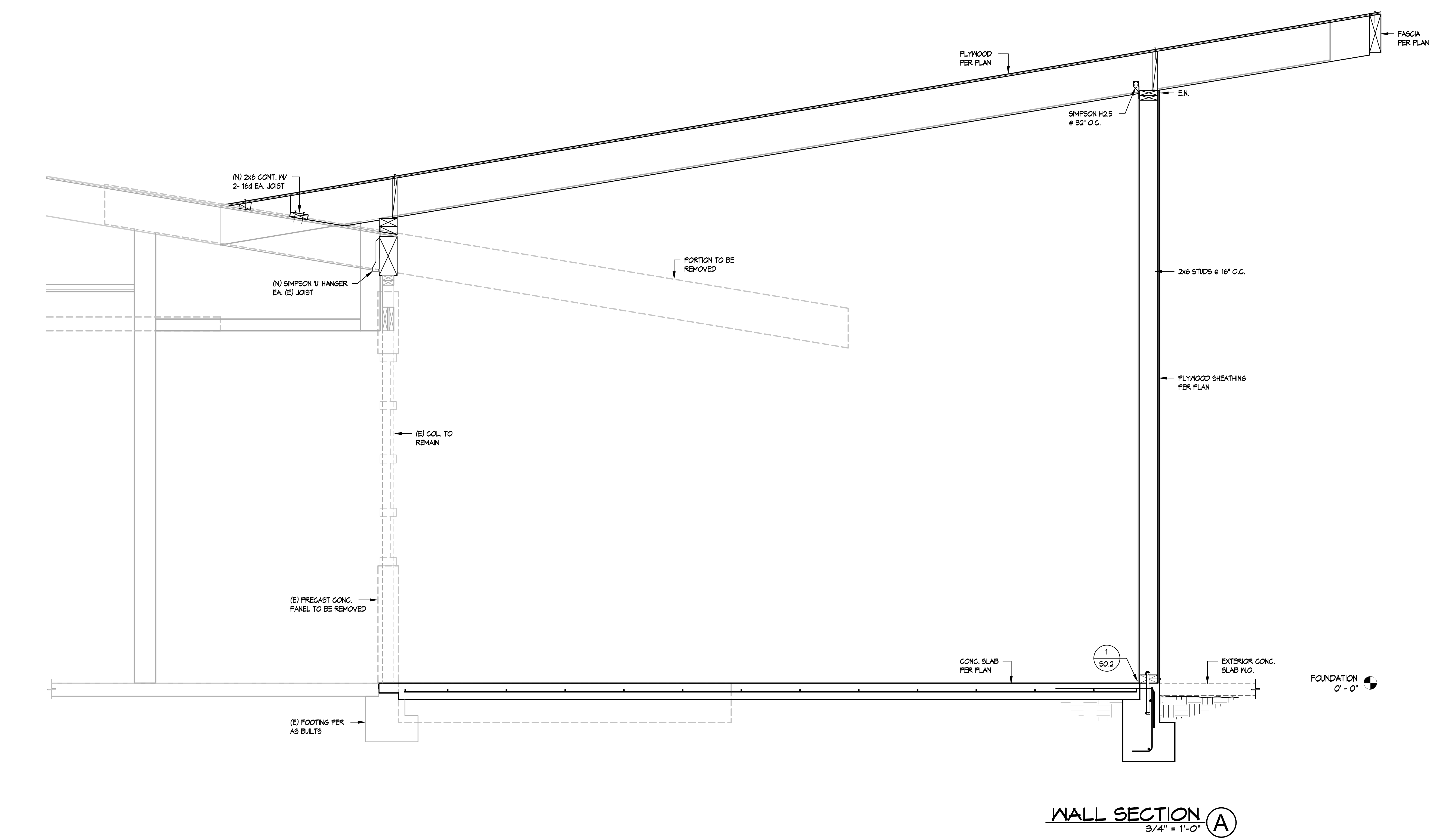
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SECTIONS

SCALE: 3/4" = 1'-0"

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 S2.0

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DESIGN DEVELOPMENT SET

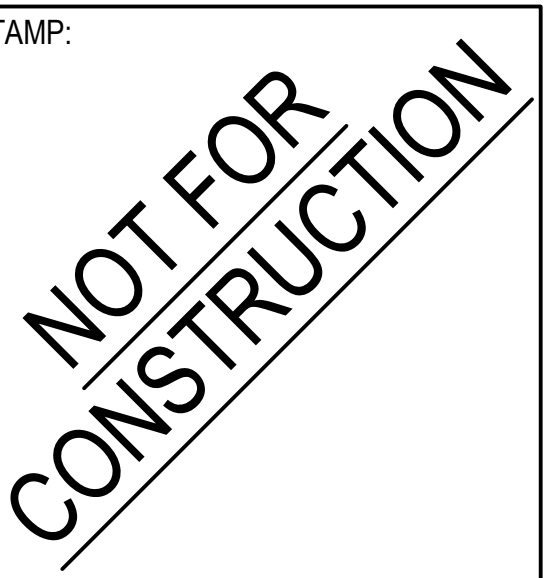


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Bob Lucas Literacy Center Renovations 2659 LINCOLN AVENUE, ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

SHEET TITLE:

PLUMBING GENERAL NOTES SYMBOLS AND ABBREVIATIONS

SCALE: N.T.S.

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P001

GENERAL NOTES

- 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2019 CALIFORNIA PLUMBING CODES, CALIFORNIA STATE FIRE MARSHAL, CALIFORNIA OFFICE OF THE STATE ARCHITECT, AND CALIFORNIA ADMINISTRATIVE CODES, TITLES 17, 24 AND AUTHORITIES HAVING JURISDICTIONS.
2. CONTRACTOR SHALL VERIFY ALL UTILITIES LOCATION, SIZE AND ELEVATIONS WITH CIVIL ENGINEER'S DRAWINGS PRIOR TO START OF WORK.
3. CONTRACTOR SHALL COORDINATE WITH ALL OTHER TRADES FOR CLEARANCES AND WORK INCLUDED PRIOR TO START OF WORK.
4. KEEP ALL PIPING CLEAR FROM LOAD BEARING FOOTINGS.
5. REFER TO ARCHITECTURAL DRAWINGS FOR EXACT LOCATIONS, MOUNTING HEIGHTS AND COLORS OF ALL PLUMBING FIXTURES.
6. ALL VENTS SHALL TERMINATE NOT LESS THAN 10 FEET FROM, OR NOT LESS THAN 3 FEET ABOVE, FRESH AIR INTAKES, WINDOWS, DOORS OR OTHER OPENINGS.
7. PROVIDE AND INSTALL ACCESS PANELS AT ALL LOCATION OF WATER HAMMER ARRESTORS. - PANELS TO 12 X 12 OR AS REQUIRED. FINISH SELECTED BY ARCHITECT.
8. CLEANOUTS SHALL BE INSTALLED PER CALIFORNIA PLUMBING CODE SECTION 707, 719 AND 803.
9. SLOPE OF BUILDING SEWERS SHALL NOT BE LESS THAN 2% UNLESS NOTED OTHERWISE.
10. ALL DOMESTIC HOT WATER PIPING SHALL BE INSULATED AS REQUIRED BY CALIFORNIA ENERGY COMMISSION TABLE 120.3-A OF THE BUILDING ENERGY EFFICIENCY STANDARDS. INSULATION SHALL HAVE A FIRE HAZARD CLASSIFICATION 25/50 COMPOSITE RATING.

Table with columns: PIPE SIZE, INSULATION THICKNESS, INSULATION VALUE. Row 1: < 1", 1", K FACTOR = 0.25. Row 2: 1" <, 1-1/2", K FACTOR = 0.25

- 11. CIRCULATING HOT WATER SYSTEMS SHALL BE EQUIPPED WITH A CONTROL CAPABLE OF AUTOMATICALLY TURNING OFF THE CIRCULATING PUMPS WHEN HOT WATER IS NOT REQUIRED (TIME CLOCK).
12. ALL SERVICE WATER HEATING EQUIPMENT TO BE IN COMPLIANCE WITH THE CALIFORNIA ENERGY COMMISSION (CEC) REQUIREMENTS AND BE SO LABELED.
13. COORDINATE WITH ELECTRICAL TRADE PRIOR TO ORDERING EQUIPMENT FOR AVAILABLE VOLTAGES AT EQUIPMENT LOCATIONS.
14. ALL HOSE BIBBS, WALL HYDRANTS AND JANITORIAL SERVICE SINKS SHALL BE EQUIPPED WITH APPROVED, PROPERLY INSTALLED ATMOSPHERIC TYPE VACUUM BREAKER.
15. ALL WATER CONNECTIONS TO HVAC EQUIPMENT SHALL BE PROTECTED BY APPROVED, REDUCED PRESSURE BACKFLOW PREVENTION DEVICES. DEVICES SHALL BE ACCESSIBLE FOR TEST AND AND MAINTENANCE. PROVIDE FUNNEL DRAIN AND INDIRECT WASTE PIPING FOR BACKFLOW DEVICES DISTANT FROM FLOOR SINKS.
16. NATURAL GAS LINES SHALL NOT BE LOCATED UNDER ANY STRUCTURE. 2019 CPC SECTION 1210.1.6.
17. DO NOT USE METALLIC GAS LINES TO GROUND ELECTRICAL SYSTEM.
18. PROVIDE COATED 12 GAUGE COPPER WIRE ATTACHED TO POLYETHYLENE GAS YARD PIPING FOR TRACING PURPOSE. TERMINAL WIRES SHALL BE IDENTIFIED IN LABELED ACCESS BOXES.
19. FOR LOCATION OF PIPING SLEEVES AND FLOOR OPENINGS THROUGH STRUCTURAL FLOOR SLABS, REFER TO DETAILS INDICATED IN STRUCTURAL DRAWINGS.
20. CONTRACTOR SHALL PATCH AND REPAIR ALL SURFACE AREAS DAMAGED BY HIS OPERATION.
21. ALL VALVES, UNIONS, ETC. TO BE LINE SIZE UNLESS OTHERWISE INDICATED ON DRAWINGS.
22. UNIONS SHALL BE PROVIDED AND INSTALLED AFTER EACH THREADED TYPE VALVE AND PRIOR TO EQUIPMENT CONNECTIONS.
23. ANY DEVIATION FROM THE DRAWINGS OR SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT AND ENGINEER PRIOR TO INSTALLATION.
24. UNLESS SPECIFICALLY SHOWN ON THE STRUCTURAL PLANS NO STRUCTURAL MEMBER SHALL BE CUT. NEITHER DRILLED NOR NOTCHED WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE STRUCTURAL ENGINEER AND THE DIVISION OF THE STATE ARCHITECT.
25. FOR THE PURPOSE OF CLEARNESS AND LEGIBILITY, THE DRAWINGS ARE ESSENTIALLY DIAGRAMMATIC AND ALTHOUGH SIZES AND LOCATION OF EQUIPMENT IS DRAWN TO SCALE WHEREVER POSSIBLE, THE CONTRACTOR SHALL MAKE USE OF ALL DATA IN ALL OF THE CONTRACTOR DOCUMENTS AND VERIFY THIS INFORMATION BEFORE ORDERING, FABRICATING OR INSTALLING OF ANY MATERIALS.
26. ALL INTERIOR CONDENSATE PIPING SHALL BE INSULATED WITH CLOSED CELL FOAM INSULATION; WITH FIRE HAZARD CLASSIFICATION 25/50 COMPOSITE RATING.
27. CONTRACTOR SHALL PROVIDE AS-BUILTS, CAD GENERATED AND DRAWN TO THE SAME SCALE THAT CONSTRUCTION DRAWINGS INDICATE (I.E. ENLARGED PLANS @ 1/4"=1'-0") SUBMIT 6 SETS OF HARD COPIES AND 1 ELECTRONIC COPY ON CD-ROM. CAD DRAWINGS SHALL BE AUTOCAD LATEST VERSION. COORDINATE REQUIREMENTS WITH OWNER.
28. PROVIDE WRITTEN WARRANTY TO REPLACE ALL FAULTY MATERIALS AND/OR LABOR, AT NO COST TO OWNER, FOR A PERIOD OF ONE YEAR FROM DATE OF OWNERS ACCEPTANCE.

PLUMBING ABBREVIATIONS

Table of plumbing abbreviations including: ABOVE, AIR CONDITIONING (HVAC), ACCESSIBLE, ABOVE FINISH FLOOR, AUTOMATIC FIRE SPRINKLER RISER, ACCESS PANEL, ACID VENT, ACID WASTE, BEHIND, BELOW, BRITISH THERMAL UNITS PER HOUR, CONDENSATE DRAIN, CUBIC FEET PER HOUR, CUBIC FEET PER MINUTE, CEILING, CLEANOUT, CONTINUATION, CLEANOUT TO GRADE, CUBIC FEET, COLD WATER (DOMESTIC), DOWN, DUPLEX, DROP, DOWN SPOUT, DRAWING, EXISTING, ELEVATION, EQUIPMENT, EMERGENCY SHOWER EYE WASH, ELECTRIC WATER COOLER, FIRE LINE, FLOOR CLEANOUT, FLOOR DRAIN, FINISHED FLOOR ELEVATION, FLOOR, FOOT, FEET, FIXTURE UNIT, FLUSH VALVE, GAS (LOW PRESSURE), GALLON, GAS COCK, GALLONS PER FLUSH, GALLONS PER HOUR, GALLONS PER MINUTE, GAS PRESSURE REGULATOR, GAS WATER HEATER, GREASE WASTE, HOSE BIBB, HORSEPOWER, HOT WATER (DOMESTIC), HOT WATER RETURN (DOMESTIC), INDUSTRIAL COLD WATER, INDIRECT WASTE, INVERT ELEVATION, INTEGRAL, KILOWATT, LAVATORY, MEDIUM PRESSURE GAS MOUNTED, NOT TO SCALE, NORMALLY CLOSED, NORMALLY OPEN, ON CENTER, OVERFLOW DRAIN, PHASE, PLUGGED OUTLET, POINT OF CONNECTION, POUNDS PER SQUARE INCH, QUANTITY, ROOF DRAIN, ROUGH-IN, REVOLUTIONS PER MINUTE, SANITARY SEWER, STORM DRAIN, SINK, SHUT-OFF VALVE, THERMOSTATIC MIXING VALVE, TRAP PRIMER, TRAP PRIMER LINE, TYPICAL, TEMPERED WATER, TEMPERED WATER RETURN, URINAL, VENT, VERTICAL, VENT THROUGH ROOF, VACUUM BREAKER, WASTE WITH WATER CLOSET, WALL CLEANOUT, WALL HYDRANT, WATER HAMMER ARRESTOR, YARD BOX

PLUMBING SYMBOLS

Table of plumbing symbols including: REDUCED PRESSURE BACKFLOW PREVENTER (RPBFP), FLOOR DRAIN, AREA DRAIN, ROOF DRAIN, OVERFLOW DRAIN, FLOOR SINK, REDUCER, UNION, FLEXIBLE CONNECTOR, STRAINER, WATER HAMMER ARRESTER BEHIND ACCESS PANEL, TRAP PRIMER BEHIND ACCESS PANEL, PRESSURE GAUGE WITH PET COCK, THERMOMETER, TEMPERATURE/PRESSURE RELIEF VALVE & PRESSURE RELIEF VALVE, AIR RELIEF VALVE, CHECK VALVE, SHUT-OFF VALVE, VALVE ON RISER, BALANCING VALVE, VALVE IN YARD BOX, SOLENOID VALVE (ELECTRIC), GAS COCK, HOSE BIBB, DIRECTION OF FLOW, PLUGGED OUTLET, PIPING BREAK, SQUARE FEET (SQ FT), FLOOR CLEANOUT, FLOOR CLEANOUT IN YARDBOX, CLEANOUT (CO), PIPING RISE OR DROP, PIPING DOWN, PIPING UP, BRANCH CONNECTION, BRANCH-BOTTOM CONNECTION, DRAINAGE ABOVE GROUND, DRAINAGE BELOW GROUND, SANITARY VENT, DOMESTIC COLD WATER, DOMESTIC HOT WATER, DOMESTIC HOT WATER RETURN, NATURAL GAS (LOW PRESSURE), NATURAL GAS (MEDIUM PRESSURE), STORM DRAINAGE ABOVE GROUND, STORM DRAINAGE BELOW GROUND, OVERFLOW DRAIN ABOVE GROUND, CONDENSATE DRAIN, NON-POTABLE COLD WATER, DETAIL NUMBER, DETAIL DESIGNATION, DRAWING NUMBER, EQUIPMENT DESCRIPTION, EQUIPMENT DESIGNATION

PIPE AND DUCT SUPPORT NOTES

ALL BRACING OF DUCTS AND PIPING SHALL BE INSTALLED IN ACCORDANCE WITH "MASON" SEISMIC RESTRAINT GUIDELINES FOR SEISMIC RESTRAINT OF MECHANICAL SYSTEMS. OSHPD PRE-APPROVAL # OPM-0043-13. WHERE ANCHORAGE & BRACING DETAILS ARE NOT SHOWN ON THE DRAWINGS OR IN THE GUIDELINES, THE FIELD INSTALLATION SHALL BE SUBJECT TO THE APPROVAL OF THE ARCHITECT, MECHANICAL ENGINEER AND THE INSPECTOR. A COPY OF THE GUIDELINES PUBLISHED BY "MASON" SHALL BE PROVIDED BY THE CONTRACTOR AND KEPT ON THE JOB SITE AT ALL TIMES.

SEISMIC NOTES

- A) THE SEISMIC ANCHORAGE FOR ALL MECHANICAL AND ELECTRICAL EQUIPMENT SHALL BE DESIGNED TO WITHSTAND A LATERAL FORCE:
1. CALCULATED AS SPECIFIED IN SECTION 1613A OF THE VOL. 2, TITLE 24, 2019 CBC.
B) THE CAPACITY OF THE ANCHORAGE CONNECTORS IN SHEAR AND/OR TENSION SHALL BE CLEARLY INDICATED IN THE CALCULATIONS, WHICH INDICATE, ICBO REPORT NO. (IF APPLICABLE) THEIR TOTAL NUMBER, SIZE, GRADE, EMBEDMENT, EDGE DISTANCES, AND OTHER FACTORS WHICH AFFECT THE CAPACITY IN SHEAR AND TENSION.
C) ANCHORAGE DETAILS FOR EQUIPMENT WHICH ARE NOT APPROVED DURING PLAN REVIEW ARE SUBJECT TO APPROVAL BY THE STRUCTURAL ENGINEER OF RECORD AND PRIOR TO INSTALLATION AND INSPECTION BY THE PROJECT INSPECTOR.

PLUMBING SHEET INDEX

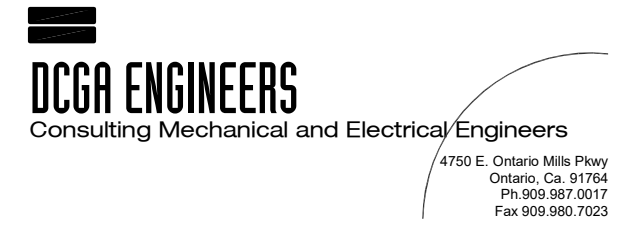
Table with columns: SHEET NO., DESCRIPTION. Rows: P001 PLUMBING GENERAL NOTES, ABBREVIATIONS & SYMBOLS; P002 PLUMBING SCHEDULES AND DETAILS; P200 PLUMBING DEMOLITION PLAN & DEMOLITION ROOF PLAN; P210 PLUMBING PLAN & ROOF PLAN; TOTAL SHEETS = 4


ADA COMPLIANCE NOTES

- 1. COVER EXPOSED HOT & COLD WATER PIPING AND WASTE PIPING AT ALL LAVATORIES WITH NEATLY PRE-FORMED PIPE INSULATION, PLUMBEREX PRO-EXTREME MODEL X4333 OR X4444 OR APPROVED EQUIVALENT.
2. ALL PIPING UNDER LAVATORIES SHALL BE INSULATED OR OTHERWISE COVERED. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER LAVATORIES.
3. FAUCET CONTROLS AND OPERATING MECHANISMS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING OR TWISTING OF THE WRIST.
4. THE FORCE REQUIRED TO ACTIVATE CONTROLS SHALL BE NO GREATER THE 5 LB. LEVER-OPERATED, PUSH TYPE AND ELECTRONICALLY CONTROLLED MECHANISMS ARE EXAMPLES OF ACCEPTABLE DESIGNS. SELF-CLOSING VALVES ARE ALLOWED IF THE FAUCET REMAINS OPEN FOR AT LEAST 10 SECONDS.
5. ACCESSIBLE PLUMBING FIXTURES SHALL COMPLY WITH ALL OF THE REQUIREMENTS OF CBC 2019-CHAPTER 11B-DIVISION 6. HEIGHTS AND LOCATION OF ALL FIXTURES SHALL BE ACCORDING TO CBC TABLE 11B-604.9. FIXTURE CONTROLS SHALL COMPLY WITH CHAPTER SECTION 11B-309.4.

MATERIAL SCHEDULE

- A. BELOW GRADE WASTE, VENT, AND STORM DRAIN PIPING SHALL BE NO-HUB CAST IRON SOIL PIPE AND FITTINGS. HUB JOINTS PROHIBITED (BELL & SPIGOT).
B. ABOVE GRADE WASTE, VENT, AND STORM DRAIN PIPING SHALL BE NO-HUB CAST IRON SOIL PIPE AND FITTINGS.
C. ABOVE GRADE WATER AND CONDENSATE DRAIN PIPING SHALL BE TYPE "L" HARD DRAWN COPPER WATER TUBE WITH WROUGHT COPPER SOLDER JOINT FITTINGS.
D. BELOW GRADE WATER AND CONDENSATE DRAIN PIPING SHALL BE TYPE "K" HARD DRAWN COPPER WATER TUBE WITH WROUGHT COPPER SOLDER JOINT FITTINGS.
F. A/C CONDENSATE - TYPE "L" COPPER PIPE AND FITTINGS.



ELECTRIC WATER HEATER SCHEDULE													
SYMBOL	LOCATION	MFR/ MODEL No.	STOR. (GAL.)	RECOV. @ 110°F RISE (GPH.)	TANK SIZE		TEMP		ELECTRICAL DATA			OPER. WEIGHT (LBS)	REMARKS
					DIA (IN)	HT (IN)	IN (F°)	OUT (F°)	KW	VOLT	PH		
													

PLUMBING FIXTURE SCHEDULE									
MARK	FIXTURE	ROUGH-IN-SIZE					FIXTURE UNIT		DESCRIPTION/REMARKS
		TRAP	S/W	V	CW	HW	WASTE	WATER	
WC-1	WATER CLOSET (ACC)	INT	4"	2"	1 1/2"	-	4	5	
L-1	LAVATORY (ACC)	1 1/2"	2"	1 1/2"	3/4"	3/4"	1	1	
L-2	LAVATORY (ACC)	1 1/2"	2"	1 1/2"	3/4"	3/4"	1	1	
S-1	SINK (ACC)	1 1/2"	2"	1 1/2"	3/4"	3/4"	2	2	
SH-1	SHOWER (ACC)	-	-	-	3/4"	3/4"	-	-	
FD-1	FLOOR DRAIN	-	-	-	1/2"	-	2	-	
TP-1	TRAP PRIMER	-	-	-	1/2"	-	-	-	

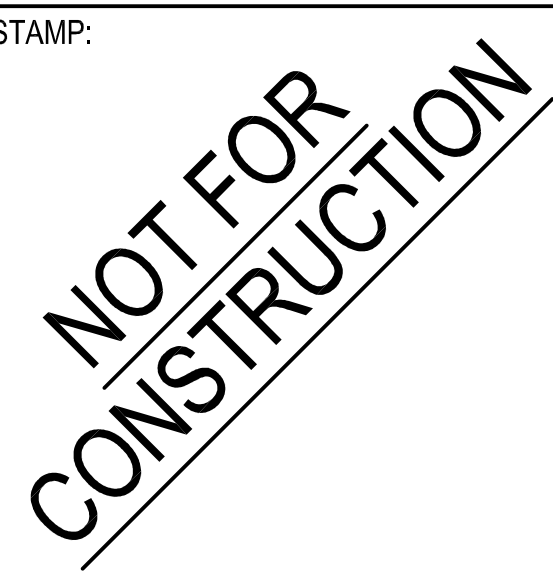


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DESIGN
DEVELOPMENT SET



NO.	DATE	REVISIONS
1	Date 1	PLANNING SUBMITAL

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

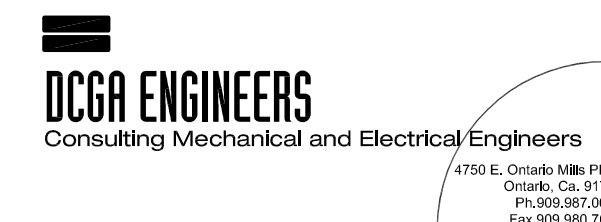
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PLUMBING
SCHEDULES

SCALE: N.T.S.

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P002



SHEET NOTES



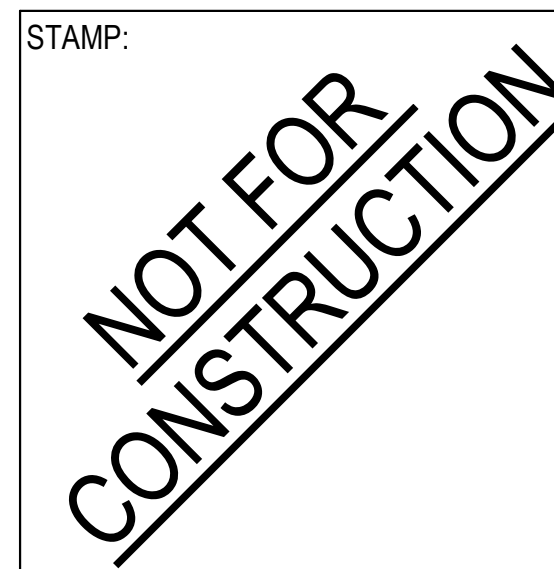
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DESIGN
DEVELOPMENT SET

STAMP:



NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

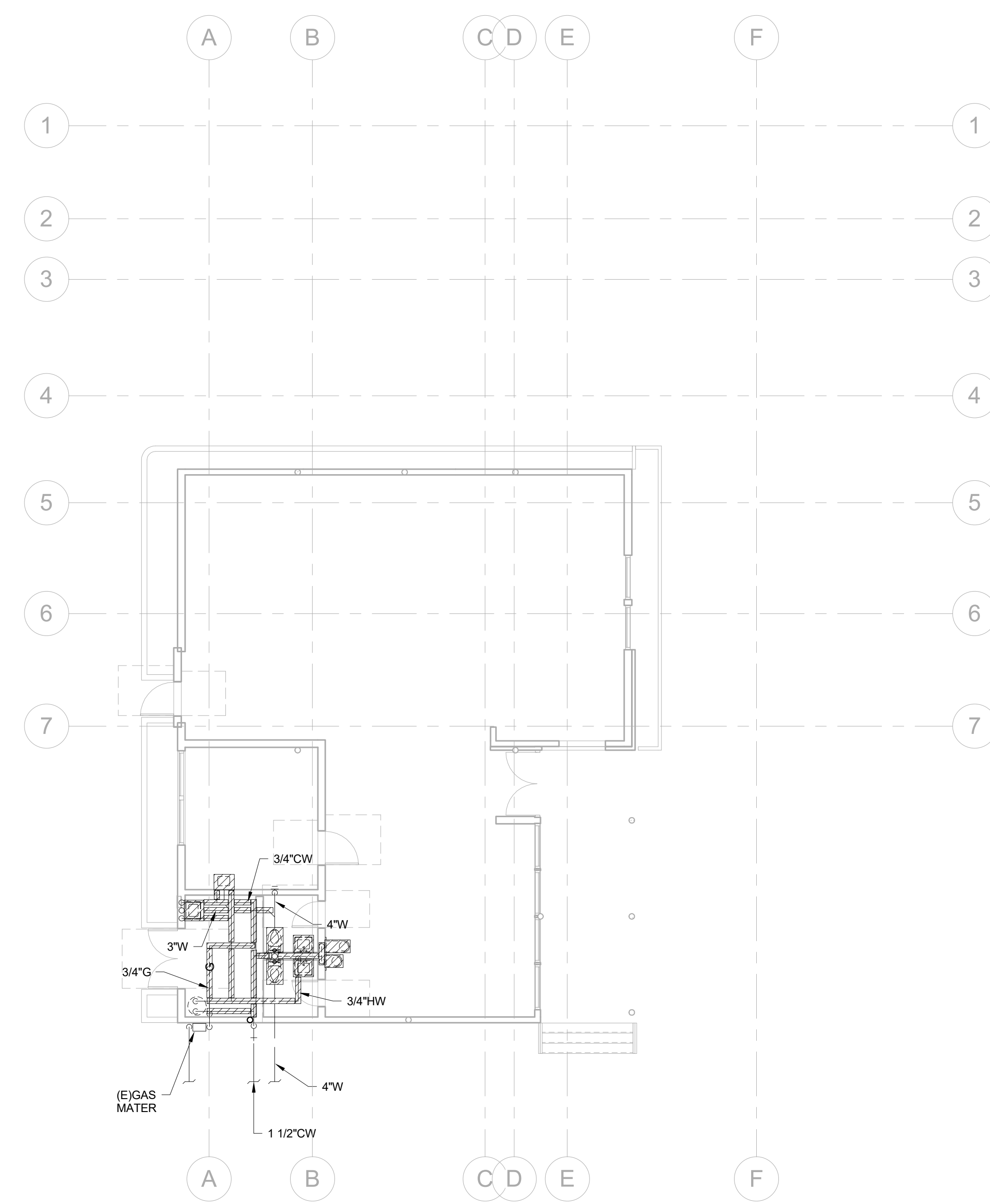
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**PLUMBING
DEMOLITION PLAN &
DEMOLITION ROOF
PLAN**

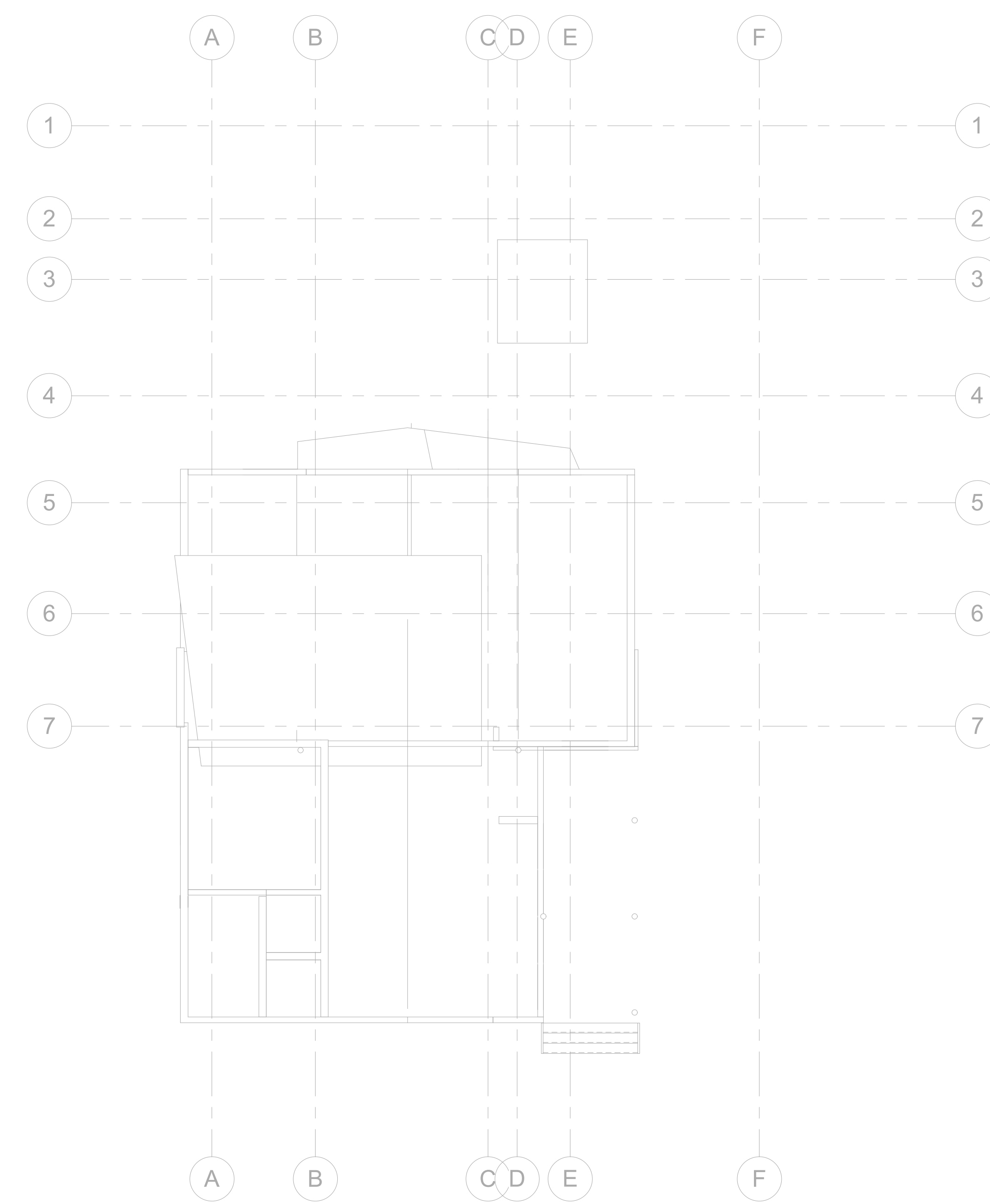
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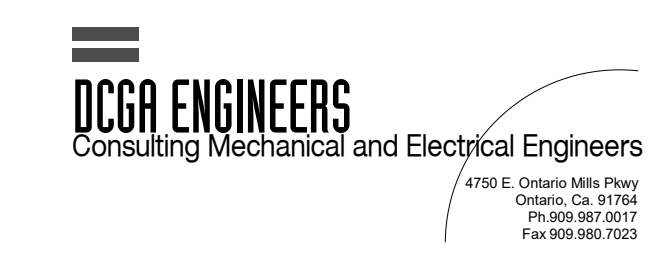
P200



1 PLUMBING DEMOLITION PLAN
1/8" = 1'-0"



2 PLUMBING DEMOLITION ROOF PLAN
1/8" = 1'-0"



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SHEET NOTES



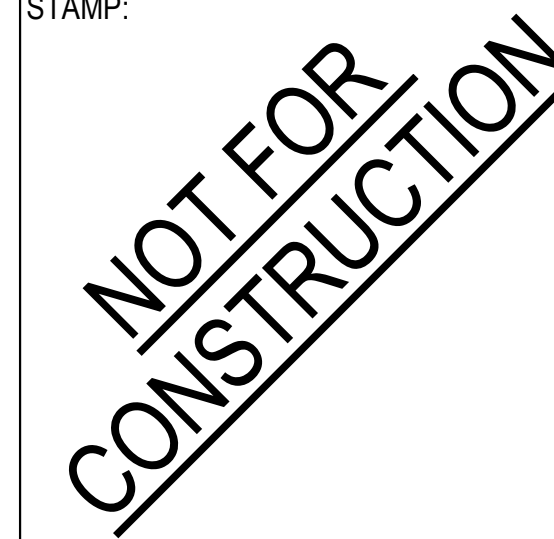
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CONSULTANTS LOGO:

DESIGN
DEVELOPMENT SET

STAMP:



NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

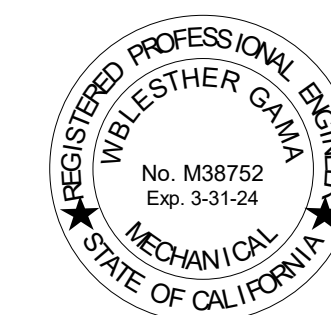
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**PLUMBING PLAN &
ROOF PLAN**

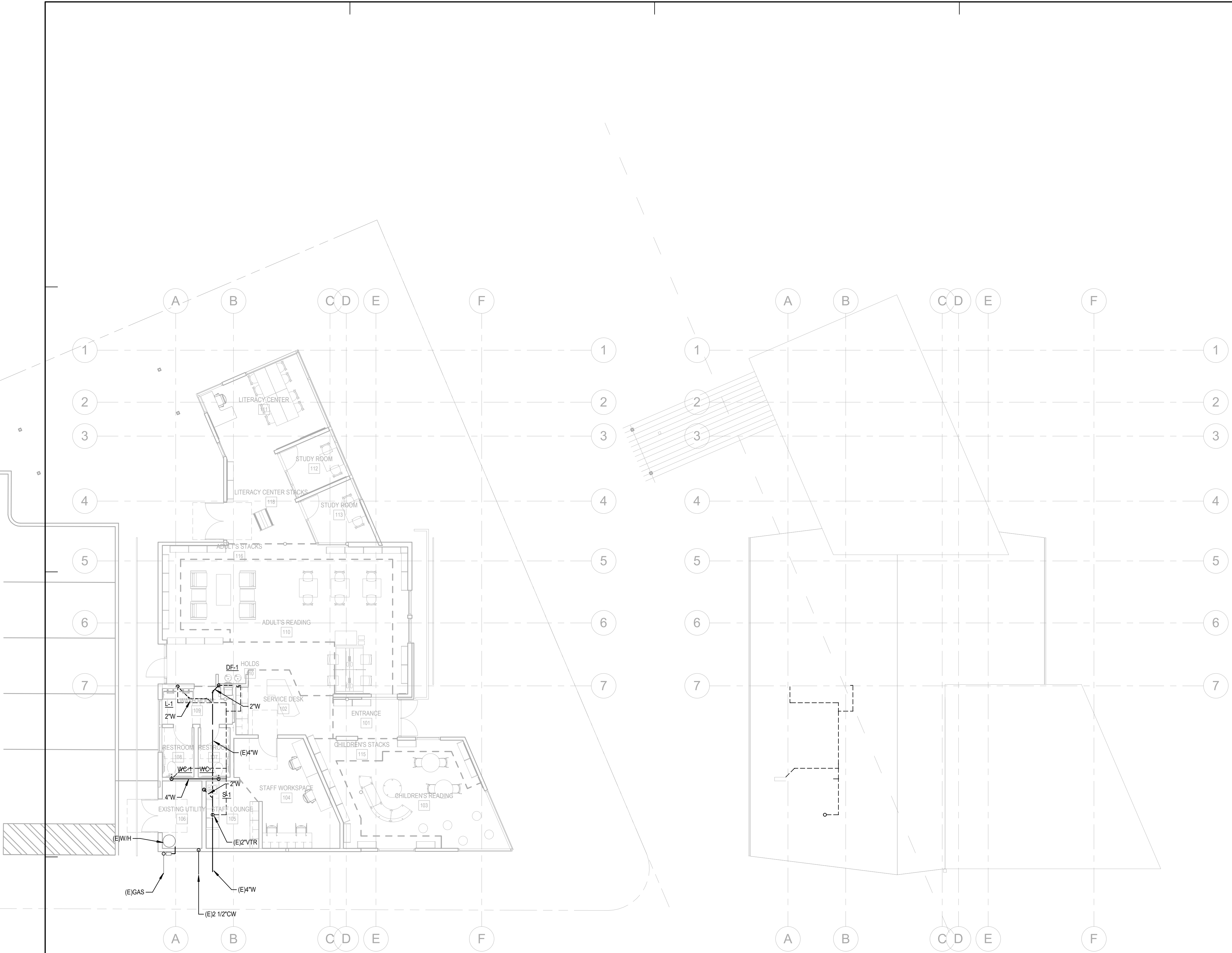
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P210



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1 PLUMBING PLAN
1/8" = 1'-0"

2 PLUMBING ROOF PLAN
1/8" = 1'-0"

8/2/2022 8:19:55 AM



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CONSULTANTS LOGO:

DESIGN DEVELOPMENT SET

NOT FOR CONSTRUCTION

Table with columns: NO., DATE, REVISIONS. Row 1: 1, Date 1, PLANNING SUBMITAL

PROJECT TITLE: Bob Lucas Literacy Center Renovations 2659 LINCOLN AVENUE, ALTADENA, CA 91001

PROJECT NO. 2111020 DATE: Issue Date

SHEET TITLE: ELECTRICAL GENERAL NOTES

SCALE: N.T.S.

DCGA ENGINEERS Consulting Mechanical and Electrical Engineers 4155 E. Ontario Mills Place Ontario, Ca 91764 PH: 959-981-5017 FAX: 959-980-7123

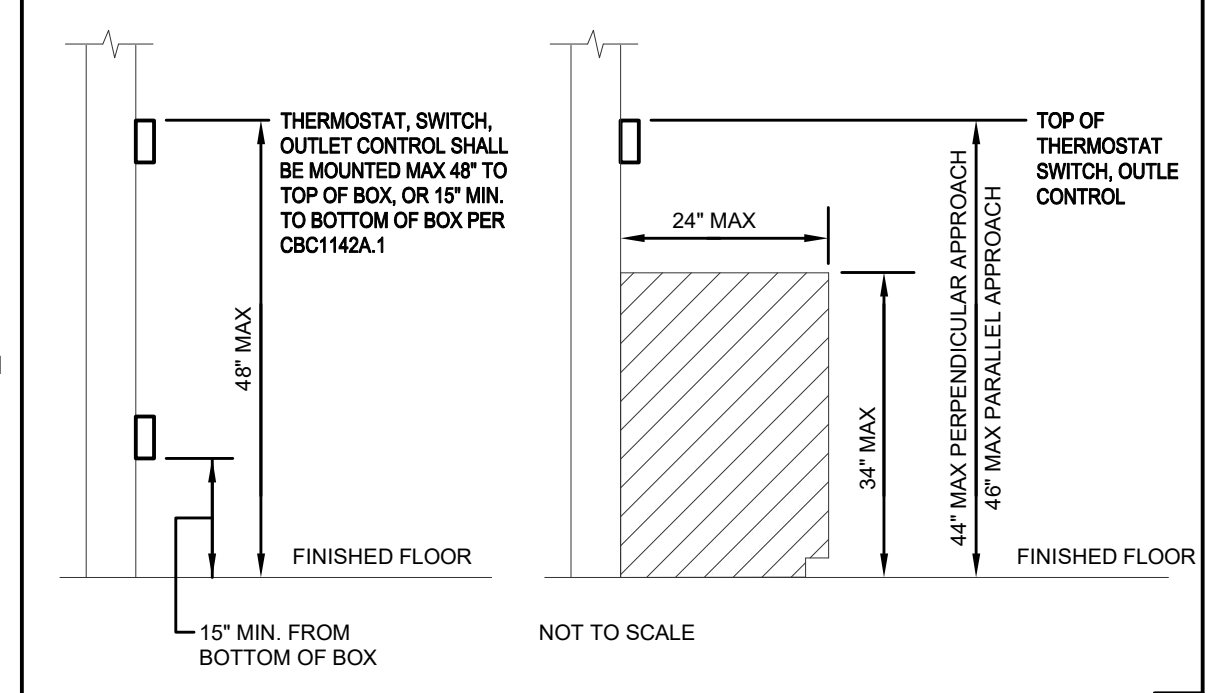
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E001

SHEET INDEX table with columns SHEET and DESCRIPTION. Rows include E001-E004 (GENERAL NOTES), E110 (ELECTRICAL SITE PLAN), E200-E230 (DEMOLITION PLANS), E401 (ELECTRICAL DETAILS), E501 (PANEL SCHEDULE), E601 (TITLE 24)

STRUCTURAL NOTE: UNLESS SPECIFICALLY SHOWN ON THESE PLANS, STRUCTURAL MEMBERS SHALL NOT BE CUT, DRILLED, OR NOTCHED WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE STRUCTURAL ENGINEER

ACCESSIBLE DEVICE MOUNTING HEIGHTS 1



* PROVIDE MINIMUM 30"x48" CLEAR FLOOR SPACE FOR PERPENDICULAR APPROACH AT EACH CONTROL OR DEVICE.

DEMOLITION NOTES: 1. IN GENERAL, THE DEMOLITION PLAN INDICATES ALL EXISTING EQUIPMENT TO BE REMOVED... 2. THE CONTRACTOR SHALL VISIT THE SITE AND ALL AREAS INCLUDED IN THE DRAWINGS... 3. IT SHALL BE THE ELECTRICAL CONTRACTOR'S RESPONSIBILITY TO DISCONNECT AND REMOVE ALL EXISTING LIGHTING FIXTURES... 4. ALL CIRCUIT NUMBERS AND EXISTING CONDUIT HOMERUNS SHOWN ON THESE DRAWINGS... 5. IT SHALL BE THE RESPONSIBILITY OF THIS CONTRACTOR TO MAINTAIN CONTINUITY OF ALL ELECTRICAL SYSTEMS... 6. ALL ELECTRICAL FIXTURES, OUTLETS, DEVICES, ETC., THAT ARE REMOVED SHALL BE REMOVED COMPLETELY... 7. EXISTING CIRCUITS WHICH ARE REMOVED AND NOT REUSED SHALL BE IDENTIFIED ON THE PANEL SCHEDULE AS "SPARE"... 8. THE ELECTRICAL CONTRACTOR SHALL COORDINATE WITH THE OWNER PRIOR TO REMOVAL OF EXISTING ELECTRICAL EQUIPMENT... 9. WHERE NEW CIRCUITS ARE SHOWN TO EXISTING PANELS... 10. EXISTING CONDUIT MAY BE REUSED IF ADEQUATELY SIZED... 11. IN SOME INSTANCES, IT MAY BE NECESSARY FOR THE ELECTRICAL CONTRACTOR TO TEMPORARILY RELOCATE, REROUTE, ETC., EXISTING ELECTRICAL EQUIPMENT... 12. WHERE NEW CIRCUITS ARE SHOWN CROSSING PHASING BOUNDARIES... 13. DURING EACH PHASE OF DEMOLITION, ALL CIRCUITS FROM EXISTING PANELS WHICH FEED AREAS OUTSIDE THE BOUNDARIES OF THAT PHASE... 14. ALL DEVICES REMOVED TO ACCOMPLISH DEMOLITION WORK SHALL BE REINSTALLED SIMILAR TO NEW WORK... 15. DO NOT REMOVE EXISTING FIRE ALARM DEVICES OR EQUIPMENT UNTIL NEW FIRE ALARM SYSTEM HAS BEEN INSTALLED... 16. THE CONTRACTOR SHALL PROVIDE STAINLESS STEEL COVER PLATE ON ALL BACK BOXES TO REMAIN WHERE OPENINGS HAVE BEEN CREATED BY REMOVED DEVICES TO COMPLY WITH CEC 314.25.

FIRE ALARM DEFERRED APPROVAL NOTES

THE FIRE ALARM SYSTEM WORK SHALL NOT BE STARTED UNTIL THE DETAILED DRAWINGS, SPECIFICATIONS, AND ENGINEERING CALCULATIONS HAVE BEEN ACCEPTED AND SIGNED BY THE ENGINEER OF RECORD WHO HAS DELEGATED RESPONSIBILITY COVERING THE WORK SHOWN ON THE DRAWINGS AND SPECIFICATION.

THE FIRE ALARM SYSTEM SHALL MEET THE CONTRACT DOCUMENT REQUIREMENTS. FIRE ALARM SHOP DRAWINGS SHALL BE SUBMITTED TO THE ARCHITECT WITHIN 7 CALENDAR DAYS AFTER NOTICE TO PROCEED. THE FIRE ALARM SHOP DRAWINGS SHALL CONTAIN THE FOLLOWING INFORMATION:

- 1. A FIRE ALARM SYSTEM IS REQUIRED IN ACCORDANCE WITH CCR, TITLE 24, AND SHALL CONFORM TO CCR, PART 3, TITLE 24, ARTICLE 760.
2. INDICATE WHAT TYPE OF FIRE ALARM SYSTEM IS BEING PROVIDED IN ACCORDANCE WITH CCR, PART 3, TITLE 24, SEC. 760-1.
3. PROVIDE CATALOG DATA, CSFM LISTING NUMBER, AND MODEL NUMBER FOR EVERY FIRE ALARM SYSTEM COMPONENT.
4. PROVIDE SINGLE LINE, RISER, AND POINT-TO-POINT WIRING DIAGRAMS.
5. AN EMERGENCY WARNING SYSTEM WITH VISUAL STROBE DEVICES IS REQUIRED FOR THE HEARING IMPAIRED, CCR, TITLE 24.
6. INDICATE THE CONDUIT SIZES, QUANTITY AND TYPE OF CONDUCTORS, AND WHETHER THE SYSTEM IS POWER LIMITED OR NON-POWER LIMITED.
7. PROVIDE BATTERY CALCULATIONS FOR THE ENTIRE SYSTEM (24 HOUR STANDBY, 5 MINUTE ALARM TIME).
8. PROVIDE FLOOR PLANS SHOWING LOCATIONS OF ALL FIRE ALARM EQUIPMENT, INTERCONNECT WIRING, REMOTE POWER SUPPLIES, AND ANNUNCIATORS.
9. PROVIDE VOLTAGE DROP CALCULATIONS FOR ALL SIGNAL CIRCUITS.

DEMOLITION NOTES (continued): 17. IN GENERAL, THE DEMOLITION PLAN INDICATES ALL EXISTING EQUIPMENT TO BE REMOVED... 18. THE CONTRACTOR SHALL VISIT THE SITE AND ALL AREAS INCLUDED IN THE DRAWINGS... 19. IT SHALL BE THE ELECTRICAL CONTRACTOR'S RESPONSIBILITY TO DISCONNECT AND REMOVE ALL EXISTING LIGHTING FIXTURES... 20. ALL CIRCUIT NUMBERS AND EXISTING CONDUIT HOMERUNS SHOWN ON THESE DRAWINGS... 21. IT SHALL BE THE RESPONSIBILITY OF THIS CONTRACTOR TO MAINTAIN CONTINUITY OF ALL ELECTRICAL SYSTEMS... 22. WHERE NEW CIRCUITS ARE SHOWN CROSSING PHASING BOUNDARIES... 23. DURING EACH PHASE OF DEMOLITION, ALL CIRCUITS FROM EXISTING PANELS WHICH FEED AREAS OUTSIDE THE BOUNDARIES OF THAT PHASE... 24. ALL DEVICES REMOVED TO ACCOMPLISH DEMOLITION WORK SHALL BE REINSTALLED SIMILAR TO NEW WORK... 25. DO NOT REMOVE EXISTING FIRE ALARM DEVICES OR EQUIPMENT UNTIL NEW FIRE ALARM SYSTEM HAS BEEN INSTALLED... 26. THE CONTRACTOR SHALL PROVIDE STAINLESS STEEL COVER PLATE ON ALL BACK BOXES TO REMAIN WHERE OPENINGS HAVE BEEN CREATED BY REMOVED DEVICES TO COMPLY WITH CEC 314.25.

EQUIPMENT ANCHORAGE NOTES

MEP COMPONENT ANCHORAGE NOTE

ALL MECHANICAL, PLUMBING, AND ELECTRICAL COMPONENTS SHALL BE ANCHORED AND INSTALLED PER THE DETAILS ON THE AGENCY APPROVED CONSTRUCTION DOCUMENTS. WHERE NO DETAIL IS INDICATED, THE FOLLOWING COMPONENTS SHALL BE ANCHORED OR BRACED TO MEET THE FORCE AND DISPLACEMENT REQUIREMENTS PRESCRIBED IN THE 2016 CBC, SECTIONS 1616A.1.18 THROUGH 1616A.1.26 AND ASCE 7-10 CHAPTER 13, 26 AND 30.

- 1. ALL PERMANENT EQUIPMENT AND COMPONENTS.
2. TEMPORARY OR MOVABLE EQUIPMENT THAT IS PERMANENTLY ATTACHED (E.G. HARD WIRED) TO THE BUILDING UTILITY SERVICES SUCH AS ELECTRICITY, GAS OR WATER.
3. MOVABLE EQUIPMENT WHICH IS STATIONED IN ONE PLACE FOR MORE THAN 8 HOURS AND HEAVIER THAN 400 POUNDS ARE REQUIRED TO BE ANCHORED WITH TEMPORARY ATTACHMENTS.

THE FOLLOWING MECHANICAL AND ELECTRICAL COMPONENTS SHALL BE POSITIVELY ATTACHED TO THE STRUCTURE, BUT THE ATTACHMENT NEEDS NOT BE DETAILED ON THE PLANS. THESE COMPONENTS SHALL HAVE FLEXIBLE CONNECTIONS PROVIDED BETWEEN THE COMPONENT AND ASSOCIATED DUCTWORK, PIPING, AND CONDUIT.

- A. COMPONENTS WEIGHING LESS THAN 400 POUNDS AND HAVE A CENTER OF MASS LOCATED 4 FEET OR LESS ABOVE THE ADJACENT FLOOR OR ROOF LEVEL THAT DIRECTLY SUPPORT THE COMPONENT.
B. COMPONENTS WEIGHING LESS THAN 20 POUNDS, OR IN THE CASE OF DISTRIBUTED SYSTEMS, LESS THAN 5 POUNDS PER FOOT, WHICH ARE SUSPENDED FROM A ROOF OR FLOOR OR HUNG FROM A WALL.

FOR THOSE ELEMENTS THAT DO NOT REQUIRE DETAILS ON THE APPROVED DRAWINGS, THE INSTALLATION SHALL BE SUBJECT TO THE APPROVAL OF THE STRUCTURAL ENGINEER OF RECORD. THE PROJECT INSPECTOR WILL VERIFY THAT ALL COMPONENTS AND EQUIPMENT HAVE BEEN ANCHORED IN ACCORDANCE WITH ABOVE REQUIREMENTS.

PIPING, DUCTWORK, AND ELECTRICAL DISTRIBUTION SYSTEM BRACING NOTE

PIPING, DUCTWORK, AND ELECTRICAL DISTRIBUTION SYSTEMS SHALL BE BRACED TO COMPLY WITH THE FORCES AND DISPLACEMENTS PRESCRIBED IN ASCE 7-10 SECTION 13.3 AS DEFINED IN ASCE 7-10 SECTION 13.6.8, 13.6.7, 13.6.5.6, AND 2016 CBC, SECTIONS 1616A.1.23, 1616A.1.24, 1616A.1.25 AND 1616A.1.26.

COPIES OF THE BRACING SYSTEM INSTALLATION GUIDE OR MANUAL SHALL BE AVAILABLE ON THE JOBSITE PRIOR TO THE START OF HANGING AND BRACING OF THE PIPE, DUCTWORK, AND ELECTRICAL DISTRIBUTION SYSTEMS.

THE STRUCTURAL ENGINEER OF RECORD SHALL VERIFY THE ADEQUACY OF THE STRUCTURE TO SUPPORT THE HANGER AND BRACE LOADS.

GENERAL NOTES: 1. SHALL SUIT ACCESSIBILITY AND CONSTRUCTION CONDITIONS. ACCESS DOORS SHALL HAVE A FIRE RATING EQUAL TO THE CEILING ASSEMBLY IN WHICH THEY ARE INSTALLED.
21. COORDINATE REQUIRED ACCESS DOORS IN NON-ACCESSIBLE CEILINGS TO SUIT FIELD CONDITIONS. THE EXACT TYPES AND PHYSICAL LOCATIONS SHALL SUIT ACCESSIBILITY AND CONSTRUCTION CONDITIONS. ACCESS DOORS SHALL BE PROVIDED IN OTHER SECTIONS OF THE SPECIFICATIONS. ACCESS DOORS SHALL HAVE A FIRE RATING EQUAL TO THE CEILING ASSEMBLY IN WHICH THEY ARE INSTALLED.
22. WHENEVER A DISCREPANCY OF ANY SYSTEM AND/OR EQUIPMENT ARISES ON THE CONTRACT DOCUMENTS OR SPECIFICATIONS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND INSTALLING ALL MATERIAL AND SERVICES REQUIRED BY THE STRICTEST CONDITIONS NOTED ON THE DRAWINGS OR SPECIFICATIONS TO ENSURE COMPLETE AND OPERABLE SYSTEMS AS REQUIRED BY THE OWNER AND ARCHITECT/ENGINEER.
23. VERIFY TYPE OF CEILING SYSTEMS AND FURNISH APPROVED LIGHTING FIXTURES OF THE TYPE REQUIRED FOR MOUNTING IN THE SPECIFIC CEILING. WHERE FIXTURES ARE RECESSED IN PLASTER OR DRYWALL CEILINGS, THEY SHALL BE COMPLETE WITH NECESSARY MOUNTING HARDWARE AND PLASTER FRAMES.
24. ALL EQUIPMENT/DEVICES INSTALLED RECESSED IN FIRE RATED CEILINGS OR WALLS SHALL BE ENCLOSED WITH AN APPROVED UL LISTED ENCLOSURE CARRYING THE SAME FIRE RATINGS AS THE CEILING OR WALL.
25. UTILITY PENETRATIONS OF ANY KIND IN FIRE AND SMOKE PARTITIONS AND CEILING ASSEMBLIES, SHALL BE FIRESTOPPED AND SEALED WITH AN APPROVED UL LISTED SYSTEM OR MATERIAL.
STEEL ELECTRICAL OUTLET BOXES WHICH DO NOT EXCEED 16 SQUARE INCHES IN AREA, NEED NOT BE PROTECTED IN ONE-HOUR OR TWO HOUR FIRE RATED WALLS, PARTITIONS, CEILINGS, OR AREA SEPARATION UNLESS THEY:

OCCUR ON OPPOSITE SIDES OF THE WALL WITHIN 24 INCH HORIZONTAL DISTANCE OF ONE ANOTHER. IN THIS CASE, ONLY ONE OUTLET BOX NEED TO BE PROTECTED BY AN APPROVED FIRESTOP MATERIAL OR DETAIL TO CORRECT THIS CONDITION.

OCCUR IN COMBINATION WITH OUTLET BOXES OF ANY SIZE SUCH THAT THE AGGREGATE AREA OF UNPROTECTED OUTLET BOXES EXCEEDS 100 SQUARE INCHES IN ANY 100 SQUARE FEET OF WALL AREA. IN THIS CASE, ONLY A SUFFICIENT NUMBER OF OUTLET BOXES NEED BE PROTECTED BY AN APPROVED MATERIAL OR DETAIL TO DECREASE THE AGGREGATE AREA OF UNPROTECTED UTILITY BOXES TO LESS THAN 100 SQUARE INCHES IN ANY 100 SQUARE FEET OF WALL.

STEEL ELECTRICAL OUTLET BOXES WHICH EXCEED 16 SQUARE INCHES IN AREA, AND ALL OTHER STEEL UTILITY OUTLET BOXES REGARDLESS OF SIZE, SHALL BE PROTECTED BY AN APPROVED FIRESTOP MATERIAL AS LISTED OR EQUAL.

- FIRESTOPPING MATERIAL: MPP-1 MOLDABLE PUTTY PADS
3M CONTRACTOR PRODUCTS MINNEAPOLIS, MN 3M TEST REPORT NO. 1167 DATED AUGUST 21, 1987
FSP FIRESTOP PUTTY PADS HEVI-DUTY NELSON PRODUCTS TULSA, OK
FLAMESAFE FSP 1077 FIRESTOP PADS INTERNATIONAL PROTECTIVE COATINGS OAKHURST, NJ

STEEL UTILITY BOXES WHICH EXCEED 100 SQUARE INCHES IN AREA SHALL BE PROTECTED BY ENCASEMENT.
UTILITY AND ELECTRICAL OUTLETS OR BOXES SHALL BE SECURELY FASTENED TO THE STUD FRAMING OF THE WALL, PARTITION OR CEILING ASSEMBLY. THE OPENING IN THE GYPSUM BOARD FACING SHALL BE CUT SO THAT THE CLEARANCE BETWEEN THE BOX AND THE GYPSUM BOARD DOES NOT EXCEED 1/8 INCH. IN SMOKE WALLS OR PARTITIONS, THE 1/8 INCH CLEARANCE SHALL BE FILLED WITH AN APPROVED FIRE-RATED SEALANT.

ARCHITECTURAL REFLECTED CEILING PLANS INDICATING THE LOCATION OF LIGHTING FIXTURES SHALL TAKE PRECEDENCE OVER THE LOCATIONS OF SAME SHOWN ON THE ELECTRICAL DRAWINGS. INSTALL THE LIGHTING FIXTURES IN ANY GIVEN AREA PER THE ARCHITECTURAL REFLECTED CEILING PLANS. DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.

REFER TO SINGLE LINE DIAGRAM AND FEEDER SCHEDULES FOR CONDUIT AND CONDUCTOR SIZE TO PANELS, MECHANICAL AND PLUMBING EQUIPMENT, ETC. CONDUIT RUNS MAY NOT BE SHOWN ON DRAWINGS, BUT SHALL BE INCLUDED AS PART OF THIS CONTRACT.

STRAIGHT FEEDER, BRANCH CIRCUIT, AND CONDUIT RUNS SHALL BE PROVIDED WITH SUFFICIENT PULL BOXES OR JUNCTION BOXES TO LIMIT THE MAXIMUM LENGTH OF ANY SINGLE CABLE PULL TO 100 FEET. PULL BOXES SHALL BE SIZED PER CODE OR AS INDICATED ON DRAWINGS. LOCATIONS SHALL BE DETERMINED IN THE FIELD OR AS INDICATED ON THE DRAWINGS.

MAXIMUM QUANTITY OF CONDUCTORS IN AN OUTLET OR JUNCTION BOX SHALL CONFORM TO THE CALIFORNIA ELECTRICAL CODE, ARTICLE 314.16. IN NO CASE SHALL OUTLET OR JUNCTION BOXES CONTAIN MORE THAN THE FOLLOWING QUANTITY OF #12 AWG CONDUCTORS FOR THE SIZE OF BOX INDICATED. THE MINIMUM SIZE OUTLET OR JUNCTION BOX PERMITTED IN A WALL IS FOUR INCHES SQUARE BY 1-1/2 INCHES DEEP.

Table with columns: Size, Conductors. Rows: 4" SQ. BY 1-1/2" D = 9 CONDUCTORS; 4" SQ. BY 2-1/8" D = 13 CONDUCTORS; 4-11/16" SQ. BY 1-1/2" D = 11 CONDUCTORS; 4-11/16" SQ. BY 2-1/8" D = 18 CONDUCTORS

ALL OUTLET BOXES CONTAINING MORE THAN ONE DEVICE SHALL BE GANGED. TWO DEVICES DOUBLE GANGED, MINIMUM.

WHERE MULTIPLE HOMERUNS ARE INDICATED ON DRAWINGS REFERENCING THE SAME PANELBOARD CIRCUIT NUMBER, PROVIDE JUNCTION BOX ABOVE ACCESSIBLE CEILING AND ROUTE ONE SET OF WIRES TO CIRCUIT BREAKERS.

THE LOCATION OF ALL ELECTRICAL DEVICES AND EQUIPMENT SHALL BE COORDINATED WITH THE ARCHITECTURAL ELEVATIONS, DETAILS, OR SECTIONS PRIOR TO INSTALLATION. ALL ELECTRICAL DEVICES AND EQUIPMENT SHALL BE RECESSED IN WALLS UNLESS OTHERWISE NOTED. OUTLETS NOT INDICATED ON ARCHITECTURAL ELEVATIONS SHALL BE COORDINATED WITH THE ARCHITECT PRIOR TO ROUGH-IN. UNLESS OTHERWISE NOTED, ELECTRICAL DEVICES SHALL BE MOUNTED PER "ACCESSIBLE DEVICE MOUNTING HEIGHT" DETAIL.

REVIEW ARCHITECTURAL ELEVATIONS OF CASEWORK-OUTLETS MOUNTED ABOVE OR BELOW, OR ADJACENT TO CASEWORK SHALL BE COORDINATED WITH THE ARCHITECTURAL DRAWINGS, PRIOR TO FINAL ROUGH-IN. ELECTRICAL DRAWINGS SHALL GOVERN NUMBER AND TYPE OF OUTLETS; HOWEVER, LOCATIONS SHALL BE AS INDICATED ON ARCHITECTURAL ELEVATIONS. PROVIDE CONDUIT, WIRES, AND OUTLETS FOR WORK REQUIRED IN CASEWORK INSTALLATIONS. REFERENCE ARCHITECTURAL DETAILS FOR METHOD OF ROUTING CONDUIT WITHIN CASEWORK CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CUT-OUTS IN TILE OR COUNTER SPLASHES WHERE RECEPTACLES, OUTLETS, ETC., OCCUR. PROVIDE BOX EXTENSIONS THROUGH ALL CASEWORK TO ENSURE FINISHED INSTALLATION IS FLUSH WITH FACE OF SPLASH, CABINET, ETC.

MOUNTING HEIGHTS OF ALL DEVICES AND EQUIPMENT ARE FROM FINISHED FLOOR TO CENTER OF DEVICES AND EQUIPMENT UNLESS OTHERWISE NOTED.

1. PROJECT RECORD DOCUMENTS. USE A COMPUTER AIDED DRAFTING (CAD) SYSTEM IN THE PREPARATION OF RECORD DRAWINGS FOR THIS PROJECT. ACCEPTABLE CAD SYSTEMS SHALL BE CAPABLE OF PRODUCING FILES COMPATIBLE WITH THE LATEST VERSION OF AUTOCAD IN DWG OR DXF FORMAT. OWNER'S CONSULTANT WILL FURNISH CAD BACKGROUNDS FOR USE BY THE CONTRACTOR AFTER CONSTRUCTION IS 90% COMPLETE EXCEPT WHERE PROHIBITED BY CONTRACT.
2. ALL ELECTRICAL PREFABRICATED EQUIPMENT SHALL BE DESIGNED AND CONSTRUCTED IN SUCH A MANNER THAT ALL PORTIONS, ELEMENTS, SUB-ASSEMBLIES AND/OR PARTS OF SAID EQUIPMENT, AND THE EQUIPMENT AS A WHOLE INCLUDING ITS ATTACHMENTS, WILL RESIST A LOAD WHICH EXCEEDS THE FORCE LEVEL USED TO RESTRAIN AND ANCHOR THE EQUIPMENT TO THE SUPPORTING STRUCTURE.
3. ALL ELECTRICAL MATERIALS AND EQUIPMENT SHALL BE NEW AND SHALL BE LISTED BY UNDERWRITER'S LABORATORIES (UL) AND BEAR THEIR LABEL, OR LISTED AND CERTIFIED BY A NATIONALLY RECOGNIZED TESTING AUTHORITY, WHERE UL DOES NOT HAVE A LISTING. CUSTOM MADE EQUIPMENT SHALL HAVE COMPLETE TEST DATA SUBMITTED BY THE MANUFACTURER ATTESTING TO ITS SAFETY. IN ADDITION, THE MATERIALS, EQUIPMENT, AND INSTALLATION SHALL COMPLY WITH THE REQUIREMENTS OF THE FOLLOWING:
AMERICAN SOCIETY OF TESTING MATERIALS (ASTM)
INSULATED POWER CABLE ENGINEERS ASSOCIATION (IPCEA)
NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)
AMERICAN STANDARD ASSOCIATION (ASA)
NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)
AMERICAN NATIONAL STANDARD INSTITUTE (ANSI)
CALIFORNIA ELECTRICAL CODE (CEC) - LATEST EDITION
CALIFORNIA CODE OF REGULATIONS TITLE 24 (CCR)
INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS (IEEE)
ALL LOCAL CODES HAVING JURISDICTION.
WHERE THE CODES HAVE DIFFERENT LEVELS OF REQUIREMENTS, THE MOST STRINGENT RULE SHALL APPLY.
4. THE CONTRACTOR SHALL VISIT THE SITE INCLUDING ALL AREAS INDICATED ON THE DRAWINGS, HE SHALL THOROUGHLY FAMILIARIZE HIMSELF WITH THE EXISTING CONDITIONS AND BY SUBMITTING A BID, ACCEPTS THE CONDITIONS UNDER WHICH HE SHALL BE REQUIRED TO PERFORM HIS WORK.
5. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A COMPLETE SET OF CONTRACT DOCUMENTS AND ADDENDA (DRAWINGS AND SPECIFICATIONS). HE SHALL CHECK THE CONTRACT DOCUMENTS OF THE OTHER TRADES AND DETERMINE HIS RESPONSIBILITIES. FAILURE TO DO SO SHALL NOT RELEASE THE CONTRACTOR FROM COMPLETING ALL RESPONSIBLE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
6. SECURE AND PAY FOR ALL PERMITS, FEES, CHARGES, AND INCIDENTAL COSTS NECESSARY FOR EXECUTION AND COMPLETION OF ELECTRICAL WORK, INCLUDING ALL CHARGES BY STATE, COUNTY AND LOCAL GOVERNMENTAL AGENCIES.
7. ALL ELECTRICAL WORK REFERENCED HEREIN SHALL BE COORDINATED WITH OTHER TRADES AND SITE CONDITIONS. ANY COSTS TO INSTALL WORK TO ACCOMPLISH SAID COORDINATION WHICH DIFFERS FROM THE WORK AS SHOWN ON THE CONTRACT DOCUMENTS SHALL BE INCLUDED IN THE CONTRACTOR'S BID. WORK IN DISCREPANCIES, AMBIGUITIES OR CONFLICTS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT DURING BID TIME FOR CLARIFICATION. ANY SUCH CONFLICTS NOT CLARIFIED PRIOR TO BID SHALL BE SUBJECT TO THE INTERPRETATION OF THE ARCHITECT AT NO ADDITIONAL COST TO THE OWNER.
8. PROVIDE TEMPORARY POWER FACILITIES AND CONNECTIONS FOR ALL FEEDERS, BRANCH CIRCUITS, OR SIGNAL AND COMMUNICATIONS SYSTEMS BEING DISCONNECTED IN ORDER TO MAINTAIN SYSTEMS IN OPERATION.
9. ALL INTERRUPTION OF ELECTRICAL POWER SHALL BE KEPT TO A MINIMUM. HOWEVER, WHEN AN INTERRUPTION IS NECESSARY, THE SHUTDOWN MUST BE COORDINATED WITH THE OWNER AND ENGINEER 14 DAYS PRIOR TO THE OUTAGE. ANY OVERTIME PAY SHALL BE INCLUDED IN THE CONTRACTOR'S BID. WORK IN EXISTING SWITCHBOARDS OR PANELBOARDS SHALL BE COORDINATED WITH THE OWNER PRIOR TO REMOVING ACCESS PANELS OR DOORS.
10. AFTER ALL REQUIREMENTS OF THE CONTRACT DOCUMENTS HAVE BEEN FULLY COMPLETED, REPRESENTATIVES OF THE OWNERS WILL INSPECT THE WORK. THE CONTRACTOR SHALL PROVIDE COMPETENT PERSONNEL TO DEMONSTRATE THE OPERATION OF ANY ITEM OR SYSTEM TO THE FULL SATISFACTION OF EACH REPRESENTATIVE. FINAL ACCEPTANCE OF THE WORK WILL BE MADE BY THE OWNER AFTER RECEIPT OF APPROVAL AND RECOMMENDATION OF ACCEPTANCE FROM EACH REPRESENTATIVE.
11. FURNISH A ONE YEAR WRITTEN GUARANTEE OF MATERIALS AND WORKMANSHIP FROM THE DATE OF SUBSTANTIAL COMPLETION.
12. REVIEW AND COORDINATE WITH THE MECHANICAL, FIRE PROTECTION AND PLUMBING CONTRACT DOCUMENTS FOR DUCTS, LINES AND EQUIPMENT.
13. ALL FINAL CONNECTIONS TO OWNER FURNISHED EQUIPMENT SHALL BE MADE BY THE CONTRACTOR.
14. COORDINATE WITH OTHER TRADES AS TO THE EXACT LOCATION OF THEIR RESPECTIVE EQUIPMENT. SUPPLY POWER AND MAKE CONNECTION TO MOTORS AND EQUIPMENT REQUIRING ELECTRICAL CONNECTIONS AS INDICATED ON THE SINGLE LINE DIAGRAM, ELECTRICAL DRAWINGS, AND DRAWINGS OF OTHER TRADES. REVIEW THE DRAWINGS OF OTHER TRADES FOR CONTROL DIAGRAMS, SIZE AND LOCATION OF EQUIPMENT, DISCONNECT SWITCHES, STARTERS, WIRING, CONTROLS, AND CONDUIT FOR MECHANICAL AND PLUMBING OPERATIONS SHALL BE PROVIDED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING MANUFACTURER'S SHOP DRAWINGS PRIOR TO ROUGHING IN ALL CONDUIT TO THIS EQUIPMENT.
15. EXACT METHOD AND LOCATION OF CONDUIT PENETRATION AND OPENINGS IN CONCRETE OR MASONRY WALLS, GRADEBEAMS, FLOORS OR STRUCTURAL STEEL MEMBERS SHALL BE AS DIRECTED BY THE STRUCTURAL ENGINEER. PERFORM CORING, SAWCUTTING, PATCHING, AND REFINISHING OF WALLS AND SURFACES WHEREVER IT IS NECESSARY TO PENETRATE. OPENINGS SHALL BE SEALED IN AN APPROVED METHOD TO MEET THE FIRE RATING OF THE PARTICULAR WALL, FLOOR OR CEILING. EXACT METHOD AND LOCATIONS OF CONDUIT PENETRATIONS AND OPENINGS IN CONCRETE WALLS OR FLOORS SHALL BE UL APPROVED.
16. CONNECTIONS TO MECHANICAL, PLUMBING AND VIBRATING EQUIPMENT AND SEISMIC SEPARATIONS:
LIQUID-TIGHT FLEXIBLE STEEL CONDUIT IN DRY INTERIOR LOCATIONS.
LIQUID-TIGHT FLEXIBLE STEEL CONDUIT IN AREAS EXPOSED TO WEATHER, DAMP LOCATIONS, CONNECTIONS TO TRANSFORMER ENCLOSURES, AND FINAL CONNECTIONS TO MOTORS.
17. EQUIPMENT OUTLETS, LIGHTING FIXTURES, CONDUIT, WIRE, AND CONNECTION METHODS IN HVAC AIR-PLenums SHALL BE APPROVED FOR USE IN PLenums AND SHALL CONFORM TO THE CALIFORNIA ELECTRICAL CODE.
18. ROUTE EXPOSED CONDUIT AND CONDUIT ABOVE ACCESSIBLE CEILING SPACES PARALLEL AND PERPENDICULAR TO WALLS AND ADJACENT PIPING. ARRANGE CONDUIT TO MAINTAIN HEADROOM AND TO PRESENT A NEAT APPEARANCE.
19. CONDUIT SHALL NOT BE INSTALLED IN ANY FLOOR SLAB. CONDUIT SHALL BE INSTALLED CONCEALED IN THE CEILING SPACE, CONCEALED IN WALLS, OR 24" MINIMUM BELOW SLAB ON GRADE UNLESS NOTED OTHERWISE.
20. LOCATE ELECTRICAL EQUIPMENT AND BOXES, IN ACCESSIBLE CEILING SPACE OR PROVIDE AN ACCESS PANEL FOR INACCESSIBLE CEILING SYSTEMS. ACCESS DOORS SHALL BE A MINIMUM DIMENSION OF 24"x24". ACCESS DOOR LOCATIONS

ELECTRICAL ABBREVIATIONS

AF	AMPERE FUSE RATING
AFF	ABOVE FINISHED FLOOR
AIC	AMPS INTERRUPTED CAPACITY RATING (RMS SYMMETRICAL MINIMUM)
AM	AMMETER
AMP, A	AMPERES
APPR	APPROVED
AS	AMPERE SWITCH RATING
AT	AMPERE TRIP RATING OR BREAKER
AUTO	AUTOMATIC
ATS	AUTOMATIC TRANSFER SWITCH
AWG	AMERICAN WIRE GAUGE
BRD, BD	BOARD
BFC	BELOW FINISHED CEILING
BKR	BREAKER
C	CONDUIT
CAB	CABINET
CAT	CATEGORY
CC	CENTER TO CENTER
cd	CANDELA
CHLOR	CHLORINE, CHLORINATION
CKT	CIRCUIT
CMH	COMMUNICATION MANHOLE
C.O.	CONDUIT ONLY
COMP	COMPARTMENT
COMP	COMPRESSOR
CPB	COMMUNICATION PULLBOX
CPT	CONTROL POWER TRANSFORMER
CR	CONTROL RELAY (MAGNETICALLY HELD U.N.O.)
CSFM	CALIFORNIA STATE FIRE MARSHALL
CT	CURRENT TRANSFORMER
CU	COPPER
D.C.A.	DETECTOR CHECK ASSEMBLY
DISC	DISCONNECT
DISTR	DISTRIBUTION
DWG	DRAWING
ELEV	ELEVATION
EMERG, EM	EMERGENCY
ENCL	ENCLOSURE
EQPT	EQUIPMENT
EXH	EXHAUST
E	EXISTING
FAA	FIRE ALARM ANNUNCIATOR
FDR	FEEDER
FF	FINISHED FLOOR
FG	FINISHED GRADE
FS	FLOW SWITCH
FLEX	FLEXIBLE
FLUOR	FLUORESCENT
FOC	FIBER OPTIC CABLE
FUT	FUTURE
FUP	FUSE, CPT PRIMARY
FUS	FUSE, CPT SECONDARY
GND, GRD, G	GROUND
HH	HAND HOLE
HOA	HAND-OFF-AUTOMATIC
HTR	HEATER
HZ	HERTZ
IDF	INTERMEDIATE DISTRIBUTION FRAME
ICPB	INTERCEPT COMMUNICATION PULLBOX
INC	INCANDESCENT
IND	INDICATION
INSTR	INSTRUMENT
IPPB	INTERCEPT POWER PULLBOX
ISC	SHORT CIRCUIT CURRENT
J.B.	JUNCTION BOX
K	THOUSAND (KILO)
KV	KILOVOLTS
KW	KILOWATTS
KVA	KILOVOLT AMPERES
KVAR	KILOVOLT AMPERES REACTIVE
KWH	KILOWATT HOURS
KWHD	KILOWATT HOUR DEMAND METER
LCP	LIGHTING CONTROL PANEL
LOS	PUSH BUTTON WITH "LOCK-OUT-STOP"
LS	LIMIT SWITCH
LT, LTS	LIGHT, LIGHTS
LTG	LIGHTING
LV	LOW VOLTAGE
MA	MILLIAMPS
MAN	MANUAL
MAG	MAGNETIC
MAX	MAXIMUM
MCB	MAIN CIRCUIT BREAKER
MCC	MOTOR CONTROL CENTER
MCM	THOUSAND CIRCULAR MILS
MCP	MOTOR CIRCUIT PROTECTOR
MDF	MAIN DISTRIBUTION FRAME
MH	MANHOLE
MS	MANUAL MOTOR STARTER
MIN	MINUTES, MINIMUM
MOV	MOTOR OPERATED VALVE, METAL OXIDE VARISTOR
MT, MTD, MTG	MOUNT, MOUNTED, MOUNTING
N.A.P.	NEUTRALIZATION ALARM PANEL
NO, NOS	NUMBER, NUMBERS
NP	NAMEPLATE
NTS	NOT TO SCALE
OC	ON CENTER
OL	OVERLOAD
PB	PULLBOX
PIV	POST INDICATOR VALVE
PMH	POWER MANHOLE
PNL	PANEL
PNLBD	PANELBOARD
POS	POSITION
PPB	POWER PULLBOX
PRI	PRIMARY
PS	PRESSURE SWITCH
PT	POTENTIAL TRANSFORMER
PVC	POLYVINYL CHLORIDE
PW	PART WINDING
PWR	POWER
REC	RECEPTACLE
RECPTS	RECEPTACLES
REQD	REQUIRED
SA	STATUS ANNUNCIATOR
SCH	SCHEDULE
SEC	SECONDS, SECONDARY
SECT	SECTION
SEL SW	SELECTOR SWITCH
SEQ	SEQUENCE
SHLD	SHIELDED
SHT	SHEET
SIG	SIGNAL
SM	START CONTACTOR COIL
SPECS	SPECIFICATIONS
SP HTR	SPACE HEATER
ST	SHUNT TRIP
STA	STATION
STD	STANDARD
STL	STEEL
STR	STARTER
SV	SOLENOID VALVE
SW	SWITCH
SYS	SYSTEM
TACH	TACHOMETER
TC	TIME-CLOCK
TDOD	TIME DELAY ON DE-ENERGIZATION
TOEE	TIME DELAY ON ENERGIZATION

TEMP	TEMPERATURE
TERM	TERMINAL
THERM	THERMOSTAT
TR	TIME DELAY RELAY
TS	TAMPER SWITCH
TSP	TWISTED SHIELDED PAIR
TSTAT	THERMOSTAT
TYP.	TYPICAL
U.N.O.	UNLESS NOTED OTHERWISE
UGPS	UNDERGROUND PULL SECTION
UTP	UNSHIELDED TWISTED PAIR
VFD	VARIABLE FREQUENCY DRIVE
V	VOLTS
VM	VOLTMETER
VS	VOLTMETER SWITCH
W	WATTS
WHM	WATT HOUR METER
WP	WEATHERPROOF
WPL	WEATHERPROOF LOCKING
XFMR	TRANSFORMER
XMTR	TRANSMITTER

k_s	SWITCH. LOWER CASE LETTER AT BOTTOM INDICATES OUTLETS CONTROLLED. CAPITAL SUPERSCRIPIT INDICATES SWITCH TYPE. MOUNT PER DETAIL #1 ON E0.1 U.N.O.
2	NO SUPERSCRIPIT - SINGLE POLE SWITCH
3	- DOUBLE POLE
4	- THREE WAY
4	- FOUR WAY
1	- ILLUMINATED HANDLE
K	- KEYED SWITCH
L	- LOCKABLE COVER
M	- MANUAL MOTOR STARTER WITH THERMAL OVERLOAD PROTECTION
MC	- MOMENTARY CONTACT
P	- PILOT LIGHT
PR	- PRESS TYPE
TP	- THREE POSITION
T	- TIMER-0.4 HR ROTARY WITH HOLD-ON FEATURE
L	- LOCKABLE POSITION TOGGLE SWITCH
MS-1	FEEDER DESIGNATION. SEE SINGLE LINE DIAGRAM, FEEDER SCHEDULES AND ELECTRICAL SITE PLAN.
\oplus	DUPLEX GROUNDING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT PER DETAIL #1 ON E0.1 U.N.O. "TY" ADJACENT INDICATES MOUNTING OF RECEPTACLE AT +96". COORDINATE LOCATIONS WITH SIGNAL DRAWINGS. "C" ADJACENT SYMBOL INDICATES DEVICE MOUNTED ON CEILING TYPICAL UNLESS NOTED OTHERWISE.
\oplus	DUPLEX GROUNDING TYPE CONTROLLED RECEPTACLE, 20AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT PER DETAIL #1/E0.1 U.N.O. RECEPTACLE SHALL HAVE PERMANENT IDENTIFICATION.
\oplus	DUPLEX GROUND FAULT INTERRUPTING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT PER DETAIL #1 ON E0.1 U.N.O. "WPL" ADJACENT INDICATES WEATHER RESISTANT STAINLESS STEEL LOCKING COVER.
\oplus	FLUSH FLOOR MOUNTED DUPLEX GROUNDING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE IN SPECIAL FLOOR BOX.
\oplus	DUPLEX GROUNDING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT ABOVE COUNTER PER DETAIL #1 ON E0.1 U.N.O.
\oplus	DUPLEX GROUND FAULT INTERRUPTING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT ABOVE COUNTER PER DETAIL #1 ON E0.1 U.N.O.
\oplus	TWO DUPLEX GROUNDING TYPE RECEPTACLES IN 4S BOX, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE. MOUNT PER DETAIL #1 ON E0.1 U.N.O.
\oplus	TWO DUPLEX GROUND FAULT INTERRUPTING TYPE RECEPTACLES IN 3-GANG BOX WITH 2-GANG RING AND PLATE, 20A, 125 VOLT, 2 POLE, 3 WIRE. MOUNT PER DETAIL #1 ON E0.1 U.N.O.
\oplus	TWO 20 AMP DUPLEX RECEPTACLES IN SPECIAL FLOOR BOX.
A \oplus L	SPECIAL PURPOSE OUTLET MOUNTED IN FLUSH WALL BOX. LETTER INDICATES TYPE. "L" ADJACENT INDICATES TWIST LOCK TYPE
A	- NEMA TYPE 5-30R (125 VOLT, 1 PHASE, 30 AMP)
B	- NEMA TYPE 5-50R (125 VOLT, 1 PHASE, 50 AMP)
C	- NEMA TYPE 6-20R (250 VOLT, 1 PHASE, 20 AMP)
D	- NEMA TYPE 6-30R (250 VOLT, 1 PHASE, 30 AMP)
E	- NEMA TYPE 6-50R (250 VOLT, 1 PHASE, 50 AMP)
F	- NEMA TYPE 11-20R (250 VOLT, 3 PHASE, 20 AMP)
G	- NEMA TYPE 11-30R (250 VOLT, 3 PHASE, 30 AMP)
H	- NEMA TYPE 11-50R (250 VOLT, 3 PHASE, 50 AMP)
J	- NEMA TYPE 14-20R (125/250 VOLT, 1 PHASE, 20 AMP)
K	- NEMA TYPE 14-30R (125/250 VOLT, 1 PHASE, 30 AMP)
M	- NEMA TYPE 14-50R (125/250 VOLT, 1 PHASE, 50 AMP)
N	- NEMA TYPE L22-30R (480 VOLT, 3 PHASE)
100AS	NON-FUSED DISCONNECT SWITCH. "AS" INDICATES SWITCH AMPERE RATING UNLESS NOTED OTHERWISE ON DRAWINGS.
\square	FUSED DISCONNECT SWITCH. "AS" INDICATES SWITCH AMPERE RATING. "AF" INDICATES FUSE AMPERE RATING.
\square	MAGNETIC MOTOR STARTER. ROMAN NUMERAL INDICATES NEMA STARTER SIZE. ADDITIONAL SUBSCRIPTS INDICATE STARTER TYPE AND SIZE. (TYPICAL FOR ALL MAGNETIC STARTER SYMBOLS.)
NO SUBSCRIPT	- FULL VOLTAGE, NON REVERSING
PR	- PRIMARY RESISTOR REDUCED VOLTAGE
AT	- AUTOTRANSFORMER REDUCED VOLTAGE
WD	- WYE-DELTA REDUCED VOLTAGE
PW	- PART WINDING REDUCED VOLTAGE
SS	- SOLID STATE REDUCED VOLTAGE
REV	- REVERSING TYPE
2S	- TWO SPEED
2W	- TWO WINDINGS
CH	- CONSTANT HORSEPOWER
CT	- CONSTANT TORQUE
VT	- VARIABLE TORQUE
VFD	- VARIABLE FREQUENCY DRIVE
\square	COMBINATION MAGNETIC MOTOR STARTER AND NON-FUSED DISCONNECT SWITCH. TYPE AS INDICATED ABOVE.
\square	COMBINATION MAGNETIC MOTOR STARTER AND FUSED DISCONNECT SWITCH. TYPE AS INDICATED ABOVE.
\curvearrowright	SINGLE PHASE FRACTIONAL OR INTEGRAL HORSEPOWER
\oplus	DUPLEX ISOLATED GROUNDING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE WITH SEPARATE GROUND WIRE ROUTED TO PANEL AND CONNECTED TO ISOLATED GROUND BUS. DEVICE TO BE ORANGE IN COLOR. MOUNT PER DETAIL #1 ON E0.1 U.N.O.. COORDINATE LOCATIONS WITH SIGNAL DRAWINGS.

ELECTRICAL SYMBOLS LIST

\oplus	DUPLEX ISOLATED GROUNDING TYPE RECEPTACLE, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE WITH SEPARATE GROUND WIRE ROUTED TO PANEL AND CONNECTED TO ISOLATED GROUND BUS. DEVICE TO BE ORANGE IN COLOR. MOUNT PER DETAIL #1 ON E0.1 U.N.O.. COORDINATE LOCATIONS WITH SIGNAL DRAWINGS. DEVICE IS TO BE CEILING MOUNTED.
\oplus	TWO (2) DUPLEX ISOLATED GROUNDING TYPE RECEPTACLES, 20 AMP, 125 VOLT, 2 POLE, 3 WIRE WITH SEPARATE GROUND WIRE ROUTED TO PANEL AND CONNECTED TO ISOLATED GROUND BUS. DEVICE TO BE ORANGE IN COLOR. MOUNT PER DETAIL #1 ON E0.1 U.N.O.. COORDINATE LOCATIONS WITH SIGNAL DRAWINGS. DEVICE IS TO BE CEILING MOUNTED.
\square	DIGITAL WALL SWITCH WITH "ON/OFF" AND DIMMING CAPABILITY. REFER TO DETAIL #3/E4.01 FOR MANUFACTURERS AND MODEL NUMBERS. NUMERAL ADJACENT INDICATES QUANTITY OF BUTTONS. LOWER CASE LETTER AT BOTTOM INDICATES FIXTURES CONTROLLER. MOUNT AT +48" PER DETAIL #1/E0.1.
\square	WALL MOUNTED INFRARED/ULTRASONIC OCCUPANCY SENSOR SWITCH/DIMMER. MOUNT AT +48". SENSOR SWITCH WVSX-PDT-D OR APPROVED EQUAL.
\square	INFRARED/ULTRASONIC DUAL TECHNOLOGY TYPE DIGITAL OCCUPANCY SENSOR COMPLETE WITH ALL POWER SUPPLIES, RELAY PACKS AND CONNECTIONS. REFER TO DETAIL #3/E4.01 FOR MANUFACTURE AND MODEL NUMBER.
\square	DIGITAL ROOM CONTROLLER/POWER PACK WITH 0-10 VOLT DIMMING AND CAT5 CABLE CONNECTIONS. REFER TO DETAIL #3/E4.01 FOR MANUFACTURERS AND MODEL NUMBERS. LOWER CASE LETTER ADJACENT INDICATES LIGHT FIXTURES CONTROLLED.
\square	DIGITAL PHOTOCELL. REFER TO DETAIL #3/E4.01 FOR MANUFACTURE AND MODEL NUMBER. LOWER CASE LETTER ADJACENT INDICATES LIGHT FIXTURES CONTROLLED.
\square	DIGITAL RECEPTACLE CONTROLLER WITH 20AMP RATED RELAY AND CAT5 CABLE CONNECTIONS. REFER TO DETAIL #3/E4.01 FOR MANUFACTURE AND MODEL NUMBERS. CIRCUIT ADJACENT SYMBOLS INDICATES CIRCUIT TO BE CONTROLLED.
(E) \oplus	EQUIPMENT WITH "E" ADJACENT IS EXISTING TO REMAIN.
(R) \oplus	EXISTING EQUIPMENT WITH "R" ADJACENT IS TO BE COMPLETELY DISCONNECTED AND REMOVED.
(RR) \square	EXISTING EQUIPMENT WITH "RR" ADJACENT IS TO BE DISCONNECTED, REMOVED AND RELOCATED TO NEW LOCATION AND RECONNECTED AS REQUIRED.
(ER) \square	RELOCATED EQUIPMENT SHOWN IN NEW LOCATION.
—E—	EXISTING CONDUIT RUN TO REMAIN. EXISTING CONDUCTORS TO REMAIN UNLESS NOTED OTHERWISE ON DRAWINGS.
—EA—	EXISTING CONDUIT RUN TO BE ABANDONED. REMOVE CONDUCTORS AND CAP ENDS OF CONDUIT.
—EX—	EXISTING CONDUIT RUN TO BE REWIRED. REFER TO PLANS FOR WIRING REQUIREMENTS.
—R—	EXISTING CONDUIT AND WIRE RUN TO BE COMPLETELY DISCONNECTED AND REMOVED BACK TO LAST REMAINING OUTLET OR DEVICE.
—R * E—	"X" INDICATES APPROXIMATE POINT OF INTERCEPTION OF EXISTING CONDUIT RUN. CONDUIT TO BE REMOVED AT "X" SIDE OF "R". REMOVE ALL CONDUCTORS PRIOR TO CUTTING CONDUIT. EXACT LOCATION OF ALL CONDUITS SHALL BE FIELD VERIFIED.
—	CONDUIT RUN CONCEALED IN WALLS OR UNDER FLOORS.
—	CONDUIT RUN EXPOSED.
—	CONDUIT RUN UNDERGROUND.
—	CONDUIT STUBBED OUT AND CAPPED. PULL LINE IN PLACE.
\square	CROSS LINES ON CONDUIT RUNS INDICATE NUMBER OF #12 CURRENT CARRYING CONDUCTORS CONTAINED THEREIN. TWO #12 AND MINIMUM OF ONE #12 GROUND WIRE ARE INDICATED WHEN CROSS LINES ARE NOT SHOWN. NUMERALS ADJACENT TO CROSS LINES ON CONDUIT RUNS INDICATE SIZE OF CONDUCTORS IN LIEU OF #12. ALL CONDUITS SHALL CONTAIN ONE GROUND WIRE SIZED PER C.E.C. TABLE 250.122. BUT NOT SMALLER THAN #12. WHERE ISOLATED GROUND RECEPTACLES ARE INDICATED, PROVIDE ADDITIONAL #12 GROUND WIRE IN CONDUIT RUNS, CONNECTED FROM ISOLATED GROUND BUS IN PANEL TO DEVICE.
B-1,3	CONDUIT HOMERUN TO PANELBOARD. LETTER AND NUMERALS INDICATE ELECTRICAL PANEL AND CIRCUIT NUMBER.
\square	SURFACE MOUNTED BRANCH CIRCUIT PANELBOARD.
\square	RECESSED BRANCH CIRCUIT PANELBOARD.
(PNL)	PANEL DESIGNATION.
\square	SURFACE MOUNTED COMMUNICATION TERMINAL CABINET. REFER TO DRAWINGS AND SPECIFICATIONS.
\square	RECESSED COMMUNICATION TERMINAL CABINET. REFER TO DRAWINGS AND SPECIFICATIONS.
\oplus	JUNCTION BOX IN ACCESSIBLE CEILING SPACE OR FLUSH IN WALL WITH BLANK COVER PLATE TO MATCH DEVICE PLATES.
\square	JUNCTION BOX FLUSH FLOOR MOUNTED.
\square	JUNCTION BOX PEDESTAL TYPE FLOOR MOUNTED.
\square	THREE PHASE FRACTIONAL OR INTEGRAL HORSEPOWER MOTOR. NUMERAL IN PLACE OF "M" INDICATES HORSEPOWER. (SINGLE LINE DIAGRAM ONLY).
\square	MOLDED CASE CIRCUIT BREAKER AND NUMBER OF POLES AS INDICATED. "AT" INDICATES TRIP RATING. "AF" INDICATES AMPERE FRAME SIZE. SUBSCRIPT INDICATES TYPE.
NO SUBSCRIPT	- THERMAL MAGNETIC
NA	- NON-AUTOMATIC
MO	- MAGNETIC ONLY
CL	- CURRENT LIMITING
SS	- SOLID STATE
\square	FUSED SWITCH. "AS" INDICATES AMPERE SWITCH RATING. "AF" INDICATES AMPERE FUSE RATING. NUMBER OF POLES AS INDICATED.

\oplus	ENCLOSED VOLTAGE TRANSFORMER PER SPEC'S. COPPER WOUND, DRY TYPE, U.N.O.
\oplus	UTILITY METER SOCKET, WITH C.T.'S, CLIPS, ETC., PER SERVING UTILITY COMPANY.
\oplus	GROUND, "GRD", "GND".
GF	BREAKER EQUIPPED WITH THE GROUND FAULT PROTECTION
GFI	"GROUND FAULT INTERRUPTER"
\oplus	CEILING LIGHT FIXTURE AND OUTLET. LOWER CASE LETTER INDICATES CONTROLLING SWITCH, NUMERAL INDICATES CIRCUIT. SHADED SYMBOL INDICATES FIXTURE WITH EMERGENCY POWER PROVISIONS.
\oplus	LIGHT FIXTURE OUTLET. LOWER CASE LETTER INDICATES CONTROLLING SWITCH, NUMERAL INDICATES CIRCUIT. SHADED CIRCLE DENOTES FIXTURE WITH EMERGENCY POWER PROVISIONS.
\oplus	STRIP FIXTURE. LOWER CASE LETTER INDICATES CONTROLLING SWITCH, NUMERAL INDICATES CIRCUIT. SHADED CIRCLE DENOTES FIXTURE WITH EMERGENCY POWER PROVISIONS.
\oplus	BRACKET OR WALL MOUNTED SURFACE OR RECESSED LIGHT FIXTURE AND OUTLET, HID, FLUORESCENT OR INCANDESCENT. LOWER CASE LETTER INDICATES CONTROLLING SWITCH, NUMERAL INDICATES CIRCUIT. SHADED CIRCLE DENOTES FIXTURE WITH EMERGENCY POWER PROVISIONS.
\oplus	ILLUMINATED EXIT LIGHT FIXTURE. SIDE, BACK, CEILING, OR PENDANT MOUNTED, SINGLE OR DOUBLE FACED AS NOTED BY SHADED ARC, WITH OR WITHOUT DIRECTIONAL ARROW AS NOTED ON THE DRAWINGS. EXIT SIGN SHALL NOT BE USED AS JUNCTION BOX OR "THROUGH-WIRE"
\oplus	LOW LEVEL EXIT LIGHT FIXTURE, WALL MOUNTED WITH OR WITHOUT DIRECTIONAL ARROW AS NOTED ON THE DRAWINGS. BOTTOM OF FIXTURE AT +10" ABOVE FINISHED FLOOR AND WITHIN FOUR INCHES OF DOOR FRAME WHERE APPLICABLE.
\oplus	LIGHTING FIXTURE IDENTIFICATION SYMBOL. LETTER INDICATES FIXTURE TYPE. NUMERALS IN LOWER HALF OF HEXAGON INDICATE FIXTURE WATTAGE (INCLUDING BALLAST WHERE APPLICABLE). NUMERAL OUTSIDE TOP OF HEXAGON INDICATES NUMBER OF FIXTURES USED FOR LOAD CALCULATIONS. NUMERAL OUTSIDE BOTTOM OF HEXAGON INDICATES MOUNTING HEIGHT FROM FLOOR TO BOTTOM OF FIXTURE. OMISSION OF MOUNTING HEIGHT INDICATES CEILING MOUNTING.
\square	WALL MOUNTED DUAL HEAD EMERGENCY LIGHTING FIXTURE UNIT.
\triangle	TELEPHONE OUTLET, 4S DEEP BACKBOX & SINGLE GANG RING. MOUNT PER DETAIL #1 ON E0.1 U.N.O. "W" ADJACENT INDICATES WALL MOUNTED AT SWITCH HEIGHT PER DETAIL #1 ON E0.1 U.N.O. PROVIDE 1" CONDUIT MINIMUM STUBBED UP INTO CEILING SPACE.
\triangle	DATA OUTLET, 4S DEEP BACKBOX & SINGLE GANG RING. MOUNT PER DETAIL #1 ON E0.1 U.N.O. PROVIDE 1" CONDUIT MINIMUM STUBBED UP INTO CEILING SPACE.

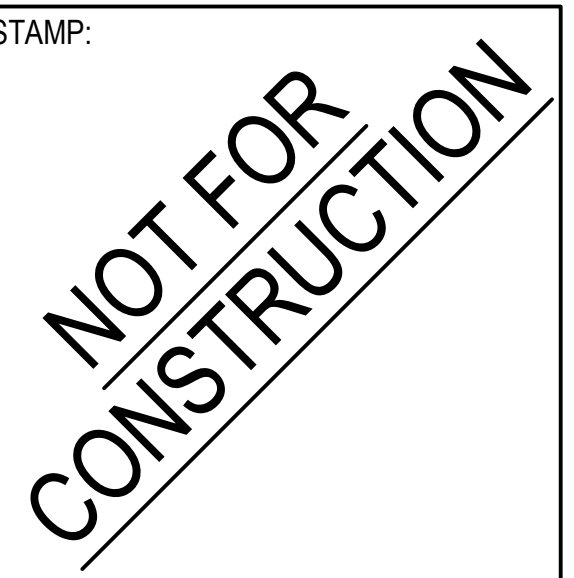


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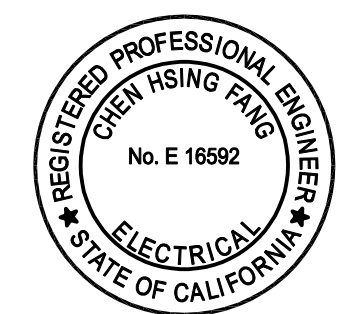
PROJECT TITLE:
Bob Lucas Literacy Center Renovations
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ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date

SHEET TITLE:
ELECTRICAL SYMBOLS LIST AND ABBREVIATIONS

SCALE: N.T.S.

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E002

LIGHTING FIXTURE SCHEDULE					
TYPE	DESCRIPTION	FINISH	LAMP(S)	REMARKS	MANUFACTURER & NO.
A 38	2'x4' LED RECESSED TROFFER WITH CURVED DIFFUSE POLYCARBONATE LENS AND ACRYLIC CENTER. MINIMUM 4000 DELIVERED LUMENS.	WHITE POLYESTER POWDER COAT	LED 4000K	TYPE "A1": SIMILAR TO TYPE "A" EXCEPT 3000 MINIMUM DELIVERED LUMENS. PROVIDE EMERGENCY BATTERY PACK WHERE NOTED ON DRAWINGS.	AXIS LIGHTING #WALED-24-4000-80-40-VL-W-UNV-DP-1 OR EQUAL BY LITHONIA, FOCAL POINT
B 20	6" ROUND LED DOWNLIGHT WITH SEMI-SPECULAR LOWER REFLECTOR AND CLEAR TRIM. 2000 LUMEN MIN. OUTPUT. 67° BEAM ANGLE.	CLEAR TRIM	LED 4000K 2000 LUMEN MINIMUM	PROVIDE EMERGENCY BATTERY PACK WHERE NOTED ON DRAWINGS.	GOTHAM #EV06-40-20-AR-MWD-LSS-INVOLT-GZ10 OR EQUAL BY PRESCOLITE, CREE, COOPER
C 28	PENDENT MOUNTED CONTINUOUS ROW DIRECT/INDIRECT LED FIXTURE WITH EXTRUDED ALUMINUM HOUSING AND ACRYLIC LENS. AIR CRAFT CABLE MOUNT.	SILVER	LED 4000K 3200 LUMEN MINIMUM	TYPE "F": CONTRACTOR SHALL FIELD VERIFY ROW LENGTHS AND PROVIDE INSTALLATION SHOP DRAWINGS.	AXIS #TB3DILED-400-400-80-40-BW-BW-S(L)-AP-UNV-DP OR EQUAL BY CORONET, GAMMALUX, PRUDENTIAL LIGHTING
D 3	EMERGENCY EXIT LIGHT, LED TYPE. GREEN LETTERS, SINGLE FACE, WALL, CEILING OR END MOUNT, WITH DIRECTIONAL ARROWS SHOWN.	WHITE BODY WITH BRUSHED ALUMINUM FACE	LED	TYPE "D": VERIFY MOUNTING CONFIGURATION AND ARROWS PRIOR TO ORDERING FIXTURES	EMERGLITE #WA-PXM-4-G OR APPROVED EQUAL

ACCEPTANCE TESTING

MANDATORY ACCEPTANCE TESTING PER TITLE 24, PART 6 SECTION 130.4 SHALL BE AS FOLLOWS:

THE CONTRACTOR SHALL PROVIDE THE ACCEPTANCE TESTING AGENT. THE ACCEPTANCE TESTING AGENT SHALL BE A CERTIFIED LIGHTING CONTROLS ACCEPTANCE TEST TECHNICIAN (CLCATT). THE CLCATT SHALL PERFORM ALL LIGHTING CONTROL INSTALLATION CERTIFICATION AS REQUIRED BY TITLE 24, PART 6 SECTION 130.4 (a) AND 130.4 (b). THIS SHALL INCLUDE, BUT NOT LIMITED TO, FILLING OUT, SIGNING AND SUBMITTING ALL REQUIRED DOCUMENTATION.

THE CONTRACTOR SHALL COORDINATE THE INSTALLATION OF THE LIGHTING CONTROL SYSTEMS WITH THE CLCATT PRIOR TO INSTALLATION.

LIGHTING CONTROL SYSTEM SEQUENCE OF OPERATIONS

REFER TO LIGHTING PLANS FOR QUANTITY AND LOCATION OF ALL LIGHTING CONTROL COMPONENTS AND LIGHT FIXTURES; IDENTIFICATION OF LIGHT FIXTURE AND DEVICE SWITCH LEG IDENTIFICATION. REFER TO THE LIGHTING CONTROL WIRING DIAGRAMS FOR ADDITIONAL INFORMATION. LIGHTING CONTROLS SHALL BE INSTALLED IN COMPLIANCE WITH 2016 CALIFORNIA ENERGY CODE (CEC) SECTION 130.1 MINIMUM.

OFFICE(LIGHTING) - ROOM OCCUPANCY SENSOR(S) SHALL TURN LIGHT FIXTURES OFF WHEN ROOM HAS BEEN UNOCCUPIED FOR 20 MINUTES. LIGHT FIXTURES SHALL BE TURNED ON TO 50 PERCENT WHEN ROOM BECOMES OCCUPIED. WHEN LIGHT FIXTURES ARE TURNED ON AT WALL SWITCH, THEY SHALL BE SET OR COME ON TO FULL BRIGHTNESS OR PRESET FOOT CANDLE LEVELS.

WALL DIMMERS SHALL BE USED FOR MANUAL CONTROL OF LIGHT FIXTURES AND SHALL BE EQUIPPED WITH AN ON/OFF SWITCH.

LIGHT FIXTURES WHICH ARE REQUIRED TO HAVE AUTOMATIC "DAYLIGHTING" CONTROLS SHALL ALSO BE CONTROLLED WITH A PHOTOCELL. IN ADDITION TO OCCUPANCY SENSORS AND WALL DIMMERS, THE PHOTOCELL SHALL MEASURE THE AMOUNT OF DAYLIGHT ENTERING THE SPACE AND REDUCE THE LIGHT OUTPUT OF THE LIGHT FIXTURES TO MAINTAIN THE DESIGNED FOOT CANDLE LEVELS IN THE ROOM. WALL DIMMERS SHALL ALLOW THE LIGHT FIXTURES TO DIM LOWER THAN THE LIGHT BEING MEASURED IN THE ROOM, BUT NOT HIGHER.

WALL DIMMERS SHALL BE USED FOR MANUAL CONTROL OF LIGHT FIXTURES AND SHALL BE EQUIPPED WITH AN ON/OFF SWITCH. WHERE MULTI-BUTTON SWITCH(S)/DIMMER(S) ARE USED, EACH BUTTON SHALL BE PROGRAMMED FOR A SPECIFIC LIGHTING SCENE. ACTIVATION OF A SPECIFIC BUTTON SHALL AUTOMATICALLY RECALL THE LIGHTING SCENE. "ON/OFF" AND MANUAL DIMMING CONTROL FUNCTIONS SHALL OVERRIDE PRESET SCENES. REFER TO LIGHTING CONTROL WIRING DIAGRAMS FOR SCENE SETTINGS AND SWITCH BUTTON IDENTIFICATION WHERE REQUIRED.

LIGHT FIXTURES WHICH ARE REQUIRED TO HAVE AUTOMATIC "DAYLIGHTING" CONTROLS SHALL ALSO BE CONTROLLED WITH A PHOTOCELL. IN ADDITION TO OCCUPANCY SENSORS AND WALL DIMMERS, THE PHOTOCELL SHALL MEASURE THE AMOUNT OF DAYLIGHT ENTERING THE SPACE AND REDUCE THE LIGHT OUTPUT OF THE LIGHT FIXTURES TO MAINTAIN THE DESIGNED FOOT CANDLE LEVELS IN THE ROOM. WALL DIMMERS SHALL ALLOW THE LIGHT FIXTURES TO DIM LOWER THAN THE LIGHT BEING MEASURED IN THE ROOM, BUT NOT HIGHER.

WALL SWITCHES SHALL BE USED FOR MANUAL "ON/OFF" CONTROL OF LIGHT FIXTURES.

WALL SWITCHES SHALL BE USED FOR MANUAL "ON/OFF" CONTROL OF LIGHT FIXTURES.

WHERE SHOWN ON PLANS, WALL DIMMERS SHALL BE USED FOR MANUAL CONTROL OF LIGHT FIXTURES AND SHALL BE EQUIPPED WITH AN "ON/OFF" SWITCH.

STORAGE ROOMS - ROOM OCCUPANCY WALL SENSOR(S) SHALL TURN LIGHT FIXTURES OFF WHEN ROOM HAS BEEN UNOCCUPIED FOR 15 MINUTES. LIGHT FIXTURES SHALL BE MANUALLY TURNED ON WHEN ROOM IS OCCUPIED. WHEN LIGHT FIXTURES ARE TURNED ON, THEY SHALL BE SET TO FULL BRIGHTNESS OR PRESET FOOT CANDLE LEVELS.

WALL SWITCHES SHALL BE USED FOR MANUAL "ON/OFF" CONTROL OF LIGHT FIXTURES.

WHERE SHOWN ON PLANS, WALL DIMMERS SHALL BE USED FOR MANUAL CONTROL OF LIGHT FIXTURES AND SHALL BE EQUIPPED WITH AN "ON/OFF" SWITCH.

LIGHT LEVELS:
LIGHTING LEVELS (FOOT CANDLES) WILL BE DESIGNED IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY (IES) GUIDELINES. THE FOLLOWING LIGHTING LEVELS WILL BE PROVIDED:

AREA	MAINTAINED LIGHTING LEVEL AT THE WORK PLANE
OFFICES	40-50
LOBBY	20-30
STORAGE/JANITOR'S ROOM	10-20
COMMUNICATIONS EQUIPMENT ROOMS	50-70
LIBRARY	40-50

LIGHTING FIXTURE NOTES

- EXIT SIGNS WITH THROUGH WIRING SHALL BE EQUIPPED WITH A SEPARATE JUNCTION BOX FOR TERMINATION OF CONDUITS. FURNISH A SEPARATE BOX FOR EACH CIRCUIT.
- CONTRACTOR SHALL VERIFY ALL MOUNTING REQUIREMENTS FOR ALL RECESSED LIGHTING FIXTURES, PRIOR TO SHOP DRAWINGS SUBMITTALS. IT IS THE CONTRACTORS RESPONSIBILITY TO SECURE THE MOUNTING HARDWARE THAT IS COMPATIBLE WITH THE CEILING AND THE CONFIGURATION OF THE LIGHTING LAYOUT.
- FOR LIGHTING FIXTURE VOLTAGE RATINGS, THE CONTRACTOR IS RESPONSIBLE TO VERIFY FIXTURE AND DRIVER VOLTAGES WITH BRANCH CIRCUIT WIRING.
- LAMP COLOR FOR LED FIXTURES SHALL BE 4000°K U.N.O.
- LENSES OF ALL LED LIGHTING FIXTURES SHALL NOT BE LESS THAN 0.125" THICK, EQUAL TO KSH-K12 WHERE APPLICABLE.
- FOR FIXTURES RECESSED INTO NON-COMBUSTIBLE CEILINGS, PROVIDE YOKE MOUNTED OUTLET BOXES, ACCESSIBLE FROM INSIDE FIXTURE.
- FIXTURES SHALL BE U.L. LISTED FOR INTENDED LOCATION.
- FINISH OF FIXTURES SHALL BE AS SELECTED BY ARCHITECT.
- LIGHTING FIXTURES IN MECHANICAL SPACES ARE SHOWN IN THEIR APPROXIMATE LOCATION ONLY. DO NOT INSTALL LIGHT OUTLETS FOR FIXTURES UNTIL MECHANICAL PIPING AND DUCTWORK ARE INSTALLED; THEN LIGHTING FIXTURES SHALL BE INSTALLED IN LOCATIONS BEST SUITED FOR EQUIPMENT ARRANGEMENT AND AS APPROVED BY THE PROJECT MANAGER.
- THE CONTRACTOR SHALL VERIFY ALL WINDOW HEIGHTS AND DAYLIT ZONES PRIOR TO INSTALLATION OF LIGHTING CONTROLS.
- ALL LED LIGHT FIXTURES SHALL BE TESTED TO LM-79 AND LM-80 IES STANDARDS.

SUSPENDED ACOUSTICAL CEILINGS:

HEAVY DUTY GRID SYSTEM:
FLUSH OR RECESSED LIGHT FIXTURES WEIGHING LESS THAN 56 POUNDS MAY BE SUPPORTED DIRECTLY ON THE RUNNERS OF A HEAVY DUTY GRID SYSTEM. IN ADDITION, THEY SHALL HAVE A MINIMUM OF TWO 12 GAUGE SLACK SAFETY WIRES ATTACHED TO THE FIXTURE AT DIAGONAL CORNERS AND ANCHORED TO THE STRUCTURE ABOVE. ALL 4 FOOT BY 4 FOOT LIGHT FIXTURES SHALL HAVE SLACK SAFETY WIRES AT EACH CORNER. ALL FLUSH OR RECESSED LIGHT FIXTURES WEIGHING 56 POUNDS OR MORE SHALL BE INDEPENDENTLY SUPPORTED BY NOT LESS THAN 4 TAUT 12 GAUGE WIRES EACH ATTACHED TO THE FIXTURE AND TO THE STRUCTURE ABOVE. REGARDLESS OF THE TYPE OF CEILING GRID SYSTEM USED, THE 4 TAUT 12 GAUGE WIRES INCLUDING THEIR ATTACHMENT TO THE STRUCTURE ABOVE SHALL BE CAPABLE OF SUPPORTING 4 TIMES THE WEIGHT OF THE UNIT.

SURFACE MOUNTED FIXTURES:
SUPPORT SURFACE MOUNTED LIGHT FIXTURES BY AT LEAST TWO POSITIVE DEVICES WHICH SURROUND THE CEILING RUNNER AND WHICH ARE EACH SUPPORTED FROM THE STRUCTURE ABOVE BY A 12 GAUGE WIRE. SPRING CLIPS OR CLAMPS THAT CONNECT ONLY TO THE RUNNER ARE NOT ACCEPTABLE. PROVIDE ADDITIONAL SUPPORTS WHEN LIGHT FIXTURES ARE EIGHT FEET OR LONGER.

SUSPENDED DRYWALL CEILINGS:
ALL RECESSED OR DROP-IN LIGHT FIXTURES SHALL BE SUPPORTED DIRECTLY BY MAIN RUNNERS OR BY SUPPLEMENTAL FRAMING WHICH IS SUPPORTED BY MAIN RUNNERS. THE CONTRACTOR SHALL COORDINATE HIS WORK WITH THE CEILING CONTRACTOR TO PROVIDE APPROPRIATE FRAMING AND LOCATION FOR FIXTURES. SURFACE MOUNTED FIXTURES SHALL BE ATTACHED TO A MAIN RUNNER WITH A POSITIVE CLAMPING DEVICE MADE OF MATERIAL WITH A MINIMUM OF 14 GAUGE. ROTATIONAL SPRING CATCHES SHALL NOT BE ALLOWED.

PENDANT MOUNTED FIXTURES:
PENDANT MOUNTED FIXTURES SHALL BE SUPPORTED BY A WIRE OR (SAFETY) CABLE PASSING THROUGH EACH PENDANT HANGER AND CAPABLE OF SUPPORTING 4 TIMES THE WEIGHT OF THE FIXTURE. WHERE PENDANT MOUNTED FIXTURES ARE INSTALLED ON A GRID CEILING OR WHERE THE FIXTURE WEIGHS 50 POUNDS OR MORE, THE WIRE OR CABLE PASSING THROUGH THE PENDANT HANGER SHALL BE SUPPORTED DIRECTLY FROM THE STRUCTURE.

PENDANT MOUNTED FIXTURES SHALL BE SUPPLIED WITH SWIVEL HANGERS AND SHALL BE CAPABLE OF SWINGING 45 DEGREES IN ANY DIRECTION FROM PLUMB WITHOUT OBSTRUCTION. FIXTURES SHALL HAVE STEMS WHICH ARE ONE PIECE WITHOUT COUPLING AND ARE TO HAVE THE SAME FINISH AS THE FIXTURE AND SWIVEL HANGER CANOPY. INDUSTRIAL TYPE FLUORESCENT FIXTURES INSTALLED IN AREAS OR ROOMS WITH EXPOSED STRUCTURE (NO CEILING) MAY BE CHAIN HUNG IN LIEU OF PROVIDING A STEM AND CANOPY. WHERE FIXTURES CAN NOT SWING UNOBSTRUCTED 45 DEGREES IN ANY DIRECTION, ADDITIONAL GUY WIRES OR SOLID BRACING IS REQUIRED. THE CONTRACTOR SHALL SUBMIT THE METHOD OF BRACING TO THE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.

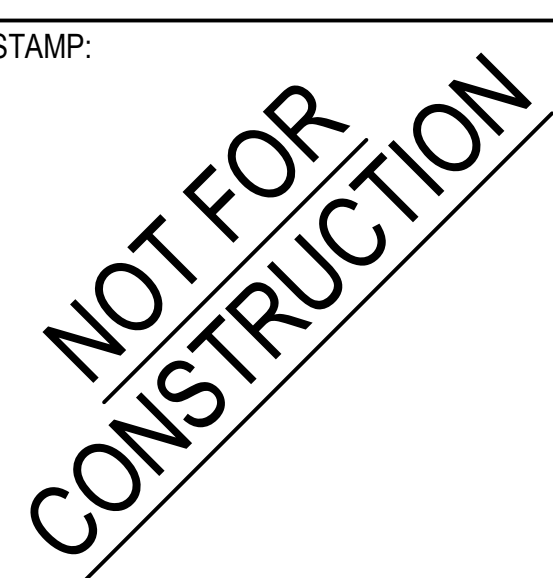


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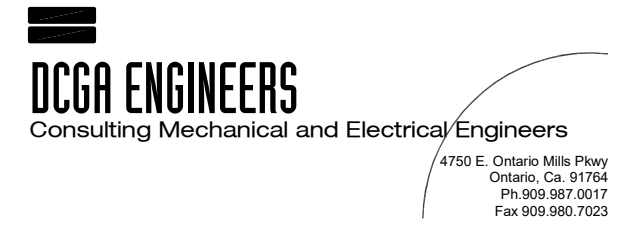
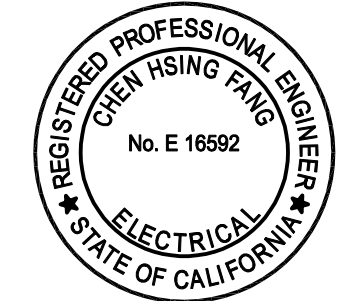
PROJECT TITLE:

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Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date
SHEET TITLE:

**LIGHTING
FIXTURE
SCHEDULE AND
NOTES**

SCALE: N.T.S.



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E003

SHEET NOTES



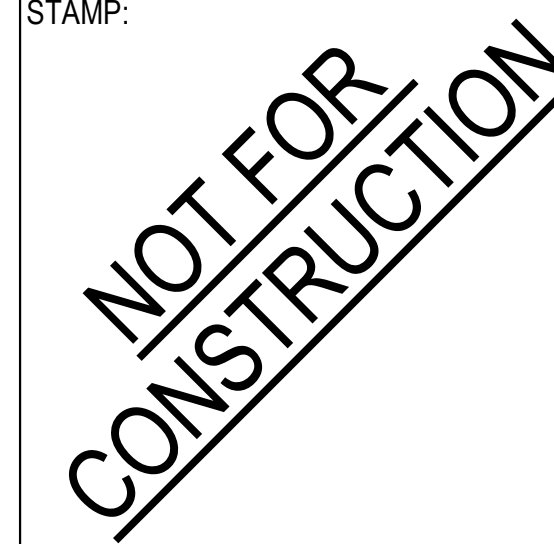
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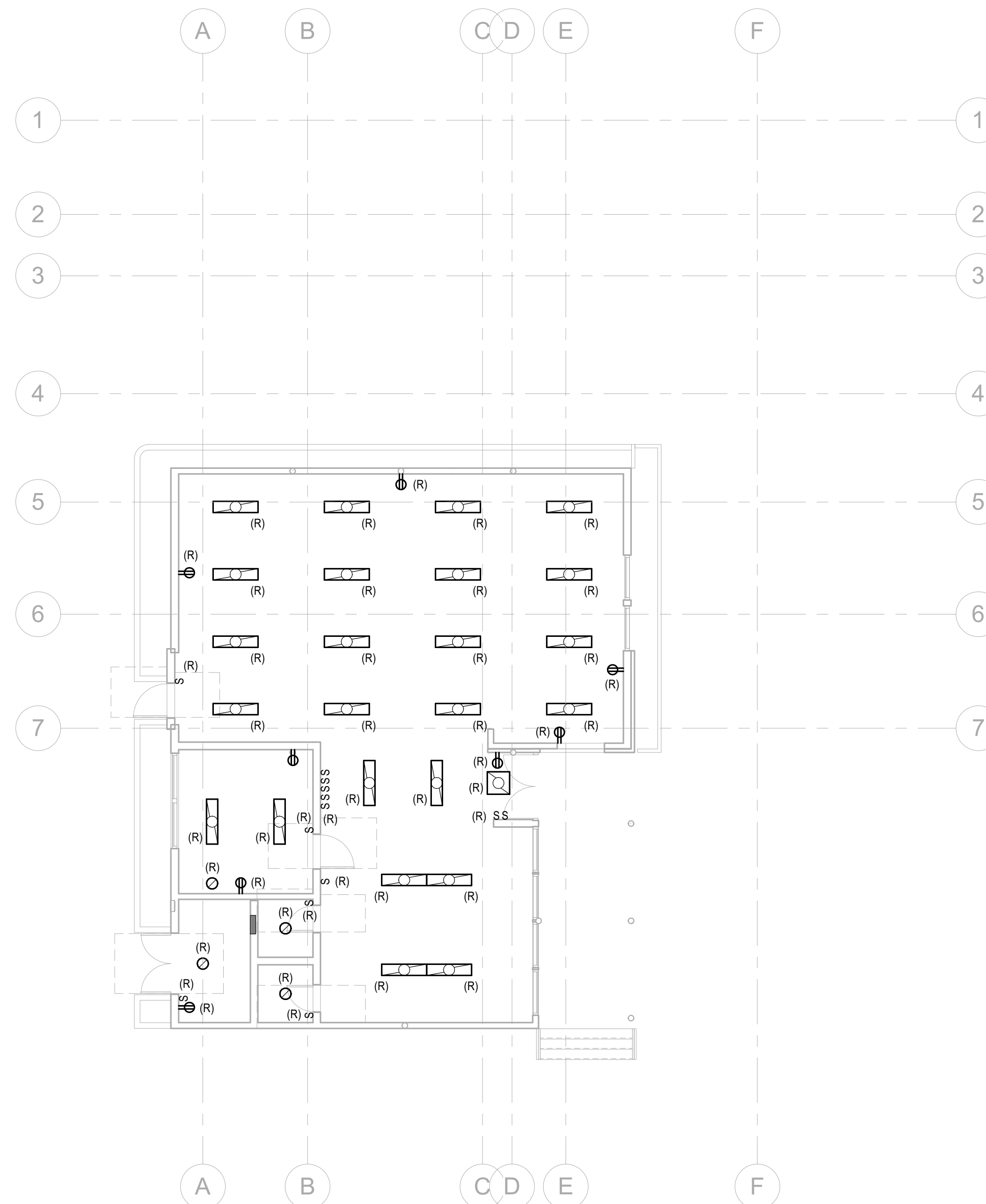
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**ELECTRICAL
DEMOLITION PLAN**

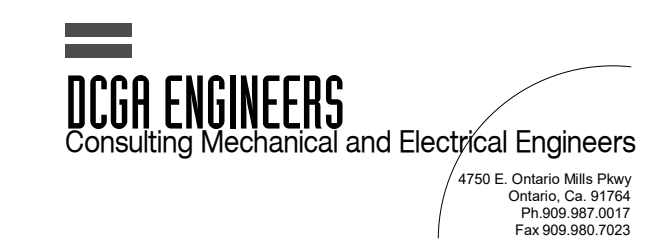
SCALE: 1/8" = 1'-0"

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E200



① ELECTRICAL DEMOLITION PLAN
1/8" = 1'-0"



SHEET NOTES



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PROJECT NO. 2111020

DATE: Issue Date

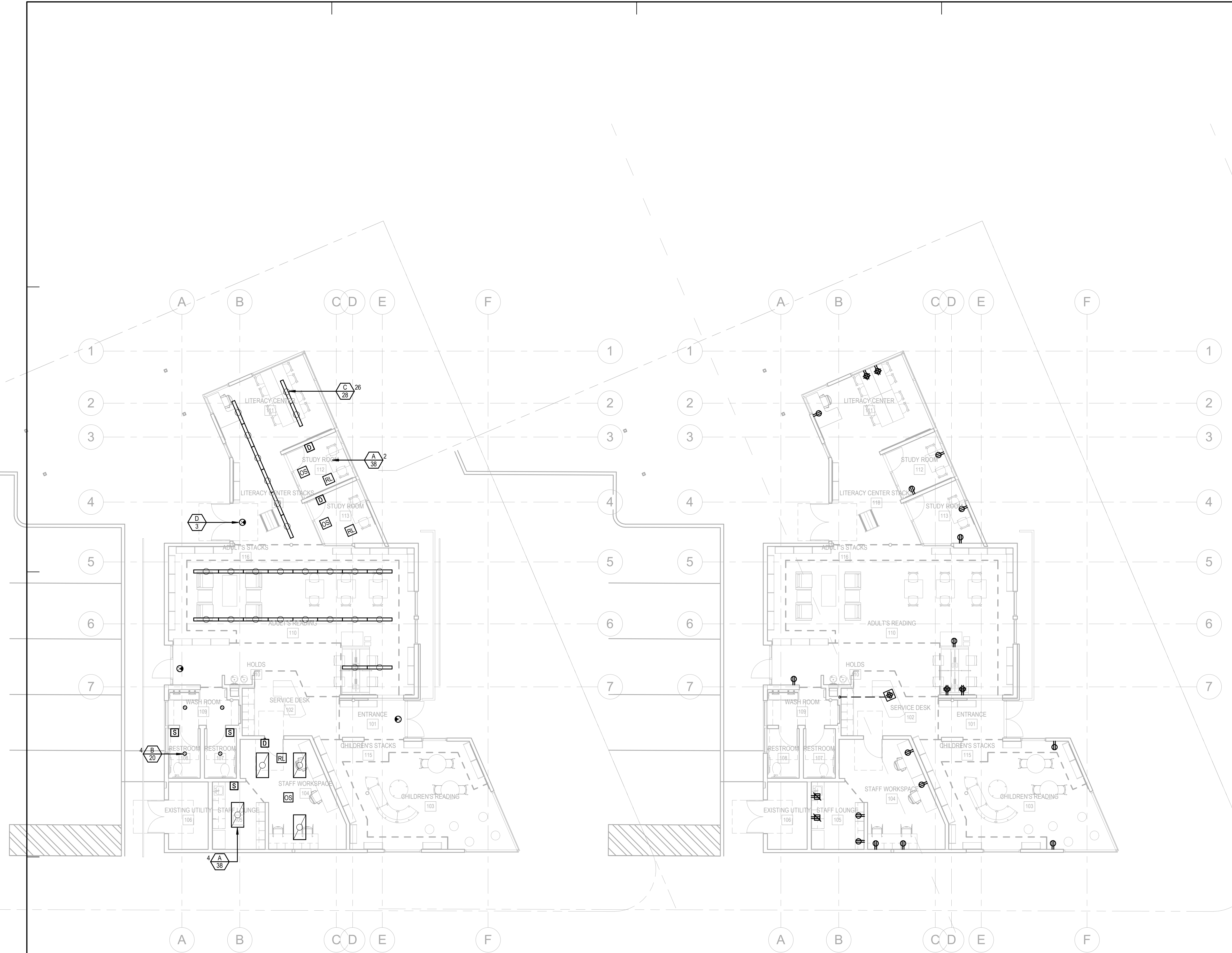
SHEET TITLE:

LIGHTING & POWER
PLANS

SCALE: 1/8" = 1'-0"

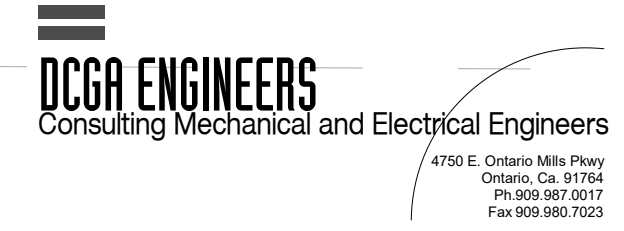
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E210



1 LIGHTING PLAN
1/8" = 1'-0"

2 POWER PLAN
1/8" = 1'-0"



8/2/2022 8:19:47 AM

SHEET NOTES



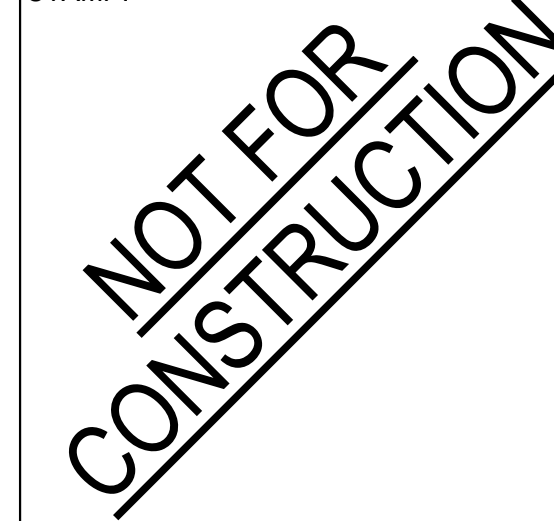
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San Jose, California 95113
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CONSULTANTS LOGO:

DESIGN
DEVELOPMENT SET

STAMP:



NO. DATE REVISIONS

NO.	DATE	REVISIONS

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: Issue Date

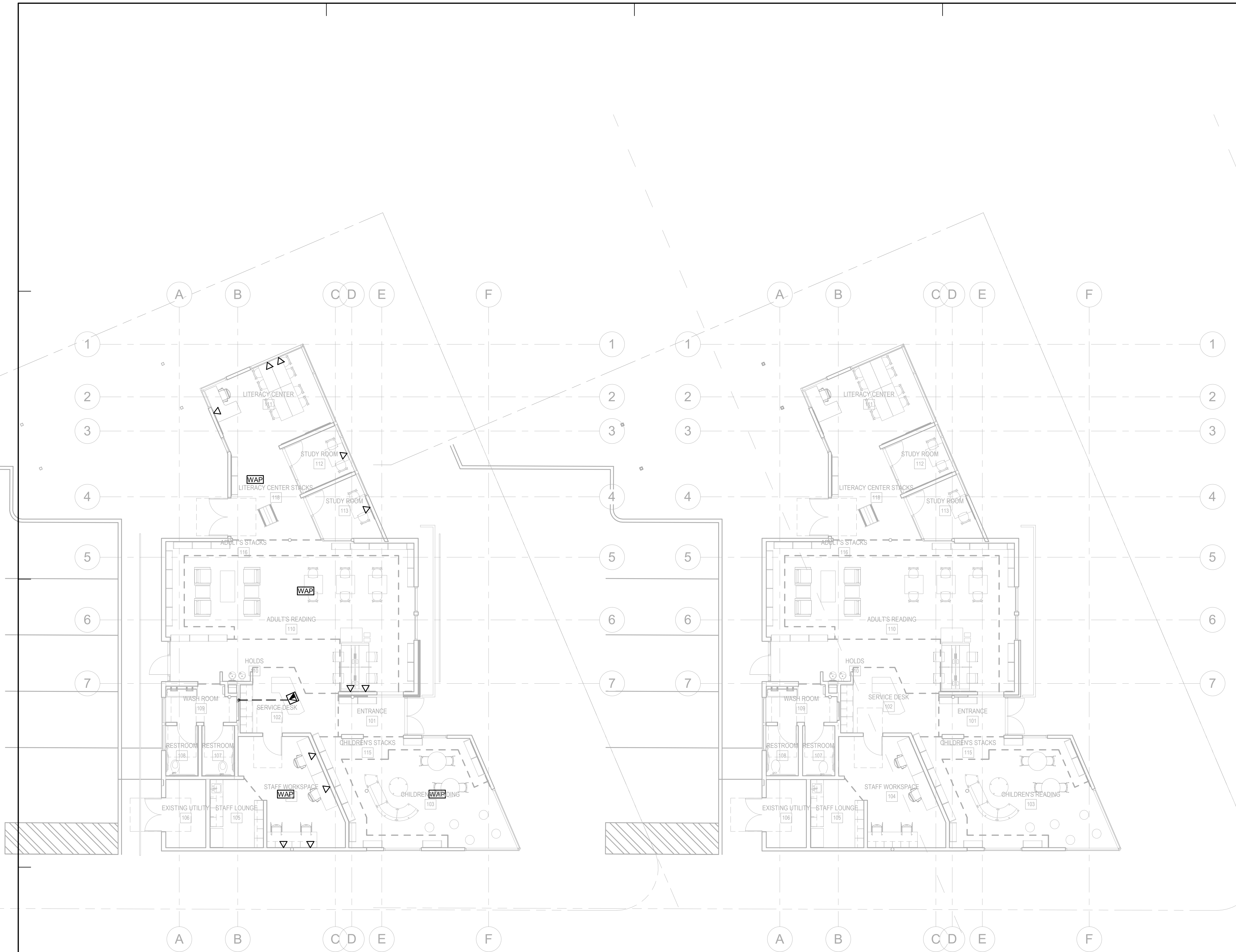
SHEET TITLE:

**COMMUNICATION &
FIRE ALARM PLANS**

SCALE: 1/8" = 1'-0"

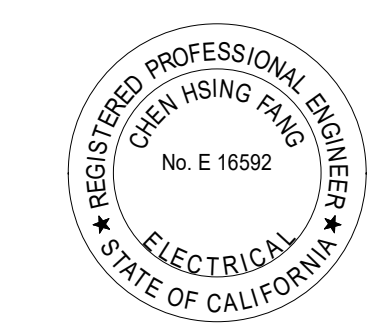
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E220



1 COMMUNICATION PLAN
1/8" = 1'-0"

2 FIRE ALARM PLAN
1/8" = 1'-0"



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4750 E. Ontario Mills Place
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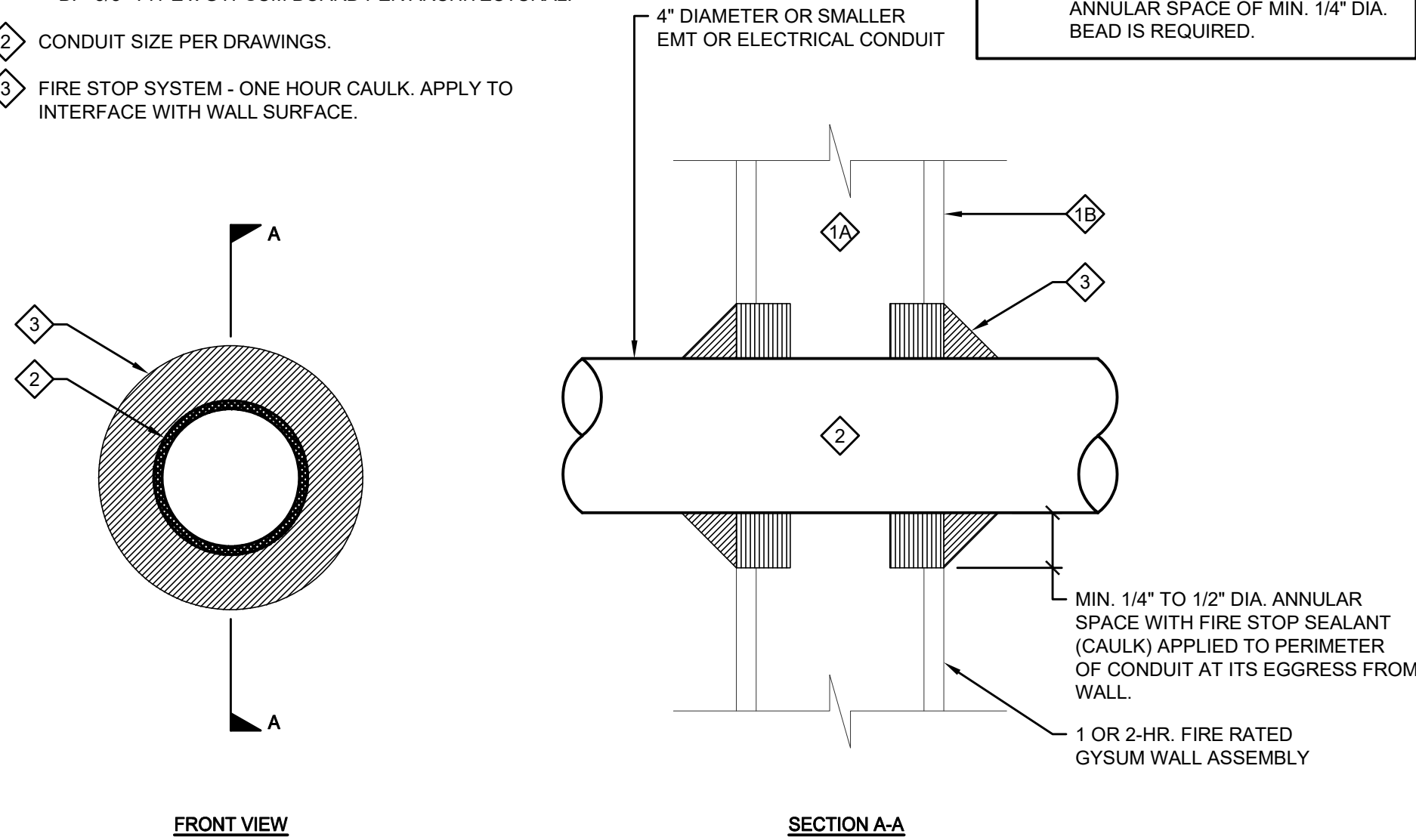
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DETAIL NOTES:

- 1 WALL CONSTRUCTION:
A. STEEL STUDS PER ARCHITECTURAL/STRUCTURAL.
B. 5/8" TYPE X GYPSUM BOARD PER ARCHITECTURAL.
- 2 CONDUIT SIZE PER DRAWINGS.
- 3 FIRE STOP SYSTEM - ONE HOUR CAULK. APPLY TO INTERFACE WITH WALL SURFACE.

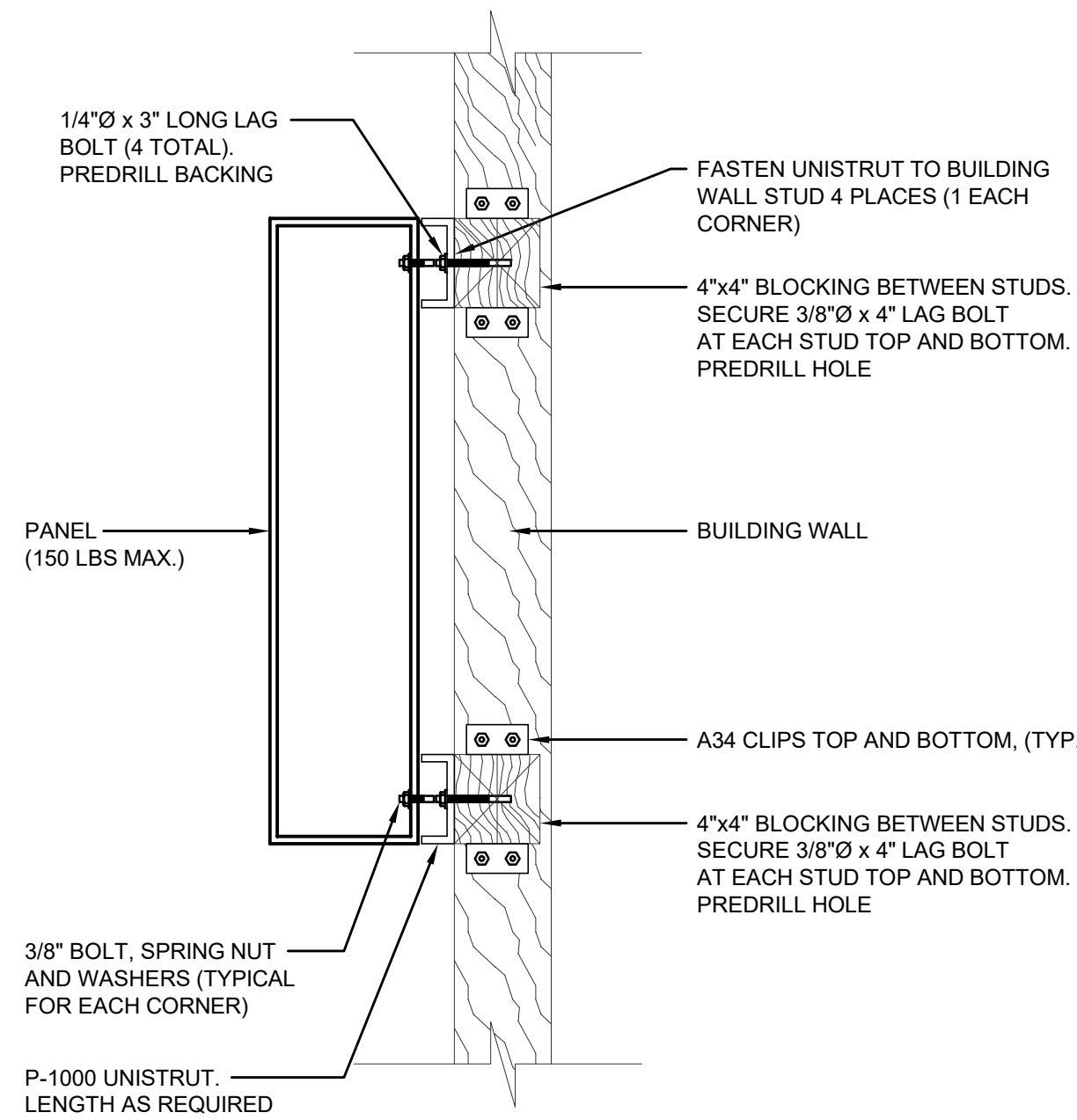
U.L. SYSTEM NO. WL-1001

NOTE: MAX. DIA. OF OPENING IS 1 3/8" ANNUAL SPACE OF MIN. 1/4" DIA. BEAD IS REQUIRED.



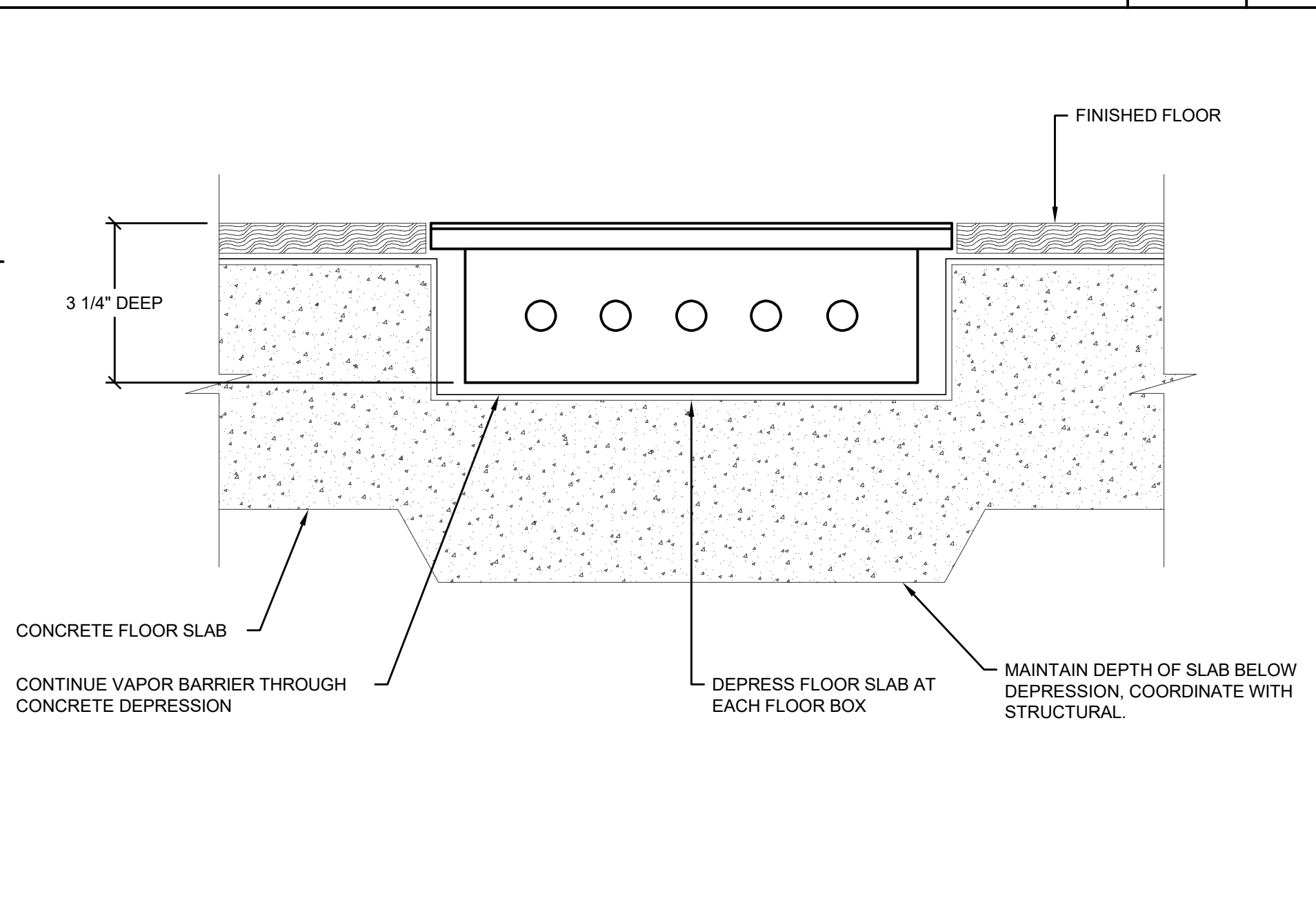
CONDUIT PENETRATION AT 1-HR FIRE RATED WALL

NOT TO SCALE 1



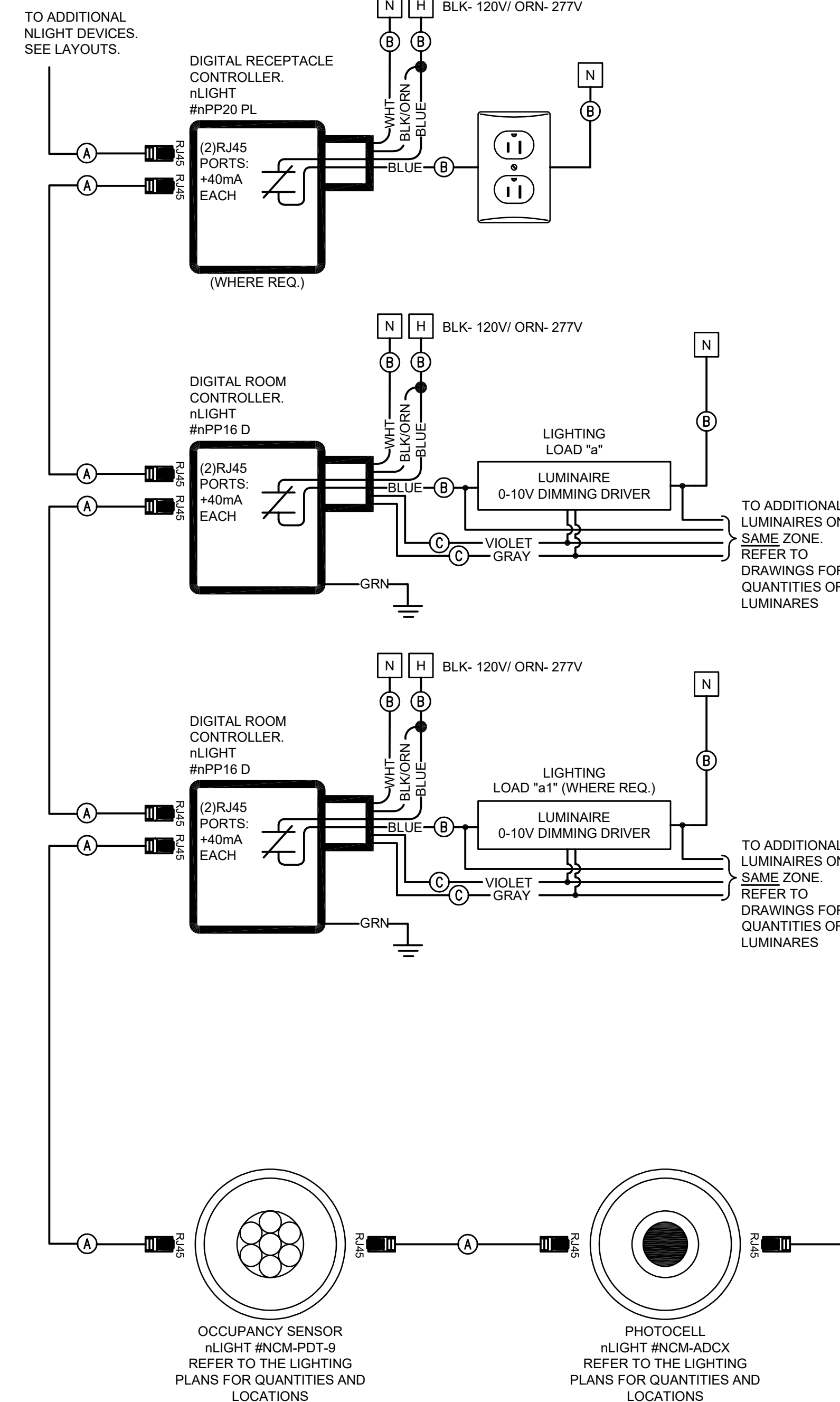
SURFACE MOUNTED PANEL/CABINET AT WOOD FRAMING

NOT TO SCALE 2



FLOOR BOX MOUNTING DETAIL

NOT TO SCALE 4



CAT5e/6 CABLE TERMINATION

N.T.S.

TIA / EIA-568-B CABLING STANDARD TERMINATION

Function	PAIR #	PIN OUT (T568B)	Wire Color
(T1) (R1)	1	5	WHITE w/ BLUE BLUE
Tx + (T2) Tx - (R2)	2	1	WHITE w/ ORANGE ORANGE
Rx + (T3) Rx - (R3)	3	3	WHITE w/ GREEN GREEN
(T4) (R4)	4	7	WHITE w/ BROWN BROWN

TERMINATION & TESTING OF CAT5 CABLES MUST BE DONE BY A QUALIFIED NETWORK INSTALLER

CABLE TERMINATION REQUIREMENTS :

- STRIP OFF OUTER JACKET - APPROXIMATELY 1-1/2" (37.6 MM)
- FIT A PIECE OF 1-1/8" (28.6 MM) LONG HEAT SHRINK TUBE OVER THE CABLE EXTENDING OUT 1/4" (6.25 MM) FROM OUTER JACKET
- TERMINATE APPROXIMATELY 1/2" (12.2 MM) FROM END OF CONDUCTORS ON TYPE 110 PUNCH DOWN BLOCK OR CONNECTOR PER SCHEDULE (T568B) - MAXIMUM UNTWIST OF CONDUCTORS TO TERMINATIONS IS 1/2" (12.2 MM) - TRIM EXCESS LEADS
- SHRINK TUBING AND ADD APPROPRIATE ID LABEL TO THE CABLE AT THE END OF THE HEAT SHRINK TUBE

SEE SYSTEM SPECIFIC NOTES ON SHEET LC0.1 FOR MAXIMUM CABLE LENGTHS.

TRIM AFTER TERMINATION

NOTES:
DAISY-CHAIN CAT5 PATCH CABLE WITH RJ45 CONNECTORS FROM DIGITAL DEVICE TO DIGITAL DEVICE.
REFER TO MANUFACTURERS INSTRUCTIONS FOR LONG DISTANCE RUNS BETWEEN DIGITAL DEVICES.
CRIMP AND TEST EACH CABLE WITH A LAN CIRCUIT TESTER PRIOR TO INSTALLATION.

WALL SWITCH BUTTON ASSIGNMENTS (3 BUTTON SWITCH)

BUTTON	ENGRAVING	ASSIGNMENTS
1	"ON/OFF"	ALL LIGHTS "ON" OR "OFF"
2	▲	RAISE LIGHT LEVELS INCREMENTALLY
3	▼	LOWER LIGHT LEVELS INCREMENTALLY

WIRE LEGEND

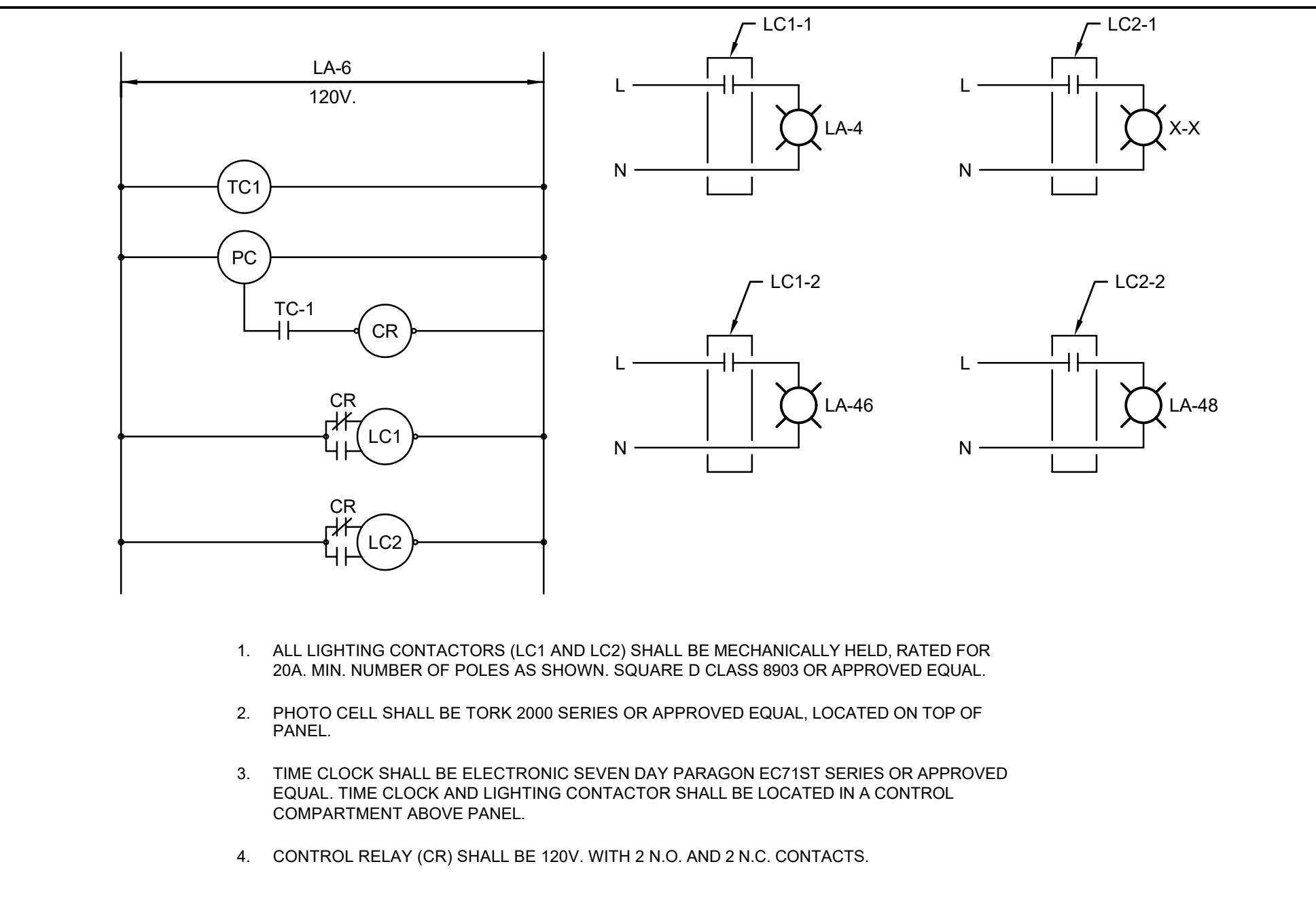
- A CAT 5-E (CLASS 2)
- B LINE VOLTAGE
- C 0-10 VDC
- H UNSWITCHED HOT CONDUCTOR
- N NEUTRAL CONDUCTOR

ALL LIGHTING CONTROL COMPONENTS SHALL BE "nLIGHT"

REFER TO THE LIGHTING PLANS FOR QUANTITIES AND LOCATIONS OF ALL LIGHTING CONTROL DEVICES UNLESS NOTED OTHERWISE.

LIGHTING CONTROL WIRING DIAGRAMS

NOT TO SCALE 3



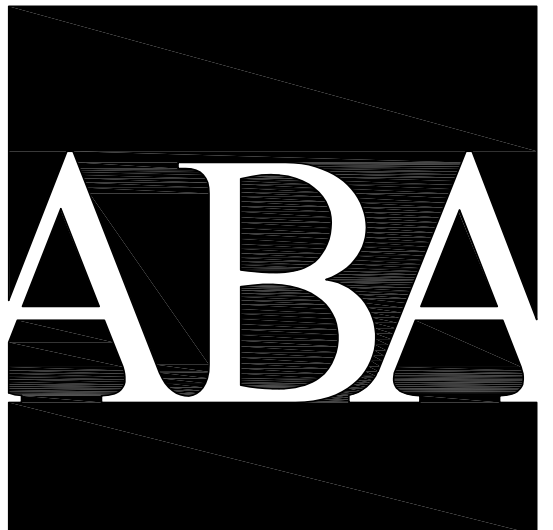
- ALL LIGHTING CONTACTORS (LC1 AND LC2) SHALL BE MECHANICALLY HELD, RATED FOR 20A. MIN. NUMBER OF POLES AS SHOWN. SQUARE D CLASS 8903 OR APPROVED EQUAL.
- PHOTO CELL SHALL BE TORK 2000 SERIES OR APPROVED EQUAL, LOCATED ON TOP OF PANEL.
- TIME CLOCK SHALL BE ELECTRONIC SEVEN DAY PARAGON EC71ST SERIES OR APPROVED EQUAL. TIME CLOCK AND LIGHTING CONTACTOR SHALL BE LOCATED IN A CONTROL COMPARTMENT ABOVE PANEL.
- CONTROL RELAY (CR) SHALL BE 120V. WITH 2 N.O. AND 2 N.C. CONTACTS.

EXTERIOR LIGHTING CONTROL DETAIL

NOT TO SCALE 5



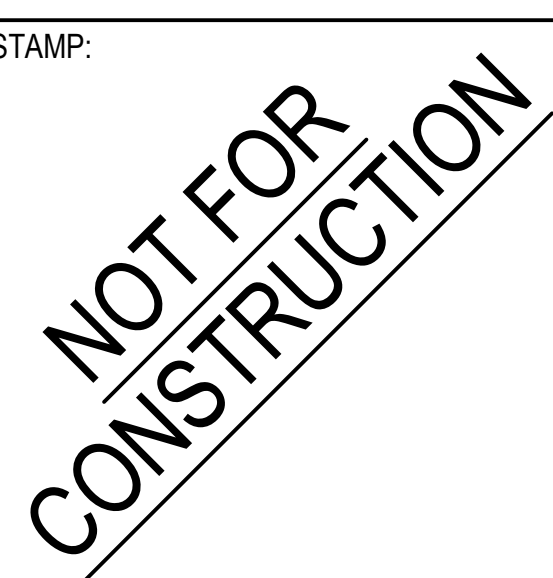
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CONSULTANTS LOGO:

DESIGN DEVELOPMENT SET



NO.	DATE	REVISIONS
1	Date 1	PLANNING SUBMITAL

PROJECT TITLE:
Bob Lucas Literacy Center Renovations
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: Issue Date
SHEET TITLE:

ELECTRICAL DETAILS

SCALE: N.T.S.

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E401

TELECOMMUNICATION SHEET SET	
SHEET NUMBER	SHEET TITLE
0 - TELECOMMUNICATION REFERENCE & DETAILS	
T000	TELECOM SYMBOLS AND NOTES
T001	TELECOM STANDARDS (1 OF 2)
T002	TELECOM STANDARDS (2 OF 2)
1 - TELECOMMUNICATION PLANS	
T100	TELECOM LEVEL 1 FLOOR PLAN
2 - TELECOMMUNICATION ENLARGED PLANS	
T201	TELECOM ENLARGED PLAN
2 - TELECOMMUNICATION RACK ELEVATIONS	
T202	TELECOM RACK ELEVATIONS
3 - TELECOMMUNICATION RISER DIAGRAMS	
T301	TELECOM RISER DIAGRAMS

GENERAL PROJECT NOTES	
A.	ALL MOUNTING HEIGHTS ARE TO THE CENTER LINE OF THE DEVICE BACKBOX UNLESS NOTED OTHERWISE.
B.	ALL BOXES AND CONDUITS IN WALLS AND CEILINGS SHALL BE FLUSH MOUNTED OR CONCEALED UNLESS NOTED OTHERWISE.
C.	ALL EXTERIOR OUTLETS SHALL BE EXTERIOR RATED OUTLET, IP-67 RATED (NEMA 6).
D.	EXACT LOCATION OF ALL TELECOM OUTLETS LOCATED IN FURNITURE AND MILLWORK TO BE VERIFIED WITH ARCHITECT PRIOR TO INSTALLATION.
E.	ELECTRICAL OUTLETS SHALL BE PROVIDED WITHIN THREE-SIX INCHES OF COMMUNICATION OUTLETS AT EQUAL HEIGHT.
F.	IT SHALL BE UNDERSTOOD ALL INFORMATION WITHIN THIS DRAWING PACKAGE IS DIAGRAMMATIC TO SHOW THE DESIGN INTENT. ANY FIELD DEVIATIONS FROM THE DRAWINGS BY THE CONTRACTOR HOWEVER, SHALL BE SUBMITTED IN WRITING TO THE ARCHITECT OR CONSULTANT. IF FIELD DEVIATIONS ARE NOT SUBMITTED BEFOREHAND, THE INDIVIDUAL CHANGE(S) WILL BE CONSIDERED OUT OF SCOPE FROM THE ARCHITECT AND CONSULTANT'S OVERALL DESIGN AND SPECIFICATION FOR THE PROJECT.

SEPARATION DISTANCE BETWEEN POWER CABLES AND DATA CABLES			
CONDITION	MINIMUM SEPARATION DISTANCE		
	< 2 kVA	2-5 kVA	> 5kVA
UNSHIELDED POWER LINES OR ELECTRICAL EQUIPMENT IN PROXIMITY TO OPEN OR NONMETAL PATHWAYS.	5"	12"	24"
UNSHIELDED POWER LINES OR ELECTRICAL EQUIPMENT IN PROXIMITY TO A GROUNDED METAL CONDUIT PATHWAY.	2.5"	6"	12"
POWER LINES ENCLOSED IN A GROUNDED METAL CONDUIT (OR EQUIVALENT SHIELDING) IN PROXIMITY TO A GROUNDED METAL CONDUIT PATHWAY.		3"	6"
ELECTRICAL MOTORS AND TRANSFORMERS.			48"

SEPARATION DISTANCE BETWEEN DATA CABLES AND SPECIFIC EMI SOURCES	
SOURCE OF DISTURBANCE	MINIMUM SEPARATION DISTANCE
FLUORESCENT LAMPS	5"
NEON LAMPS	5"
MERCURY VAPOUR LAMPS	5"
HIGH-INTENSITY DISCHARGE LAMPS	5"
ARC WELDERS	31"
FREQUENCY INDUCTION HEATING	39"

TELECOMMUNICATION SYMBOLS

SYMBOL	DESCRIPTION
	WALL PHONE OUTLET - PROVIDE ONE DROP COMPLETE WITH CAT6 CABLE, CONNECTOR AND TERMINATION AS REQUIRED. STUB ONE 1" CONDUIT FROM DOUBLE GANG BOX WITH SINGLE GANG PLASTER RING TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN. MOUNT AT 54" AFF UNLESS NOTED OTHERWISE.
	WALL STANDARD COMMUNICATION OUTLET - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT FROM DOUBLE GANG BOX WITH SINGLE GANG PLASTER RING TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN. MOUNT AT PROJECT'S STANDARD RECEPTACLE HEIGHT UNLESS NOTED OTHERWISE.
	FLOOR STANDARD COMMUNICATION OUTLET - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT IN FLOOR BOX. EXACT LOCATION TO BE COORDINATED BY ARCHITECT.
	WIRELESS COMMUNICATION OUTLET - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6A CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT FROM DOUBLE GANG BOX WITH SINGLE GANG PLASTER RING TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE.
	WALL DATA COMMUNICATION OUTLET - PROVIDE QUANTITY OF DROPS AS INDICATED BY SUBSCRIPT COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT FROM DOUBLE GANG BOX WITH SINGLE GANG PLASTER RING TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT AT 18" AFF UNLESS NOTED OTHERWISE.
	FLOOR DATA COMMUNICATION OUTLET - PROVIDE QUANTITY OF DROPS AS INDICATED BY SUBSCRIPT COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT IN FLOOR BOX. EXACT LOCATION TO BE COORDINATED BY ARCHITECT.
	DATA COMMUNICATION OUTLET AT FLAT PANEL DISPLAY LOCATION - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. MOUNTED IN FLAT PANEL IN-WALL BACKBOX. SEE EAV DRAWINGS FOR INFORMATION OF THE FLAT PANEL IN-WALL BACKBOX. STUB ONE 1" CONDUIT TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE.
	CEILING DATA COMMUNICATION OUTLET AT FLAT PANEL DISPLAY LOCATION - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. STUB ONE 1" CONDUIT FROM DOUBLE GANG BOX WITH SINGLE GANG PLASTER RING TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT FLUSH IN CEILING.
	DATA FOR AV ROOM CONTROL PANEL - PROVIDE ONE DATA DROP COMPLETE WITH CAT6 CABLE, CONNECTOR AND TERMINATION AS REQUIRED. NO FACEPLATE. STUB ONE 1" CONDUIT FROM AV BACKBOX TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN. SEE EAV DRAWINGS FOR INFORMATION OF THE AV BACKBOX.
	DATA FOR AV ROOM SCHEDULING PANEL - PROVIDE ONE DATA DROP COMPLETE WITH CAT6 CABLE, CONNECTOR AND TERMINATION AS REQUIRED. NO FACEPLATE. STUB ONE 1" CONDUIT FROM AV BACKBOX TO ACCESSIBLE CEILING ON THE SAME FLOOR AS SHOWN. SEE EAV DRAWINGS FOR INFORMATION OF THE AV BACKBOX.
	SYSTEM FURNITURE STANDARD COMMUNICATION OUTLET - PROVIDE TWO DATA DROPS COMPLETE WITH CAT6 CABLES, CONNECTORS AND TERMINATIONS AS REQUIRED. COORDINATE WITH THE ARCHITECT AND FURNITURE CONSULTANT FOR MOUNTING HEIGHT.
	FURNITURE FEED POKE-THRU DEVICE. WIREMOLD 4FFATC SERIES WITH FURNITURE FEED COVER. PROVIDE ONE 1.25" CONDUIT TO CABLE TRAY ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. EXACT LOCATION TO BE COORDINATED BY ARCHITECT.
	FURNITURE FEED POKE-THRU DEVICE. WIREMOLD RC9AM2TC SERIES WITH FURNITURE FEED COVER. PROVIDE ONE 2" CONDUIT TO CABLE TRAY ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. EXACT LOCATION TO BE COORDINATED BY ARCHITECT.
	4"x4"x4" JUNCTION BOX. PROVIDE ONE 1.25" CONDUIT TO CABLE TRAY ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT AT PROJECT'S STANDARD RECEPTACLE HEIGHT UNLESS NOTED OTHERWISE.
	6"x6"x4" JUNCTION BOX. PROVIDE ONE 2" CONDUIT TO CABLE TRAY ON THE SAME FLOOR AS SHOWN UNLESS NOTED OTHERWISE. MOUNT AT PROJECT'S STANDARD RECEPTACLE HEIGHT UNLESS NOTED OTHERWISE.
	19" TELECOMMUNICATIONS RACK.
	TELECOMMUNICATIONS GROUND BUS BAR.
	FIRE RETARDANT .75" PLYWOOD BACKBOARD. PAINTED WITH TWO COATS OF WHITE FIRE RETARDANT PAINT PRIOR TO INSTALLATION. EACH SHEET OF PLYWOOD BACKBOARD SHALL BE 4' WIDE X 8' HIGH.
	TELECOMMUNICATIONS BASKET CABLE TRAY, 12" WIDE x 4" DEEP. UNO. MOUNT ABOVE ACCESSIBLE CEILING. COORDINATE LOCATION WITH DUCTWORK, PLUMBING, FIRE PROTECTION, ELECTRICAL, AND LIGHT FIXTURES.
	TELECOMMUNICATIONS LADDER CABLE RUNWAY. SIZE AS INDICATED ON DRAWINGS.
	EMT CONDUIT CONCEALED IN SLAB OR UNDER FINISHED FLOOR. ROUTE AS INDICATED.
	EMT CONDUIT CONCEALED IN WALL OR ABOVE FINISHED CEILING. ROUTE AS INDICATED.
	EMT CONDUIT STUB UP INTO ACCESSIBLE CEILING UNLESS NOTED OTHERWISE.
	CONDUIT ABOVE CEILING UNLESS NOTED OTHERWISE. CONDUIT SHALL BE CONCEALED.
AFF	ABOVE FINISHED FLOOR
BFC	BELOW FINISHED CEILING
UNO	UNLESS NOTED OTHERWISE
TR	TELECOMMUNICATION ROOM
ER	EQUIPMENT ROOM
TGB	TELECOMMUNICATION GROUNDING BUSBAR
TMGB	TELECOMMUNICATION MAIN GROUNDING BUSBAR
TBB	TELECOMMUNICATION BONDING BACKBONE



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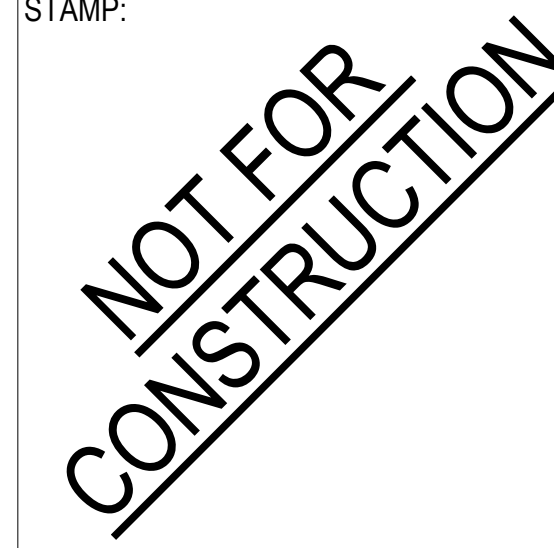
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CONSULTANTS LOGO:



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	6.15.22	50% DD
	7.29.22	100% DD

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**TELECOM SYMBOLS
AND NOTES**

SCALE: 12" = 1'-0"

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T000

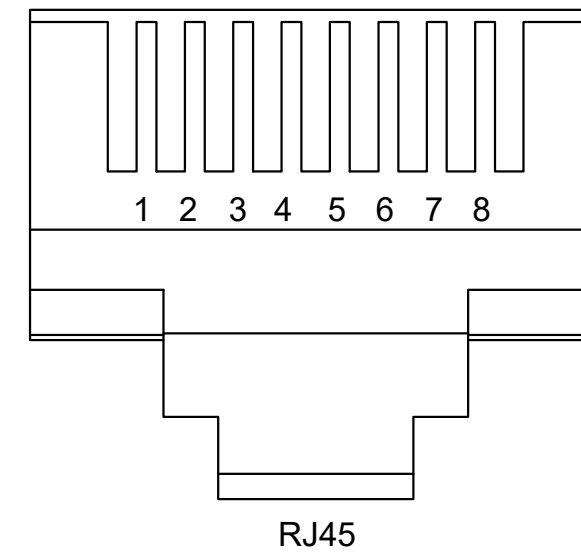
CONDUIT INSTALLATION NOTES

THE RACEWAY SYSTEM FOR TELECOM CABLE SHALL FOLLOW THE NEC AND ALL LOCAL CODES GOVERNING THIS PROJECT. ADDITIONAL REQUIREMENTS ARE AS FOLLOWS:

- A PULL CORD (NYLON, 1/8" MINIMUM) SHALL BE INSTALLED WITHIN ALL CONDUITS.
- A PULL ROPE (NYLON/POLYESTER, 3/8" MINIMUM) SHALL BE INSTALLED WITHIN ALL OUTSIDE PLANT CONDUITS. MINIMUM TENSILE STRENGTH OF ROPE SHALL BE 2000 LBS PER FOOT.
- PULL CORD AND PULL ROPE WITHIN ALL CONDUITS SHALL BE RE-PULLED AFTER EACH USE. CONDUITS SHALL NOT REMAIN EMPTY.
- CONDUIT SHALL RUN IN MOST DIRECT ROUTE POSSIBLE, USUALLY PARALLEL WITH BUILDING LINES.
- CONDUIT SLEEVES SHOULD BE RIGID GALVANIZED STEEL FOR PENETRATIONS OF CONCRETE SLABS, CONCRETE WALLS. ALL SLEEVES SHALL BE RIGIDLY INSTALLED USING APPROPRIATE FITTINGS AND ALL PENETRATIONS SHALL BE GROUTED AROUND THE SLEEVE. SLEEVES SHALL PROJECT A MINIMUM OF 4" BEYOND WALL OR FLOOR SURFACE. ALL PENETRATIONS SHALL BE FIRESTOPPED.
- CONDUIT RUN SHALL CONTAIN NO CONTINUOUS SECTIONS LONGER THAN 100 FEET. IF RUNS TOTAL MORE THAN 100 FEET, PULL POINTS OR PULL BOXES SHALL BE INSERTED.
- CONDUIT RUNS TO WORK AREAS SHALL SERVE NO MORE THAN ONE COMMUNICATION OUTLET. DAISY CHAINING IS NEVER ALLOWED.
- CONDUIT SHALL HAVE NO MORE THAN TWO 90 DEGREES OF BENDS AT ANY POINT OR MORE THAN 180 DEGREES OF CUMULATIVE BENDS BETWEEN PULL POINTS.
- INSTALL CONDUITS WITH A MINIMUM OF BENDS AND OFFSETS. BENDS SHALL NOT KINK OR DESTROY INTERIOR CROSS SECTION OF RACEWAY. FACTORY MADE BENDS SHALL BE USED FOR RACEWAY'S 1" TRADE SIZE AND LARGER. BENDS RADIUS SHALL BE 6 TIMES INTERNAL DIAMETER FOR CONDUIT SIZES UP TO 2". A CONDUIT GREATER THAN 2" SHALL HAVE BEND RADIUS AT LEAST 10 TIMES DIAMETER OF CONDUIT. DO NOT USE PULL BOX IN LIEU OF A BEND RADIUS. BEND RADIUS ON CABLING SHOULD ALWAYS BE MADE WITHIN THE CONDUIT.
- DO NOT INSTALL CONDUIT OVER OR ADJACENT TO BOILERS, INCINERATORS, HOT WATER LINES, OR STEAM LINES.
- REAM ALL CONDUIT ENDS AND FIT THEM WITH AN INSULATED BUSHING TO ELIMINATE SHARP EDGES THAT MAY DAMAGE CABLES.
- AFTER INSTALLATION, LEAVE CONDUITS CLEAN, DRY AND UNOBSTRUCTED, REAMED AND FITTED WITH BUSHINGS.
- ELECTRICAL METALLIC TUBING AND RIGID METAL CONDUIT ARE THE ONLY ALLOWED TYPES FOR INTERIOR BUILDING. FLEXIBLE METAL CONDUIT IS NEVER ALLOWED.
- CONDUIT SYSTEM INSTALLATION:
 - CABLE IN EXTERIOR, ABOVE GRADE LOCATIONS: RIGID GALVANIZED STEEL.
 - INTERIOR LOCATIONS: EMT AND RMC.
 - CABLE BELOW GRADE: SCHEDULE 40 PVC.
- ALL METALLIC CONDUITS SHALL BE APPROPRIATELY GROUNDED AS SPECIFIED IN THE NEC, ANSI/TIA/EIA J-STD-607-B AND PER MANUFACTURER'S SPECIFICATIONS.
- CONDUITS ARE TO BE CLEARLY MARKED AT EACH END TO INDICATE THE TRADE (E.G. AV, TELECOM) THAT THE CONDUIT IS INTENDED TO SUPPORT.
- CABLE PATHWAY SHOULD BE LESS THAN 270 FEET. THE LENGTH SHALL BE MEASURED FROM THE OUTLET IN THE WORK AREA TO PATCH PANEL IN THE RACK.
- FOR OUTSIDE PLANT CONDUITS ROUTES PROVIDE A SITE LEVEL ACCESSIBLE HANDHOLE EVERY (2) 90 DEGREE BENDS OR 180 DEGREES IN BENDS TOTAL. DISTANCE BETWEEN EACH HANDHOLE SHALL NOT EXCEED 600 FEET DISTANCE. DO NOT USE HANDHOLE IN LIEU OF A BEND RADIUS. BEND RADIUS ON CABLING SHOULD ALWAYS BE MADE WITHIN THE CONDUIT.
- OUTSIDE PLANT LOCATIONS, ROUTES, AND PULL POINTS ARE INDICATIVE ONLY. CONTRACTOR TO REVIEW THE PROJECT SITE AND SUBMIT SHOP DRAWING WHICH INCLUDES BUT IS NOT LIMITED TO ROUTES, CONFIGURATION OF CONDUITS, AND DESIGN OF HANDHOLES AND MANHOLES FOR REVIEW BY THE DESIGN TEAM BEFORE COMMENCING WORK.
- CONTRACTOR TO SUBMIT PRE-CAST HANDHOLE AND MANHOLE PRODUCTS WHICH ARE TO BE INTEGRATED INTO THE OUTSIDE PLANT COMMUNICATIONS DUCTBANK FOR REVIEW BEFORE COMMENCING WORK.
- CONTRACTOR SHALL PROVIDE A 2" CONDUIT SLEEVES EXTENDING INTO ACCESSIBLE CEILING AS NECESSARY INTO AREAS AND ROOMS WHERE OUTLET CONDUITS CANNOT EXTEND INTO THE ADJACENT CORRIDOR.

568B PIN CONFIGURATION

PIN	WIRE COLOR
1	WHITE/ORANGE
2	ORANGE
3	WHITE/GREEN
4	BLUE
5	WHITE/BLUE
6	GREEN
7	WHITE/BROWN
8	BROWN



1 568B PIN OUT CONFIGURATION
NTS

TWO NUMERIC CHARACTERS IDENTIFYING THE PORT ON THE PATCH PANEL

ALPHA CHARACTER IDENTIFYING THE PATCH PANEL

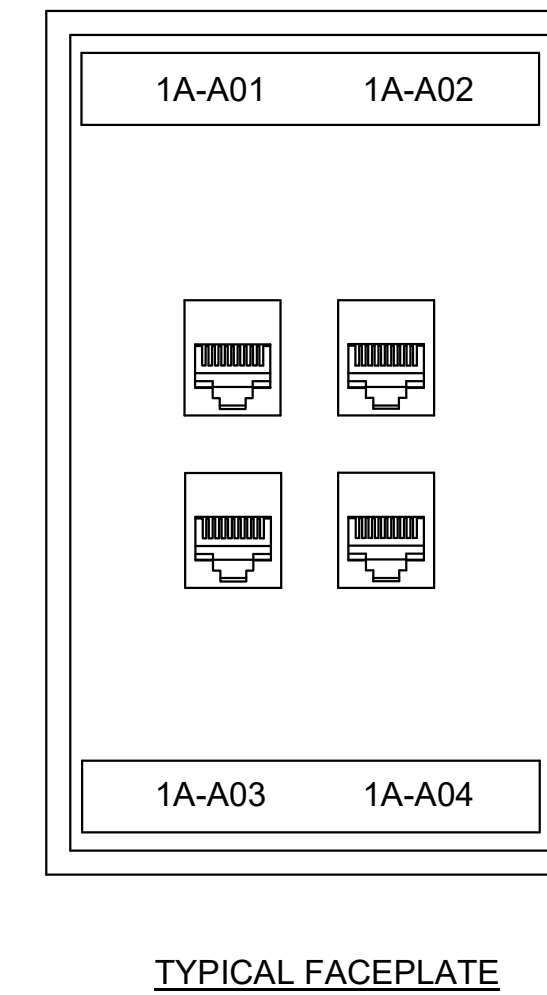
ALPHA CHARACTER IDENTIFYING THE TELECOM SPACE

NUMERIC CHARACTER IDENTIFYING THE FLOOR

THE HORIZONTAL CABLE SHALL BE MARKED AT THE T.R. AND AT THE W.A.O. WITH THE CABLE IDENTIFIER

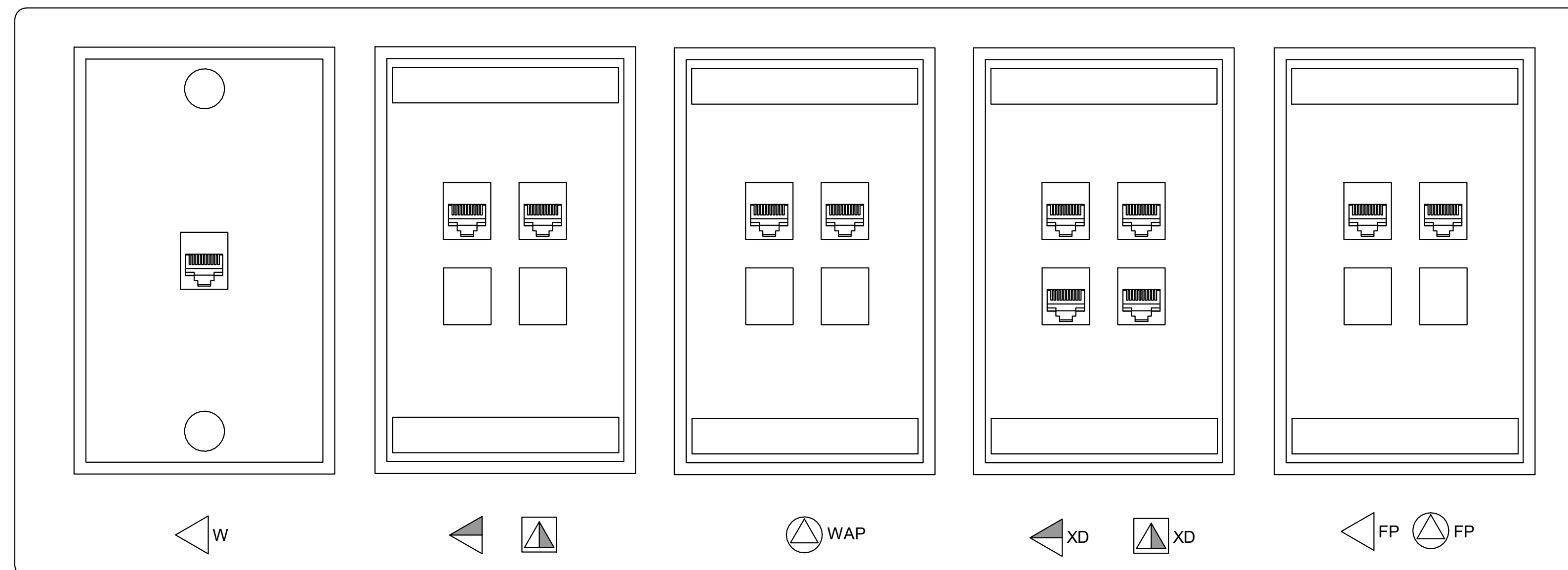
1A-A01

1A-A01
TYPICAL CABLE



TYPICAL FACEPLATE

2 TYPICAL LABELING SCHEME
NTS



3 TYPICAL FACEPLATE
NTS



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CONSULTANTS LOGO:



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STAMP:



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PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**TELECOM
STANDARDS (1 OF
2)**

SCALE: As indicated

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T001



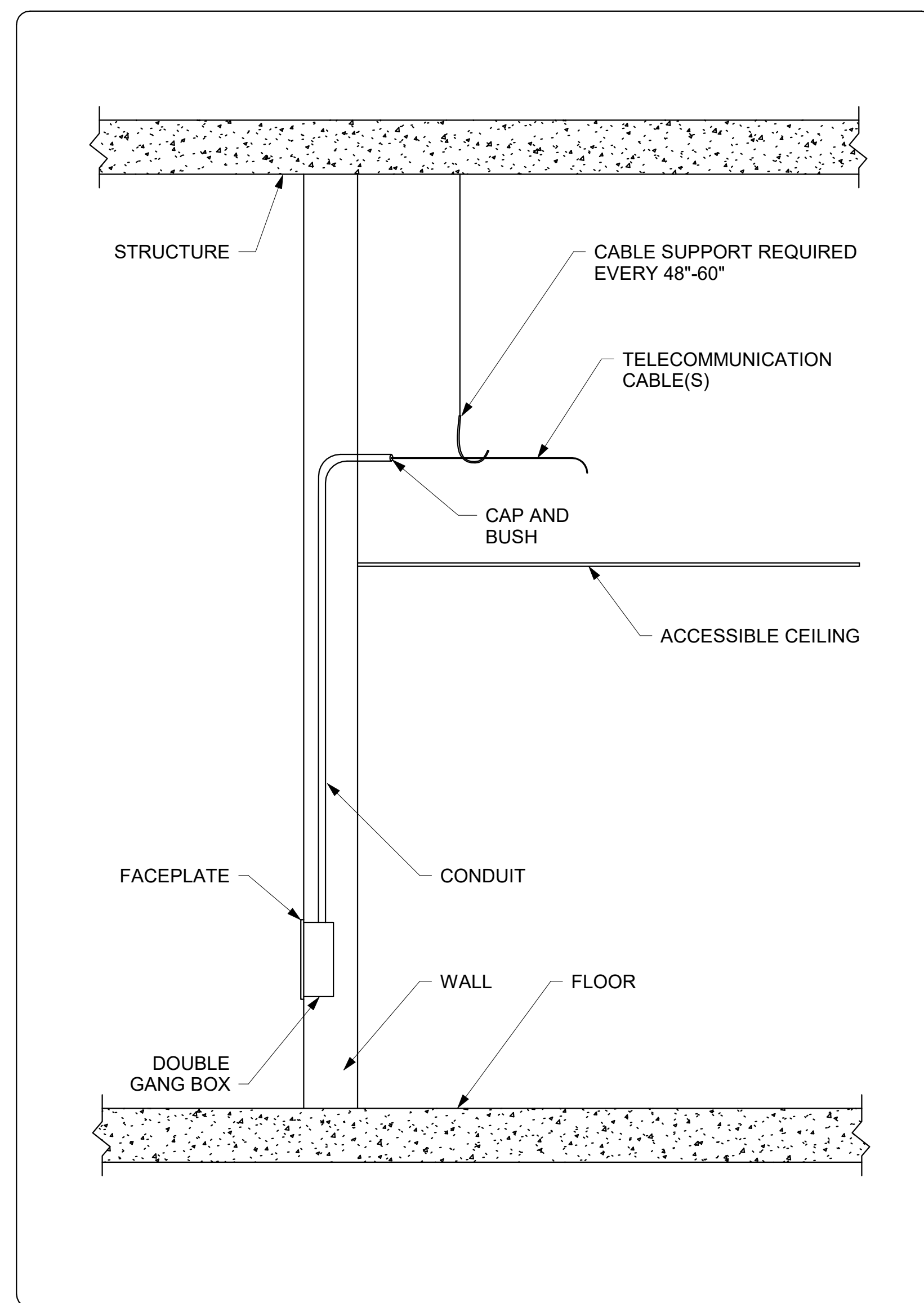
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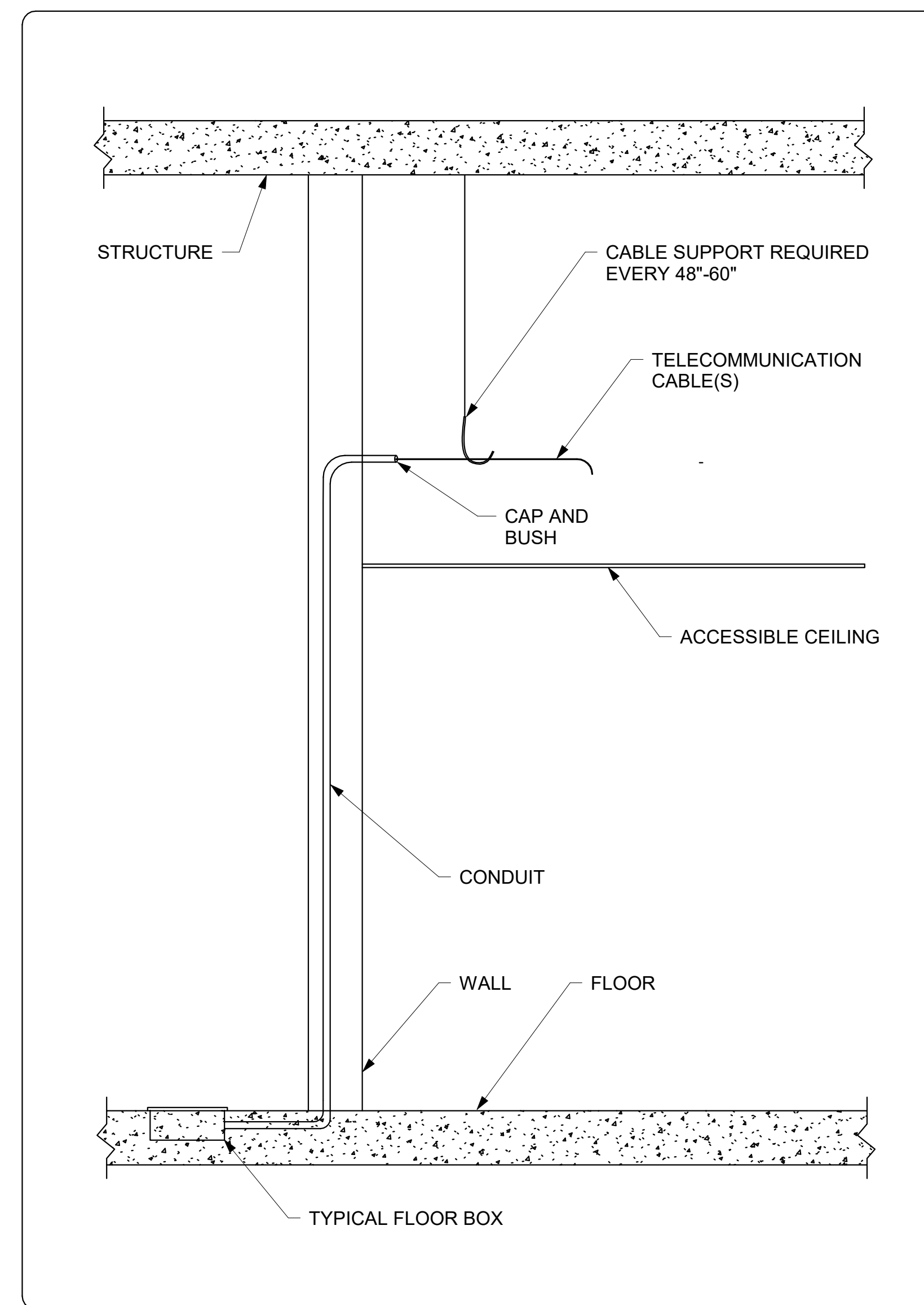
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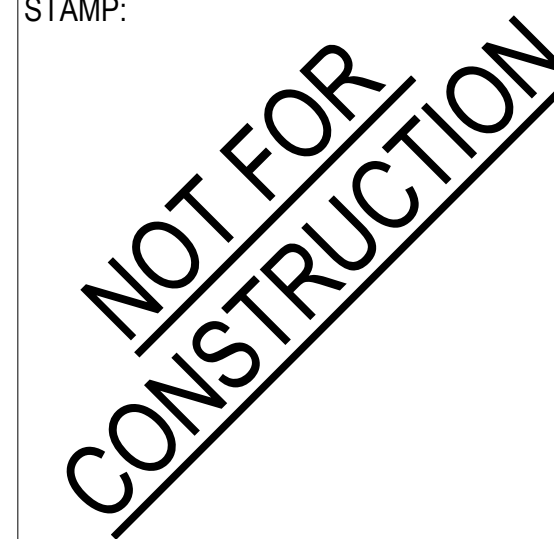


1 TYPICAL FLUSH WALL MOUNT TELECOM OUTLET
NTS



2 TYPICAL FLOOR MOUNT TELECOM OUTLET
NTS

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PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**TELECOM
STANDARDS (2 OF
2)**

SCALE: NTS

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T002



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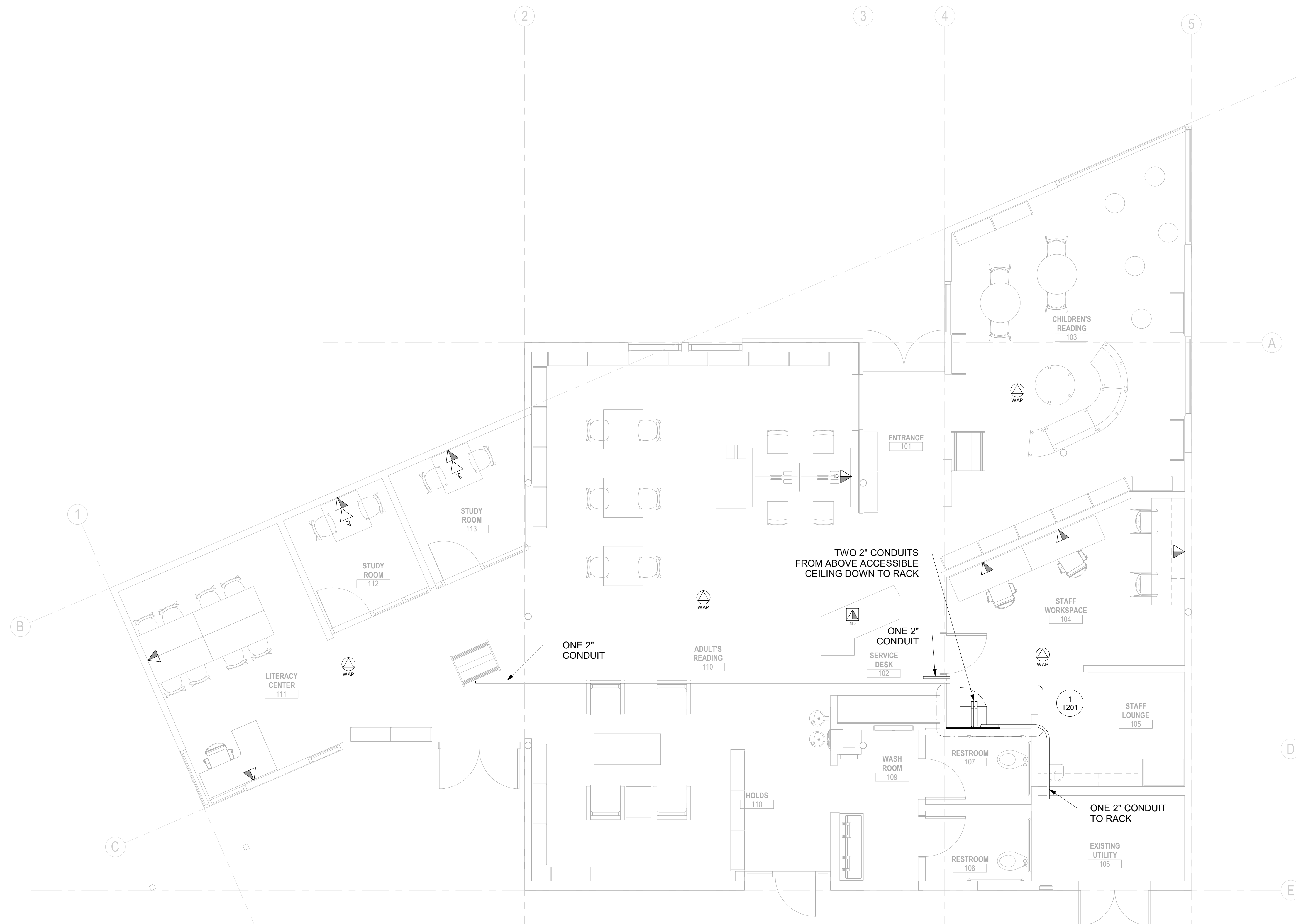
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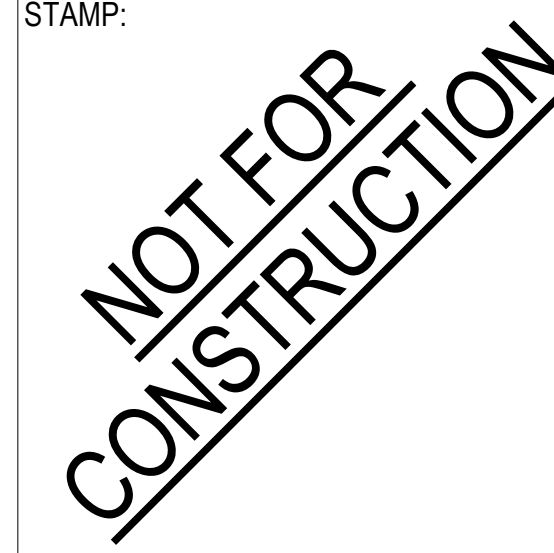
100% DESIGN DEVELOPMENT

GENERAL NOTES (THIS SHEET ONLY):

- A. ALL OUTLETS IN THIS AREA ARE SERVED FROM WALL MOUNTED CABINET. TERMINATE ALL CABLES IN WALL MOUNTED CABINET.



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PROJECT TITLE:

Bob Lucas
Literacy Center
Renovations
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

TELECOM LEVEL 1
FLOOR PLAN

SCALE: 1/4" = 1'-0"

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T100



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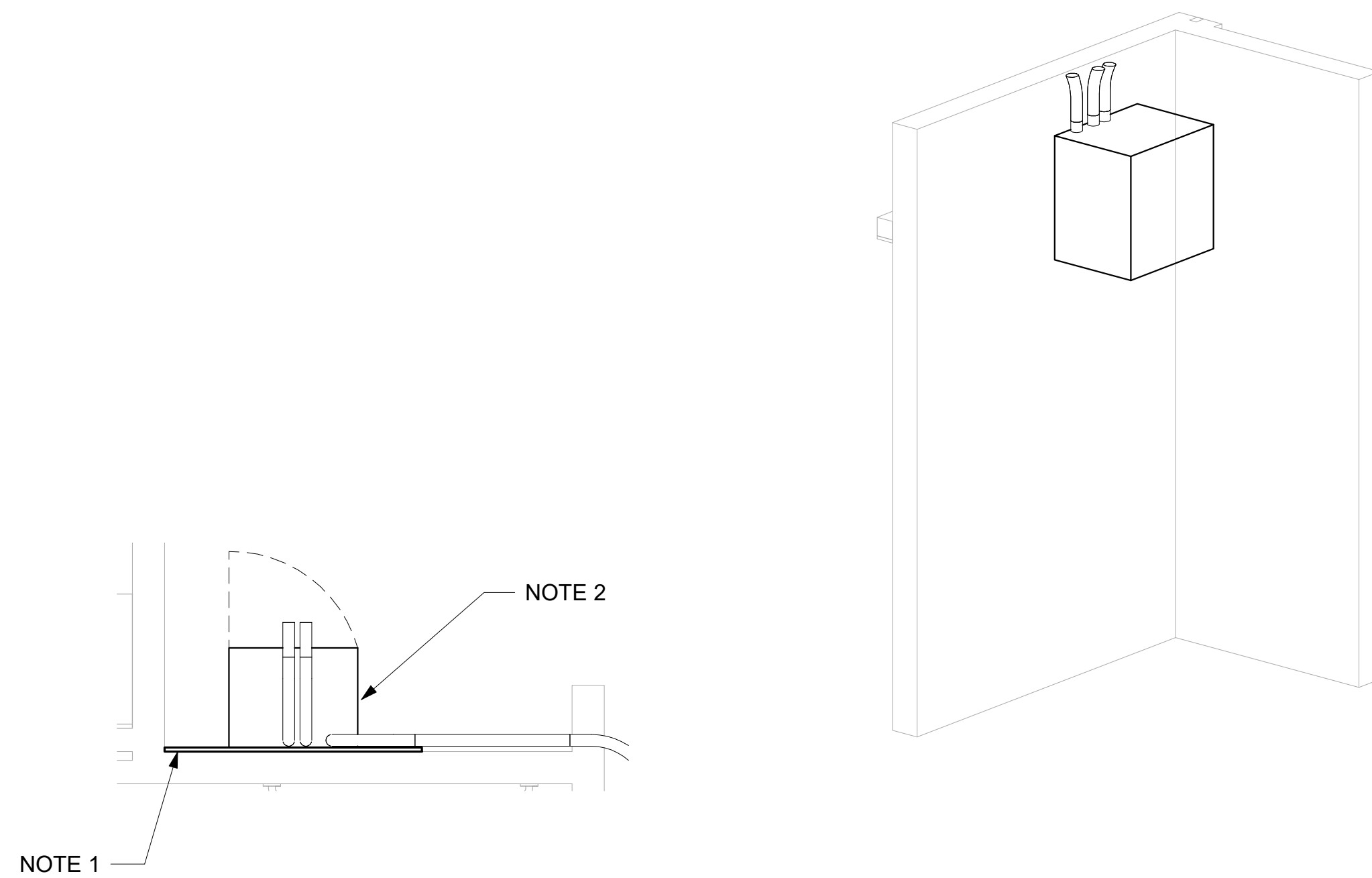
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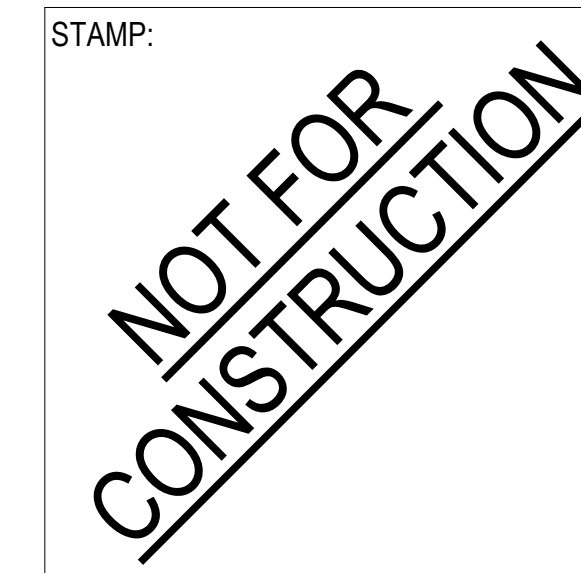
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SHEET NOTES (THIS SHEET ONLY)

1. 4'W x 4'H x 0.75"D A-C GRADE FIRE RETARDANT TREATED PLYWOOD BACKBOARD. BACKBOARD SHALL BE PAINTED WITH TWO COATS OF FIRE RETARDANT PAINT PRIOR TO INSTALLATION.
2. WALL MOUNTED EQUIPMENT CABINET, 24"Wx24"Hx18"D. MOUNTED AT 84" AFF TO THE BOTTOM OF CABINET.



1 LEVEL 1 - WALL MOUNTED CABINET
1/2" = 1'-0"



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PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**TELECOM
ENLARGED PLAN**

SCALE: 1/2" = 1'-0"

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T201



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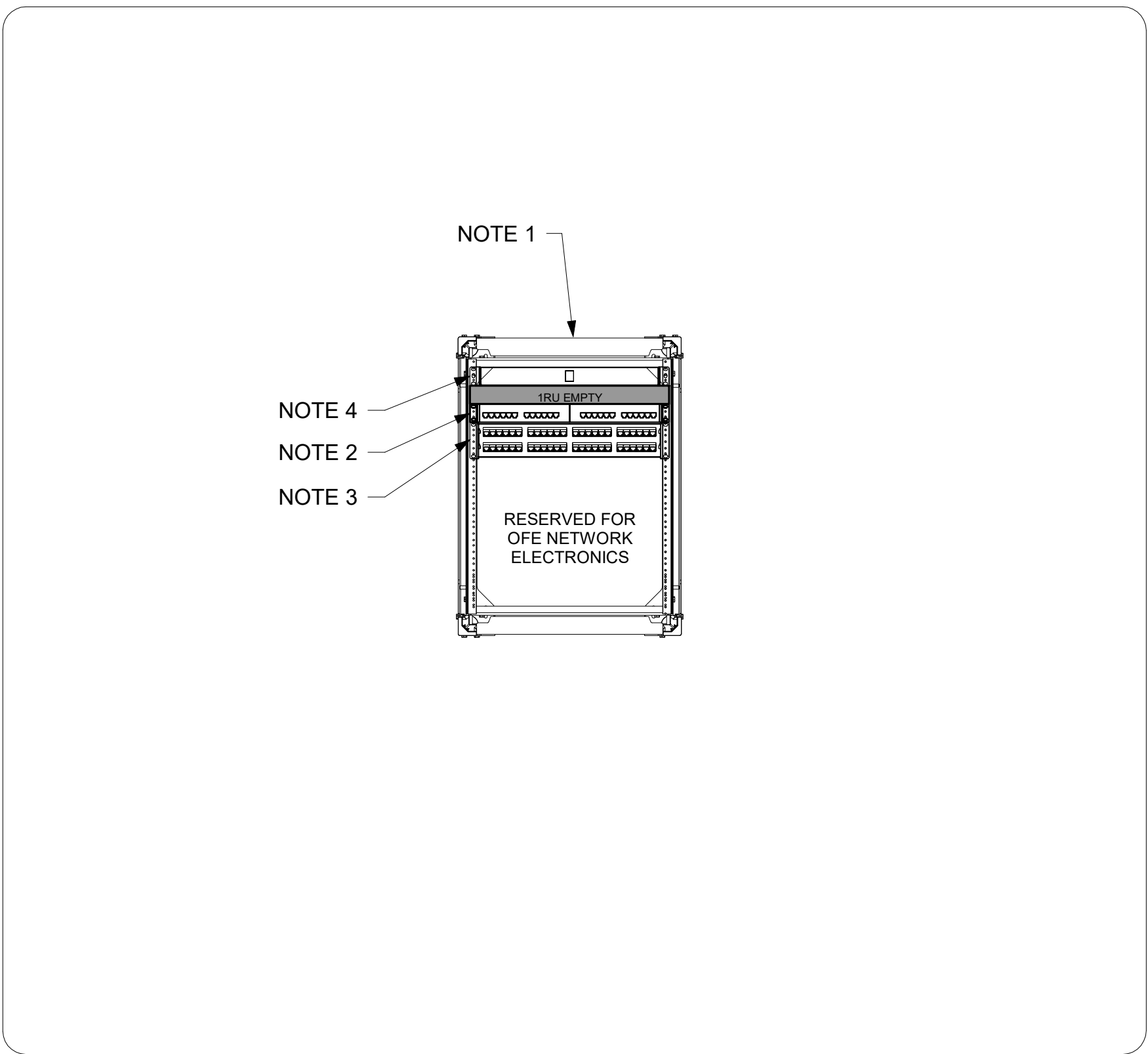
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CONSULTANTS LOGO:

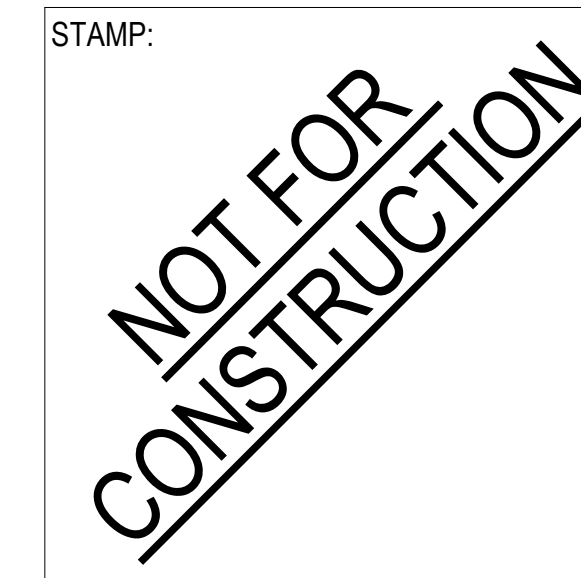


100% DESIGN DEVELOPMENT

- SHEET NOTES (THIS SHEET ONLY)**
1. WALL MOUNTED EQUIPMENT CABINET, 24"W x 24"H x 18"D.
 2. 1RU 24-PORT CAT6A PATCH PANEL. TERMINATE ALL WAP OUTLETS HERE.
 3. 2RU 48-PORT CAT6 PATCH PANEL.
 4. 1RU FIBER OPTIC PATCH PANEL.



1 LEVEL 02 WALL MOUNTED RACK ELEVATION
NTS



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PROJECT NO. 2111020
 DATE: 7/29/2022
 SHEET TITLE:

**TELECOM RACK
 ELEVATIONS**

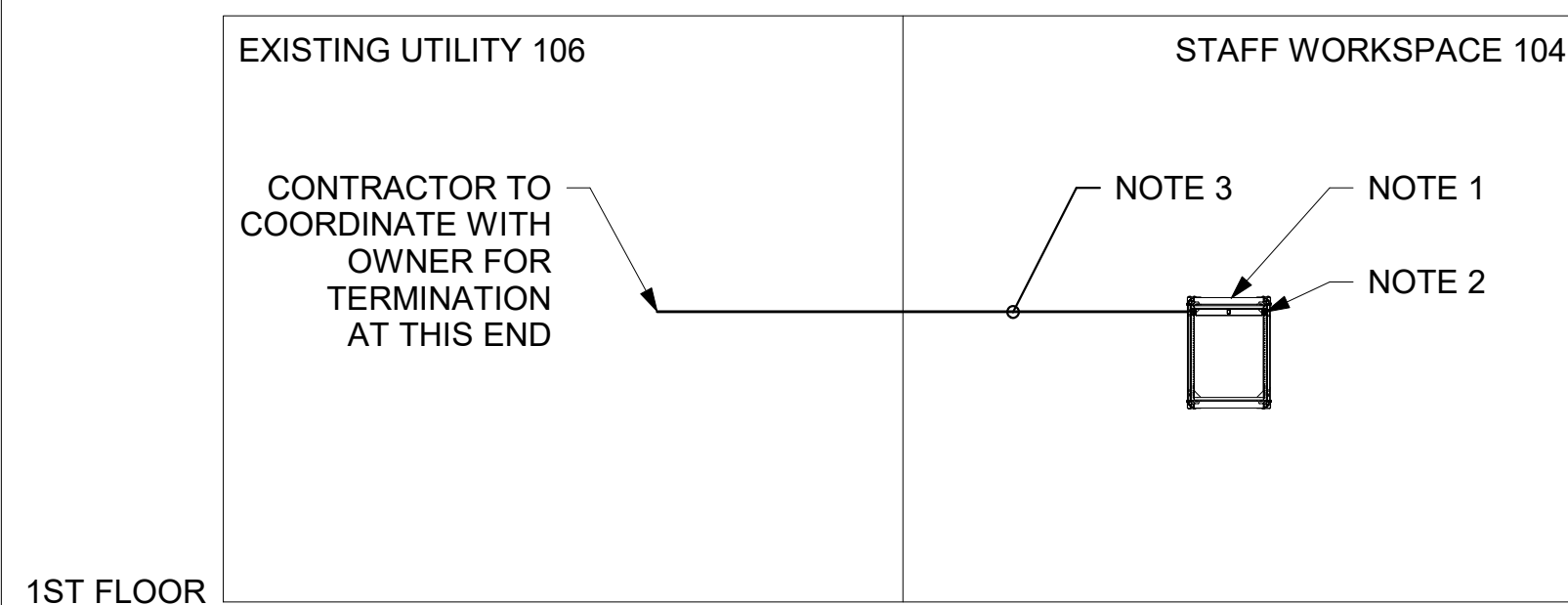
SCALE: As indicated

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T202

NOTES (THIS DETAIL ONLY)

1. WALL MOUNTED EQUIPMENT CABINET. SEE T202 FOR INFORMATION.
2. FIBER OPTIC PATCH PANEL. SEE T202 FOR INFORMATION.
3. 6-STRAND INTRABUILDING MULTIMODE OM4



1ST FLOOR

1 FIBER OPTIC RISER DIAGRAM
NO SCALE



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PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**TELECOM RISER
DIAGRAMS**

SCALE: 1/4" = 1'-0"

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T301



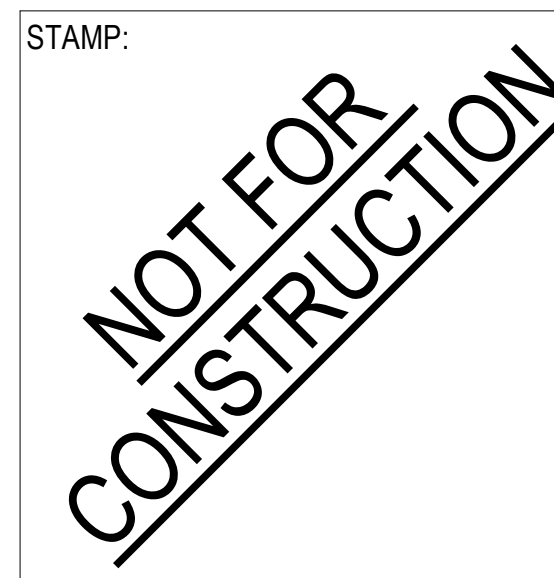
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PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

LEGEND

SCALE:

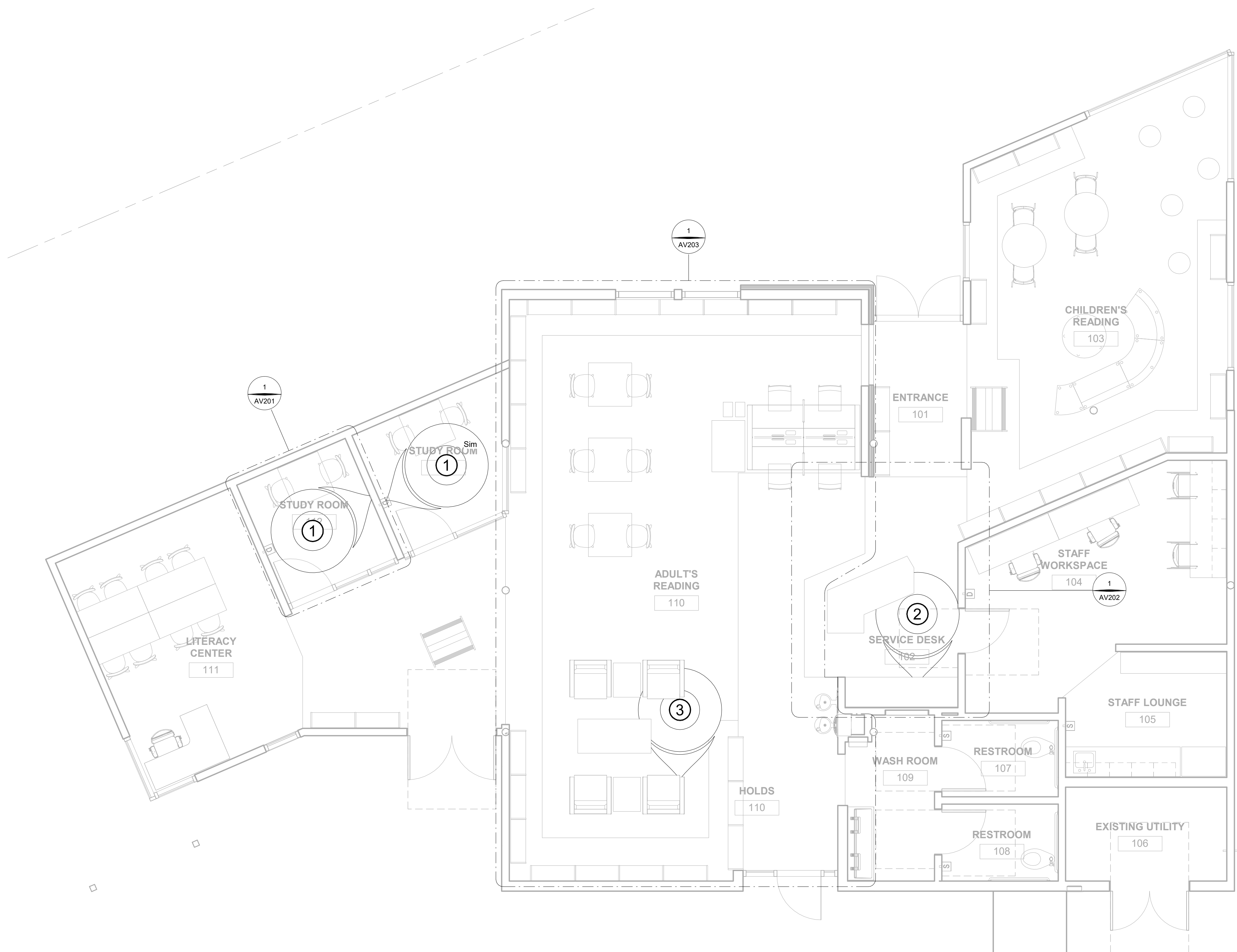
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AV000

AV SHEET SET

SHEET	NAME
00-TITLE AND REFERENCE	
AV000	LEGEND
10-KEY	
AV101	FLOOR PLAN
20-ENLARGED	
AV201	STUDY ROOM - ENLARGED PLANS
AV202	SERVICE DESK ENLARGED PLANS
AV203	ADULTS ROOM ENLARGED PLANS
30-ELEVATIONS	
AV301	STUDY ROOM - AV ELEVATION
AV302	SEVICE DESK - AV ELEVATION
AV303	ADULTS ROOM - AV ELEVATION

LEVEL 1 - AV			
ROOM NAME	ROOM NUMBER	LAYOUT	ENLARGEMENT
1 - Study Room			
STUDY ROOM	112	A	AV201
STUDY ROOM	113	A	AV201
2 - Service Desk			
SERVICE DESK	102	A	AV202
3 - Adults Room			
ADULTS	110	A	AV203



1 LEVEL 1 AV
1/4" = 1'-0"



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PROJECT TITLE:
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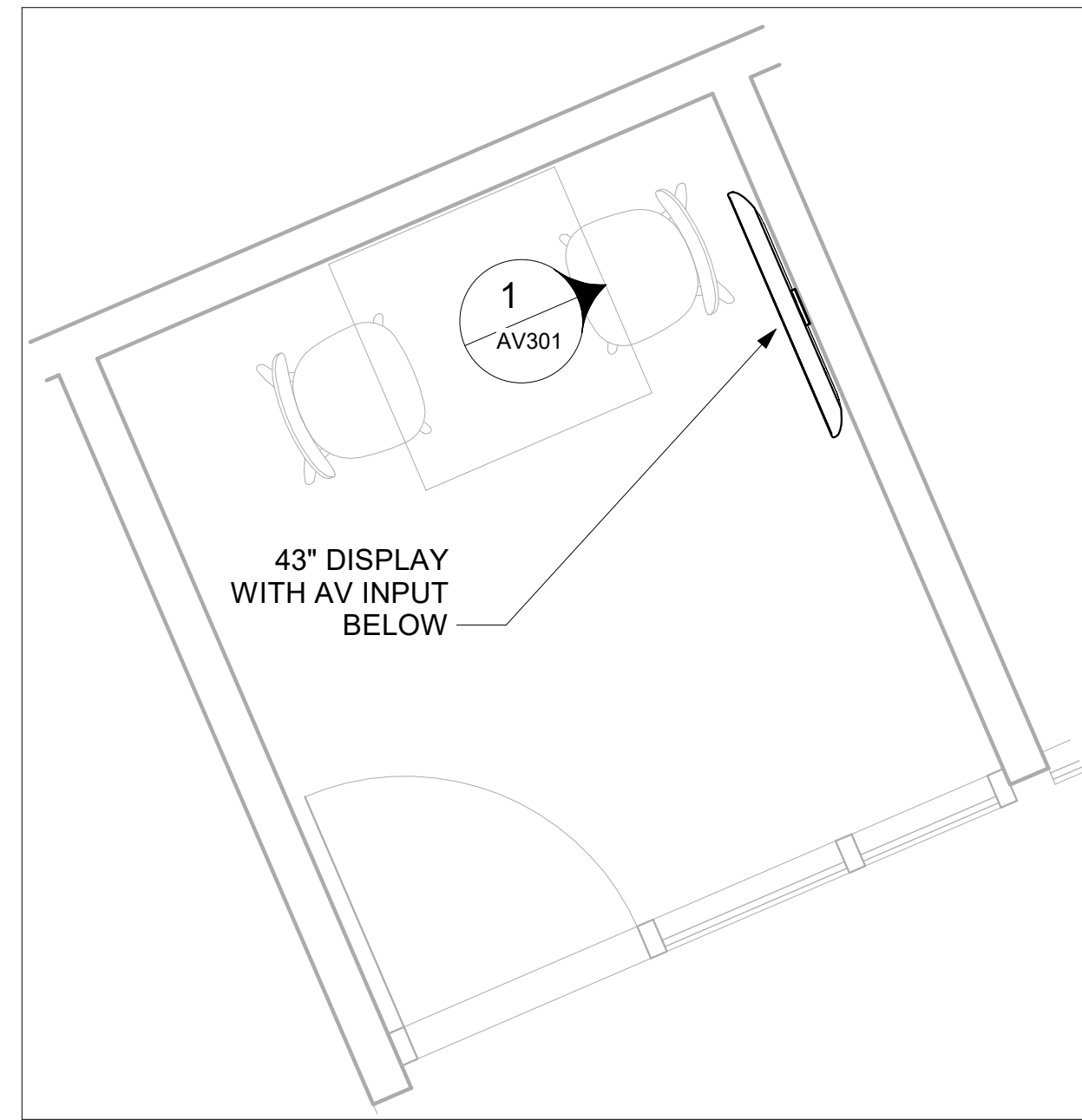
PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

FLOOR PLAN

SCALE: 1/4" = 1'-0"

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AV101

1 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV201



1 STUDY ROOM - AV PLAN
1/2" = 1'-0"

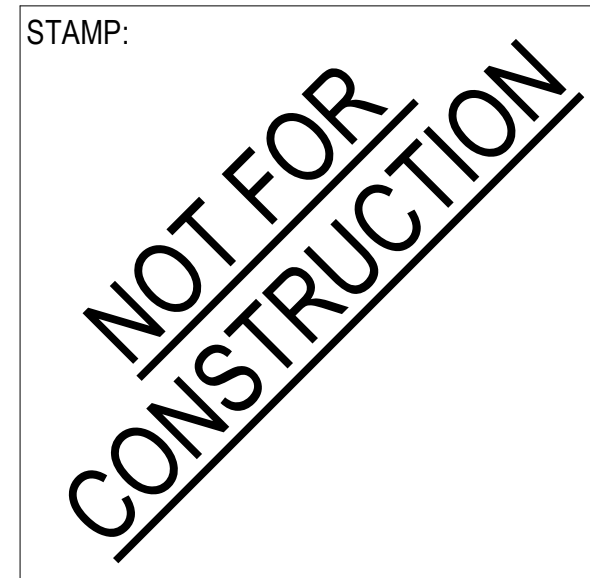


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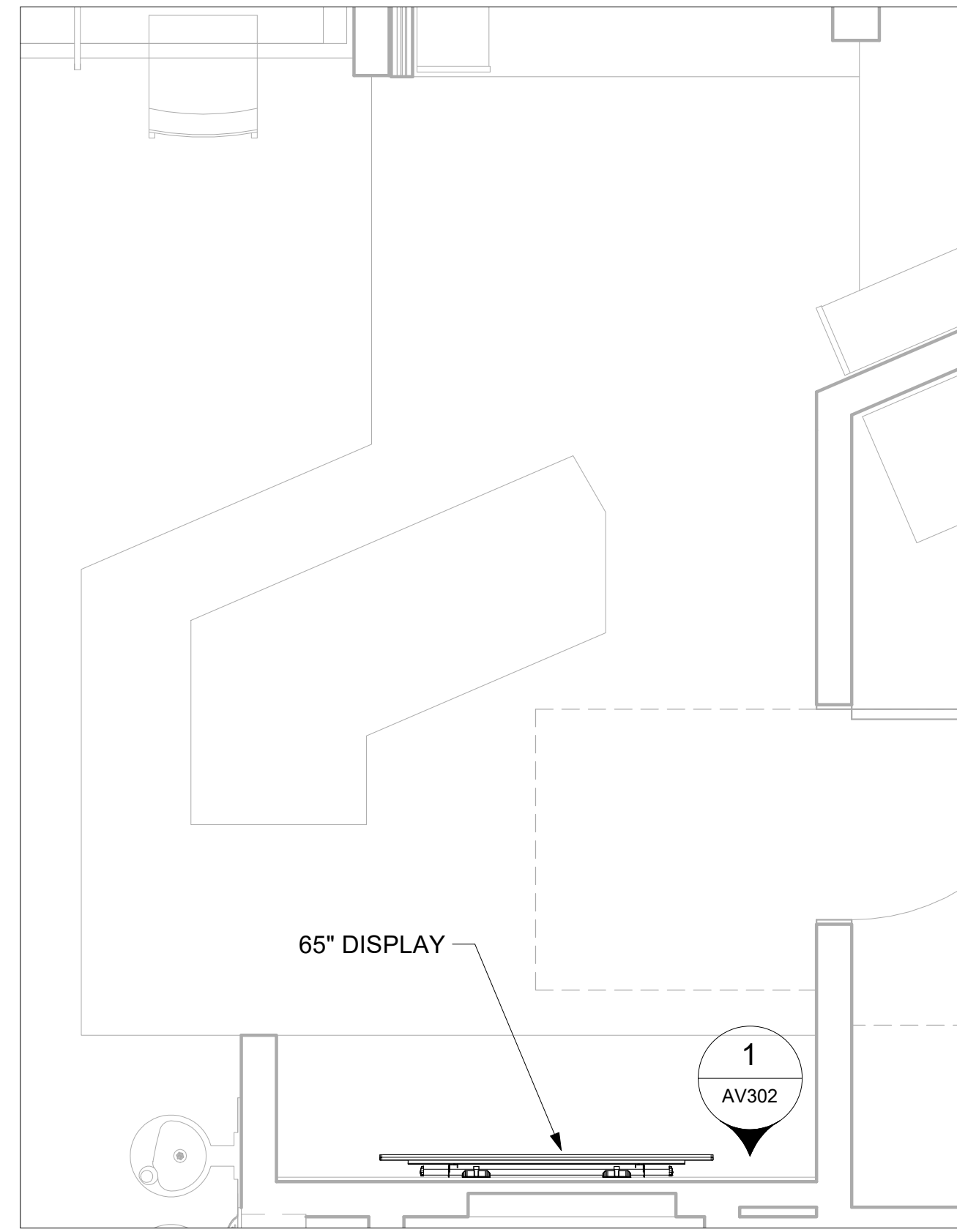
PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**STUDY ROOM -
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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2 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV202



1 SERVICE DESK - AV PLAN
1/2" = 1'-0"



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PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**SERVICE DESK
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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AV202

3 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV203



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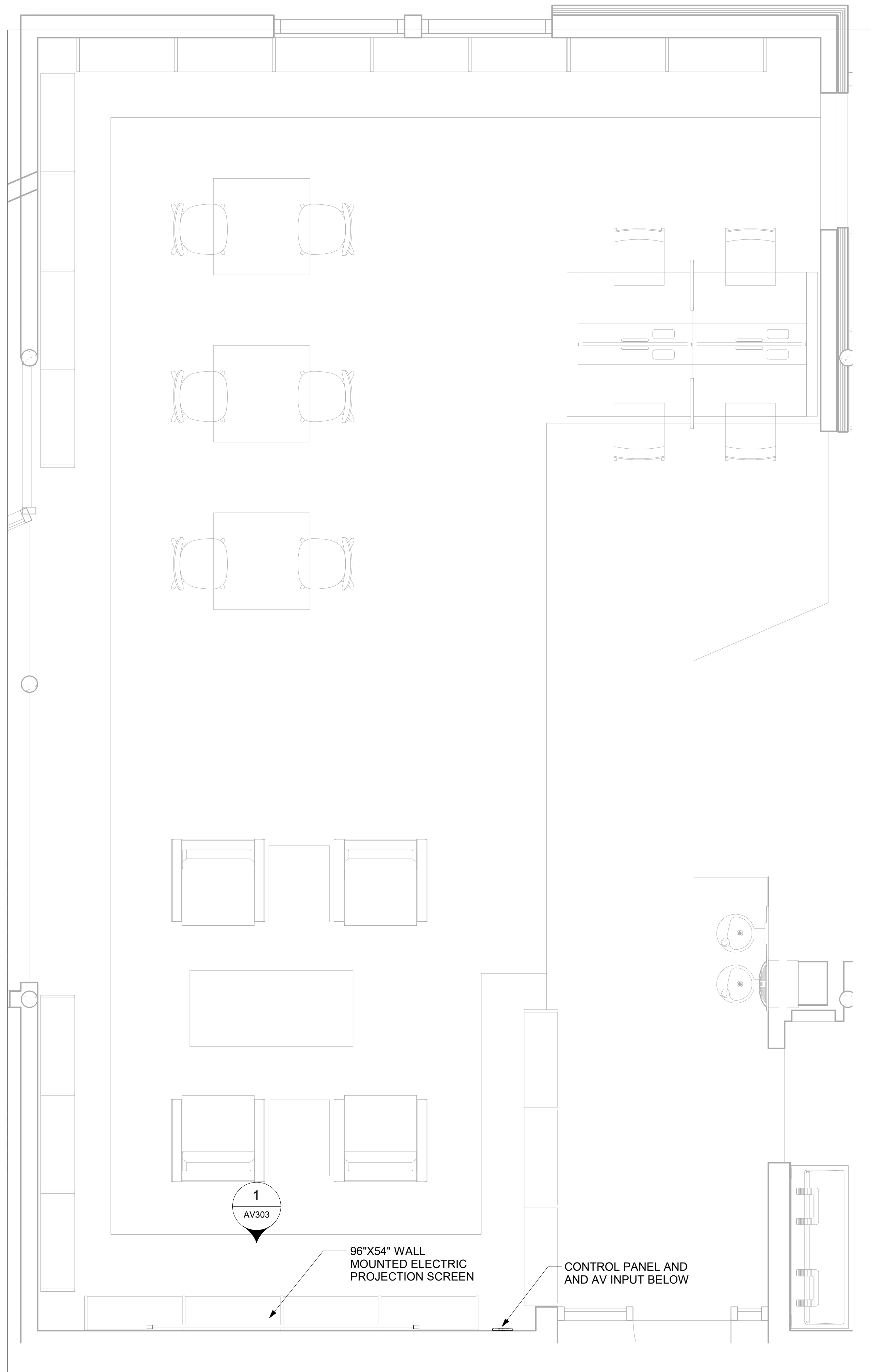
PROJECT TITLE:
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PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

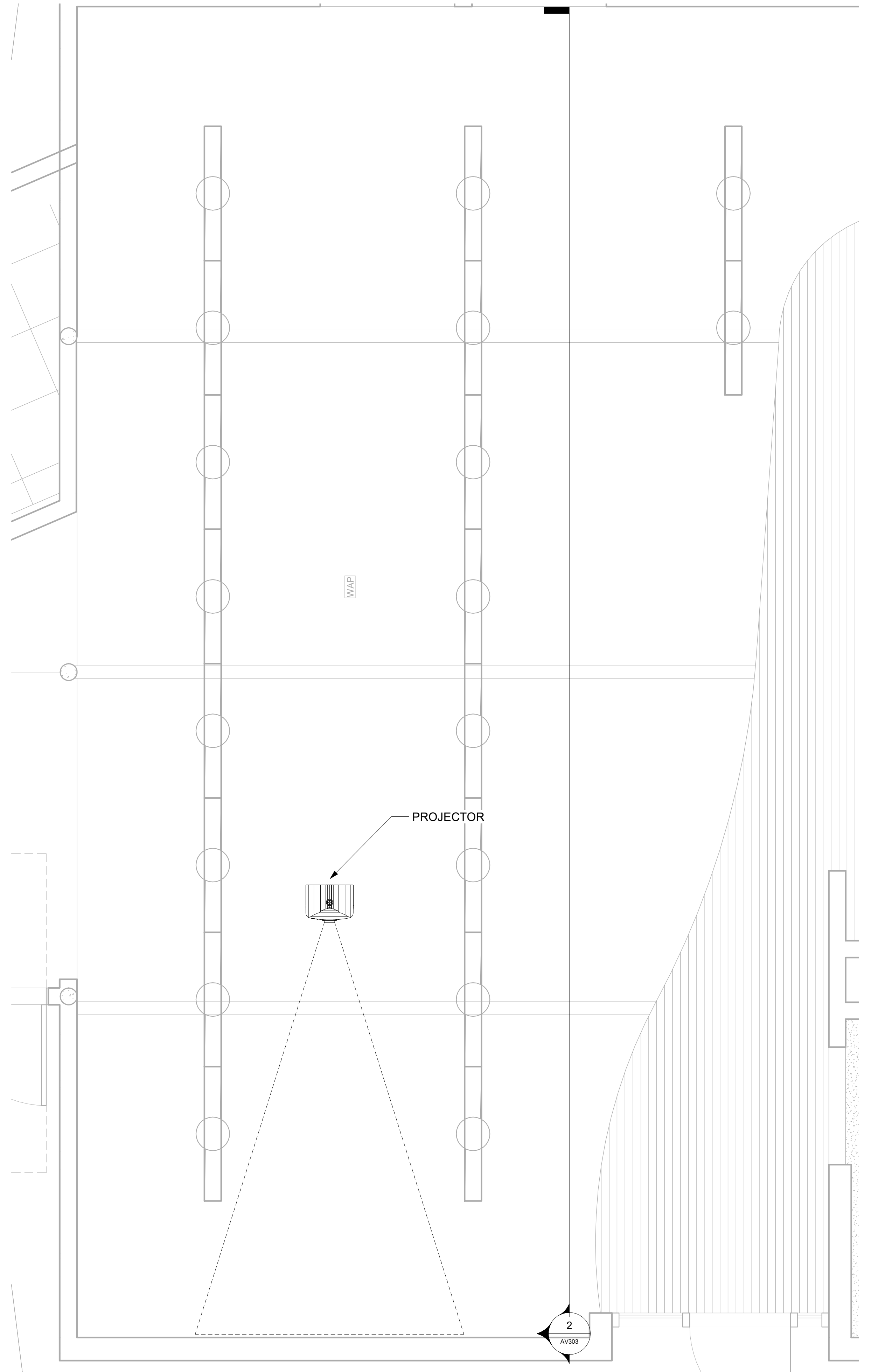
**ADULTS ROOM
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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AV203



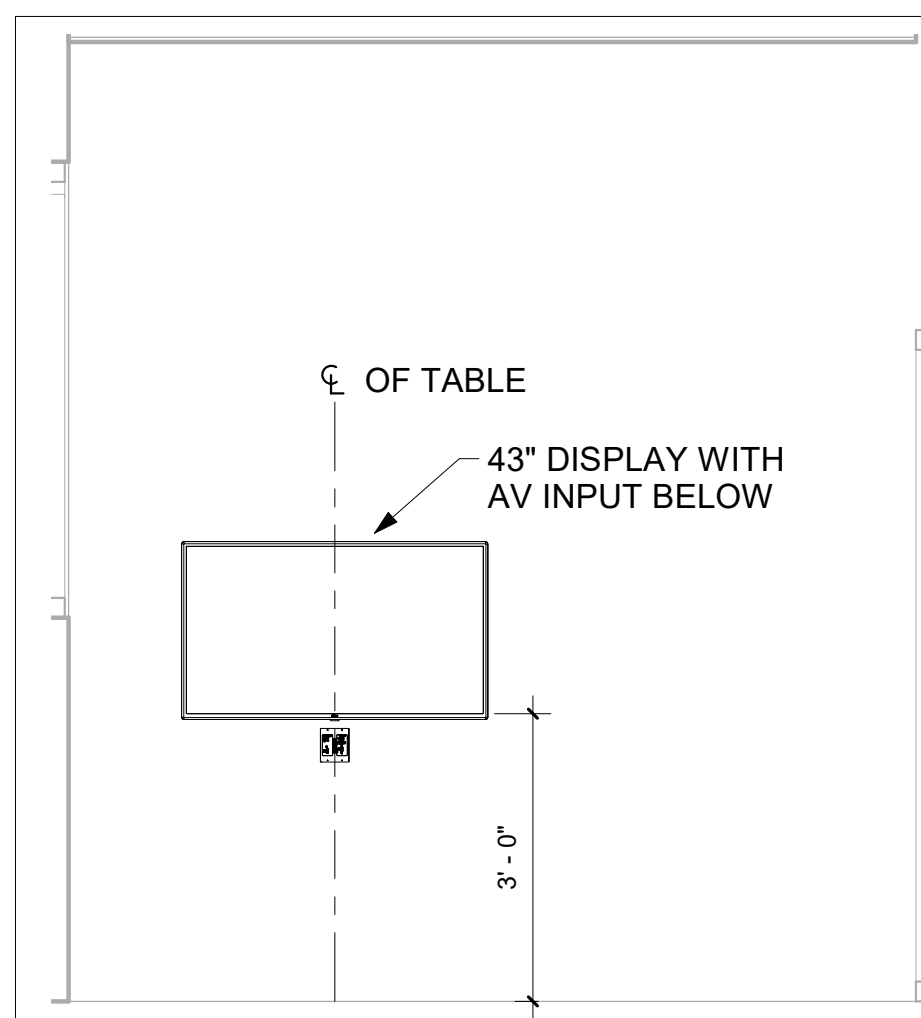
1 ADULTS ROOM - AV PLAN
1/2" = 1'-0"



2 ADULTS ROOM - AV RCP
1/2" = 1'-0"

7/29/2022 1:40:58 PM

1 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV201



1 STUDY ROOM - AV ELEVATION
1/2" = 1'-0"

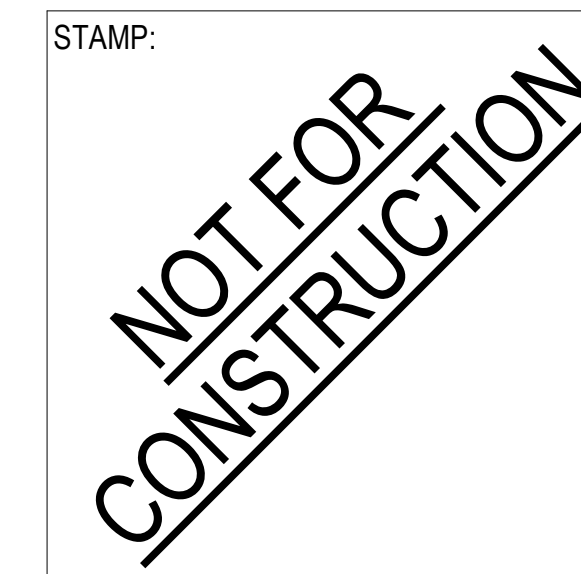


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PROJECT NO. 2111020

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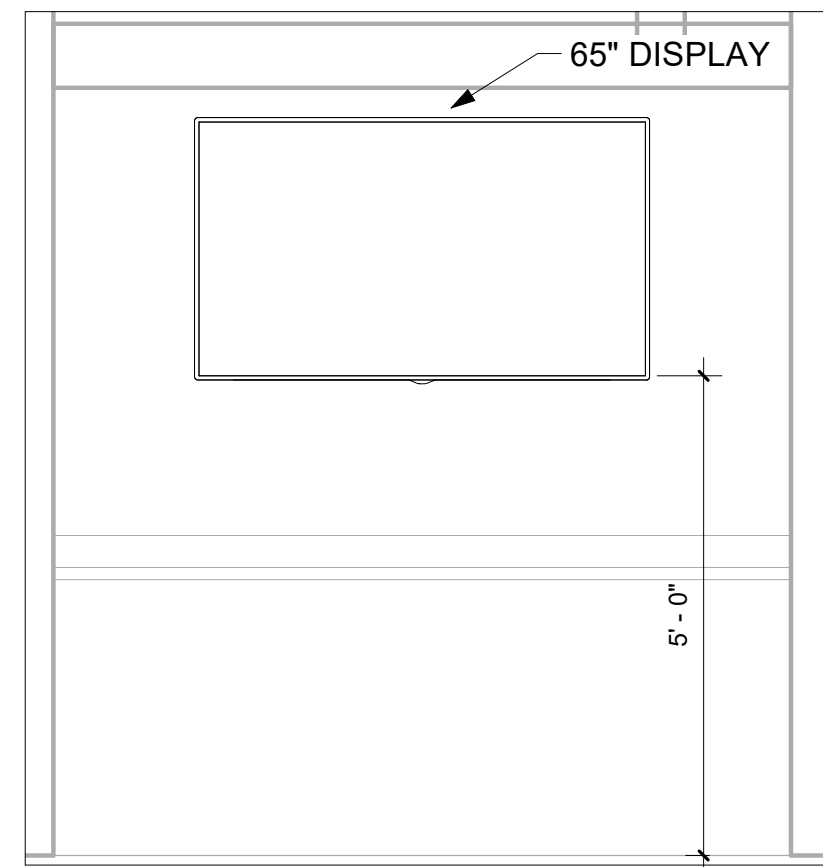
SHEET TITLE:

**STUDY ROOM - AV
ELEVATION**

SCALE: 1/2" = 1'-0"

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AV301



1 SERIVE DESK - AV ELEVATION
1/2" = 1'-0"

2 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV202

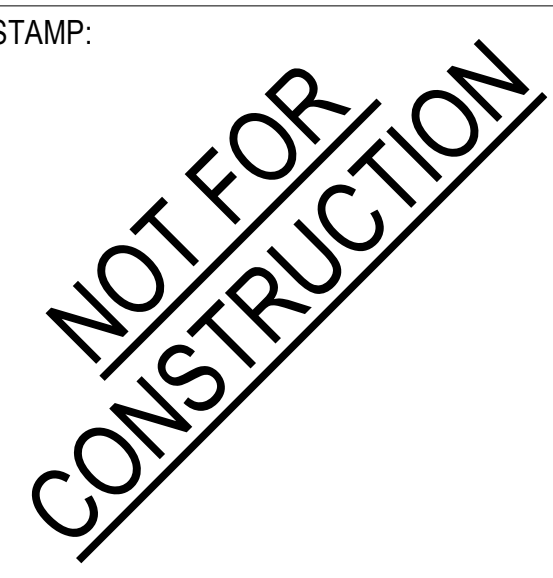


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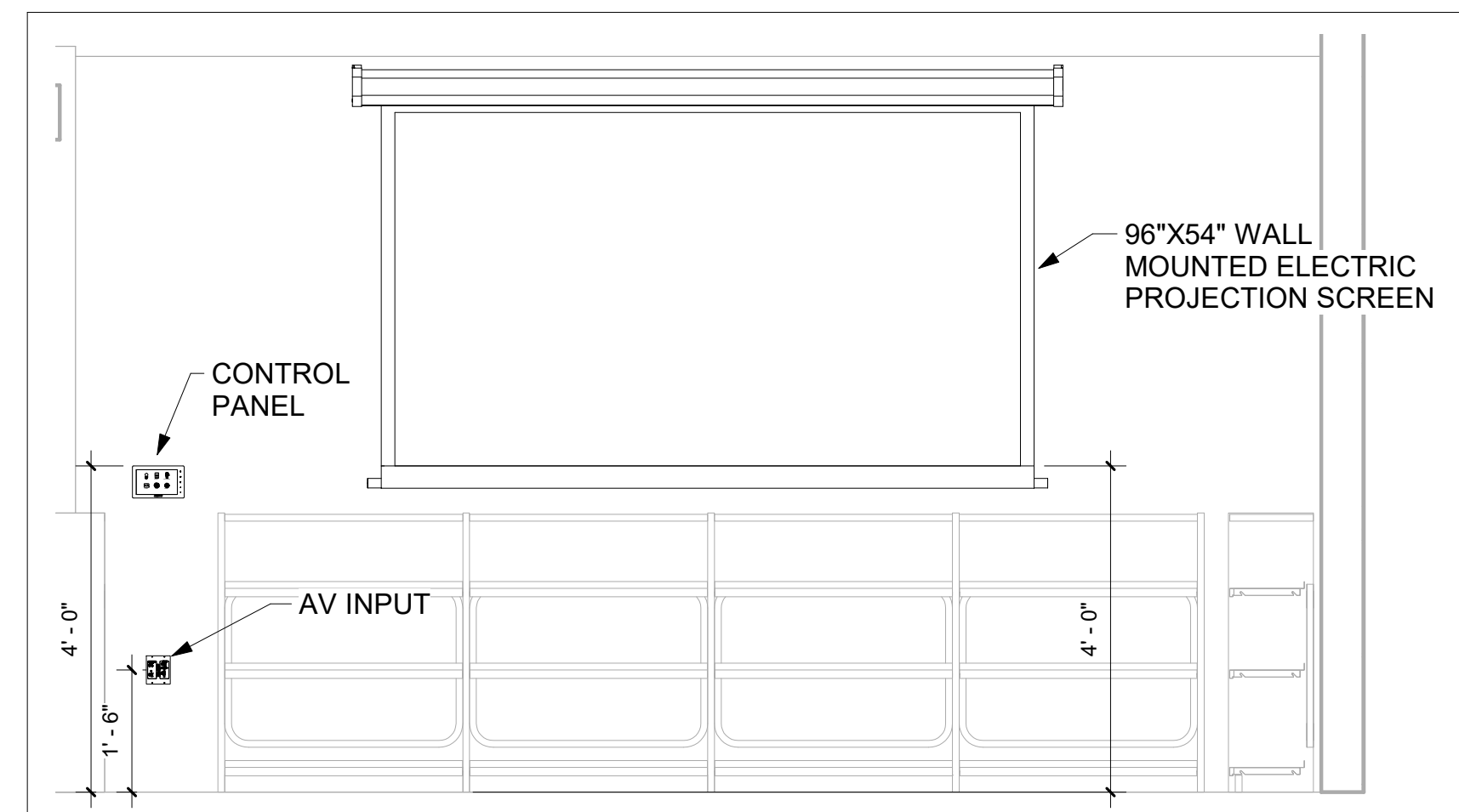
PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**SERVICE DESK - AV
ELEVATION**

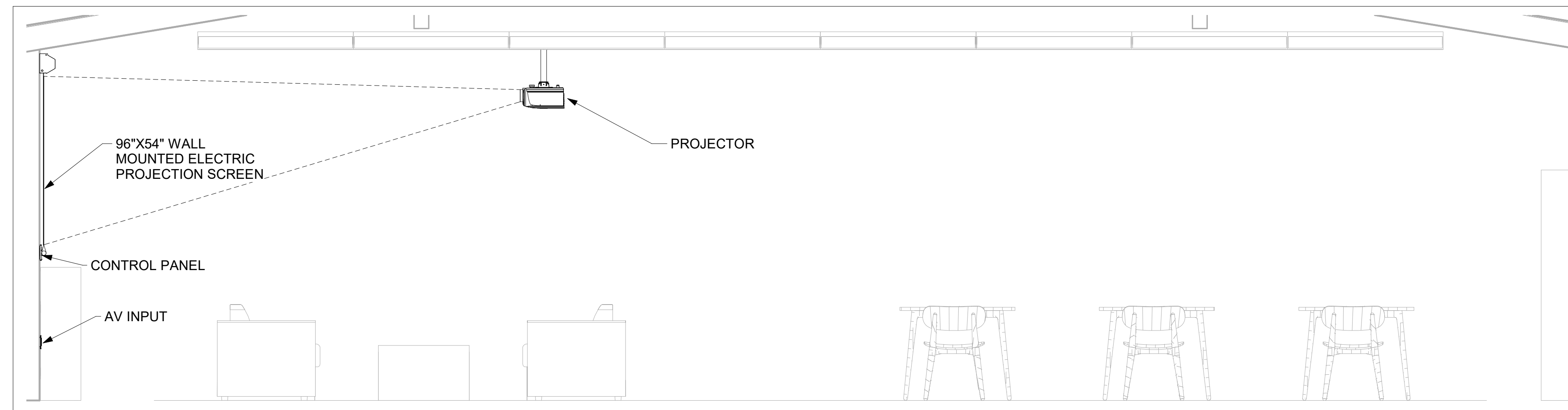
SCALE: 1/2" = 1'-0"

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3 - AV		
TYPE	DETAIL	SHEET
KEY PLAN	1	AV101
ENLARGED PLAN	1	AV203



1 ADULTS ROOM - AV ELEVATION
1/2" = 1'-0"



2 ADULTS ROOM - SECTION
1/2" = 1'-0"



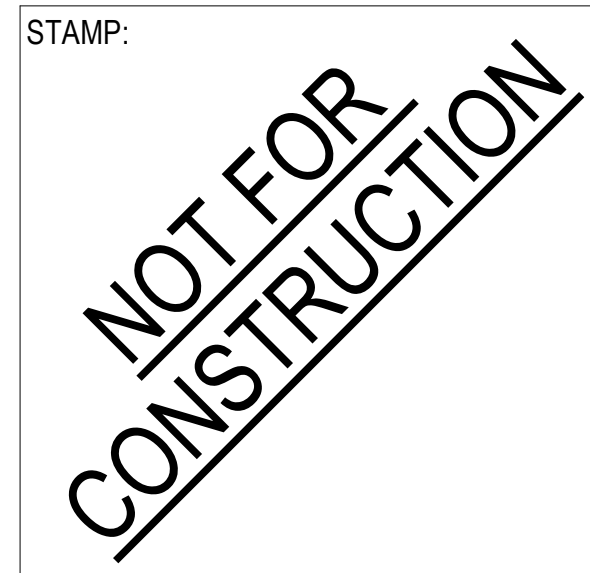
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PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**ADULTS ROOM - AV
ELEVATION**

SCALE: 1/2" = 1'-0"

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AV303



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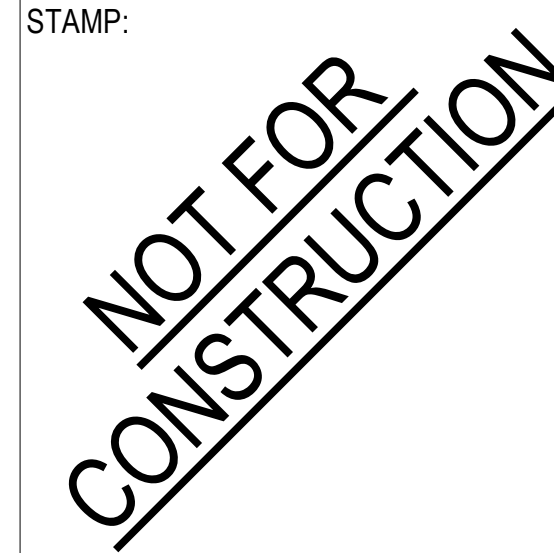
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SHEET TITLE:

LEGEND

SCALE: 1/8" = 1'-0"

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EAV000

AV INFRASTRUCTURE

SHEET	NAME
00-TITLE AND REFERENCE	
EAV000	LEGEND
10-KEY	
EAV101	FLOOR PLAN
20-ENLARGED	
EAV201	STUDY ROOM - ENLARGED PLANS
EAV202	SERVICE DESK ENLARGED PLANS
EAV203	ADULTS ROOM ENLARGED PLANS
30-ELEVATIONS	
EAV301	STUDY ROOM - INFRASTRUCTURE ELEVATION
EAV302	SEVICE DESK - INFRASTRUCTURE ELEVATION
EAV303	ADULTS ROOM - IFRASTRUCTURE ELEVATION

AV BOX SCHEDULE

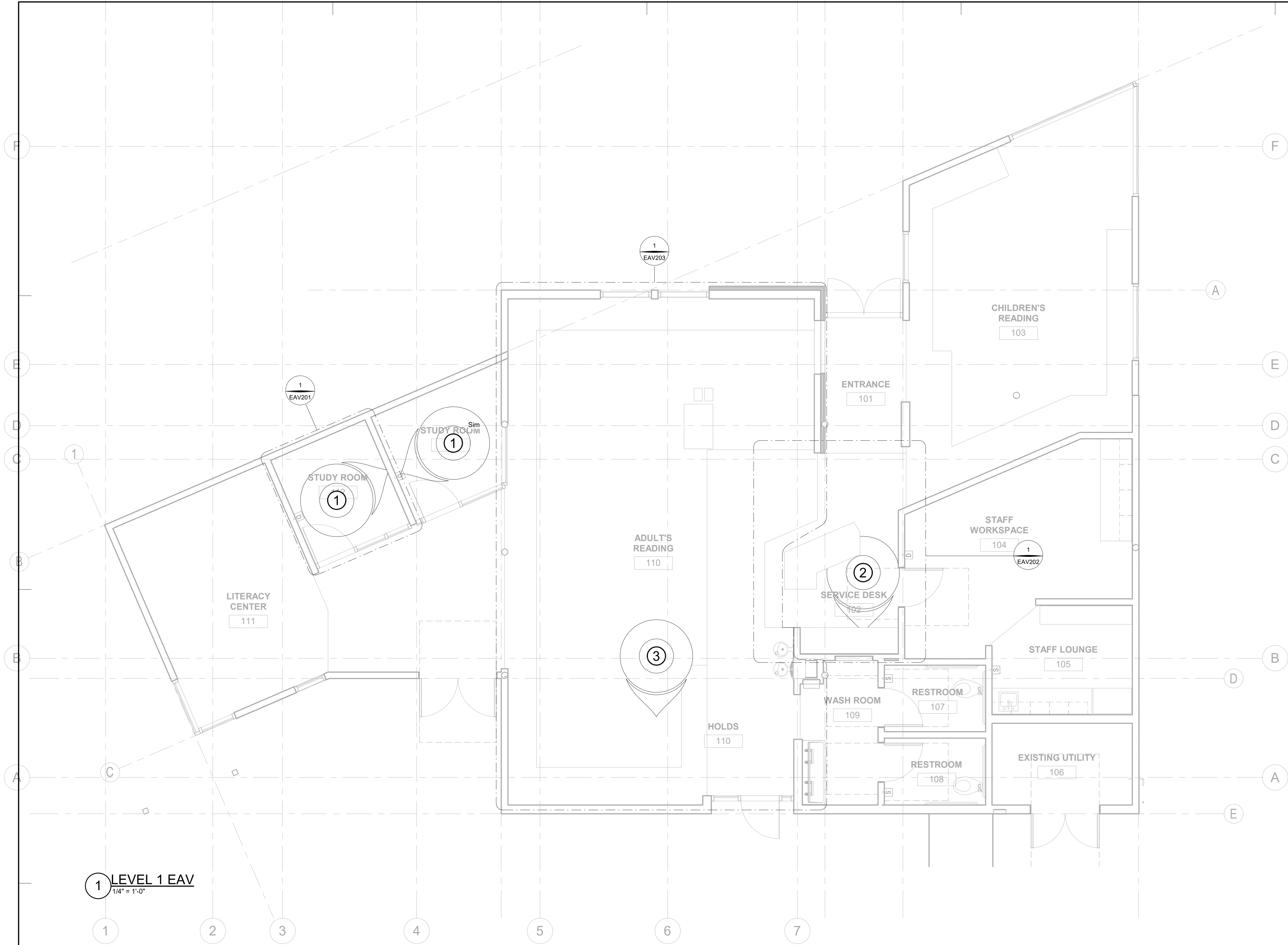
DEVICE	DESCRIPTION
B	TYPE "B" - 2 GANG 3.5" DEEP BOX. RACO #696
T	TYPE "T" - WALL BOX FLAT PANEL POWER/ACCESSORY BOX MANUFACTURER: FSR INC. BOX PART #: PWB-FR-450 WHT - W/DIRECT TIE-IN POWER STRIP
W	TYPE "W" - WALL BOX FLAT PANEL POWER/ACCESSORY BOX MANUFACTURER: RPVISUALS INC BOX PART #: RPWM-32-BOX-WSS INCLUDE QTY 4 AV BOX TYPE "A" SINGLE GANG ENCLOSURES

CONDUIT INSTALLATION NOTES

ASSOCIATED WITH DIVISION 26

THE RACEWAY SYSTEM FOR AV CABLE SHALL FOLLOW THE NEC AND ALL LOCAL CODES GOVERNING THIS PROJECT. ADDITIONAL REQUIREMENTS ARE AS FOLLOWS:

- ALL RACEWAY SHOWN IN THESE "EAV" DRAWINGS IS FOR AV CABLE, AND IS IN ADDITION TO ANY CONDUIT SHOWN ON ANY OTHER DRAWINGS.
- ROUTING OF CONDUIT SHOWN FOR DESIGN INTENT ONLY. COORDINATE EXACT ROUTE BASED ON FIELD CONDITIONS.
- ALL CONDUIT CONNECTORS SHALL BE FURNISHED WITH NYLON BUSHINGS AND CHASE NIPPLES TO PREVENT DAMAGE TO CABLES FROM BURRED OR UNEVENLY CUT CONDUIT.
- KEEP 90° BENDS TO A MINIMUM. THE CONDUIT SYSTEM SHALL NOT HAVE MORE THAN THREE 90° BENDS OR THEIR EQUIVALENT (270°) BETWEEN PULL BOXES.
- ALL PULL BOXES AND OUTLET BOXES SHALL BE AT LEAST 3.5" DEEP.
- INSTALL NYLON PULL STRINGS IN ALL CONDUITS.
- CAULK OR OTHERWISE SEAL ALL PENETRATIONS THROUGH ACOUSTICAL PARTITIONS AND BARRIERS WITH ACOUSTICAL SEALANT. SEE DIV. 7 SEALANT SECTION.
- ALL AV RELATED JUNCTION BOXES AND STUB OUTS SHALL REMAIN ACCESSIBLE AT ALL TIMES.
- THE STANDARD SIZE FOR ALL AV CONDUIT SHALL BE 0.75" UNLESS OTHERWISE NOTED. ALL EXPOSED CONDUIT SHALL BE ROUTED PARALLEL OR PERPENDICULAR TO STRUCTURE ABOVE.
- WHERE CONDUIT CONNECTS CEILING SPEAKER ENCLOSURES, THE ENCLOSURES, AND ASSOCIATED SUPPORT HARDWARE SHALL BE PROVIDED BY THE ELECTRICAL CONTRACTOR.
- CEILING SPEAKERS ARE SHOWN FOR ZONING AND CONDUIT SIZING AND ROUTING ONLY. REFERENCE ARCHITECTURAL REFLECTED CEILING PLANS FOR EXACT CEILING SPEAKER LOCATIONS.
- ALL CONDUIT SHALL BE (EMT) ELECTRICAL METAL TUBING OR (IMC) INTERMEDIATE METALLIC CONDUIT UNLESS OTHERWISE NOTED.
- PVC IS UNACCEPTABLE UNLESS OTHERWISE NOTED.
- CONDUIT RUNS NOT TO EXCEED 90M FROM END TO END ON ANY PATHWAY.



LEVEL 1 - EAV			
ROOM NAME	ROOM NUMBER	LAYOUT	ENLARGEMENT
1 - Study Room			
STUDY ROOM	112	A	EAV201
STUDY ROOM	113	A	EAV201
2 - Service Desk			
SERVICE DESK	102	A	EAV202
3 - Adults Room			
ADULTS	110	A	EAV203

1 LEVEL 1 EAV
1/4" = 1'-0"



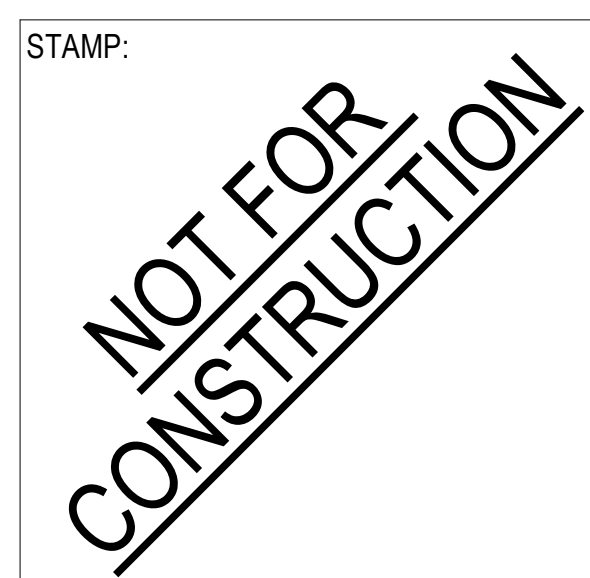
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2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

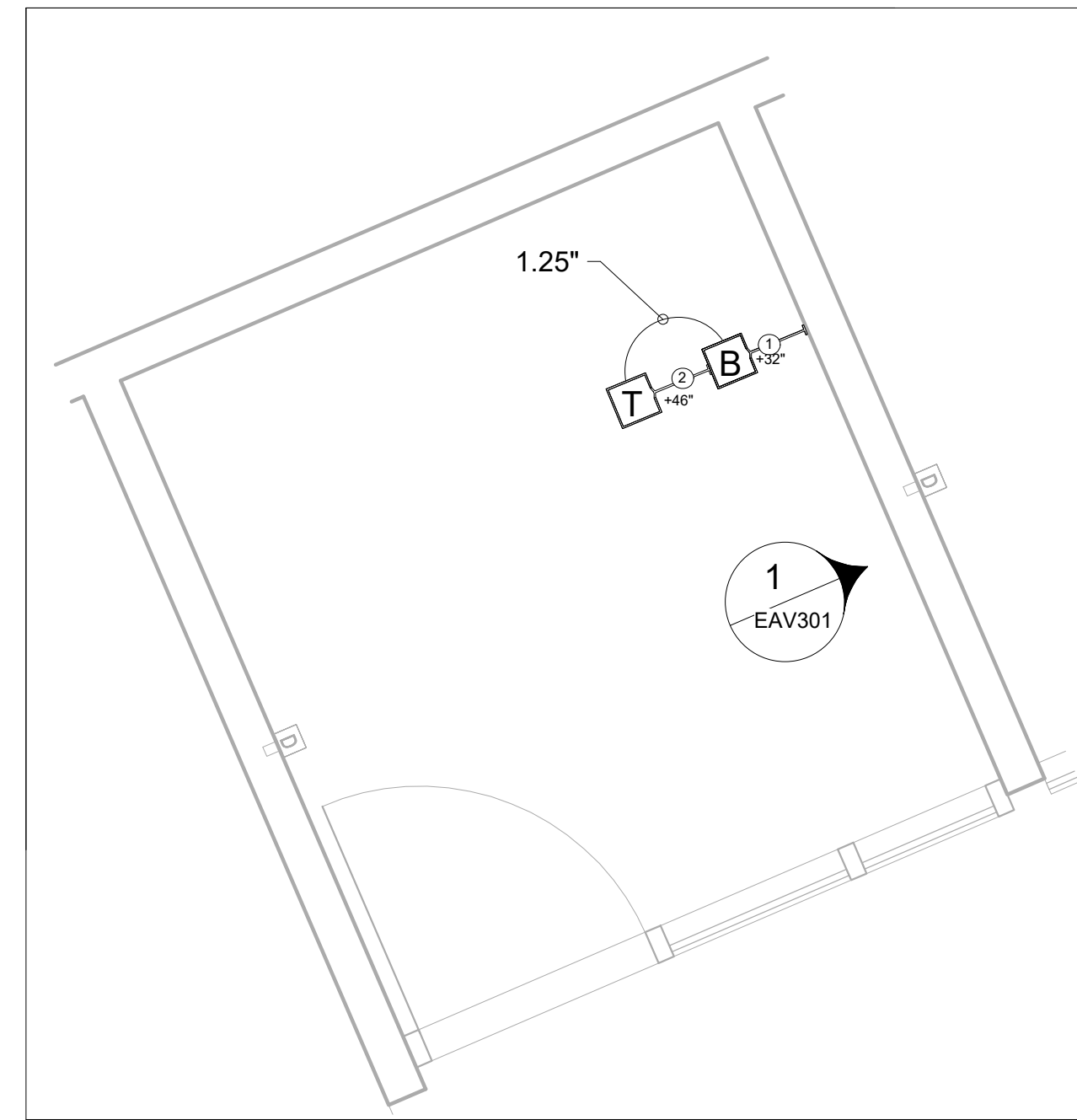
FLOOR PLAN

SCALE: 1/4" = 1'-0"

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EAV101

1 - EAV		
TYPE	DETAIL	SHEET
KEY PLAN	1	EAV101
ENLARGED PLAN	1	EAV201



1 STUDY ROOM - INFRASTRUCTURE PLAN
1/2" = 1'-0"

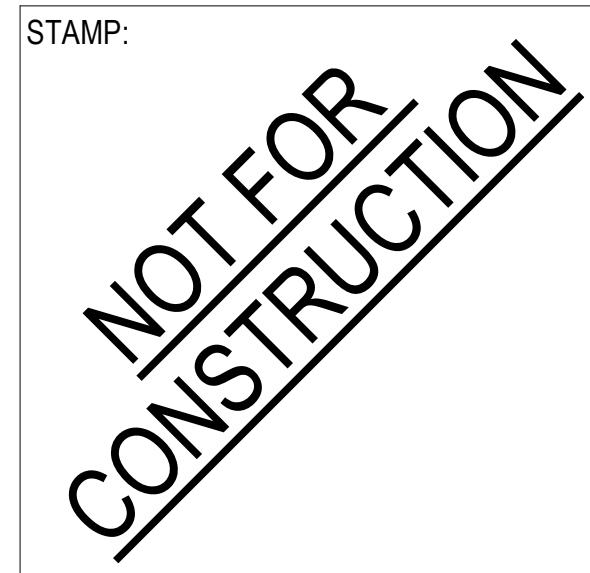


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CONSULTANTS LOGO:



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NO.	DATE	REVISIONS
6.15.22		50% DD
7.29.22		100% DD

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

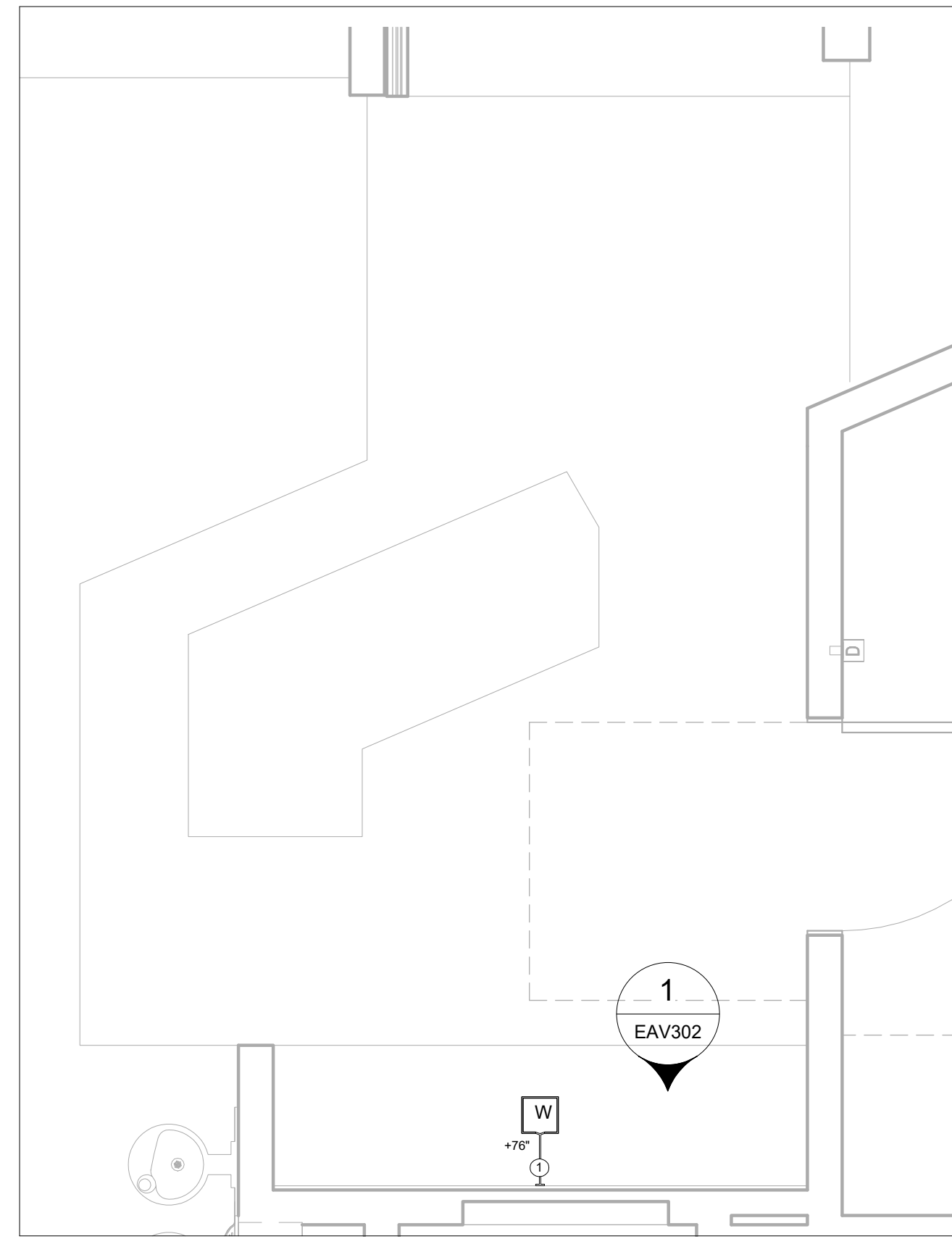
**STUDY ROOM -
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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EAV201

2 - EAV		
TYPE	DETAIL	SHEET
KEY PLAN	1	EAV101
ENLARGED PLAN	1	EAV202



1 SERVICE DESK - INFRASTRUCTURE PLAN
1/2" = 1'-0"



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NO.	DATE	REVISIONS
6	6.15.22	50% DD
7	7.29.22	100% DD

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**SERVICE DESK
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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EAV202

3 - EAV

TYPE	DETAIL	SHEET
KEY PLAN	1	EAV101
ENLARGED PLAN	1	EAV203

KEY PLAN	1	EAV101
ENLARGED PLAN	1	EAV203



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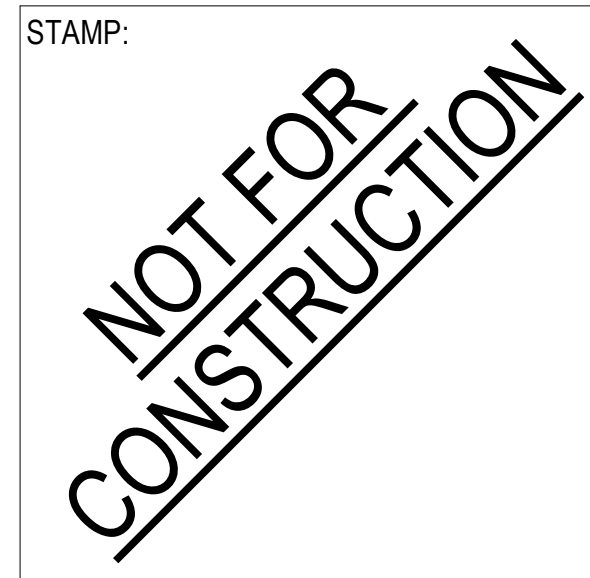
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CONSULTANTS LOGO:



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STAMP:



NO.	DATE	REVISIONS
6.15.22	50% DD	
7.29.22	100% DD	

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

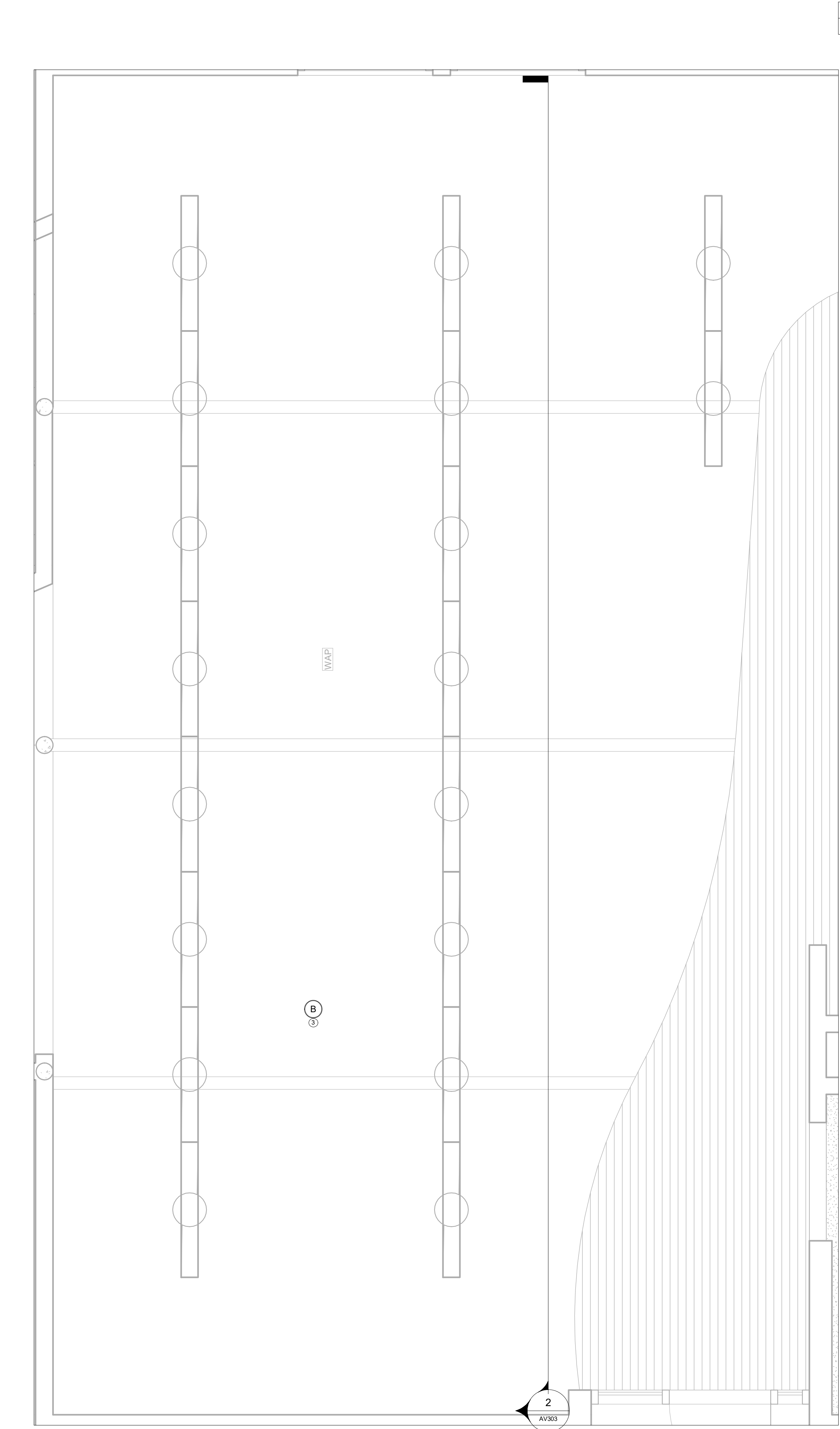
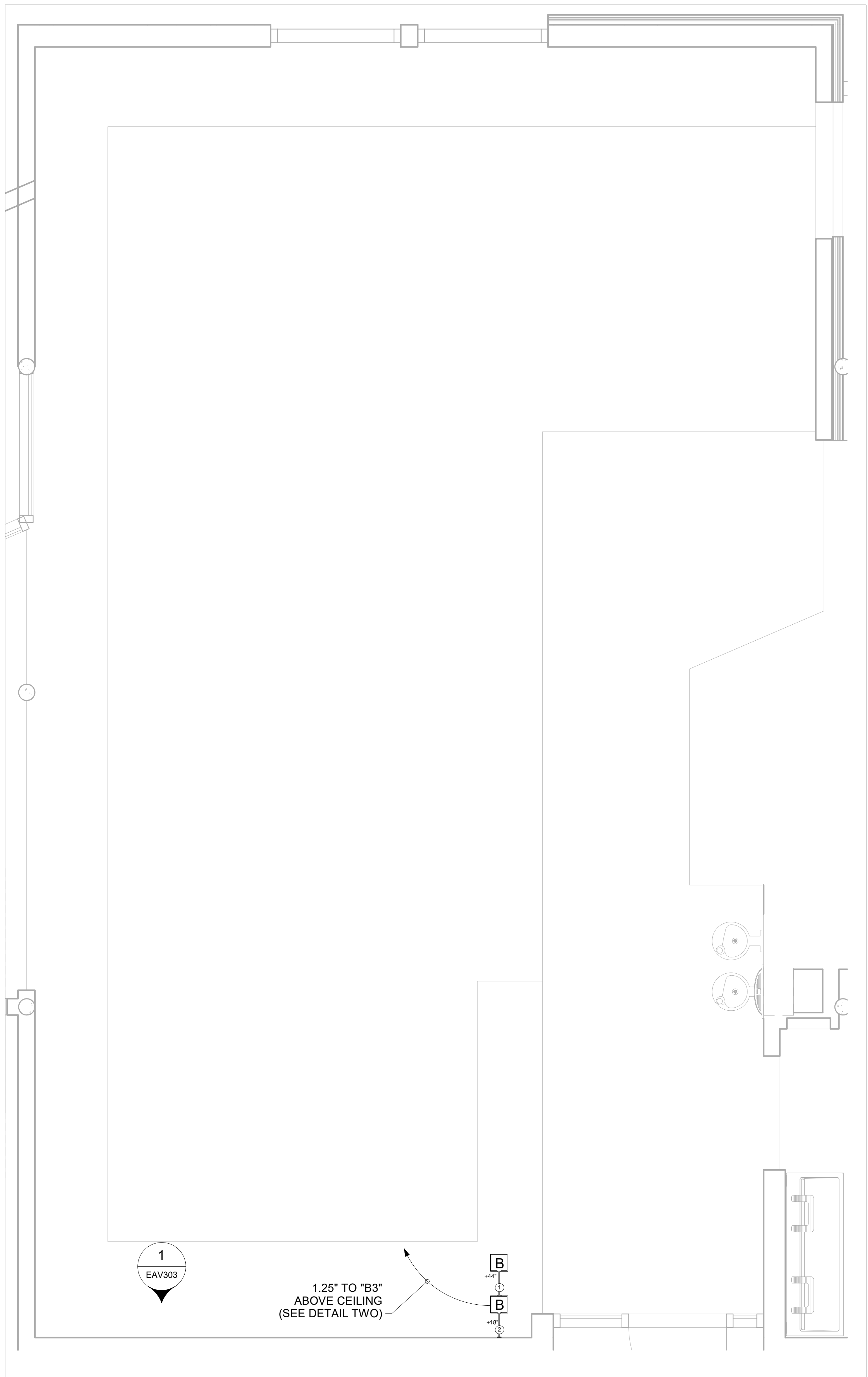
SHEET TITLE:

**ADULTS ROOM
ENLARGED PLANS**

SCALE: 1/2" = 1'-0"

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EAV203



1 ADULTS ROOM - INFRASTRUCTURE PLAN
1/2" = 1'-0"

2 ADULTS ROOM - INFRASTRUCTURE RCP
1/2" = 1'-0"

7/29/2022 1:45:54 PM



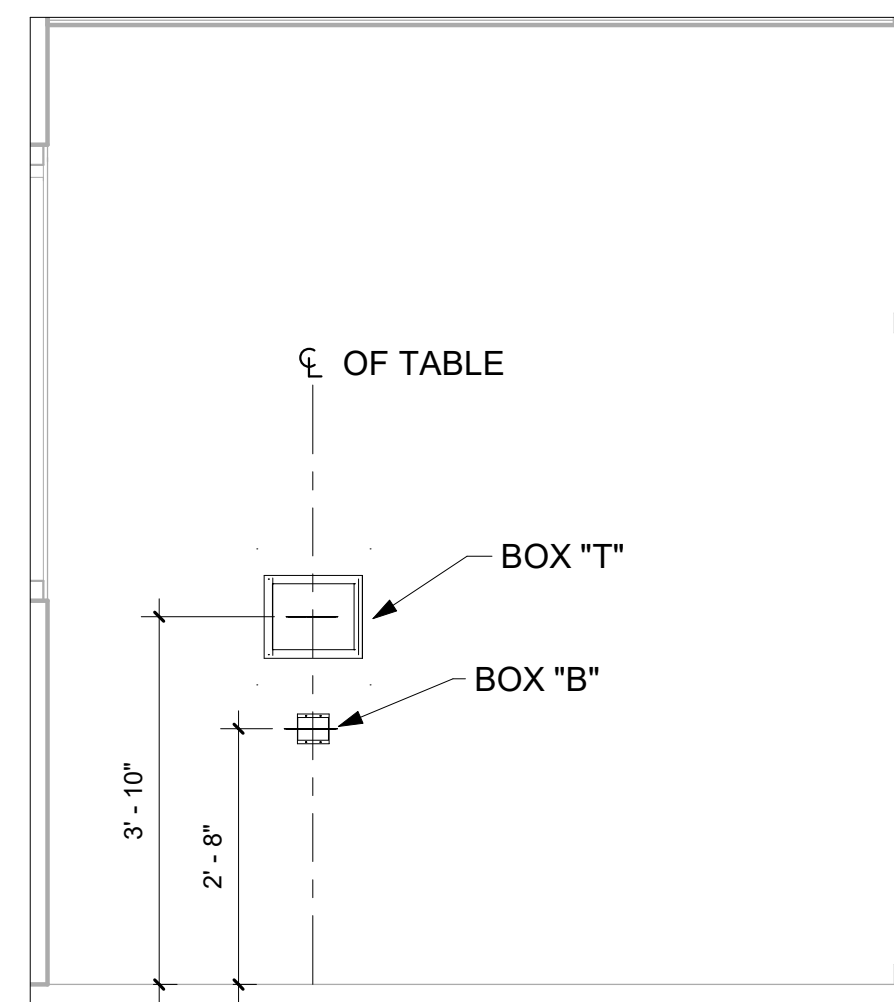
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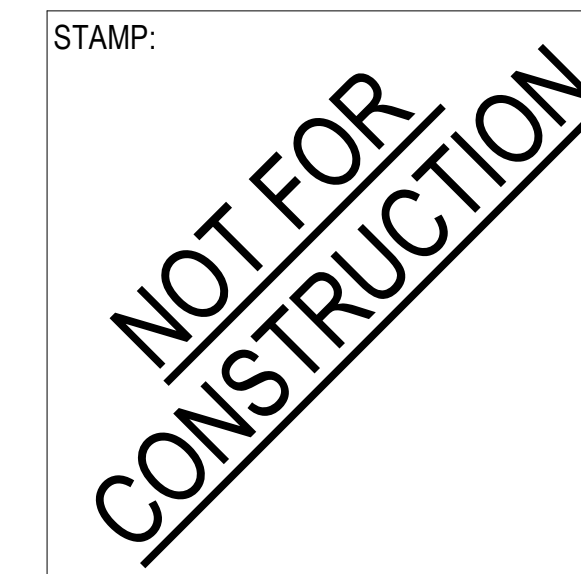
CONSULTANTS LOGO:



100% DESIGN DEVELOPMENT



1 STUDY ROOM - INFRASTRUCTURE ELEVATION
1/2" = 1'-0"



NO.	DATE	REVISIONS
6.15.22		50% DD
7.29.22		100% DD

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

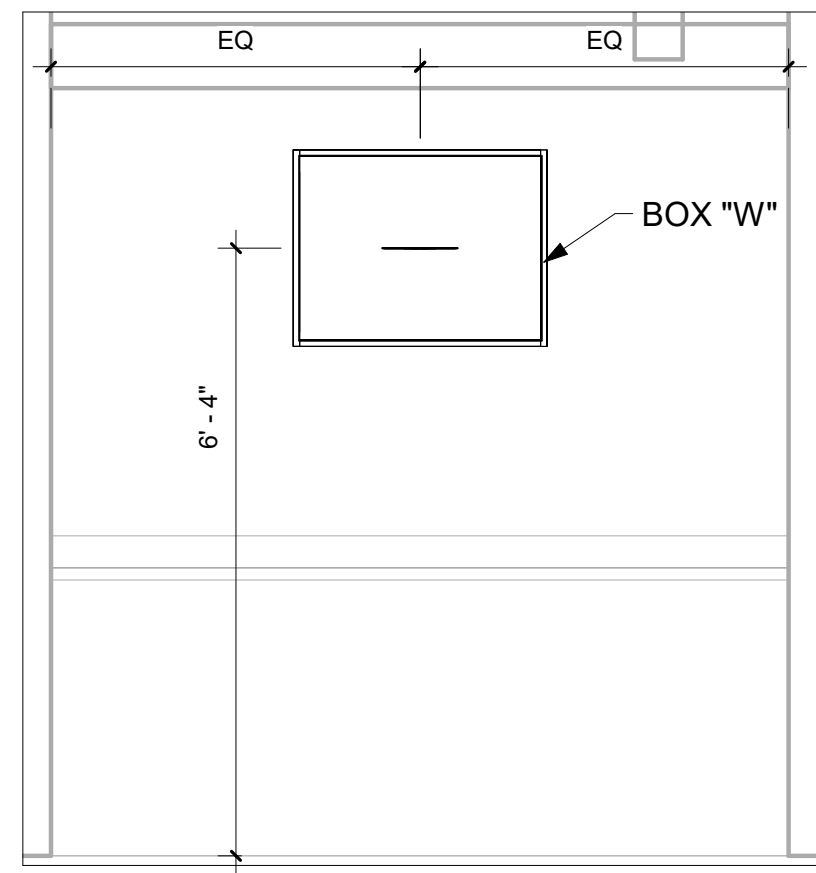
SHEET TITLE:

**STUDY ROOM -
INFRASTRUCTURE
ELEVATION**

SCALE: 1/2" = 1'-0"

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EAV301



1 SERIVE DESK - INFRASTRUCTURE ELEVATION
1/2" = 1'-0"

7/26/2022 1:45:55 PM



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CONSULTANTS LOGO:



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STAMP:



NO.	DATE	REVISIONS
6.15.22		50% DD
7.29.22		100% DD

PROJECT TITLE:

**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020

DATE: 7/29/2022

SHEET TITLE:

**SERVICE DESK -
INFRASTRUCTURE
ELEVATION**

SCALE: 1/2" = 1'-0"

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EAV302



1 ADULTS ROOM - INFRASTRUCTURE ELEVATION
1/2" = 1'-0"



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NO.	DATE	REVISIONS
6.15.22		50% DD
7.29.22		100% DD

PROJECT TITLE:
**Bob Lucas
Literacy Center
Renovations**
2659 LINCOLN AVENUE,
ALTADENA, CA 91001

PROJECT NO. 2111020
DATE: 7/29/2022
SHEET TITLE:

**ADULTS ROOM -
INFRASTRUCTURE
ELEVATION**

SCALE: 1/2" = 1'-0"

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EAV303



**BOARD OF LIBRARY TRUSTEES
AGENDA ITEM VIII.B. REPORT FOR AUGUST 2022**

REPORT:Agenda Item VIII.b.

MEETING DATE:August 22, 2022

PREPARED BY: Nikki Winslow

LOCATION: Main Library Community Room
and Virtual Participation

TITLE: Review of CalPERS 2023 Monthly Premiums for Contracting Agencies Los Angeles Area Region, effective January 1, 2023 through December 31, 2023.

BACKGROUND:

Beginning September 19 through October 14, 2022, Altadena Library Employees will have the opportunity to change Health Plans during Open Enrollment. This year the least expensive individual health plan, which is the PERS GOLD PPO, is \$680.37, and the District Personnel Policy states that ALD will cover the cost of the lowest plan for an individual. The District will now contribute \$680.37 per current employee.

Attached is the CalPERS 2023 Monthly Premiums for Contracting Agencies Los Angeles Area Region rates for Actives and Annuitants. Below is a chart indicating the percentage increase in premiums from 2022 to 2023, which the weighted average of increase is **+7.21%**.

Basic Plans	% Premium Change
Anthem Blue Cross Select HMO	+6.58%
Anthem Blue Cross Traditional HMO	-6.80%
Blue Shield Access+ HMO and EPO	-6.40%
Blue Shield Trio HMO	+2.42%
Health Net Salud y Más	+29.88%
Health Net SmartCare	-1.36%
Kaiser Permanente	+5.97%
Kaiser Permanente Out-of-State	+1.45%
PERS Gold PPO	+17.79%
PERS Platinum PPO	+14.48%
Sharp Performance Plus	+9.40%
United Healthcare Alliance	+2.90%
United Healthcare Harmony	-2.04%
Western Health Advantage	+2.55%
Total Basic Weighted Average Change	+7.21%

FISCAL IMPACT:

District contribution towards employee premiums has been increased from \$600 to \$680.37 per month for current employees. With 21 staff currently enrolled in CalPERS Health plans, this is a \$10,126.62 increase in health insurance expenses for Fiscal Year 22-23. Fiscal Year 21-22 expenditures were \$143,475 and the Adopted budget for FY22-23 was set at \$154,000 assuming that premiums would increase so should be covered by the budgeted amount.

Rates for dental and vision coverage have not been released yet so may increase slightly. Renewals for those carriers are typically available in late September so are not reflected in these rates below.

Retired staff will continue to get up to \$500 a month towards their monthly premiums. Additional increase in premium will fall on Altadena Library District employees.

RECOMMENDATION:

Staff recommends that the Board review and file the attached "CalPERS 2023 Monthly Premiums for Contracting Agencies Los Angeles Area Region rates for Actives and Annuitants" and approve the increase of \$80.37 per employee per month for additional health benefits expense

Employee Contributions	Premium per Month	Employee Cost MONTHLY	Employee Cost BI-WEEKLY
ANTHEM BLUE CROSS TRADITIONAL HMO			
Employee Only	\$942.73	\$262.36	\$121.09
Employee + 1 dependent	\$1,885.46	\$1,205.09	\$556.20
Employee + 2 or more dependents	\$2,451.10	\$1,770.73	\$817.26
ANTHEM BLUE CROSS SELECT HMO			
Employee Only	\$737.91	\$57.54	\$26.56
Employee + 1 dependent	\$1,475.82	\$795.45	\$367.13
Employee + 2 or more dependents	\$1,918.57	\$1,238.20	\$571.48
BLUE SHIELD ACCESS+ HMO			
Employee Only	\$738.29	\$57.92	\$26.73
Employee + 1 dependent	\$1,476.58	\$796.21	\$367.48
Employee + 2 or more dependents	\$1,919.55	\$1,239.18	\$571.93
BLUE SHIELD TRIO HMO			
Employee Only	\$661.49	\$0.00	\$0.00
Employee + 1 dependent	\$1,322.98	\$642.61	\$296.59
Employee + 2 or more dependents	\$1,719.87	\$1,039.50	\$479.77
HEALTH NET SMARTCARE HMO			
Employee Only	\$755.29	\$74.92	\$34.58
Employee + 1 dependent	\$1,510.58	\$830.21	\$383.17
Employee + 2 or more dependents	\$1,963.75	\$1,283.38	\$592.33
HEALTH NET SALUD Y MAS HMO			
Employee Only	\$606.34	\$0.00	\$0.00
Employee + 1 dependent	\$1,212.68	\$532.31	\$245.68
Employee + 2 or more dependents	\$1,576.48	\$896.11	\$413.59
KAISER PERMANENTE HMO			
Employee Only	\$754.64	\$74.27	\$34.28
Employee + 1 dependent	\$1,509.28	\$828.91	\$382.57
Employee + 2 or more dependents	\$1,962.06	\$1,281.69	\$591.55
UNITED HEALTHCARE SIGNATUREVALUE ALLIANCE HMO			
Employee Only	\$790.46	\$110.09	\$50.81
Employee + 1 dependent	\$1,580.92	\$900.55	\$415.64
Employee + 2 or more dependents	\$2,055.20	\$1,374.83	\$634.54
PERS PLATINUM PPO			
Employee Only	\$992.59	\$312.22	\$144.10
Employee + 1 dependent	\$1,985.18	\$1,304.81	\$602.22
Employee + 2 or more dependents	\$2,580.73	\$1,900.36	\$877.09
PERS GOLD PPO			
Employee Only	\$680.37	\$0.00	\$0.00
Employee + 1 dependent	\$1,360.74	\$680.37	\$314.02
Employee + 2 or more dependents	\$1,768.96	\$1,088.59	\$502.43
DELTA DENTAL PPO PLAN			
Employee Only	\$50.12	\$0.00	\$0.00
Employee + 1 dependent	\$99.10	\$48.98	\$22.61
Employee + 2 or more dependents	\$153.61	\$103.49	\$47.76
VSP VISION PLAN			
Employee Only	\$15.26	\$0.00	\$0.00
Employee + dependent(s)	\$34.06	\$18.80	\$8.68



**BOARD OF LIBRARY TRUSTEES
AGENDA ITEM VIII.C. REPORT FOR AUGUST 2022**

DEPARTMENT: Administration

MEETING DATE: August 22, 2022

PREPARED BY: Ashley Watts

LOCATION: Main Library Community Room
and Virtual Participation

TITLE: Updated District Volunteer Policy

BACKGROUND:

The most recent revision to the District Volunteer Policy occurred 1/27/2020. The policy at the time used language referring to the leadership role of the Volunteer Coordinator, a position no longer held at the District. The updated policy instead establishes the leadership role of a designee, and is flexible in assigning the designee, should the needs of the library change in the future (the current three areas with an assigned designee are: Literacy, Teens, and Adults). The revised policy also seeks to clarify the application process, and establish a more concrete definition of the "introductory period." The introductory period in the previous policy was loosely defined. Also of note is the addition of a section concerning district employees who may want to serve as volunteers.

FISCAL IMPACT: None.

RECOMMENDATION: Staff recommends that the Board review and approve the updated District Volunteer Policy.



ALTADENA LIBRARY DISTRICT | POLICY AND PROCEDURE MANUAL

SUBJECT: Volunteer Policy

SECTION: Administration

BOARD APPROVED: ~~1/27/2020~~ 08/22/2022

PURPOSE:

The Altadena Library District (ALD) encourages volunteerism as one way to involve members of the community in the day-to-day activities of the library. Volunteering for the District ALD offers a rewarding and exciting experience that provides a means of contributing to the community and reaching personal goals. Volunteers are invaluable assets that enhance the Library's ability to fulfill its mission in providing quality service to the community. They enhance, rather than replace, the work of ~~the District ALD~~ staff. Volunteer opportunities are available at the Main Library and the Bob Lucas Branch Library.

POLICY:

A Strong Volunteer Program:

- Supports critical daily tasks
- Enhances services of value to new and existing programs
- Promotes public awareness of library services
- Increases involvement and support of the Library
- Promotes civic engagement through participation by employees of local corporations and members of community organizations

Recruitment, Qualifications and Placement:

The District-ALD encourages volunteers who are committed, enthusiastic people, eager to use their time, energy and talent for the advancement of library service to the community. Volunteer selection is based on qualifications, interests, ~~and ability to perform specific duties as outlined in volunteer job descriptions. Details such as duties, qualifications, time commitment and training requirements for the various volunteer opportunities are included in the Volunteer Handbook.~~ ALD places volunteers based upon the needs of the library, applicant's ability to perform required tasks, and applicant's availability. The District reserves the right to decline volunteer applicants if the District does not have a need for volunteers at that time, or if the qualifications of the applicant do not meet the needs of the District.

Volunteers under the age of **18** must have parental approval on their volunteer application. The District Library will not accept volunteers under the age of **14**. Youth under 18 may not work without direct supervision by a parent, caregiver, staff member, or adult volunteer who has successfully completed the application process. Youth volunteers may be supervised by a pre-approved group leader (i.e., Girl / Boy Scouts, 4H, etc.). Family projects may include children under the age of 13 when a parent has signed the Release of Liability form and is overseeing the children at all times.

Volunteers are recruited and accepted without regard to race, creed, color, national origin, religion, marital status, sexual orientation, gender, physical appearance, socioeconomic level, educational level or any legally protected characteristic. Each volunteer will be placed on a one month in an Introductory ~~p~~Period to ensure that they are a good fit for the work they are committing to do for the Disritct ALD.

Program Leadership:

~~The ALD program is headed by the Volunteer Coordinator who~~ The District assigns a designee from administration to works closely with staff to identify volunteer need and match volunteers with the appropriate section of the library. There is usually more than one designee assigned at a time, who oversees a specific group of volunteers. That usual arrangement is as follows:

Volunteer Group Designee

Literacy Volunteers Bob Lucas Branch Manager

Teen Volunteers Teen Librarian

Adult Volunteers Administrative Assistant

~~Additionally, the Library Manager at the Bob Lucas Branch Library oversees a volunteer program for Literacy and English as a Second Language (ESL) services.~~

The responsibilities of each designee both the volunteer designee and the Library Manager at the Bob Lucas Branch Library are to:

- Develop goals and objectives for the volunteer programs, and review written policies and procedures as needed
- Recruit volunteers whose skills are compatible with the mission of the District ALD
- Ensure that all volunteers serve in positions that reflect their skills
- Provide written position descriptions and procedures for all volunteer tasks
- Provide orientation and training to prepare the volunteers to perform their duties
- Assign a lead worker to provide supervision in accordance with sound supervisory practices and library policies
- Serve as liaison between volunteers and staff
- Maintain accurate volunteer data, including hours worked
- Procure and administer related grants
- Report workers' compensation injuries and complete related reports
- Express appreciation for work performed through evaluations and a regular recognition program
- Promote and publicize volunteer opportunities and accomplishments
- Administer any other matters pertaining to volunteers working with the District ALD

Interviews:

Potential volunteers must complete an application and be scheduled for an interview. ~~The Volunteer Coordinator, Library Manager and/or the appropriate supervisor will conduct interviews~~ Interviews will be conducted by the volunteer group designees or other administrative staff to determine if applicants are a good fit for the District, and to match the expertise of the volunteers with the needs of the District/~~section~~. ~~The interview will include a discussion about mutual expectations, job duties and policies of ALD.~~

Expectations of Volunteers:

District-ALD volunteers must meet the following requirements:

- Be 14 years or older
- ~~Read and sign all pertinent documents~~ Read through the volunteer packet and sign the volunteer agreement.
- Commit to a set number of hours and agreed upon work schedule as determined by the District ALD
- Adhere to the same ALD policies and practices required from staff
- Be able to fulfill scheduled responsibilities and time commitments

Introductory Period:

All volunteers go through an introductory period before being considered for ongoing volunteer opportunities, and before being considered to supervise activities involving minors. Volunteers in the introductory period are required to:

- Complete at least two separate volunteer shifts, for two separate District events.
- Complete a combined total of at least 8 hours volunteer service.
- Complete their services hours under the direct supervision of a District Staff Member

In addition, adult volunteers who successfully complete the introductory period are required to pass a background check.

~~Once completing the one-month introductory period is complete, volunteers will be background checked and fingerprinted~~ if assigned to work with minors or have the potential to work with minors. ~~This includes all members of District ALD support groups, including the ALD Board of Trustees, Friends of the Altadena Library, and Altadena Library Foundation.~~ They will have one month to complete their ~~background check fingerprinting process~~ or volunteering will be suspended until ~~the background check fingerprinting~~ has been completed. Results of the ~~background check fingerprinting process~~ may be used to determine eligibility for volunteership.

Employees:

Current District Employees are not eligible to volunteer for any District events, programs, or daily operations, or any event taking place on District property during library operating hours. Employees may be considered for volunteership with partnering organizations, such as the Friends of the Altadena Library and the Altadena Library Foundation.

~~Volunteers are considered approved to start assignments when all the requirements, including fingerprinting when applicable, are fulfilled and work is assigned.~~

Recordkeeping:

~~Several documents regarding each volunteer are filed and available from the Volunteer Coordinator or the Library Manager at Bob Lucas. The~~ Volunteer files documents must be maintained ~~in each volunteer file~~ and kept **five years following** the volunteer's last day of service. The documents included ~~in the Volunteer files include~~ the Volunteer Application, ~~Volunteer Agreement & Release Form, Release Form, Volunteer Agreement, Release of Liability Form, Dismissal/Removal of Volunteer Services Form,~~ Literacy Tutor Intake Form, and Literacy Adult Tutor Understanding/Agreement Form if applicable).

Confidentiality of patron accounts:

Volunteers may not have access to confidential patron information in the Integrated Library System (ILS). This includes:

- Performing activities that could reveal confidential patron or staff information or;
- Accessing confidential patron information in the Integrated Library System (ILS).

Safety/Workers' Compensation:

It is the District's responsibility to provide a safe environment. Volunteers have the responsibility to observe all relevant safety procedures.

~~Volunteers are covered by Workers' Compensation once approved as a volunteer and all paperwork pertaining to the volunteer position is completed. Volunteers must be properly registered in order to be covered by Workers' Compensation insurance benefits.~~ This coverage will only apply during the time volunteers are on assignment for ALD.

Insurance coverage is not in effect during travel time to and from home to a volunteer assignment or at any other time when a volunteer has not been specifically directed to be at a given location to perform work in connection with the agreed upon assignment for ALD.

Exception: Workers' Compensation coverage is not applicable when volunteers join ALD the District through an implicit or explicit arrangement with another agency, which already provides coverage to them (e.g. Boy/Girl Scouts, Red Cross, 4H, etc.). Both the individual volunteer and the agency must be informed of this exception during the initial arrangement for volunteer activities.

Completion of Assignment or Removal of Assignment:

Volunteers are expected to conduct themselves as if employed by the District Library and must adhere to the ALD Code of Conduct.

A volunteer's completion or removal from an assignment should be considered when:

- Assignment durations as agreed upon are is complete
- Abilities are not suited to work assignment
- Volunteer dissatisfaction and there is no other suitable placement
- District policies are inconsistently followed
- Behavior is unprofessional, creates a safety hazard, causes disruption to workflow and/or exposes the District to liabilities
- Any use of drugs or alcohol, except prescription drugs not adversely affecting job performance, while performing any assignment(s) as an ALD volunteer.

~~Exhibits: Volunteer Application, Volunteer Release Form, Volunteer Agreement Form, Release of Liability Form, Dismissal/Removal of Volunteer Services Form, Literacy Tutor Intake Form, and Literacy Adult Tutor Understanding/Agreement Form.~~



**BOARD OF LIBRARY TRUSTEES
AGENDA ITEM VIII.D. REPORT FOR AUGUST 2022**

DEPARTMENT: Adult Services

MEETING DATE: August 22, 2022

PREPARED BY: Melissa Aldama

LOCATION: Main Library Community Room and
Virtual Participation

TITLE: Updated District Art Display Policy

BACKGROUND:

The District established an Art Display Policy on October 28, 2002. It was revised in April 25, 2017, but this update appears to not have been Board Approved. The new update also includes a change in contact for art display inquiries. The policy now indicates that interested parties email their request to art@altadenalibrary.org

FISCAL IMPACT: No fiscal impact.

RECOMMENDATION: Staff recommends that the Board review and approve the updated District Art Display Policy.



ALTADENA LIBRARY DISTRICT | POLICY AND PROCEDURE MANUAL

SUBJECT: ART DISPLAY POLICY

SECTION: ADMINISTRATION

BOARD APPROVED: ~~10/28/2002~~; Revised ~~4/25/17~~ 8/22/2022

POLICY OBJECTIVE

The Altadena Library District seeks to provide access to educational, informational and cultural resources to the community. As part of that belief, the library encourages artistic and cultural interests of the community by providing a showcase for art by community and area artists.

STATEMENT OF POLICY:

The Altadena Library District allows artists to display their artwork for a period of one (1) month, unless a special exception has been made to exhibit for a longer period of time. The Library Representative will arrange with the artists the time slots for setup and dismantling of the exhibit, during library hours. All work must be hung using our hanging system. All work is required to have a wire backing. Hanging work with use of nails or tacks is not allowed in the Reading Court.

APPLICATION PROCESS AND WAIVER OF LIABILITY:

Artists interested in displaying their artwork should submit an Artist Exhibition Application or Guest Curator Application with the signed Waiver of Liability to the Altadena Library District, Attn: Art Curation Team; art@altadenalibrary.org ~~Melissa Aldama~~. Forms can be obtained at ~~the OPOS desk~~ either library building or found online at www.altadenalibrary.org/art.

FEES

The Altadena Library District does not charge fees for the display of artwork.

RIGHT OF REFUSAL

The Altadena Library District reserves the right to decide what is appropriate for display. The Library reserves the right to reject any part of the exhibit or to change the manner of display. The presentation of any artwork does not imply an endorsement of the exhibit by the Altadena Library District, its Trustees, or its staff.

SALES

Sale of artistic work(s) is solely between the artist and the buyer. The Library District is not liable for such transactions.

RESOLUTION NO. 2022-15

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE ALTADENA LIBRARY DISTRICT RE-MAKING FINDINGS RELATING TO A DECLARED STATE OF EMERGENCY AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE ALTADENA LIBRARY DISTRICT FOR THE PERIOD OF SEPTEMBER 1, 2022 – SEPTEMBER 30, 2022 PURSUANT TO GOVERNMENT CODE SECTION 54953(E).

WHEREAS, the Altadena Library District is committed to preserving and nurturing public access and participation in meetings of the Board of Trustees; and

WHEREAS, all meetings of the Altadena Library District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Trustees previously adopted Resolution 2021-05 on September 27, 2021 finding that the requisite conditions exist for the legislative bodies of Altadena Library District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, such conditions still exist in the District, specifically, an ongoing state of emergency has been proclaimed due to the persistence of the COVID-19 pandemic; and

WHEREAS, California State health officials as well as those in Los Angeles County continue to characterize Los Angeles County as a region of high transmission, meaning that the risk to the health and safety of participants and attendees remains serious, and State and LA County health officials continue to recommend social distancing measures under certain circumstances to reduce the risk of transmission of COVID-19; and

WHEREAS, the Board of Trustees does hereby find that the COVID-19 pandemic has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and finds that there continues to be state of emergency declared by the Governor of the State of California, and desires to remain consistent with recommendations from State and LA County public health officials; and

WHEREAS, as a consequence of the local emergency, the Board of Trustees does hereby find that the legislative bodies of Altadena Library District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, members of the public are encouraged to watch a livestream of all public meetings via YouTube, and are invited to make public comment on any agendized or non-agendized topic via a variety of fashions, both written and oral, including live options as described in each publicly-posted agenda.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE ALTADENA LIBRARY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Finding of Governor's Proclamation of a State of Emergency and Recommended Social Distancing Measures; Further Findings. The Board hereby finds that the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020, remains in effect, and that State and LA County health officials continue to recommend social distancing measures under certain circumstances. The Board further finds and determines that holding meetings in person at this time would pose an imminent risk to the health, safety, and well-being of participants by requiring participants to gather in an enclosed space where there is a risk of COVID-19 transmission.

Section 3. Remote Teleconference Meetings. The Directors, staff, and legislative bodies of the Altadena Library District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and

public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 30, 2022, or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Altadena Library District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Trustees of the Altadena Library District, this 22nd day of August, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Kameelah Waheed Wilkerson, Board Secretary

Rushmore Cervantes, Board President

APPROVED AS TO FORM:

Richard Egger, General Counsel