

Exhibit A – Draft Zoning Code Amendment - Unattended Donation Boxes (UDBs)

	Code Text										
Definition 21.15.3155 Unattended Donation Box.	"Unattended Donation Box" means any unstaffed drop-off box, container, receptacle, or similar device that is used for soliciting and collecting donations of clothing or other salvageable personal property. This term does not include recycle bins for the collection of recyclable material (such as beverage containers) governed or regulated by the Zoning Code.										
21.32 – Commercial Districts											
Table 32-1, Uses In All Other Commercial Zoning Districts		Neighborhood			Community				Regional	Other	
		CNP	CNA	CNR	CCA	CCP	CCR	CCN	CHW	CS	
	Unattended Donation Box	A	A	A	A	A	A	A	A	A	Subject to accessory use standards (see Section 21.51.294). Unattended Donation Box shall be permitted in all Planned Development (PD) Districts and Specific Plan (SP) Districts allowing commercial uses, subject to Section 21.51.294.
21.34 – Institutional Districts											
Table 34-1, Uses in the Institutional District		Use								District I	
	42.	Unattended Donation Box								A	

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	43.	Water tanks	Y
	44.	Wireless Telecommunications Facilities (see <a href="#">Chapter 21.56</a> )	C
21.51.294 Unattended Donation Box (UDB)			
	An Unattended Donation Box (UDB) is permitted as an accessory use to an existing nonresidential activity on the same parcel provided it meets the following standards:		
(A) Permit Required.	<ol style="list-style-type: none"> <li>1. A UDB permit is required for an unattended donation box (UDB). A permit is not required for UDBs that are enclosed within a principal building or are accessory to a principal activity on a property owned or leased by the box operator. However, all UDBs shall meet all other requirements of Chapter 21.51.294.</li> <li>2. A second UDB may be allowed if documented evidence is submitted that a second box is required due to the volume of items delivered to the site. A UDB must be operating at a site for at least 90 days in order to establish that a second box is required for overflow items, and after pick-up has been increased to a daily basis.</li> <li>3. The UDB permit shall require the property owner's approval.</li> <li>4. The UDB permit applicant shall be the UDB operator and the permit may not be transferred, conveyed or otherwise assigned to another person or entity.</li> <li>5. The UDB permit applicant shall have an active City Business License.</li> </ol>		
(B) Location.	<ol style="list-style-type: none"> <li>1. A UDB shall not be located on a vacant lot.</li> <li>2. No UDB shall be located within 1,000 feet from any other UDB, except secondary boxes permitted for overflow donations on the same parcel.</li> <li>3. No UDB shall be located within required areas of landscaping, parking spaces, drive aisles, walkways, handicapped accessibility routes, building ingress and egress, easements, trash enclosures, waste disposal areas or the public right-of-way.</li> <li>4. UDBs shall have a minimum setback of 20 feet from the public right-of-way and 5 feet from any property line, or meet the setback requirements of the underlying zone, whichever is greater.</li> <li>5. The donation/collection area shall have a clear line of site from the principal building located on the property or the public right-of-way.</li> <li>6. UDBs shall be located within ten feet of a dusk to dawn photocell-controlled light source of at least one foot candle. If security is determined to be an issue, a greater foot candle may be utilized, provided lights are directed and shielded to prevent light and glare from intruding onto adjacent sites.</li> </ol>		
(C) Standards.	<ol style="list-style-type: none"> <li>1. UDBs shall be constructed of durable and waterproof materials.</li> <li>2. UDBs shall be placed on a paved surface.</li> <li>3. Maximum height is 6 feet.</li> <li>4. Maximum floor area is 25 square feet (25 x 6 = 150 cubic feet).</li> <li>5. UDBs shall have a tamper-resistant locking mechanism for all collection openings.</li> </ol>		
(D) Signage.	<ol style="list-style-type: none"> <li>1. UDBs shall have contact information, including the name, address, email and phone number of both the operator and property owner/owner agent, posted on the box in a conspicuous location.</li> <li>2. UDBs shall identify the type of material that may be deposited and post a pick-up schedule on the box.</li> </ol>		

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	<ol style="list-style-type: none"><li>3. If applicable, the UDB shall identify the charitable cause that will benefit from the donations and the Federal Tax identification number of the nonprofit organization.</li><li>4. The property containing the UDB shall display a sign not to exceed 10 square feet with text in at least two-inch typeface stating that no material shall be left outside of the UDB. This sign shall be placed in a visually conspicuous location within a radius of 20-feet from the UDB.</li></ol>
(E) Maintenance.	<ol style="list-style-type: none"><li>1. The site shall be maintained to be free of blight, including but not limited to donation/collection overflow, litter, debris and dumped material.</li><li>2. The UDB shall be maintained, free of damage, holes, rust, graffiti and be in good working order.</li><li>3. The UDB shall be serviced per schedule posted on the box. This servicing shall include the removal of donated/collected material and abatement of any blight. Additional pick-ups may be required if overflow or blight conditions are found to exist.</li><li>4. Hours of servicing UDBs shall be between 7:00 a.m. and 7:00 p.m., Monday through Friday, and between 10:00 a.m. and 6:00 p.m. on weekends.</li><li>5. The box operator shall maintain an active email address and a 24-hour telephone service with recording capability for the public to register complaints. This contact information shall be posted on the UDB.</li></ol>
(F) Violations.	<ol style="list-style-type: none"><li>1. If an UDB is found to be in violation of Chapter 21.51.294, and the operator does not remedy the violation upon notification from the City, the UDB can be deemed a public nuisance per Chapter 21.10.090.</li></ol>

