#### HISTORICAL COMMISSION STAFF REPORT FEBRUARY 13, 2024

Prepared by: Amy Wolfson, City Planner

**DATA SUMMARY:** 

**Application Number:** 24PLN-01

**Subject:** Development Review Permit for the remodel of a three-story, 9,256

square foot building on a 0.09-acre property and Variance for

encroachment into rear setback

**Location/APN:** 145 Mill St. / 008-372-012

Owner: RHF Properties

**Applicant:** Russell Davidson, project architect

**Zoning/General Plan:** Town Core-Historic District (TC-H)/ Commercial

Entitlements: Development Review Permit

#### **RECOMMENDATION:**

- 1. That the Historical Commission recommend that the Development Review Committee approve the Development Review Permit for the exterior improvements to the building at 145 Mill Street as presented, as may be modified by the review body, which includes the following actions:
  - a. A recommendation that the Development Review Committee find the project is Categorically Exempt pursuant to Sections 15301, Class 1 and 15305, Class 5 of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the staff report; and
  - b. Adopt Findings of Fact for approval of the Development Review Permit as presented in the Staff Report; and,
  - c. Approve the Variance request for encroachment of a rear patio and balcony into the 10-foot rear setback.
  - d. Approve the Development Review Permit for the exterior alterations to the building at 145 Mill Street.

#### **BACKGROUND:**

The subject building is situated along the Mill Street Pedestrian Plaza and features three levels, one of which is a basement level that backs up to the city parking lot at 144 South Auburn Street. According to the Assessor records, the building was constructed in 1900 and is 9,256 square feet. The 1912 Sanborn Map shows the rear portion of the building was constructed sometime later.



#### PROJECT DESCRIPTION:

Development Review Permit – This is a Development Review for exterior alterations for a building at 145 Mill Street, located within the Historic District in order to accommodate interior uses of one residential dwelling, one accessory dwelling, two office spaces, and two retail spaces. Exterior alterations include the following:

#### Alteration

#### Front elevation (west):

- o replace existing guardrail with a 42-inch guardrail,
- o replace a window with a door on the second level;

#### Rear elevation (east):

- replace corrugated metal siding with Hardie board and batten siding,
- replace three windows with glass slider door,
- o replace one window with new door,
- replace three remaining windows with new casement windows,
- add a balcony with guardrail with wood support posts on the first level;
- add three casement windows and one door (some framing is existing),
- o add patio with privacy fencing to basement level;

#### North side elevation:

- change siding from corrugated metal to Hardie board and batten,
- replace window with a fixed window,
- relocate a door to access the basement level without steps.

All new windows are proposed to be aluminum-framed.

#### Renderings





The project is in the Town Core Zone within the Historic Combining district (TC-H), which allows the residential, retail, and office uses as proposed, contingent upon recommendation by the Historical District and approval of a Development Review Permit for the architectural building design in accordance with the City's Design Guidelines, and development standards of the City Municipal Code. The project plans include the following Development Review details:

Site Plan & Setbacks – The Town-Core base zone does not require any setbacks except for the rear setback which must maintain a minimum of 10 feet from the property line of an adjacent use, whereby balconies can encroach up to 4 feet within the rear setback (for a minimum setback of 6 feet). In this case, the existing building is setback only 7'9" so already encroaches into the rear setback. The only building extension proposed is for the balcony, which is proposed to extend fully to the rear property line. The applicant is therefore requesting a variance from the 6-foot rear balcony setback to allow construction of the balcony to the property line. The Variance request is discussed in further detail below.

Parking – There are no parking stalls that currently exist for the existing building and none are proposed for the proposed building uses. The only existing unconditioned space being converted to an active use is that of the basement which will be converted to an 881 square foot ADU with 262 square foot balcony. Pursuant to the parking table in the Town Core Standards (17.21.040 GVMC), no parking is required for expanded uses under 3,000 square feet.

Lighting – No lighting is currently proposed. If lighting is proposed in the future, a building permit will be required and the fixture design will be required to be reviewed by the Historical Commission and the Development Review Committee.

#### **VARIANCE:**

Pursuant to section 17.72.070, the purpose of a Variance process is to consider requests to waive or modify standards in the development code due to special circumstances applicable to the property. In this case, the applicant is requesting that the review authority consider the special circumstance to be the lack of outdoor space available due to the small size of the lot, along with the city's desire to preserve historic buildings, which in this case extends the full width and nearly the full length of the lot, leaving only the small area in the rear to create outdoor space for tenants. There are several balconies, primarily along front facades, that extend to, or often times over the property line so the request also meets the Variance criteria that this would not amount to a privilege that other properties within the same zone don't already have.

#### **HISTORIC DISTRICT DESIGN GUIDELINES:**

The following policies, outlined in the Design Review Guidelines for the 1872 Historic Townsite, are applicable to the proposed alterations for this project:

#### 6.3.4 Window and Doors

(2) Windows and doors on the fronts of ancillary buildings should be preserved as well. Avoid creating an additional opening or removing existing ones on facades that are visible from the street. Maintain the historic subdivisions of window lights. Maintain original window and door proportions. Altering the original size and shape is inappropriate. Do not close down an original opening to accommodate a smaller window.

- (3) Restoring an original opening which has been altered over time is encouraged. Consider reconstructing windows and doors that no longer exist in a primary facade. Such reconstruction should occur only if it can be substantiated by physical or pictorial evidence.
- (7) When replacing a window or door is necessary on an historic structure, match the original design as closely as possible. Preserve the original casing, and use it with the replacement.
- (8) Use the same material (wood) as that used historically. Vinyl clad and aluminum windows are generally inappropriate.
- (10) A new window or door opening, if needed, should be placed on a secondary facade and not the primary facade. A new opening should be similar in location, size and type to those seen traditionally. A general rule for a window opening is that the height should be twice the dimension of the width. Windows should be simple in shape, arrangement and detail.
- (11) Windows and doors should be finished with trim elements similar to those used traditionally. This trim should have a dimension similar to that was used historically.

#### 8.2.2 New Additions

- 8. The materials of an addition should be compatible with those of the primary structure. Matching the historic material is an appropriate approach, although new materials may also be considered.
- 9. Windows in an addition that are visible from the public way should be compatible with those of the historic structure.

#### SITE DESCRIPTION AND ENVIRONMENTAL SETTING:

The project site is developed with an historic building, with its front-facing façade along the Mill Street pedestrian plaza. The property is surrounded by similar historic buildings, with commercial uses on either side, and a public parking lot to the rear.

#### **GENERAL PLAN AND ZONING:**

<u>General Plan</u> - The project area has a land use designation of Commercial with a Town Center overlay, according to the City of Grass Valley 2020 General Plan. The Commercial designation is a broad category intended to encompass all types of retail and commercial service establishments and the Town Center overlay is intended to designate selected properties for mixed uses whereby special development criteria may be applied pursuant to the development code.

<u>Zoning -</u> The property is within the Tow Core zoning designation and within the Historical combining zone (TC-H). The primary intent of this zone is to strengthen the mixed-use, pedestrian-oriented nature of the existing historic downtown. The Historical combining zone is intended to identify important cultural resource sites and structures in the city, to ensure that any proposal to alter the state of the site or structure is carefully considered prior to implementation.

#### **ENVIRONMENTAL DETERMINATION:**

Pursuant to the California Environmental Quality Act (CEQA) an Initial Study is required to be prepared in the absence of an appliable exemption pursuant to CEQA Guidelines. In this case, all the proposed uses are permitted within the Town Core zone whereby the city exercises ministerial authority and, as such, are exempt from CEQA pursuant to section 15300.1 of the CEQA Guidelines.

The exterior alterations are consistent with Categorical Exemption Class 1, which includes minor alterations of private buildings involving a negligible expansion of use. The Variance request qualifies for a Categorical Exemption pursuant to Section 15305, Class 5, of the California Environmental Quality Act (CEQA) and Guidelines. A Class 5 Categorical Exemption consists of minor alterations to land use limitations where the site has an average slope not exceeding 20% and there is no change in land use density "including set back variances not resulting in the creation of any new parcel."

#### **FINDINGS:**

In accordance with Sections 17.72.30 J (Development Review Permit) of the Development Code, the Planning Commission is required to make the following specific findings before it approves the Development Review permit.

- 1. The City received a complete application (24PLN-01).
- 2. The Development Review Committee reviewed the project in compliance with the California Environmental Quality Act and recommends that the Planning Commission find the project qualifies for a Class 1, Categorical Exemption (Existing Facilities) in accordance with the California Environmental Quality Act and CEQA Guidelines.
- 3. The 2020 General Plan designates the project site as Commercial, within the Town Center overlay. The Project is consistent with the General Plan.
- 4. The proposed project is allowed within the applicable zone and complies with all other applicable provisions of the Development Code and the City Municipal Code.
- 5. The design, location, size, and characteristics of the proposed project is in compliance with any project-specific design standards in effect and any standards and guidelines for Development Review Permits.
- 6. The project complies with all applicable provisions of the City's Design Guidelines.

#### **RECOMMENDED CONDITIONS OF APPROVAL:**

#### **PLANNING**

- 1. The approval date for Development Review is <TBD> with an effective date of Thursday, <TBD> pursuant to Section 17.74.020 GVMC. This project is approved for a period of one year and shall expire on December 28, 2024 unless the project has been effectuated or the applicant requests a time extension that is approved by the Development Review Committee pursuant to the Development Code.
- 2. The final design shall be consistent with the Development Review application and plans provided by the applicant and approved by the Development Review Committee (24PLN-01).

The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.

- 3. If lighting is proposed in the future, a building permit will be required and the fixture design will be required to be reviewed by the Historical Commission and the Development Review Committee.
- 4. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

#### FIRE:

5. The project shall be designed and constructed in accordance with all applicable codes and standards, including but not limited to, the 2022 editions of the California Fire and Building Codes (as amended and adopted by the City of Grass Valley), NFPA 13-22, 24-19, and 72-22, and the City of Grass Valley. If a domestic meter is requested to serve the project, prior to issuance of a grading permit or a building permit the applicant shall perform a Water Demand Analysis to determine meter size and fees.

#### **ATTACHMENTS:**

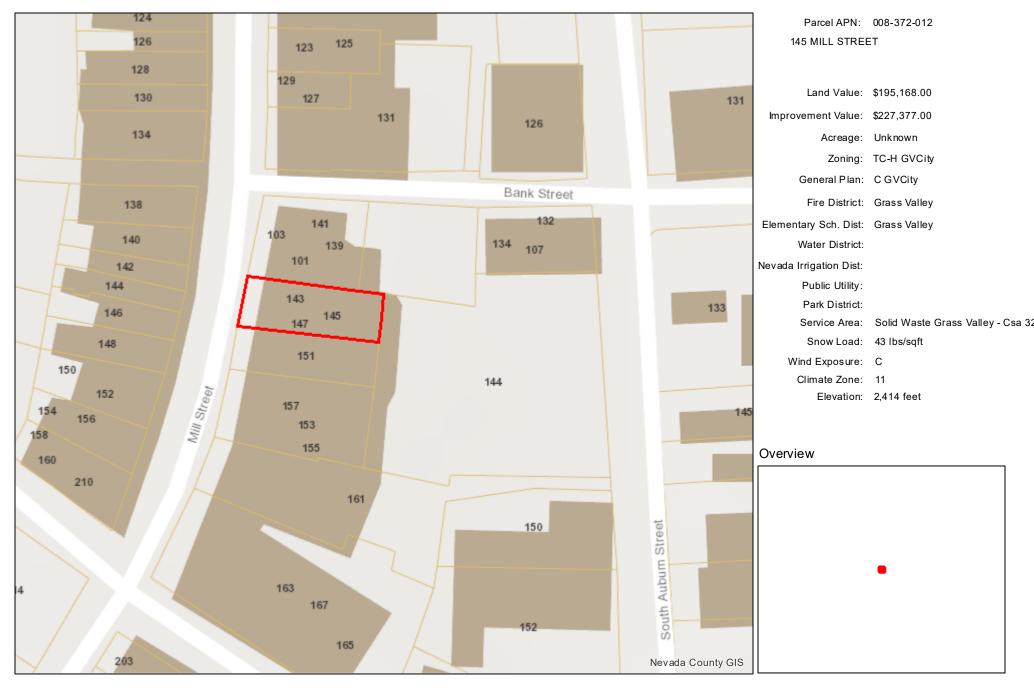
- 1. Aerial and Vicinity Maps
- 2. Applications
- 3. Improvement Plans

#### 145 Mill Development Review, 24PLN-01

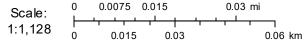
#### **ATTACHMENT LIST**

- 1. Vicinity and Aerial Map
- 2. Universal and DRC Applications
- 3. Improvement Plans:
  - a. Existing / Proposed Floor Plans
  - b. Existing / Proposed Front Elevation (west)
  - c. Existing / Proposed Rear (east) and north Elevations
  - d. Section drawings, window and door schedule
  - e. Exterior alteration renderings

### Vicinity Map, 145 Mill



January 11, 2024 © 2022 Nevada County GIS



### Aerial Map, 145 Mill



Parcel APN: 008-372-012

145 MILL STREET

Land Value: \$195,168.00

Improvement Value: \$227,377.00

Acreage: Unknown

Zoning: TC-H GVCity

General Plan: C GVCity

Fire District: Grass Valley

Elementary Sch. Dist: Grass Valley

Water District:

Nevada Irrigation Dist:

Public Utility:

Park District:

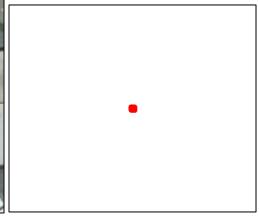
Service Area: Solid Waste Grass Valley - Csa 32

Snow Load: 43 lbs/sqft

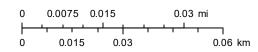
Wind Exposure: C
Climate Zone: 11

Elevation: 2,414 feet

#### Overview



January 11, 2024 © 2022 Nevada County GIS Scale: 1:1,128



CITY OF GRASS VALLEY Community Development Department 125 E. Main Street Grass Valley, California 95945 (530) 274-4330 (530) 274-4399 fax

# UNIVERSAL PLANNING APPLICATION

\* DUE WITH EVERY PLANNING APPLICATION \*



#### **Application Types**

Adminis	Administrative Sign Reviews			
	Limited Term Permit		Minor - DRC, Historic Distr	ict. Monument Sians
	\$698.00	Ш	or other districts having spe	
	Zoning Interpretation		\$313.00	ome design entend
				ama
	\$224.00		Major – Master Sign Progra	ims
Develop	ement Review		\$1,279.00	
	Minor Development Review – 10,000 or less sq. ft.		Exception to Sign Ordinance	e
<b>~</b>	\$1,813.00		\$964.00	
$\overline{}$		Cubalis	ialana	
	Major Development Review – over 10,000 sq. ft.	Subdiv		-4->
	\$3,293.00		Tentative Map (4 or fewer lo	ots)
	Conceptual Review - Minor	_	\$3,493.00	
_	\$459.00		Tentative Map (5 to 10 lots)	
	Conceptual Review – Major		\$4,857.00	
ш	\$782.00		Tentative Map (11 to 25 lots	3)
	Plan Revisions – Staff Review	Ш	\$6,503.00	,
ш	\$316.00		Tentative Map (26 to 50 lots	s)
			\$8,915.00	3)
	Plan Revisions – DRC / PC Review			\
	\$831.00		Tentative Map (51 lots or m	ore)
Ш	Extensions of Time – Staff Review	_	\$13,049.00	
_	\$282.00		Minor Amendment to Appro	ved Map
	Extensions of Time – DRC / PC Review		(staff) \$1,114.00	
	\$607.00		Major Amendment to Appro	ved Map
Facility and		ш	(Public Hearing) \$2,436.00	•
Entitlem			Reversion to Acreage	
	Annexation		\$765.00	
_	\$7,843.00 (deposit)			
	Condominium Conversion	Ш	Tentative Map Extensions	
	\$4,923.00 (deposit)		\$1,047.00	
	Development Agreement – New		Tentative Map - Lot Line Ac	ljustments
Ш	\$18,463.00 (deposit)		\$1,200.00	
	Development Agreement – Revision	Use Pe	rmite	
Ш				viou
	\$6,903.00		Minor Use Permit - Staff Re	view
	General Plan Amendment		\$480.00	
	\$7,377.00		Major Use Permit - Planning	g Commission Review
	Planned Unit Development		\$3,035.00	
	\$8,150.00 (minimum charge) + 100.00 / dwelling	Variand	205	
	unit and / or \$100 / every 1,000 sq. ft.	Variant	Minor Variance - Staff Revi	a
	commercial floor area			ew
	Specific Plan Review - New		\$518.00	
ш	Actual costs - \$16,966.00 (deposit)		Major Variance - Planning (	Commission Review
	Specific Plan Review - Amendments / Revisions		\$2,029.00	
Ш				
	Actual costs - \$6,986.00 (deposit)		Application	Fee
	Zoning Text Amendment		' <u>-</u>	1010 00
_	\$3,102.00		MDR	1813.00
	Zoning Map Amendment			
	\$5,073.00			
Fassina a				
Environ				
	Environmental Review – Initial Study			
_	\$1,713.00			
	Environmental Review – EIR Preparation			
	\$31,604.00 (deposit)			
	Environmental Review - Notice of Determination			
Ш	\$149.00 (+ Dept. of Fish and Game Fees)	-		
	Environmental Review - Notice of Exemption			
ш	\$149.00(+ County Filing Fee)			
	ψ170.00(T Obuilty I lilling I 66)		Totale	\$1813.00
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Below is the Universal Planning Application form and instructions for submitting a complete planning application. In addition to the Universal Planning Application form, a project specific checklist shall be submitted. All forms and submittal requirements must be completely filled out and submitted with any necessary supporting information.

Upon receipt of the <u>completed forms, site plan/maps, and filing fees</u>, the Community Development Department will determine the completeness of the application. This review will be completed as soon as possible, but within thirty (30) days of the submittal of the application. If the application is determined to be complete, the City will begin environmental review, circulate the project for review by agencies and staff, and then schedule the application for a hearing before the Planning Commission.

If sufficient information <u>has not</u> been submitted to adequately process your application, you will receive a notice that your application is incomplete along with instructions on how to complete the application. Once the City receives the additional information or revised application, the thirty (30) day review period will begin again.

Since the information contained in your application is used to evaluate the project and in the preparation of the staff report, it is important that you provide complete and accurate information. Please review and respond to each question. If a response is not applicable, N/A should be used in the space provided. Failure to provide adequate information could delay the processing of your application.

Additional information may be obtained at <a href="www.cityofgrassvalley.com">www.cityofgrassvalley.com</a> regarding the 2020 General Plan and Zoning. You may also contact the Community Development Department for assistance.

#### ADVISORY RE: FISH AND GAME FEE REQUIREMENT

Permit applicants are advised that pursuant to Section 711.4 of the Fish and Game Code a fee of \$3,539.25 for an Environmental Impact Report and \$2,548.00 for a Negative Declaration\* shall be paid to the County Recorder at the time of recording the Notice of Determination for this project. This fee is required for Notices of Determination recorded after January 1, 1991. A Notice of Determination cannot be filed and any approval of the project shall not be operative, vested, or final until the required fee is paid. This shall mean that building, public works and other development permits cannot be approved until this fee is paid. These fees are accurate at the time of printing, but **increase the subsequent January 1**st of each year.

This fee is <u>not</u> a Grass Valley fee; it is required to be collected by the County pursuant to State law for transmission to the Department of Fish and Game. This fee was enacted by the State Legislature in September 1990, to be effective January 1, 1991.

\*If the City finds that the project will not have an impact on wildlife resources, through a De Minimus Impact Finding, the City will issue certificate of fee exemption. Therefore, this fee will not be required to be paid at the time an applicant files the Notice of Determination with the County Recorder. The County's posting and filing fees will still be required.

Amelicant/Dames and attend	Description According
Applicant/Representative  Name: Russell Davidson	Property Owner Name: RHF Properties
Address: 149 Crown Point Court, Suite C	Address: 10656 Alta Street
Grass Valley, CA 95945	Grass Valley, CA 95945
Phone: 530-264-5559	Phone:530-559-3366
E-mail:russ@davidsonarch.com	E-mail:Craig@rhf.properties
Name: Russell Davidson	Engineer Name:
Address: 149 Crown Point Court, Suite C	Address:
Grass Valley, CA 95945	
Phone: 530-264-5559	Phone: ( )
E-mail:russ@davidsonarch.com	E-mail:
<ul> <li>b. Project Address145 Mill Street, Grass Valley,</li> <li>c. Assessor's Parcel No(s)008-372-012 (include APN page(s))</li> <li>d. Lot Size3875 SF</li> </ul> 2. Project Description	CA 95945  and two new commercial office spaces, all within existing building
footprint.  Level 2 - 1738 GSF (same as existing)	
Level 2 - 1736 GSF (Same as existing)	
3. General Plan Land Use: C GVCITY	4. Zoning District: TC-H GVCITY

4.	Cortese List: Is the proposed property located on a s Waste and Substances List (Cortese List)? Y		
	The Cortese List is available for review at the Commular of the property is on the List, please contact the Plan notification procedures prior to submitting your application 65962.5).	ning Division to determine appropriate	
5.	Indemnification: The City has determined that City should, to the fullest extent permitted by law, be fully poclaim, lawsuit, expense, attorney's fees, litigation exparising out of or in any way related to the issuance of pursuant to this permit. Accordingly, to the fullest extendefend, indemnify and hold harmless City, its employagainst any liability, claims, suits, actions, arbitration losses, expenses or costs of any kind, whether actual, a limited to, actual attorney's fees, litigation expenses restriction or limitation, incurred in relation to, as a constattributable to, actually, allegedly or impliedly, in whole or the activities conducted pursuant to this permit. Apploare incurred by City, its employees, agents and official lawsuit, shall submit a deposit in such amount as the to protect the City from exposure to fees, costs or liability	rotected from any loss, injury, damage, benses, court costs or any other costs this permit, or the activities conducted nt permitted by law, the applicant shall byees, agents and officials, from and proceedings, regulatory proceedings, alleged or threatened, including, but not and court costs of any kind without equence of, arising out of or in any way or in part, the issuance of this permit, icant shall pay such obligations as they ials, and in the event of any claim or City reasonably determines necessary	
6.	<b>Appeal:</b> Permits shall not be issued until such time determination or final action shall become effective or appropriate review authority, where no appeal of the rin compliance with Chapter 17.91 of the City's Develop	the 16 <sup>th</sup> day following the date by the eview authority's action has been filed	
	The 15-day period (also known as the "appeal" period begins the first full day after the date of decision that extends to the close of business (5:00 p.m.) on the 15th Hall is open for business.	the City Hall is open for business, and	
Ιh	ereby certify, to the best of my knowledge, that the above	ve statements are correct.	
Pr	operty Owner/*Representative Signature:		
	*Property owner must provide a consent letter allowing	representative to sign on their behalf.	
Αp	oplicant Signature:		
- 1			
	OFFICE USE ONLY		
Α	pplication No.:	Date Filed:	
F	ees Paid by:	Amount Paid:	
C	Other Related Application(s):		

CITY OF GRASS VALLEY Community Development Department 125 E. Main Street Grass Valley, California 95945 (530) 274-4330 (530) 274-4399 fax

### DEVELOPMENT REVIEW



#### SUPPLEMENTAL APPLICATION INFORMATION

This document will provide necessary information about the proposed project. It will also be used to evaluate potential environmental impacts created by the project. Please be as accurate and complete as possible in answering the questions. Further environmental information could be required from the applicant to evaluate the project.

## PLEASE PRINT CLEARLY OR TYPE USE A SEPARATE SHEET, IF NECESSARY, TO EXPLAIN THE FOLLOWING:

I.	<u>Pro</u>	oject Characteristics:
	A.	Describe all existing buildings and uses of the property: The property currently consists of Tenant improvement with addition of two new residential units and two new commercial office spaces, all within existing building footprint.
	В.	Describe surrounding land uses:
		North: Occupied building South: Occupied building East: Public parking lot West: Mill Street public way
	C.	Describe existing public or private utilities on the property: Public utilities consist of water, sewer electricity and natural gas.
	D.	Proposed building size (if multiple stories, list the square footage for each floor):
	E.	Proposed building height (measured from average finished grade to highest point):28' at Mill Street. 29' at rear of building.
	F.	Proposed building site plan:       Sq. Ft.       92.7       6 of site         (1) Building coverage 3,591       Sq. Ft.       92.7       6 of site         (2) Surfaced area 75       Sq. Ft.       1.9       6 of site         (3) Landscaped area 209       Sq. Ft.       5.4       6 of site         (4) Left in open space Total       Sq. Ft.       6 of site       7 of site

G.	future phases or extension. Show all phases on site plan.  There is no proposed phasing on this project.
Н.	Exterior Lighting:
	Identify the type and location of exterior lighting that is proposed for the project.      Any lights added will be on the rear of the building and will conform to any requirements of energy usage and historical context.
	Describe how new light sources will be prevented from spilling on adjacent properties or roadways. Shielded downlighting will be not spill over the property line.
l.	Total number of parking spaces required (per Development Code): 2
J.	Total number of parking spaces provided: N/A
K.	Will the project generate new sources of noise or expose the project to adjacent noise sources? No
L.	Will the project use or dispose of any potentially hazardous materials, such as toxic substances, flammables, or explosives? If yes, please explain. No
M.	Will the project generate new sources of dust, smoke, odors, or fumes? If so, please explain. No
<u>lf a</u>	an <b>outdoor use</b> is proposed as part of this project, please complete this section.
A.	Type of use:
	Sales         Processing         Storage           Manufacturing         Other
В.	Area devoted to outdoor use (shown on site plan).
	Square feet/acres 278 SF Percentage of site 7.8%
C.	Describe the proposed outdoor use: Tenant balcony and ground floor open space.

II.

## SITE PLAN REQUIREMENTS DEVELOPMENT REVIEW CHECKLIST

The following list includes all the items you must submit for a complete application. Some specific types of information may not apply to your project and, as noted, some items are not normally required. If you are not sure, ask Planning Division Staff. Planning Staff will use a copy of this list to check your application for completeness after it is submitted. If your application is not complete, a copy of the list will be returned to you marked according to the legend.

A. App	lication Checklist:
	One completed copy of Universal Application form.
	One completed copy of the Environmental Review Checklist (if applicable).
	Preliminary Title Report dated no later than 6 months prior to the application filing date.
	The appropriate non-refundable filing fee.
B. Site	Plan
 Se <sup>·</sup> 12'	teen (15) Copies of Plan Sets for <b>Major</b> Development Review or Eight (8) Copies of Plants for <b>Minor</b> Development Review on standard 24" x 36" size paper fan-folded to 9" x one (1) reduced copy at 8 1/2" x 11" and e-mail electronic .pdf version which includes following information:
	Neighborhood Site Plan showing surrounding development improvements and natura features within 200 feet of the project site.
	Project Site Plan drawn to scale and indicating:
	<ul> <li>Dimensioned property lines, north arrow, and any easements on the site</li> <li>Points of access, vehicular circulation, location and dimension of parking areas and spaces</li> <li>Location and any existing structures (specifying building setbacks), including the</li> </ul>
	location and use of the nearest structures on adjacent property, and an indication of structures to be removed
	<ul> <li>Location of any existing or proposed utilities such as water, wastewater and storm drainage</li> </ul>
	<ul><li>Location of any proposed structures and uses (including building setbacks)</li><li>Open space and buffer areas</li></ul>
	☐ Walkways, bicycle facilities (bike lanes, parking racks, etc), and ADA compliance facilities on the project site and providing connections to existing off site facilities
	<ul> <li>Pedestrian and bicycle connections to adjacent development (pursuant to the City's Community Design Guidelines)</li> </ul>
	<ul><li>☐ Mailbox locations and trash enclosures</li><li>☐ Other site features such as outdoor seating areas</li></ul>
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<ul> <li>Preliminary Grading and Drainage Plan showing:</li> <li>□ Existing and proposed contours using City datum (cut and fill slopes)</li> <li>□ Existing drainage characteristics of the site and a proposed preliminary drainage improvements (including drop inlets, detention basins, etc.</li> <li>□ Creek flow lines and flow directions</li> <li>□ Retaining wall locations, materials, and heights.</li> <li>□ Locations of existing trees (over 8" in trunk diameter at breast height) and their status (species and to be removed or retained as part of the development (including preservation measures, such as fencing, pavers blocks, etc)</li> <li>□ Rock outcroppings and other major natural site features</li> <li>□ Location and construction of temporary and permanent erosion and sedimentation control measures</li> </ul>
Architectural Plans, including elevations of all sides of the building indicating the form and exterior treatment, overall height, roof materials, proposed exterior mechanical equipment, building lighting, building materials and colors.
<u>Conceptual Landscape Plans</u> indicating general locations of landscaping improvements, including locations of retained trees, newly planted trees, landscape buffers and berms, retaining and/or garden walls and any hardscape areas.
<u>Cross sections</u> : (If the project site has an average cross slope of greater than ten (10) percent). Two or more sectional views of the project, approximately through the middle and at right angles to each other, showing existing and proposed grades and relationship of buildings, parking and landscaping at maturity, including major features and structures on adjacent properties at the most severe grades at two foot intervals.
Exterior Lighting Plan including locations of all light standards and placement of building lighting. This plan shall include power rating details, heights, shielding design and cut sheets lighting designs. Include a photo-metric lighting plan, overlaid onto the project site plan, showing lighting levels across the entire site and at property lines.
<u>Schematic Floor Plan</u> showing interior building layouts, rooms or use areas, square footages of bedrooms, entrances and relationship to exterior use areas.
<u>Signs</u> : Note if to be submitted under separate permit or include general locations of contemplated signage on building or grounds should be included. Additional details, such as sign construction and materials should also be included, if available. If a major feature of the project involves signage, then the following additional information should be included in the package:
<ul> <li>□ Dimensions and square footage of all signs.</li> <li>□ Dimensions and square footage of building walls on which signs are located.</li> <li>□ Means of lighting.</li> <li>□ Heights of all signs.</li> <li>□ Message that will appear on each sign.</li> <li>□ Description of materials and colors for letters and background.</li> <li>□ A scaled drawing of each sign showing typeface and design details.</li> </ul>

		elevations.
		Reduced Site Plan and Architectural Elevations: One copy each reduced 8 ½" x 11".
		Materials Sample Board with colors and textures of exterior architectural materials securely mounted on a maximum 8 ½" x 14" size illustration or poster board.
C.	Opti	ional Items
		Site Photographs of the project site, including neighboring development and including a key map of where each photo has been taken.
		Perspective rendering as required by staff, the Development Review Committee, or the Planning Commission.
		Photo Articulation of proposed physical improvements overlaid onto photos of site.
		Scaled Model upon request of the Development Review Committee or Planning Commission.

CITY OF GRASS VALLEY Community Development Department 125 E. Main Street Grass Valley, California 95945 (530) 274-4330 (530) 274-4399 fax

#### **VARIANCE**



#### SUPPLEMENTAL APPLICATION INFORMATION

This document will provide necessary information about the proposed project. It will also be used to evaluate potential environmental impacts created by the project. Please be as accurate and complete as possible in answering the questions. Further environmental information could be required from the applicant to evaluate the project.

## PLEASE PRINT CLEARLY OR TYPE USE A SEPARATE SHEET, IF NECESSARY, TO EXPLAIN THE FOLLOWING:

- I. Provide a written response for the variance request and provide a written justification statement to support findings listed in Section 17.72.070 F of the Development Code, including the following:
  - A. There are special circumstances applicable to the property, including location, shape, size, surroundings, and topography, so that the strict application of this Development Code deprives the property of privileges enjoyed by other property in the vicinity and within the same zone;
  - B. The approval of the Variance or Minor Variance includes conditions of approval as necessary to ensure that the adjustment granted does not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and within the same zone; and,
  - C. The granting of the application will not authorize an activity or use which is not otherwise expressly authorized by the zone governing the parcel of property for which the application is made.

#### II. Project Characteristics:

A.	Describe all existing buildings and uses of the property: The property currently consists of  Tenant improvement with addition of two new residential units and two new commercial office spaces, all within existing building footprint.  Level 2 - 1738 GSF (same as existing)					
				B.	Describe surrounding land uses:	
					North: Occupied building	
South: Occupied building						
	East: Public parking lot					
	West: Mill Street public way					

#### SITE PLAN REQUIREMENTS

A site plan is a scale drawing that depicts a property's size and shape, existing improvements on the property, and improvements or additions which are intended to be added. The site plan should be as complete and accurate as possible since it will be used by several City departments to check various requirements of the development application. Please place a check or N/A on the line provided in the below checklist. Submit this page along with the map and application packet.

A.	App	plication Checklist:
		One completed copy of Universal Application form.
		One completed copy of the Environmental Review Checklist (if applicable).
		Preliminary Title Report dated no later than 6 months prior to the application filing date.
		The appropriate non-refundable filing fee.
В.	Site	e Plan Submittal:
		Site Plan size – one $8-1/2$ " x 11", 15 larger folded copies (folded to 9" x 12") with one $8.5 \times 11$ " reduced copy and e-mail electronic .pdf file.
		Graphic scale and north arrow.
		Vicinity map (showing property location to major roads or major landmarks).
		Show location and dimensions of existing and proposed structures and walls.
		(Identify existing as a solid line and proposed as a dashed line).
		Label the use of all existing and proposed structures or area.
		Show the distance between structures and to the property lines.
		Show site access, location and dimensions of adjacent street right-of-way, property lines, building setback lines, sidewalks and easements.
		Show off-street parking facilities, including parking area and layout, loading areas trash storage areas, dimensions and numbers of individual parking spaces (including handicapped spaces) and aisles.



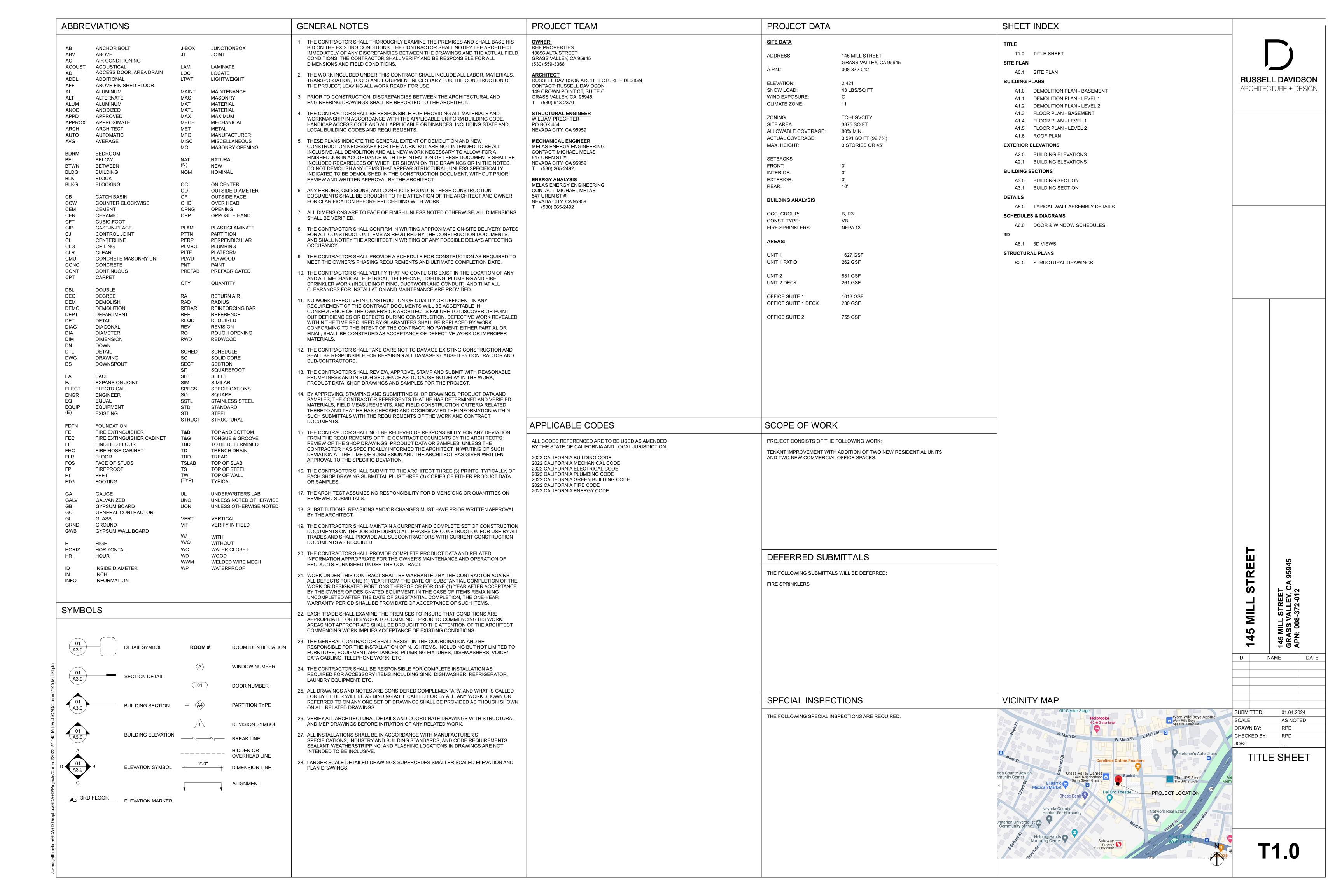
Jeff Hineline Russell Davidson Architecture + Design 149 Crown Point Ct. Suite C Grass Valley, CA 95945 jeff@davidsonarch.com (530) 264-5559

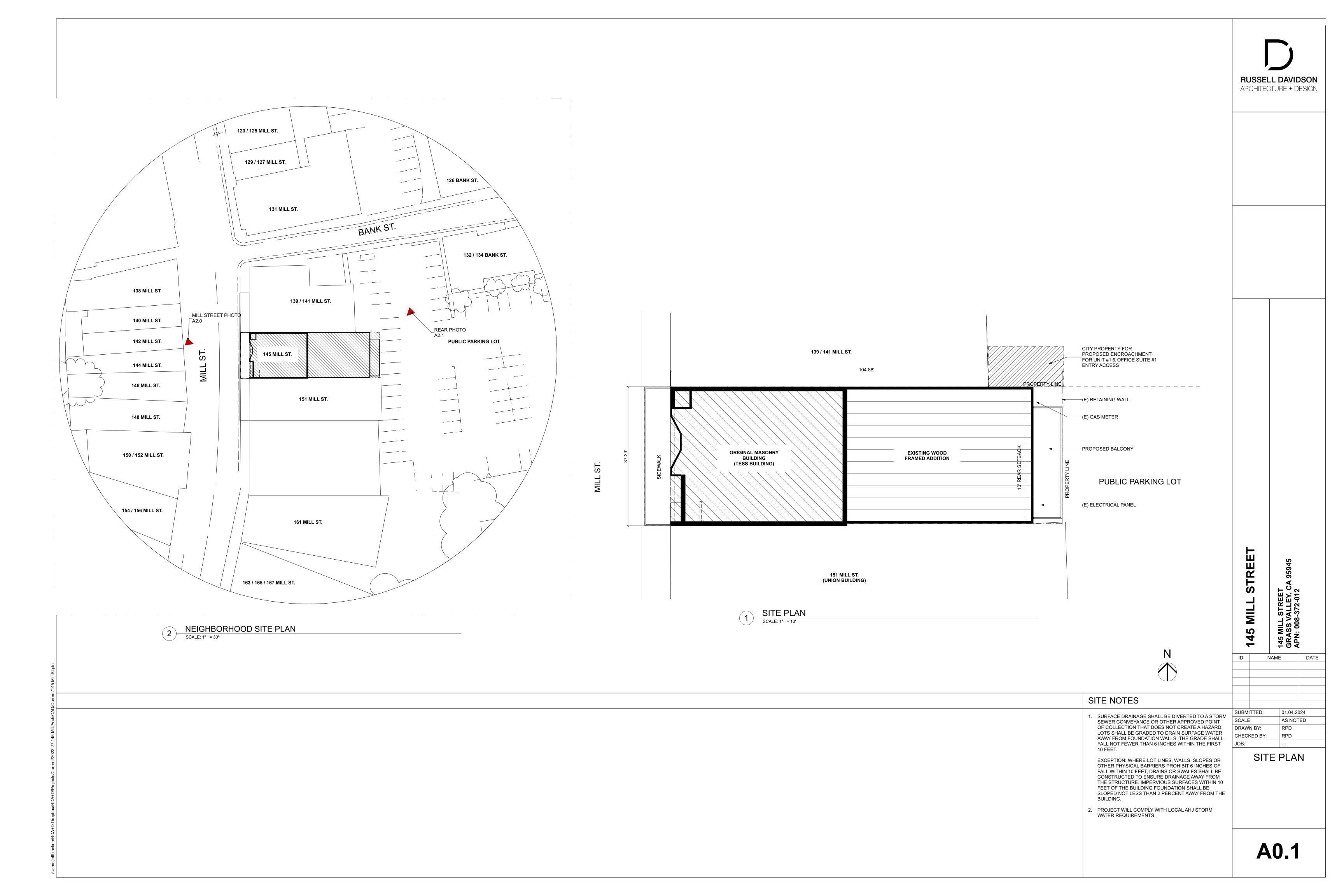
February 6, 2024 Subject: Variance Request - 145 Mill Street

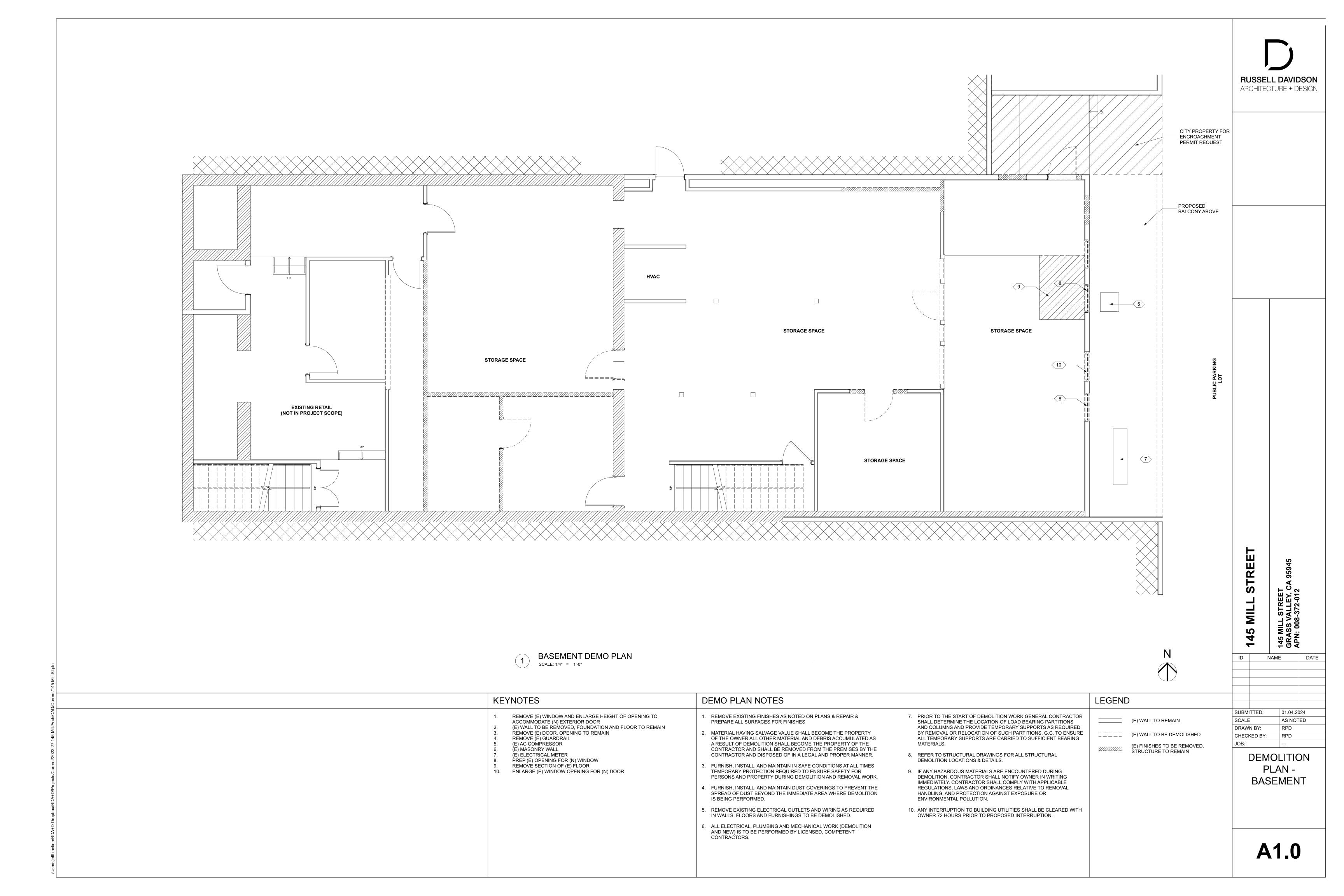
To whom it may concern,

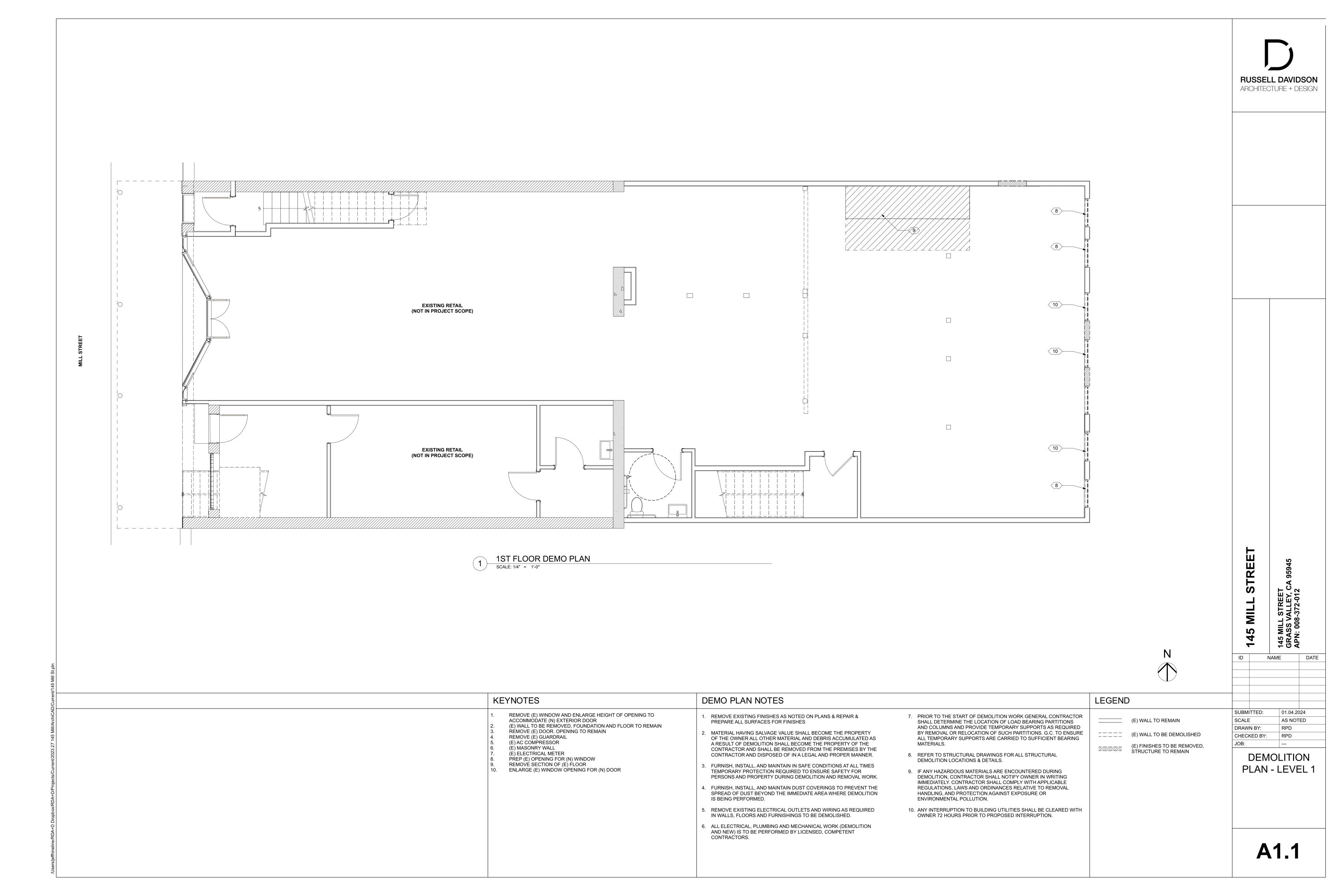
On behalf of the building owner at 145 Mill Street, we would like to apply for a variance to allow a balcony to encroach into the 4' required setback at the rear of the property. Adhering to a 4' setback would only allow for a 3'-9" deep deck, which is functionally insufficient for our proposed occupancy. As the rear portion of the building is an addition that is not part of the original historic building, we do not feel a new balcony would affect its historic integrity. It is our opinion that a new balcony would not only add both aesthetic and functional value, but would also align with a previous use. We have discovered existing post bases on top of the existing retaining wall on the property line, indicating a former balcony in the same area we are proposing.

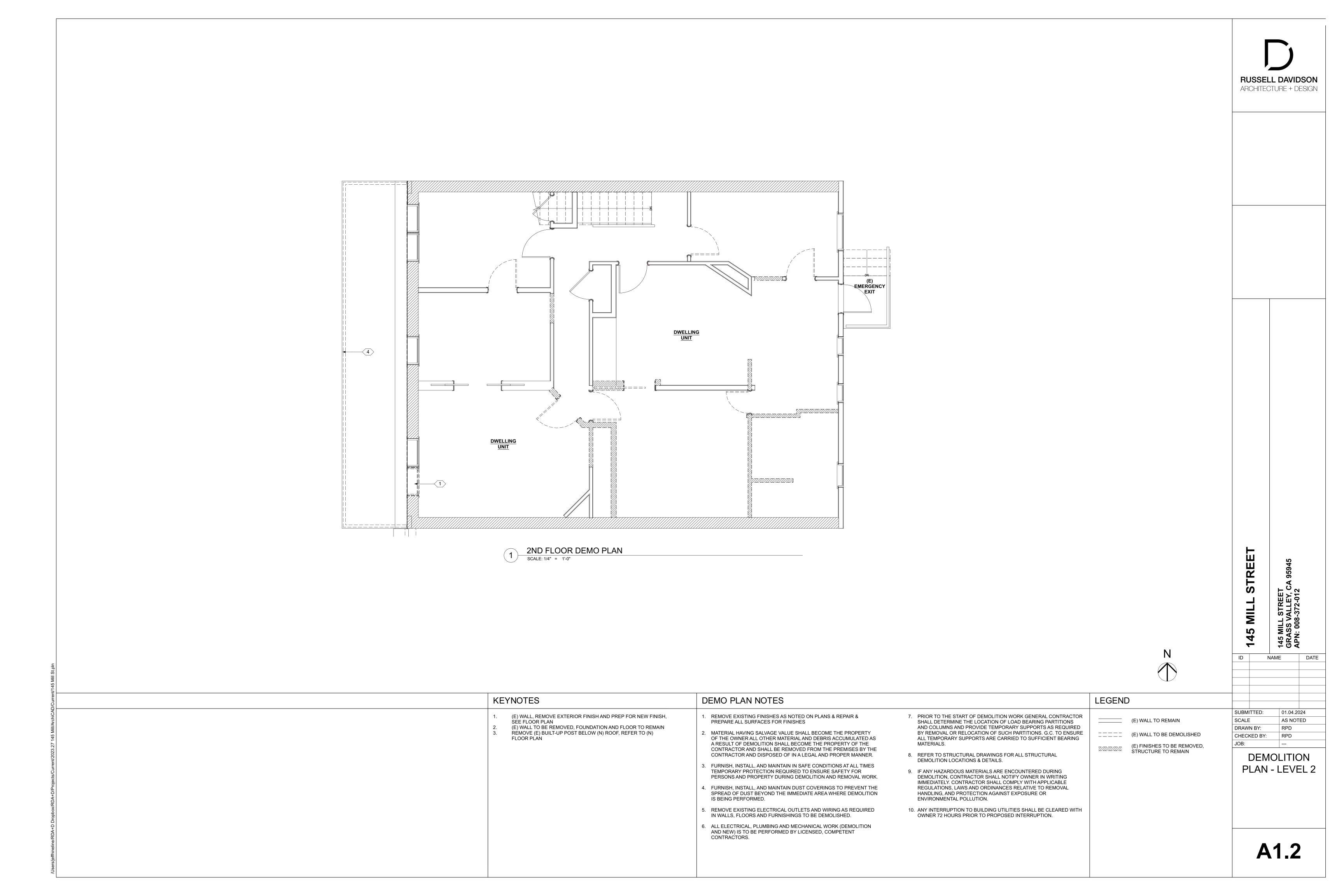
Sincerely, Jeff Hineline Architect

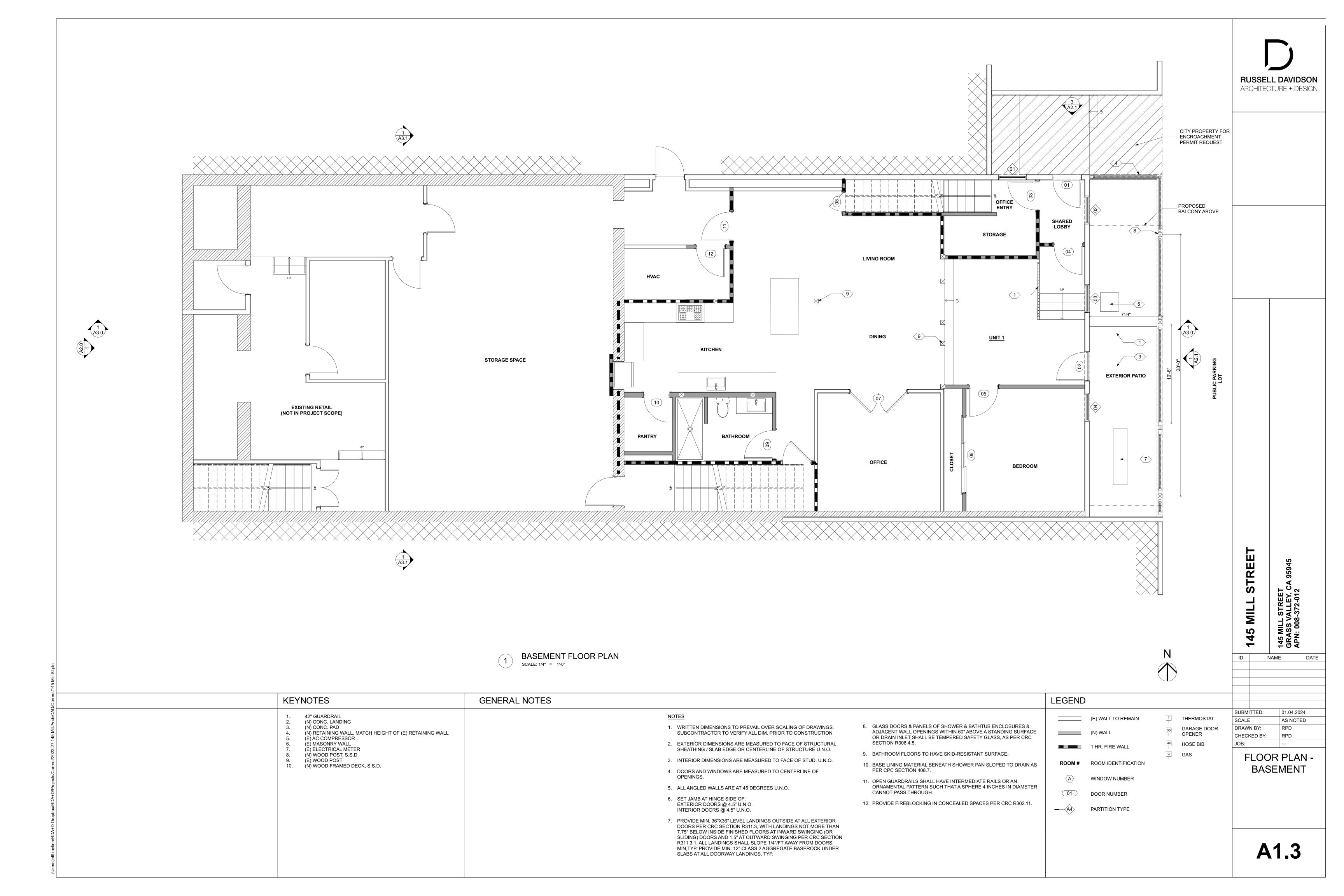


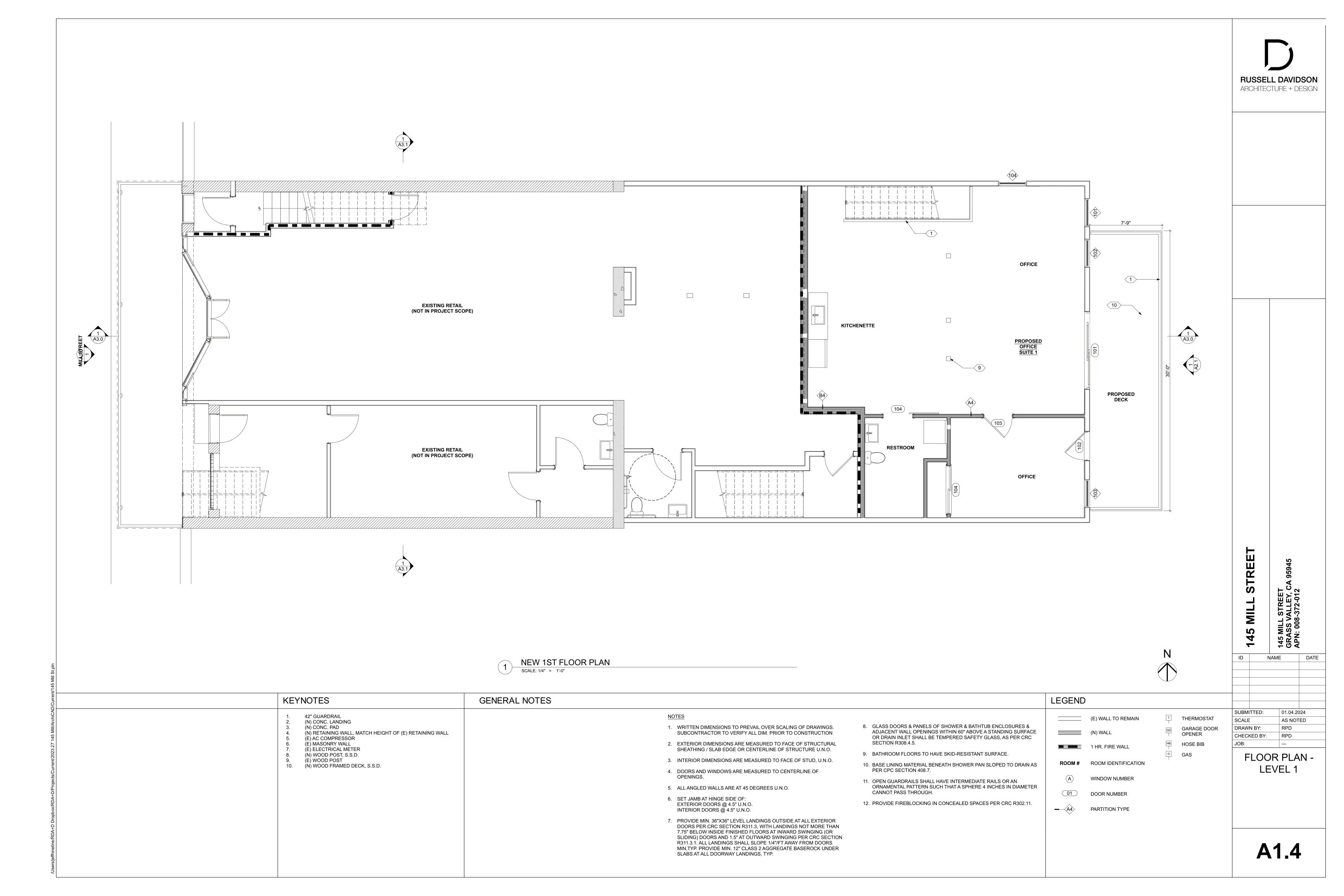


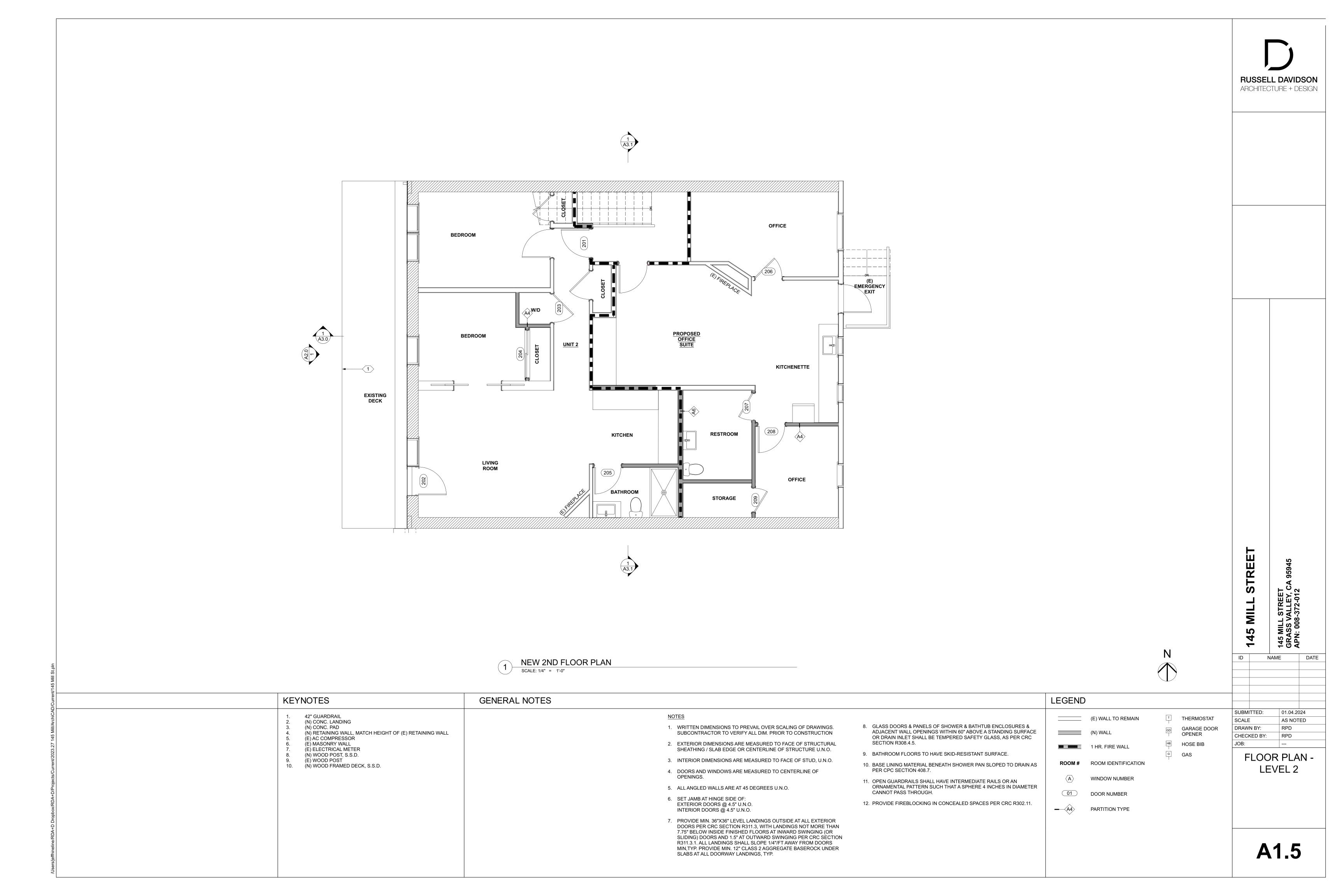


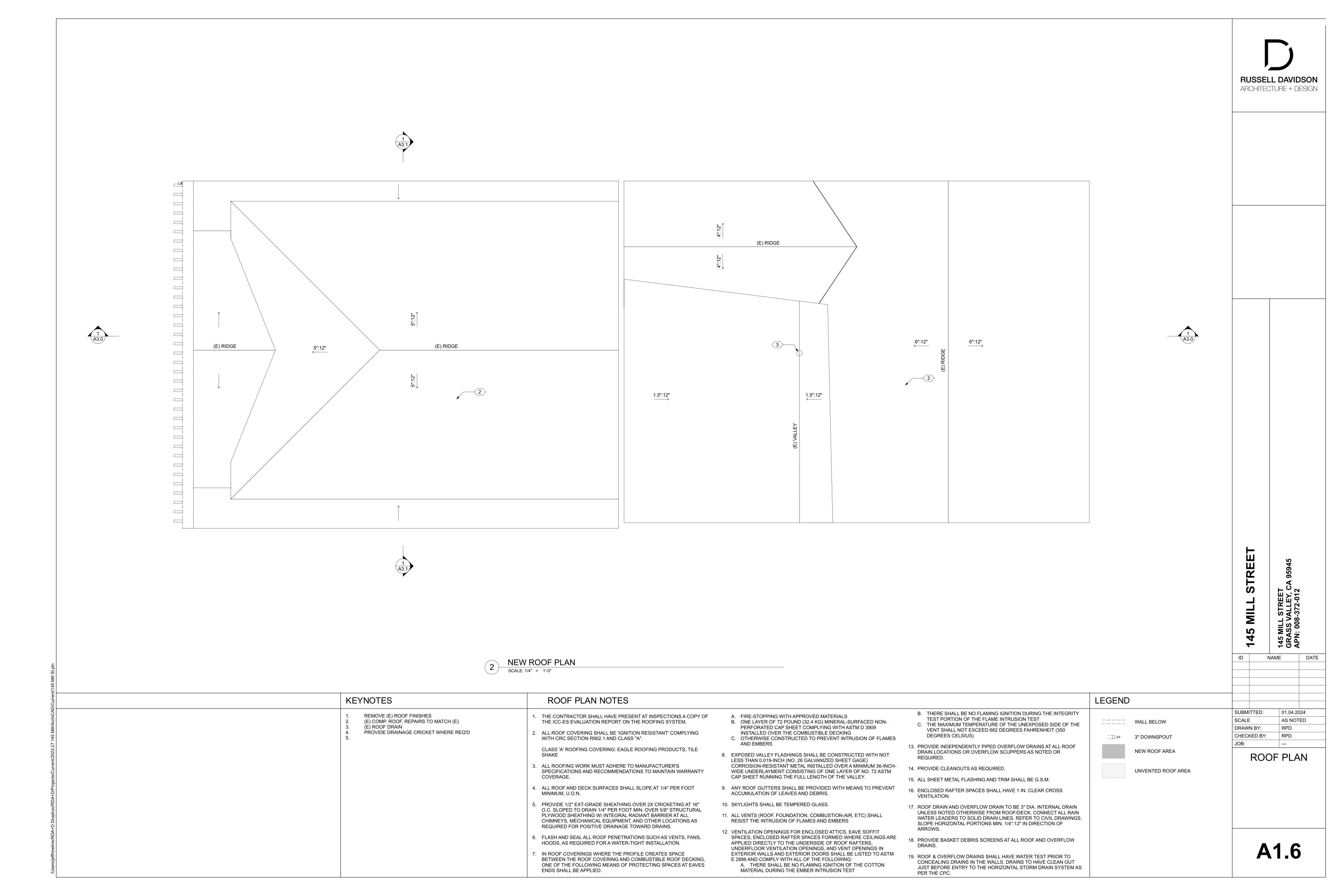


















GENERAL NOTES 1. REFER TO SHEET A6.0 FOR WINDOW & DOOR SCHEDULES. 2. INSTALL ALL FINISHES PER MANUFACTURER SPECIFICATIONS **RUSSELL DAVIDSON** ARCHITECTURE + DESIGN FINISH KEYNOTES F1 ROOF
MANUFACTURE:
TYPE:
PRODUCT:
FINISH: GAF ASPHALT SHINGLES, MATCH (E) MATCH (E) MATCH (E) F2 WALL - TYPICAL MANUFACTURE: BOARD & BATTEN PANEL & TRIM TYPE: PRODUCT: SMOOTH, PAINT COLOR TBD WHITE DOVE OC-17 FINISH: COLOR: F3 GUTTER AND DOWNSPOUT
MANUFACTURE: TBD
PROFILE: "O/G" STYLE, MATCH (E)
SIZE: MATCH (E)
COLOR:MATCH (E) KEYNOTES (N) 42" GUARDRAIL (N) DOOR IN (E) WINDOW OPENING. DOOR PROFILE TO MATCH (E) WINDOW PROFILE
(E) CONC. RETAINING WALL
(E) AIR CONDITIONING COMPRESSOR (E) TILE FACADE (E) TILE FACADE
(E) BRICK FACADE
(E) STUCCO FACADE
ALL (E) STOREFRONT TO REMAIN, U.O.N.
(N) WOOD POST
(N) WOOD FRAMED DECK, S.S.D.
(N) PRIVACY FENCE
(N) WINDOW IN (E) OPENING
(N) DOOR IN (E) WINDOW OPENING. MODIFY SILL HEIGHT TRE S MILL

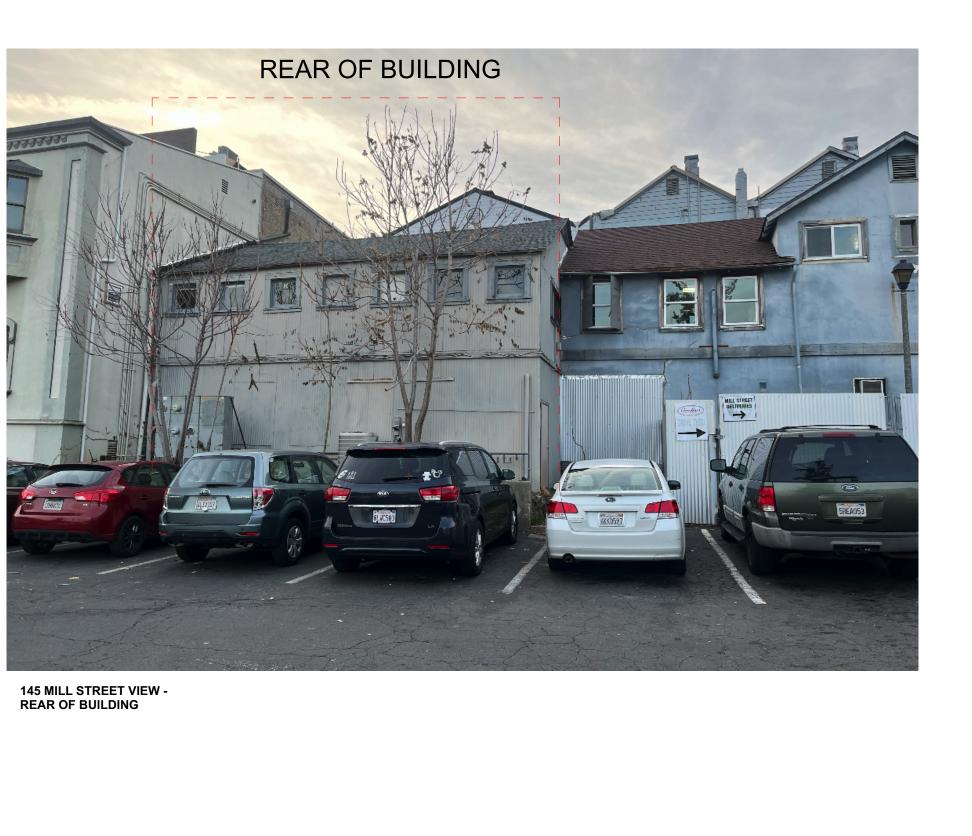
145

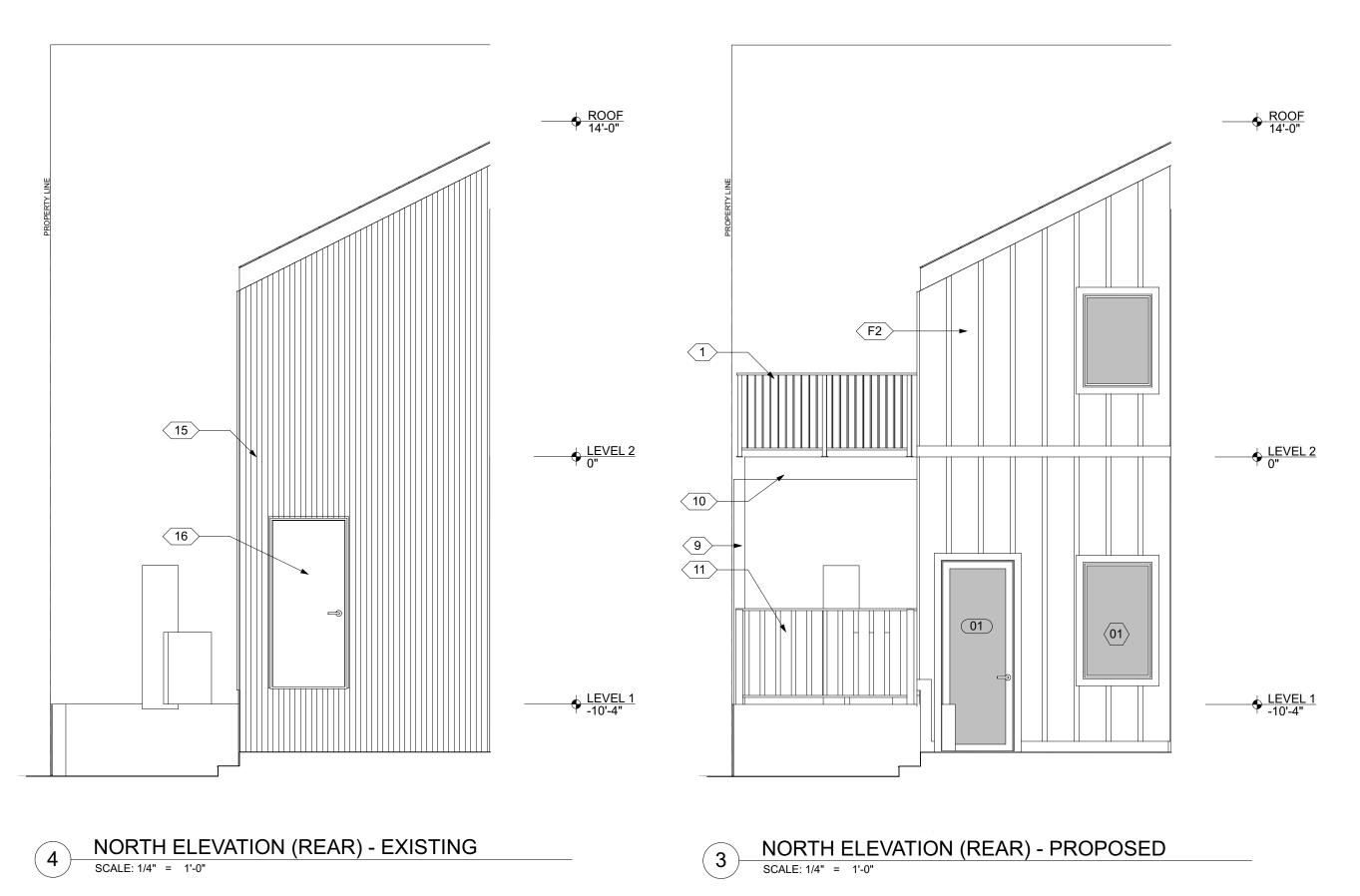
01.04.2024 SUBMITTED: AS NOTED DRAWN BY: CHECKED BY:

NAME

BUILDING **ELEVATIONS** 

**A2.0** 

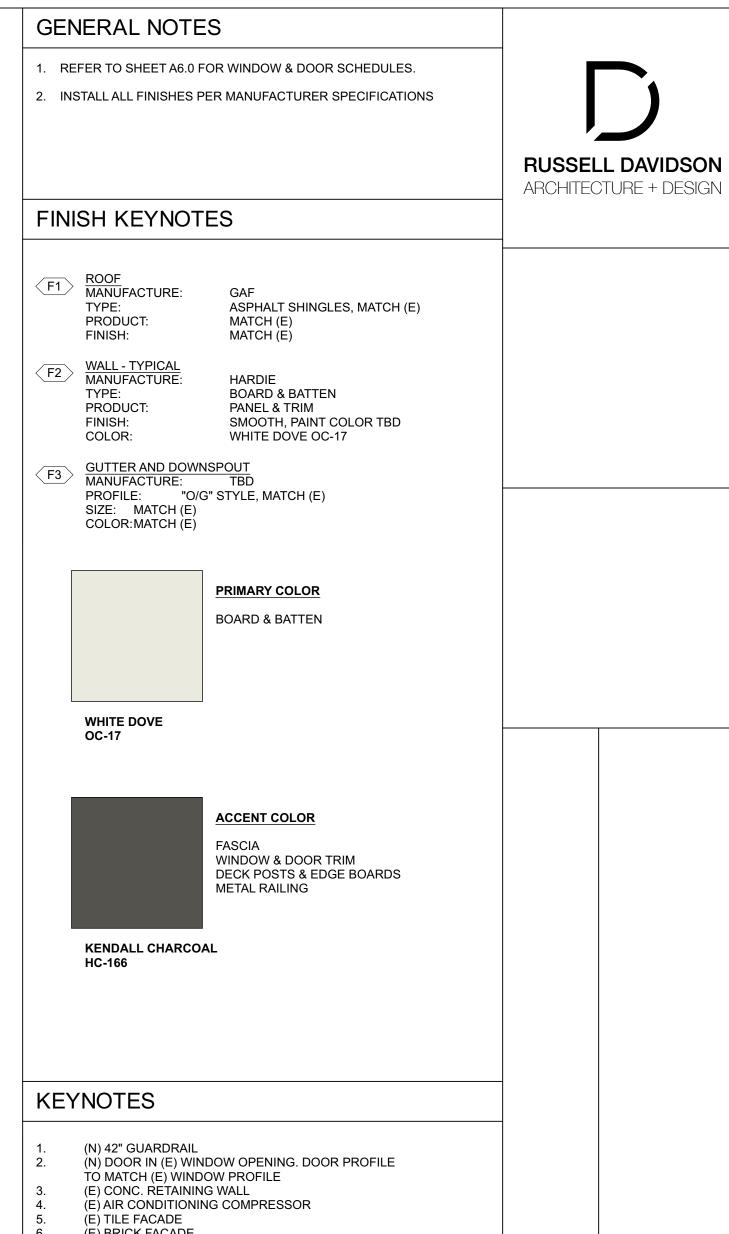






EAST ELEVATION (REAR) - EXISTING
SCALE: 1/4" = 1'-0"





(E) TILE FACADE
(E) BRICK FACADE
(E) STUCCO FACADE
ALL (E) STOREFRONT TO REMAIN, U.O.N.
(N) WOOD POST
(N) WOOD FRAMED DECK, S.S.D.
(N) PRIVACY FENCE
(N) WINDOW IN (E) OPENING
(N) DOOR IN (E) WINDOW OPENING. MODIFY SILL HEIGHT
(E) ELECTRICAL PANEL

(E) ELECTRICAL PANEL REMOVE (E) CORRUGATED METAL CLADDING REMOVE (E) DOOR & LOWER SILL

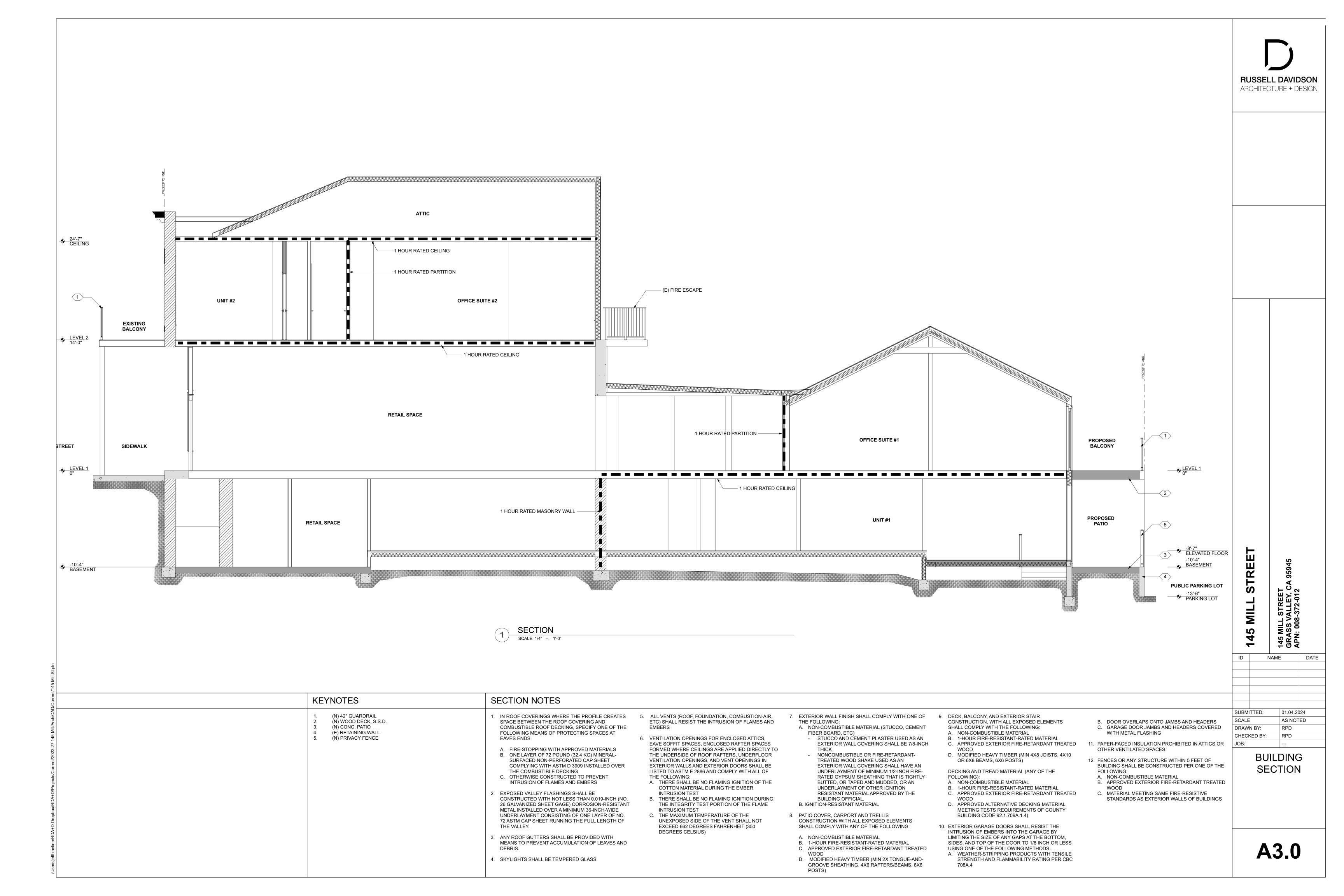
TRE S

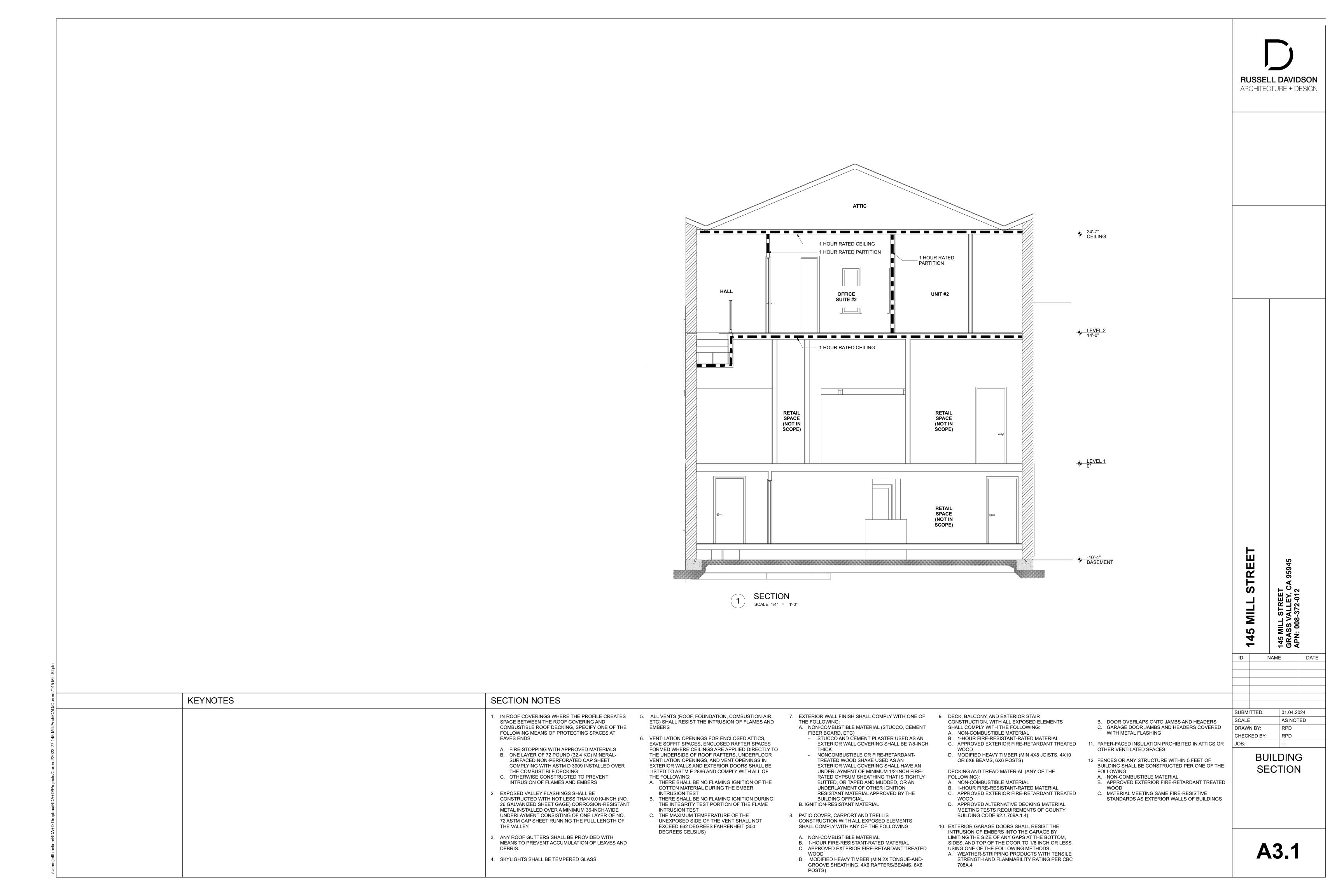
NAME

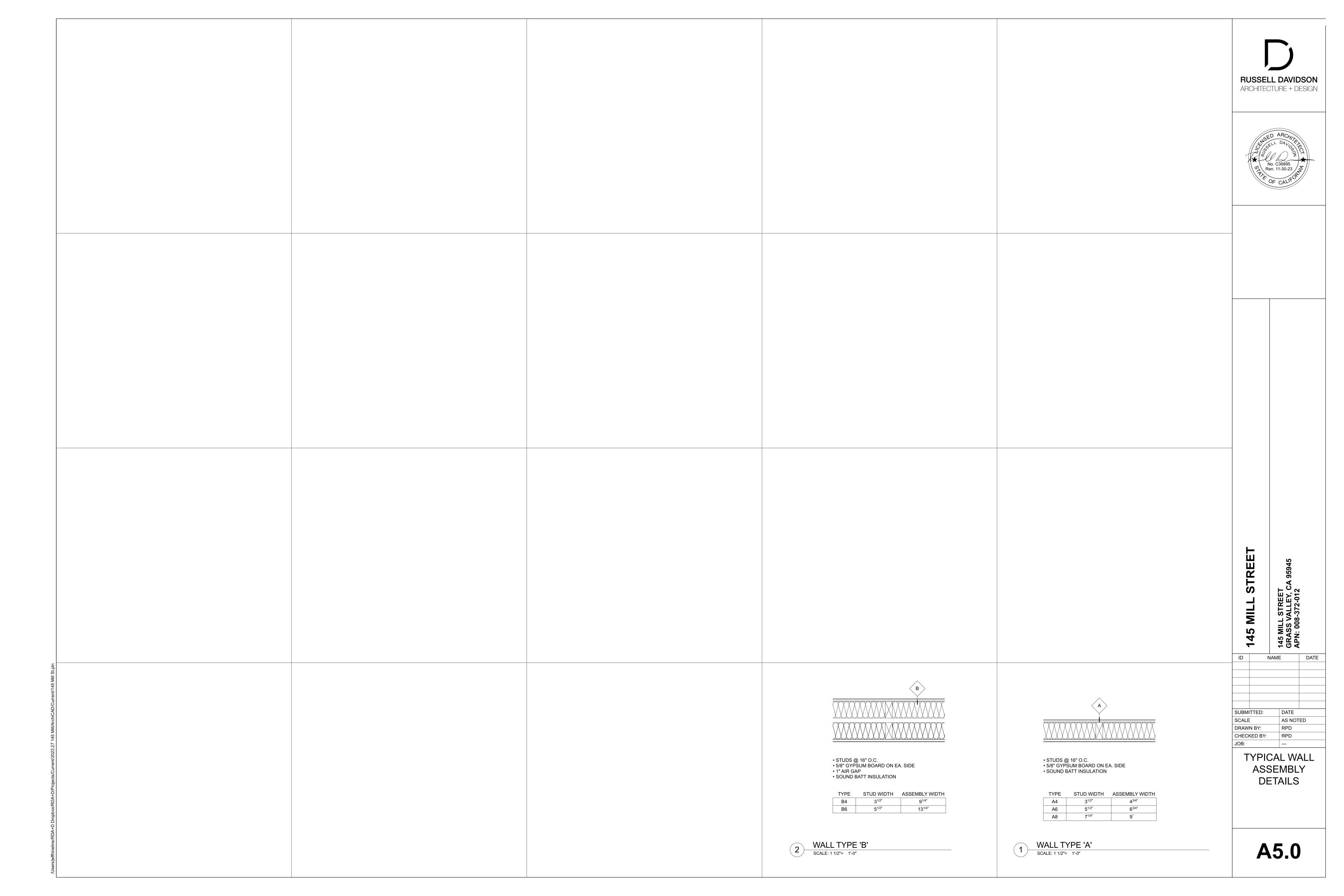
SUBMITTED: 01.04.2024 SCALE AS NOTED DRAWN BY: CHECKED BY:

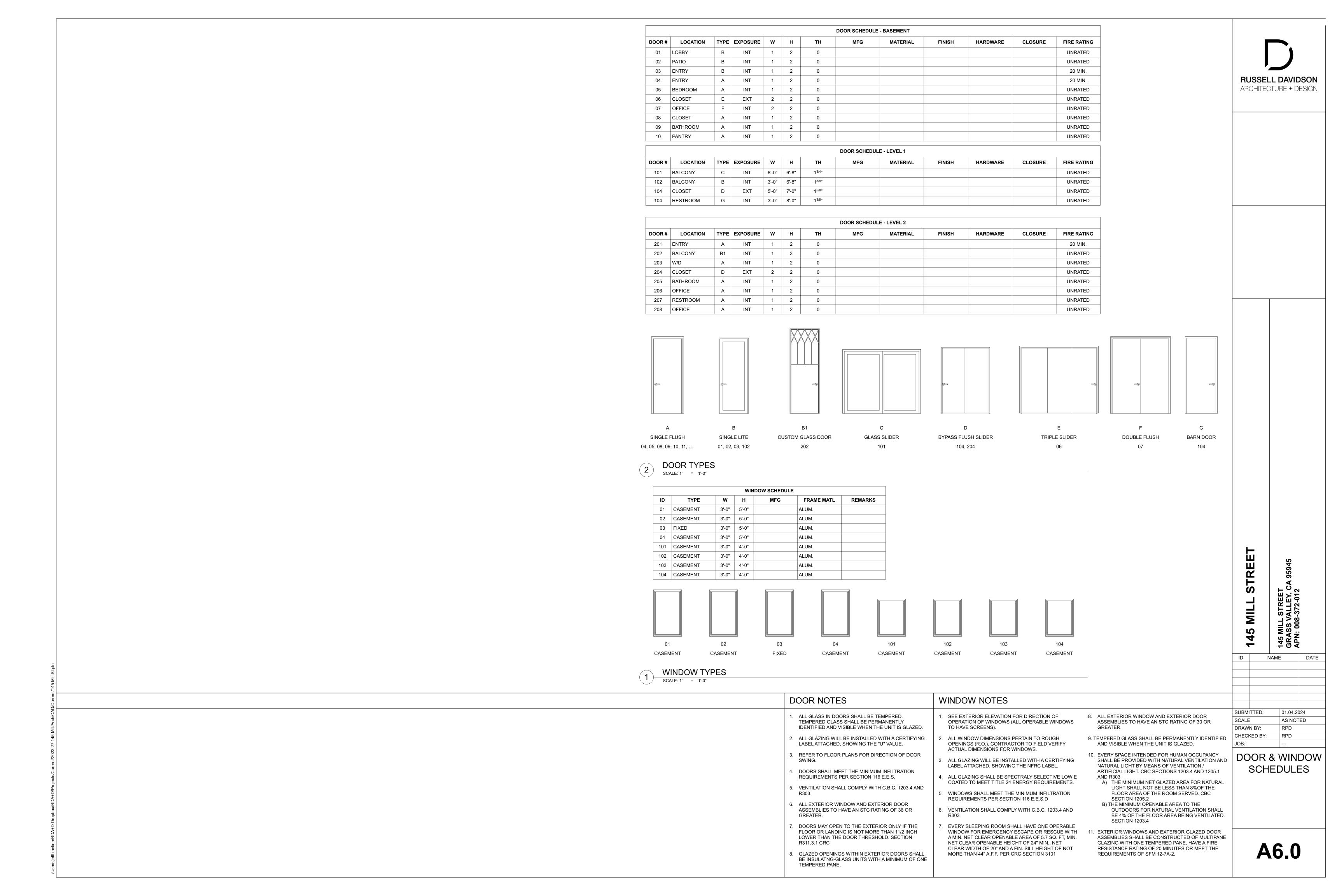
> BUILDING **ELEVATIONS**

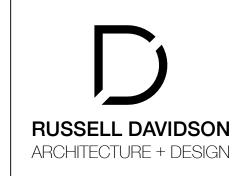
**A2.1** 

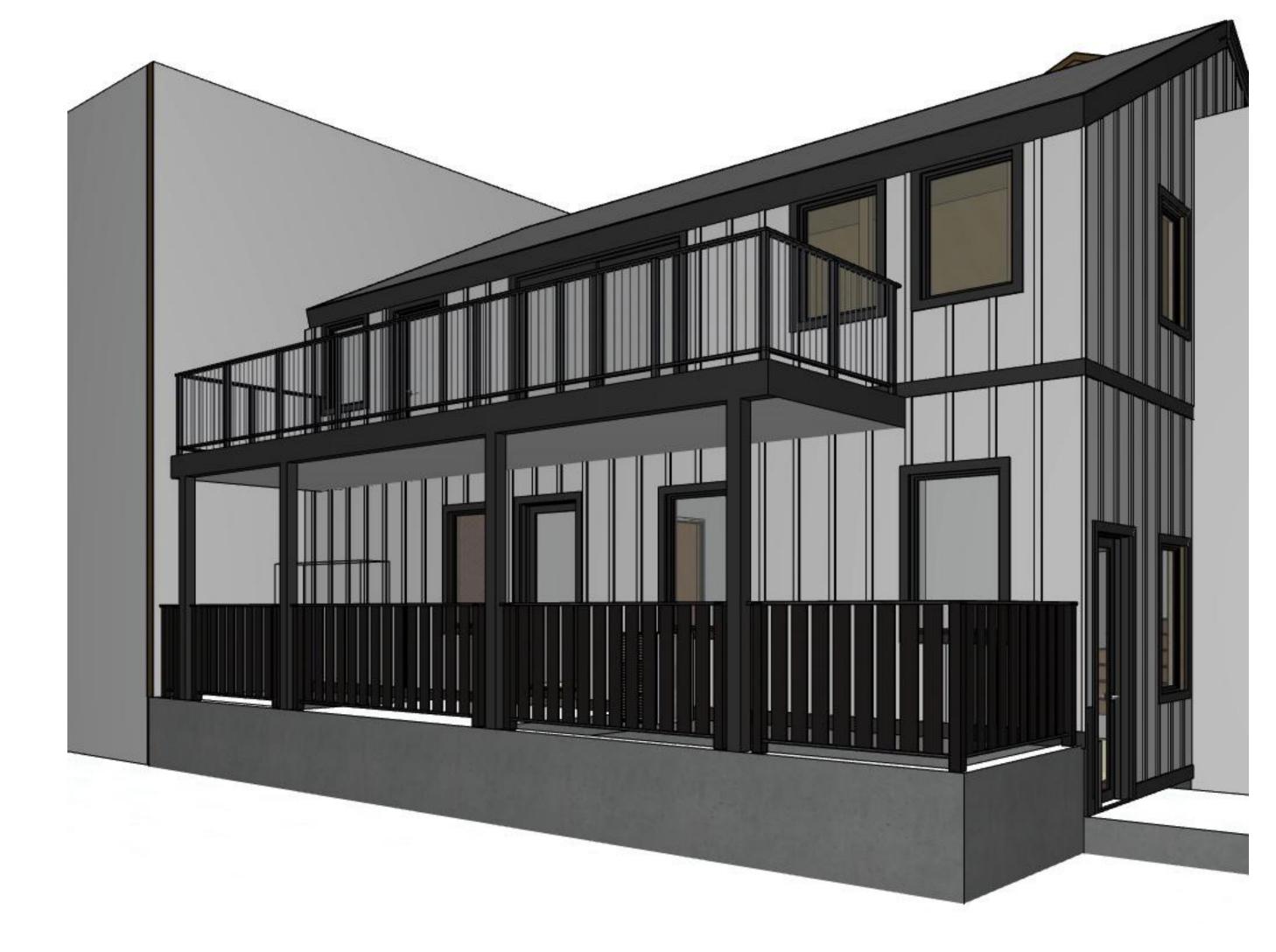
















MILL STREET

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

| 145 MILL STREET | 145 MILL STREET | 145 MILL STREET | GRASS VALLEY, CA 95945 | APN: 008-372-012

AS NOTED

**A8.1** 

3D VIEWS

