



**PLANNING COMMISSION
STAFF REPORT
JANUARY 16, 2024**

Prepared by: Amy Wolfson, City Planner

DATA SUMMARY

Application Number: 23PLN-28
Subject: Development Review and Variance Request for the Sierra Guest Home Expansion for a total of 27 rooms, including two full apartment units, for Supportive Housing use consistent with state requirements. The Variance request is for encroachment of a rear addition into the 20-foot rear setback and exceeding the 50% lot coverage limit
Location/APNs: 131 Glenwood Avenue/035-270-035
Applicant: Foothill House of Hospitality
Representative: Nancy Baglietto
Zoning/General Plan: Single-Family Residential (R-1)/Urban Low Density (ULD)
Entitlement: Development Review Permit, Variance
Environmental Status: Categorical Exemption

RECOMMENDATION:

1. That the Planning Commission approve the Development Review and Variance applications for the expansion of the Sierra Guest Home at 131 Glenwood Avenue as presented, or as modified by the Development Review Committee, which includes the following actions:
 - a. Determine the project Categorical Exempt pursuant to Section 15305, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the staff report;
 - b. Adopt Findings of Fact for approval of the Development Review Permit as presented in the Staff Report;
 - c. Approve the Development Review Permit for the expansion of the Sierra Guest Home in accordance with the Conditions of Approval, attached to the Staff Report; and
 - d. Approve the Variance request for encroachment of a rear addition into the 20-foot rear setback, and exceeding the 50% lot coverage limit

BACKGROUND:

The existing residence is 5,274 square feet and was constructed in 1957 according to Assessor records. The building has operated as a Senior Care Facility, licensed by the State since April

1989. The Foothill House of Hospitality purchased the facility in 2021 and has operated it as a supportive housing facility as defined by the state in Government Code Section 65582, serving the target population as defined in that same section.

The Development Review Committee reviewed the project at their November 14, 2023 meeting and recommended approval (4 to 0, Hutchins absent) of the project with the following requests to be completed prior to going before the Planning Commission:

- Provide an arborist report in order to provide additional justification for the Variance request and condition of the existing overhanging tree.
 - *Applicant submitted an Arborist Report by Greg Matuzak dated November 30, 2023, which concludes that the health of the tree would be compromised by limb removal.*
- Consider additional aesthetic treatments to the rear elevation.
 - *Applicant has amended the rear elevation with added window shutters, altered the siding to include both horizontal lap and vertical siding, and included a color change that corresponds to the siding change.*
- Consider a screening treatment for the trash cans.
 - *Applicant added a fencing screen for the trash cans.*

The planning commission heard the Variance proposal at their meeting held on December 19, 2023. The commission continued the hearing to the regular meeting of January 16, 2024 and asked the applicant to provide more design information for the two-story scenario that would meet the setback and lot coverage standards. They also requested that the coverage limit percentage calculated for the one-story scenario be double-checked. The applicant has updated their plans (attachment 6) to include a lot coverage diagram and calculations for existing coverage and proposed coverage (sheet 12). According to their comparison, the site coverage is actually greater for the existing development than the proposed development due to proposed conversion of hardscape to pervious paver or decking material, and the addition of a small area of landscaping. It is also worth noting that the 2-story scenario shows a total of 33 supportive housing units as opposed to the 27 units proposed under the one-story expansion as currently proposed.

PROJECT PROPOSAL:

Project description: This Development Review Permit application is for an expansion of the facility from 17 to 27-bedroom units and to 9,578 sq ft. Two of the units will be studio apartments, replacing two existing apartment units that are proposed for demolition. The proposed apartment units will be used to house tenants seeking more independent living situations such as an on-site manager or recuperative care tenants. Along with the expansion, the building will be remodeled which will include abatement of lead and asbestos within the existing structure. New exterior finishes include painted horizontal lap siding, shake shingles, and new asphalt shingle roofing.

Supportive Housing Use: Pursuant to Table 2-7 of the Grass Valley Municipal Code, Supportive Housing is a permitted use in the single-residential (R-1) zoning district. Government Code Section 65583(a)(5) states that "Transitional housing and supportive

housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone." There are no restrictions in the current development code that would disallow the proposed development as a single-family residence except with respect to the requested Variance (discussed below) and with respect to the second studio apartment (one studio could be considered an allowed Accessory Dwelling Unit (ADU). However, the combined square footage of the two studios could qualify under the city's size restrictions for an ADU. The applicant has indicated in the project description that these would be converted to a single unit and one of the kitchenettes removed upon conversion of the facility to a use other than supportive housing. Because the use of the apartments to serve tenants with more independent needs is a use that is integral to the services needed to meet the goals of the supportive housing facility, staff is suggesting that the planning commission make a finding to support the second apartment unit based on its use to serve the supportive housing use and the commitment by the applicant to remove one at such time the facility is no longer used for supportive housing. It should also be noted that the applicant is proposing to remove a detached two-apartment structure as part of this application, but staff has been unable to substantiate whether they were constructed legally.

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 intending to avoid a second story addition, which they could provide in compliance with the existing setback and lot coverage standards. However, the construction of a second story would compromise an existing oak tree on the neighboring property, that hangs over the subject building. Additionally, neighboring property owners have expressed a preference for the one-story addition due to concerns that a two-story addition would not fit as well with the character of the neighborhood.

The rear setback for R-1 designated properties is 20% of the lot depth, up to a maximum of 20-feet. The 150-foot lot depth of this property sets the rear setback at 20-feet. The rear addition is proposed to be as close as 6 feet, 7 inches from the rear property line. The site coverage limit for R-1 is 50% and includes all the impervious surfaces on a lot. The proposed development will have impervious coverage up to 67% of the site. Again, both the coverage limits and the setbacks standards could be met with a second-story, as opposed to the proposed single-story addition. The applicant is requesting that the commission consider the health of the tree that would be compromised with a second-story proposal, as a special circumstance that deprives the property owners the ability to build out in compliance with setback and lot coverage standards.

At the DRC's request, the applicant provided an Arborist and Tree Survey, dated November 30, 2023 that considers impacts of the development to the overhanging blue oak tree. Biologist, Greg Matuzak concludes that additional removal of branches of the native tree could ultimately cause hazards such as tree death or impacts to structural foundations due to the root system becoming unstable. Matuzak recommends the one-story development scenario as proposed in order to best preserve the tree.

GENERAL PLAN AND ZONING:

General Plan: The Urban Low Density (ULD) General Plan designation includes a density range of 1 to 4 dwelling units per acre. ULD is intended primarily for single family detached houses, although higher density single family patio homes or Town houses could be

accommodated, if offset with sufficient open space to maintain the gross density within the indicated range. ULD is most compatible with the following Zoning districts: Single Family Residential (R-1) and Two-Family Residence (R-2) districts.

Zoning: The Single-Residential Zone (R-1). The R-1 zone is applied to areas of the city that are appropriate for neighborhoods of single dwellings on standard urban lots, surrounding the more densely developed city core. The r-1 zone is consistent with and implements the urban low density (ULD) designation of the general plan.

SITE DESCRIPTION AND ENVIRONMENTAL SETTING:

The subject site is located within a single-family neighborhood on Glenwood Avenue, primarily consisting of one-story homes. Many of the homes were constructed in the late 1930s/ early 1940s, prior to 1962 building code requirements and land use development standards. Several neighboring homes encroach into setbacks applicable under the current development code. The site drains from south to north and has an approximate slope of 7%. There are no waterbodies or streams located on the property.

ENVIRONMENTAL DETERMINATION:

Use of the site for supportive housing is permissible under the Grass Valley Municipal Code and considered a ministerial project and therefore not subject to the California Environmental Quality Act (CEQA). 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:

1. The City received a complete application for Development Review Application 23PLN-28.
2. The Grass Valley Development Review Committee reviewed Development Review Application 23PLN-28 at their regular meeting on November 14, 2023.
3. The Development Review Committee reviewed the project in compliance with the California Environmental Quality Act and concluded that the project qualifies for a Class 5, Categorical Exemption in accordance with the California Environmental Quality Act and CEQA Guidelines.
4. The project is consistent with the applicable sections and development standards in the Development Code.
5. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Development Code and the Municipal Code.
6. The two proposed studio apartments may be permitted as an integral part of the supportive housing facility for which the applicant has committed to converting to a single ADU with removal of one kitchenette upon any conversion of the use to anything other than a supportive housing use.

7. The proposed project is consistent with the general plan and any applicable specific plan
8. The proposed project is allowed within the applicable zone and complies with all other applicable provisions of this development code and the Municipal Code; and
9. The design, location, size, and characteristics of the proposed project are in compliance with any project-specific design standards in effect and any standards and guidelines for development review permits which may be established from time to time by the council.
10. There are special circumstances applicable to the property, including location, shape, size, surroundings, and topography, such as the tree which prevents second story expansion, so that the strict application of this development code deprives the property of privileges enjoyed by other properties in the vicinity and within the same zone
11. The approval of the 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
12. 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.

RECOMMENDED CONDITIONS:

1. The approval date for planning commission review is December 19, 2023 with an effective date of Thursday, January 4, 2023 pursuant to Section 17.74.020 GVMC. This project is approved for a period of one year and shall expire on January 4, 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 planning commission (23PLN-28). 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. All commitments made by the applicant as part of the presented project shall be upheld by future/successor heirs/owners.
4. Prior to any work occurring, building permits shall be obtained from the Community Development Department, Building Division.
5. Prior to issuance of building or grading permits, the applicant shall conduct a "Water Demand Analysis" as required by the Nevada Irrigation District (NID) to evaluate the existing $\frac{3}{4}$ -inch domestic meter is adequate for the demand of the project. An NID will-serve letter shall be provided to the City Planner.
6. The project shall be designed in accordance with the requirements of all applicable codes, standards, and local ordinances, including but not limited to; 2022 CFC, NFPA 13-22

(standard for the installation, testing, and maintenance of fire sprinkler systems), and NFPA 72-22 (standard for the installation, testing, and maintenance of fire alarm systems).

7. 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.
8. The requirements of the 2022 CBC, CMC, CPC, CEC, and CFC apply.
9. Maximum openings on exterior walls shall be per CBC 705.8
10. Plans shall include architectural, structural, mechanical, electrical and plumbing plans.
11. Applicable energy conservation compliance forms are required.
12. Calgreen compliance is required.
13. Plans, specifications and calculations must be prepared by or under the direct supervision of an architect or a civil or structural engineer licensed by the state of California.

ATTACHMENTS:

1. Aerial Map
2. Vicinity Map
3. Applications
4. Architectural Plans
5. Arborist and Tree Survey Report

**Sierra Guest Home Expansion
at 131 Glenwood Avenue**

Project Submittal Attachment List

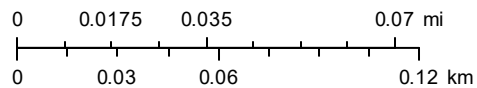
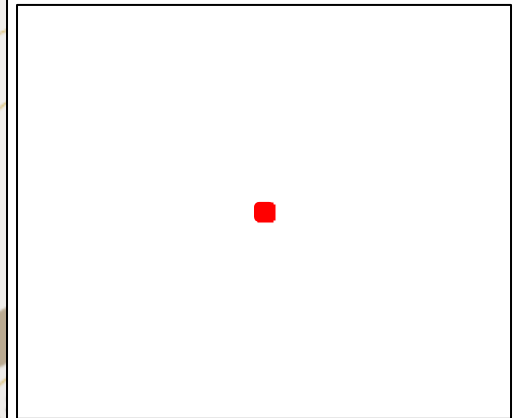
1. Vicinity Map
2. Aerial Map
3. Applications (includes applicant and architect statements)
4. Sierra Guest Home Plans (renderings, site plan, floor plans, etc)
 - a. Items requested by planning commission:
 - i. Site Coverage Clarification (catalogs calculations of various surfaces for both the existing and proposed development)
 - ii. Two-Story Design Scenario (includes elevation sheets, floor plan, and rendering)
5. Arborist and Tree Survey report, 11/3/23 - Greg Matuzak

131 Glenwood - Vicinity Map



Parcel APN:	035-270-035
131 GLENWOOD AVENUE	
Land Value:	\$102,000.00
Improvement Value:	\$586,500.00
Acreage:	Unknown
Zoning:	R-1 GVCity
General Plan:	ULD GVCity
Fire District:	Grass Valley
Elementary Sch. Dist:	Grass Valley
Water District:	
Nevada Irrigation Dist:	NID Water - Zone 1.0
Public Utility:	
Park District:	
Service Area:	Solid Waste Grass Valley - Csa 32
Snow Load:	49 lbs/sqft
Wind Exposure:	C
Climate Zone:	11
Elevation:	2,657 feet

Overview



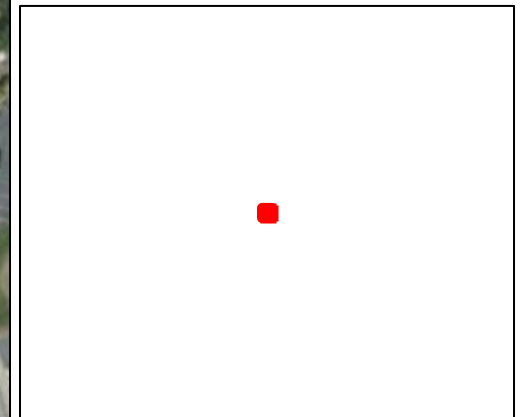
131 Glenwood - Aerial Map



Parcel APN: 035-270-035
131 GLENWOOD AVENUE

Land Value: \$102,000.00
Improvement Value: \$586,500.00
Acreage: Unknown
Zoning: R-1 GVCity
General Plan: ULD GVCity
Fire District: Grass Valley
Elementary Sch. Dist: Grass Valley
Water District:
Nevada Irrigation Dist: NID Water - Zone 1.0
Public Utility:
Park District:
Service Area: Solid Waste Grass Valley - Csa 32
Snow Load: 49 lbs/sqft
Wind Exposure: C
Climate Zone: 11
Elevation: 2,657 feet

Overview



September 29, 2023
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Scale: 1:2,257
0 0.0175 0.035 0.07 mi
0 0.03 0.06 0.12 km

UNIVERSAL PLANNING APPLICATION
 * DUE WITH EVERY PLANNING APPLICATION *



Application Types

Administrative

- Limited Term Permit \$6 .00
- Zoning Interpretation \$224.00

Development Review

- Minor Development Review – 10,000 or less sq. ft. \$1, 13.00
- Major Development Review – over 10,000 sq. ft. \$3,2 3.00
- Conceptual Review - Minor \$45 .00
- Conceptual Review – Major \$7 2.00
- Plan Revisions – Staff Review \$316.00
- Plan Revisions – DRC / PC Review \$ 31.00
- Extensions of Time – Staff Review \$2 2.00
- Extensions of Time – DRC / PC Review \$6 7.00

Entitlements

- Annexation 7, 43. (deposit)
- Condominium Conversion 4, 23. (deposit)
- Development Agreement Review 1 ,463. (deposit)
- Development Agreement Revision 6, 3.
- General Plan Amendment 7,377.
- Planned Unit Development .15 . (minimum charge) 1 . dwelling unit and or 1 every 1, sq. ft. commercial floor area
- Specific Plan Review - New actual costs - 16, 66. (deposit)
- Specific Plan Review - Amendments Revisions actual costs - 6, 6. (deposit)
- Zoning Text Amendment 3,1 2.
- Zoning Map Amendment 5, 73.

Environmental

- Environmental Review – Initial Study \$1,713.00
- Environmental Review – EIR Preparation \$31,6 4.00 (deposit)
- Environmental Review - Notice of Determination \$14 .00 (+ Dept. of Fish and Game Fees)
- Environmental Review - Notice of Exemption 14 . (+ County Filing Fee)

Sign Reviews

- Minor D C, historic District, Monument Signs or other districts having specific design criteria 313.
- Major Master Sign Programs 1,27 .
- Exception to Sign Ordinance 64.

Subdivisions

- Tentative Map (4 or fewer lots) 3,4 3.
- Tentative Map (5 to 10 lots) 4, 57.
- Tentative Map (11 to 25 lots) 6,5 3.
- Tentative Map (26 to 50 lots) , 15.
- Tentative Map (51 lots or more) 13, 4 .
- Minor Amendment to Approved Map (staff) 1,114.
- Major Amendment to Approved Map (Public Hearing) 2,436.
- Reversion to Create 765.
- Tentative Map Extensions 1, 47.
- Tentative Map - Lot Line Adjustments 1,2 .

Use Permits

- Minor Use Permit - Staff Review 4 .
- Major Use Permit - Planning Commission Review 3, 35.

Variations

- Minor Variance - Staff Review 51 .
- Major Variance - Planning Commission Review 2, 2 .

<u>Application</u>	<u>Fee</u>
Major Use Permit	\$3,035
Major Variance	\$2,029
Total:	\$5,064

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 **completed forms, site plan/maps, and filing fees**, 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 **has not** 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 www.cityofgrassvalley.com 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 1st** of each year.

This fee is **not** 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.

<u>Applicant/Representative</u>	<u>Property Owner</u>
Name: Nancy Baglietto	Name: Foothill House of Hospitality
Address: 488 Crown Point Circle	Address: 488 Crown Point Circle
Grass Valley, California 95945	Grass Valley, California 95945
Phone: 530-615-0807	Phone: 530-615-0807
E-mail: nbaglietto@hhshelter.org	E-mail: nbaglietto@hhshelter.org

<u>Architect</u>	<u>Engineer</u>
Name: Robert Wallis	Name: Jon Martin
Address: 415 W Main St	Address: 2204 Plaza Drive, Suite 130
Grass Valley, CA 95945	Rocklin, CA 95765
Phone: 530-264-7010	Phone: 916-256-4816
E-mail: robert.wallis@wdsa.us	E-mail: jonm@martinconsultinggroup.biz

1. Project Information

- a. Project Name Sierra Guest Home Expansion
- b. Project Address 131 Glenwood Ave, Grass Valley, CA 95945
- c. Assessor's Parcel No(s) 035-270-035
(include APN page(s))
- d. Lot Size 20 Acres

2. Project Description Project consists of demolition of two existing out buildings on site, as well as a previous (existing) addition to the main building at the back of the lot. Demolition will also include abatement of lead and asbestos within the existing structure. New finishes will be added to the exterior of the building, consisting of painted horizontal lap siding, shake shingles, and new asphalt shingle roofing. A new addition to the rear and west of the building will include 10 dorm-style bedrooms with two shared bathrooms and shower rooms, as well as two studio apartments.

3. General Plan Land Use: ULD GVCity **4. Zoning District:** R-1 GVCity

4. **Cortese List:** Is the proposed property located on a site which is included on the Hazardous Waste and Substances List (Cortese List)? Y _____ N x_____

The Cortese List is available for review at the Community Development Department counter. If the property is on the List, please contact the Planning Division to determine appropriate notification procedures prior to submitting your application for processing (Government Code Section 65962.5).

5. **Indemnification:** The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney’s fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this permit, or the activities conducted pursuant to this permit. Accordingly, to the fullest extent permitted by law, the applicant shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney’s fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this permit, or the activities conducted pursuant to this permit. Applicant shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

6. **Appeal:** Permits shall not be issued until such time as the appeal period has lapsed. A determination or final action shall become effective on the 16th day following the date by the appropriate review authority, where no appeal of the review authority’s action has been filed in compliance with Chapter 17.91 of the City’s Development Code.

The 15-day period (also known as the “appeal” period in compliance with Chapter 17.91) begins the first full day after the date of decision that the City Hall is open for business, and extends to the close of business (5:00 p.m.) on the 15th day, or the very next day that the City Hall is open for business.

I hereby certify, to the best of my knowledge, that the above statements are correct.

Property Owner/*Representative Signature: _____

****Property owner must provide a consent letter allowing representative to sign on their behalf.***

Applicant Signature: _____

--OFFICE USE ONLY--	
Application No.:	Date Filed:
Fees Paid by:	Amount Paid:
Other Related Application(s):	

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: Main building consists of 17 dorm style bedrooms main building at the back of the lot. Demolition will also include abatement of lead and asbestos within the existing structure. New finishes will be added to the exterior of the building, consisting of painted horizontal lap siding,shake shingles, and new asphalt shingle roofing. A new addition to the rear and west of the building will include 10 dorm-style bedrooms with two shared bathrooms and shower rooms, as well as two studio apartments.

B. Describe surrounding land uses:

North: Private Road (Single family residence across street)

South: Undeveloped land

East: Single family residence

West: Single family residence

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. Application 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 Submittal:

- Site Plan size – one 8-1/2" x 11", 15 larger folded copies (folded to 9" x 12") with one 8.5 x 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.

**Pathways to
Housing**  **Hospitality
House**

October 26, 2023

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Vice-President

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Board Member

Reed Schreiter
Board Member

Mark Vieaux
Board Member

Jamal Walker
Board Member

Nancy S. Baglietto, MSW
Executive Director

Amy Wolfson
City Planner
City of Grass Valley
Development Review Committee
125 East Main Street
Grass Valley, CA 95945

Dear Ms. Wolfson:

I am writing this letter in reference to Hospitality House's application number: 23PLN-28 for the Development Review and Variance Request for the Sierra Guest Home Expansion located at 131 Glenwood Avenue.

As we have discussed, Hospitality House seeks to increase the building for a total of 27 rooms, including two full apartment units. All of the units are part of a permanent supportive housing project that is consistent with state requirements as defined by Government Code Section 65582. Through the expansion of the Sierra Guest Home, Hospitality House will be able to continue serving this same target population as defined in that same section, albeit in greater numbers to help meet the growing number of people needing housing.

Ensuring that two of the additional units are complete Accessory Dwelling Units (ADUs) with a separate kitchen is integral to Hospitality House's supportive housing use. Both units will be used for residents needing independent living space which may include for psychosocial reasons or because of physical limitations, or both. Hospitality House understands that if the Sierra Guest Home ceases to operate as a permanent supportive housing program, one of the ADUs would have to have the kitchen removed. This said, permanent supportive housing is core to Hospitality House's mission.

If I can provide any additional information, please do not hesitate to contact me. I would be pleased to assist in any way that I can.

Sincerely,



Nancy S. Baglietto
Executive Director/CEO



WALLIS DESIGN STUDIO ARCHITECTS

Listening. From design to completion.

www.wallisdesignstudio.com

SIERRA GUEST HOME – VARIANCE JUSTIFICATION

Dear Amy Wolfson,

We are requesting a variance for the property of 131 Glenwood Ave. This variance will pertain to both the rear yard setback, as well as the impervious surface calculations at the site.

The request for the exception of the rear yard setback is due to a large oak tree that sits on the property line to the West of the current building on site. The oak tree will not allow for a two-story building to be located underneath it without its removal. In order to avoid its removal, we have proposed a one-story option that allows the same number of units to be included in the proposed addition. We would like to avoid removal of the tree due to its large size. There is concern that removing the tree will cause the roots to rot and cause damage to the neighboring property and significantly impact the neighbor's pool.

Our proposed impervious coverage is 67%, while the limit is 50%. This requested increase is to allow for an accessible path to be added that connects to the rear of the building. These ADA paths are an egress requirement to ensure safety for residence who are served by this addition to the supportive housing facility. We are using pervious materials (decking, pervious pavers) where we can in order to reduce our impervious surface coverage as much as possible. The requested increase in the impervious coverage limit could be avoided by expanding vertically, as opposed to the one-story proposed design to avoid removal of the tree mentioned above.

Sincerely,

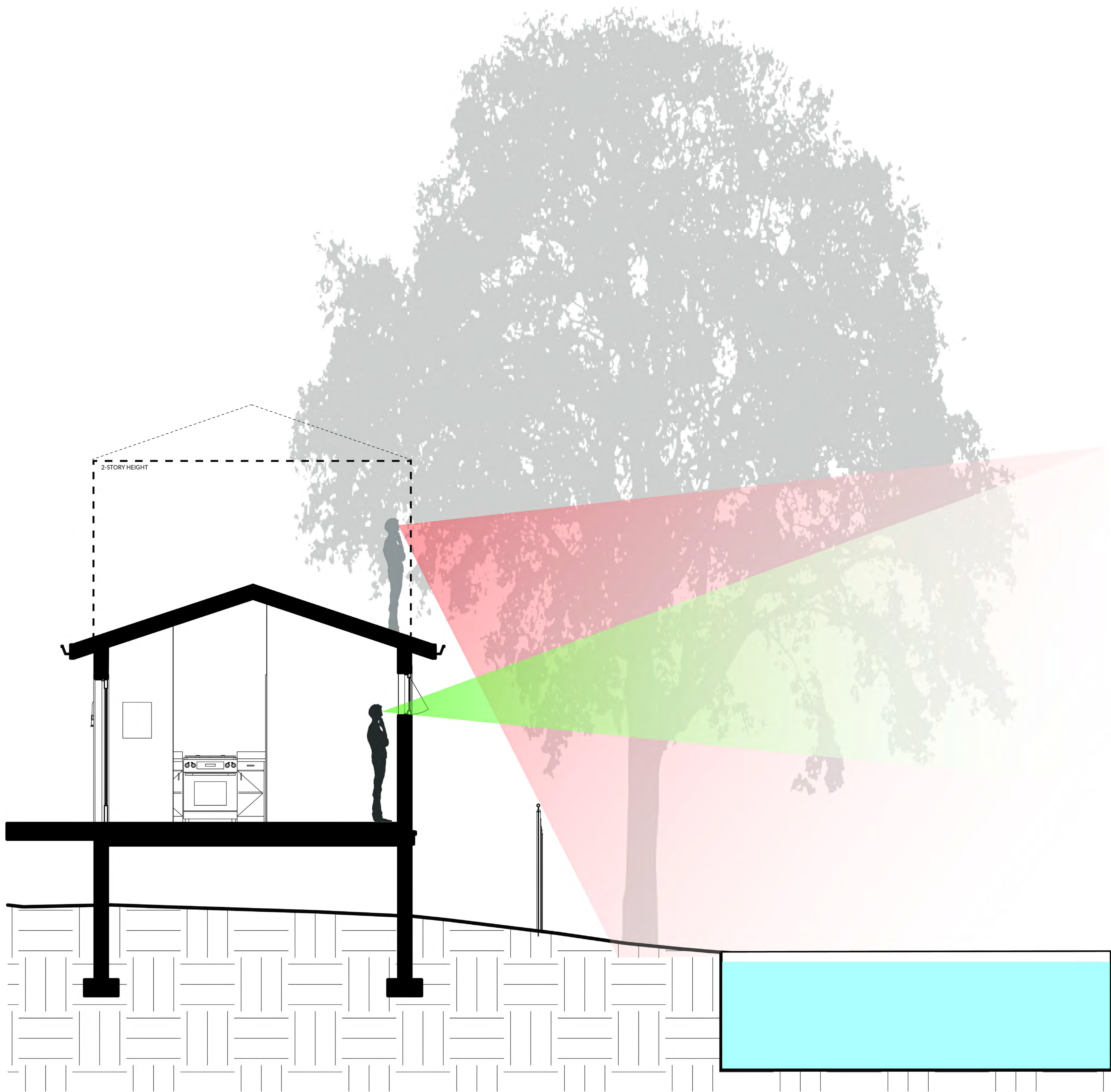
Robert Wallis

Wallis Design Studio Architects
Listening from Design to Completion

(530) 264-7010 voice

WallisDesignStudio.com





No.	Description	Date

Proj. No.: 2022003
Date: 03/05/2024
Scale:
Drawn By: CF

Drawing Title:
**2-STORY
OPTION HEIGHT**

Drawing Number:

From: Greg Matuzak, Principal Biologist
Greg Matuzak Environmental Consulting LLC
P.O. Box 2016
Nevada City, CA 95959
Phone: (530) 557-5077
Email: gmatuzak@gmail.com

To: Robert Wallis
Wallis Design Studio Architects
415 W. Main Street
Grass Valley, CA 95945
accounts@wdsa.us
mystery.wallis@wdsa.us

Date: November 30, 2023

Re: Arborist and Tree Survey Report for the Sierra Guest House Project Located at 131 Glenwood Avenue in Grass Valley, CA

Project Background

This Arborist and Tree Survey Report (ATSR) has been developed for submission to the City of Grass Valley Planning Department for the proposed Sierra Guest House building permit application project (Project). Sierra Guest House is an assisted living facility. The proposed Project would include a new 7,254 square foot building as well as a partial remodel of the existing residence within the parcel. The new building is proposed to be a single-story building (see attached design drawings and a comprehensive site plan). The subject parcel is located at 131 Glenwood Avenue within the Brunswick Basin area of the City of Grass Valley, CA 95945. The subject parcel includes the following APN: 035-270-035 and the subject parcel is 0.20 acres in size.

The development of a single-story building would require a variance given the required dimensions of the structure within the subject parcel do not meet the typical building standards of the City of Grass Valley. An alternative design of the new building would be to construct a two-story building. However, given Sierra Guest House is an assisted living facility it would be safer for those living within the facility to not have a two-story facility. Additionally, as described within this ATSR, a two-story facility would have an impact on an existing native oak tree that could cause a hazardous tree situation.

As designed, the Project consists of an addition within the rear section of the property with a proposal ten (10) new units to be included in the rear section construction. Additionally, a remodel and expansion of the existing kitchen and improvement to the site within the front of the building are proposed. The existing building consists of a wood framed structure with fiber cement horizontal lap siding and asphalt composite roof. The proposed

new building will include a wood framed structure with fiber cement horizontal lap siding and asphalt composition roof as well. See the attached Comprehensive Site Plan detailing the proposed construction within the subject parcel.

The subject parcel includes a large native blue oak tree along the southern border of the subject parcel and site development could impact the native oak tree directly and/or indirectly depending on the site design selected for the final Project within the subject parcel. The native oak tree in question is rooted within the neighboring parcel to the south of the subject parcel and several of its branches hang over into the subject parcel.

Therefore, this ATSR includes a recommendation to have select the final Project design that would include no additional impacts to the native blue oak tree along the property line given any additional removal of branches could create a hazard situation. Potential hazards from the removal of additional branches of the native blue oak tree could include, but are not limited, to the following: the tree dies and falls or the root system becomes unstable and impacts the foundations of either or both properties as well as the existing pool located within the parcel immediately adjacent to the subject parcel and Project area.

City of Grass Valley Tree Preservation and Protection Ordinance

The City of Grass Valley Tree Preservation and Protection Ordinance (Chapter 12.36 within the City of Grass Valley Code of Ordinances) includes the following:

- The City of Grass Valley acknowledges the importance of trees to the community's health, safety, welfare, and tranquility. Trees increase property values, provide visual continuity, provide shade and cooling, decrease wind velocities, control erosion, conserve energy, reduce stormwater runoff, filter airborne pollutants, reduce noise, provide privacy, provide habitat and food value, and release oxygen. In December 2005, the City Council adopted the Tree Ordinance, Chapter 12.36 of the Municipal Code, to ensure that the community trees would be prudently protected and managed so as to ensure these multiple civic benefits.

What Types of Trees Are Protected Under This Ordinance?

- **Tree:** Any woody plant having a trunk ten (10) caliper inches or larger in Diameter at Breast Height (DBH) (54" above ground height) and as further defined within the definitions section of the Tree Preservation and Protection Ordinance, Chapter 12.36.
- **Significant Tree:** Any tree which measures twenty-four (24) caliper inches or larger in Diameter at Breast Height (DBH) (54" above ground height).

- **Heritage Trees:**
Any tree listed on the official City of Grass Valley heritage tree list adopted by the City Council due to distinctive form, size, age, location, species, unique qualities, or historical significance.
- **Street Trees:**
Any tree within the public right-of-way.

When Are Permits Required?

The pruning or removal of any of the types of protected trees listed above (including the modification of surrounding area) may require review and/or permitting, depending on the nature of the proposed work. The matrix on the opposite side of this page presents the basic review process for tree permits in the City of Grass Valley. It is the responsibility of property owners and/or residents of the City of Grass Valley to be aware of tree-related regulations before engaging in any planning or activity that may require new tree planting or removal; or may impact existing trees. The City of Grass Valley is not responsible for location of trees marked for removal. All property lines should be verified before submitting your application. It shall be the responsibility of all licensed tree cutters or any other person who is removing the tree to have a copy of the applicable tree permit, a valid city business license and any required state licenses in his or her possession and available for inspection upon request.

Arborist and Tree Survey and Results

An arborist and tree survey was conducted on foot within the entirety of the 0.20-acre subject parcel. The arborist and tree survey was conducted by Greg Matuzak, Principal Biologist with Greg Matuzak Environmental Consulting and a Qualified Biologist on the City of Grass Valley's list of such qualified biologists. Additionally, Mr. Matuzak is a certified arborist and has conducted similar arborist and tree surveys for many projects within Nevada County, Nevada City, and the City of Grass Valley.

The site visit and arborist and tree survey was conducted on November 28, 2023. A Photo Log is included in the attachments, which documents the subject parcel during the site visit and arborist and tree survey. The subject parcel does not contain any trees per the definition of the City of Grass Valley Tree Preservation and Protection Ordinance given there are no trees within the subject parcel that have a minimum diameter trunk at breast height (DBH) of 10 inches or greater. However, two (2) trees rooted within the neighboring parcel immediately to the south of the subject parcel (located within the parcel at 139 Glenwood Avenue) and those 2 trees encroach within the subject parcel with branches hanging over into the subject parcel. The 2 trees include a native blue oak (*Quercus douglasii*) with a 22-inch DBH and a Mediterranean cypress (*Cupressus sempervirens*) with a 14-inch trunk DBH. Given both

trees have a DBH greater than 10 inches but less than 24 inches they would both be identified as a Tree by the City of Grass Valley. However, it could be argued that there would be an exemption to remove the Mediterranean cypress given it appears to have been planted as a hedge to block off the parcel boundary view but has since grown to over 40 feet tall. The

The native blue oak tree is in moderately good condition; however, historically a few smaller branches were removed from the tree apparently given the lower, smaller branches were a nuisance to the subject parcel. The non-native Mediterranean cypress is in good condition, but it is growing up against the existing structure within the subject parcel (see attached Photo Log).

Arborist and Tree Survey Recommendations

The native blue oak tree is in moderately good condition; however, based on the remaining existing branches that grow above and over the existing structure along the southern side of the subject parcel (see attached Photo Log), any required removal of those branches as part of the proposed Project could create a hazard for the tree and the neighboring parcel. It is my understanding from discussions with the Project design team that the development of a two-story structure would require the removal of additional branches that remain above and over the existing structure within the subject parcel given the height of a two-story structure would be higher than the existing building. Therefore, the recommendation of this ATSR is the following:

- The design team should incorporate a single-story structure that would avoid the need to remove any additional branches from the existing native blue oak tree. This would allow the relatively healthy blue oak tree to remain in its present condition with no further degradation to it. This would also eliminate the need to apply for a Tree Removal Permit for any trimming or removal of the native blue oak tree.
- If a two-story structure is selected as the final design several additional branches along the northern side of the native blue oak tree would need to be removed given a two-story structure would be higher than the existing structure. This would most likely require the need to apply for a Tree Removal Permit for any trimming or removal of the native blue oak tree and mitigation for impacts to the native blue oak tree could also be required.
- The removal of additional branches could make the native blue oak unbalanced and through time it could begin to sustain a decline in its ability to support itself. The tree could eventually deteriorate and/or fall, or the root structure of the tree could begin to negatively impact the foundations of the buildings adjacent to it and the pool that is also adjacent to it.

- The non-native Mediterranean cypress should be removed given it is growing up along the side of the existing building within the subject parcel. Such non-native trees pose a fire hazard given their dry nature and shape. Additionally, the tree as seen within the attached Photo Log is a nuisance to the structure within the subject parcel. Given it is a non-native tree and most likely planted initially as a hedge along the parcel boundary to increase privacy within the adjacent parcel, it is recommended that it be removed and most likely would meet the exemption policy of the City of Grass Valley and would not require a Tree Removal Permit for its removal.

If a Tree Permit is Required for the Timming of Branches and/or Tree Removal

It is my understanding from discussions with the Project design team that the development of a two-story structure would require the removal of additional branches that remain above and over the existing structure within the subject parcel given the height of a two-story structure would be higher than the existing building. Additionally, it is recommended that the Mediterranean cypress be removed. Therefore, the City of Grass Valley has specific criteria for the removal of trees and they are outlined below.

Per the City of Grass Valley Ordinance No. 726, § 1, 4-12-2011, the following process would be required if 1) either tree needed to be removed or branches trimmed and 2) the City of Grass Valley requires a Tree Removal Permit for such actions regarding either tree.

12.36.080 - Criteria for issuance of tree removal permit.

An applicant for a tree removal permit shall demonstrate that the following criteria are satisfied. The tree permit administrator may require an arborist's report to substantiate the criteria for a permit.

- A. Hazard Tree. The tree permit administrator shall issue a tree removal permit for a hazard tree if the applicant demonstrates that a tree is a hazard and warrants removal:
 1. A hazard tree is a tree that is physically damaged to the degree that it is clear that it is likely to fall and injure persons or property. A hazard tree may also include a tree that is located within public rights-of-way and is causing damage to existing public or private facilities or services and such facilities or services cannot be relocated or the damage alleviated. The applicant must

demonstrate that the condition or location of the tree presents a clear public safety hazard or a foreseeable danger of property damage to an existing structure and such hazard or danger cannot reasonably be alleviated by treatment or pruning.

2. The city may require the applicant to mitigate for the removal of each hazard tree pursuant to Section 12.36.085 of this chapter (outlined below). Such mitigation requirements shall be a condition of approval of the permit.

B. Tree that is Not a Hazard. The city shall issue a tree removal permit for a tree that is not a hazard if the applicant demonstrates one of the following two options:

1. The tree is proposed for removal in order for the property to achieve compliance with other applicable city requirements and standards (i.e., other applicable site design and use standards). The tree permit administrator may require the building footprint of an improvement that would prompt the removal of a tree to be staked on the property prior to removal of the tree;
2. Removal of the tree will not have a significant negative impact on erosion, soil stability, flow of surface waters, protection of adjacent trees, or existing windbreaks;

Removal of the tree will not have a significant negative impact on the tree densities, sizes, canopies, and species diversity within two hundred feet of the subject property. The city shall grant an exception to this criterion when alternatives to the tree removal have been considered and no reasonable alternative exists to allow the property to be used as permitted by the city zoning ordinances. In making this determination, the city may consider alternative site plans or placement of structures or alternate landscaping designs that would lessen the impact on trees, so long as the alternatives continue to comply with other provisions of the city zoning ordinance.

The city shall require the applicant to mitigate for the removal of each tree granted approval pursuant to Section 12.36.085 outlined below. Such mitigation requirements shall be a condition of approval of the permit.

12.36.085 - Mitigation required.

An applicant may be required to provide mitigation for any tree approved for removal. The mitigation requirement shall be satisfied by one or more of the following:

- A. Replanting On-site. The applicant shall plant either a minimum one and one-half-inch caliper healthy and well-branched deciduous tree or a five- to six-foot tall evergreen tree for each tree removed. The replanted tree shall be of a species that will eventually equal or exceed the removed tree in size if appropriate for the new location. The tree shall be planted and maintained in accordance with city policies and standards or recommendations provided by an arborist.
- B. Replanting Off-site. If in the city's determination there is insufficient available space on the subject property, the replanting required in subsection A of this section shall occur on other property in the applicant's ownership or control within the city, in an open space tract that is part of the same subdivision, or in a city- owned or dedicated open space or park. Such mitigation planting is subject to the approval of the authorized property owners. If planting on city-owned or dedicated property, the city may specify the species and size of the tree. Nothing in this section shall be construed as an obligation of the city to allow trees to be planted on city-owned or dedicated property.
- C. Payment in Lieu of Planting. If in the city's determination no feasible alternative exists to plant the required mitigation, the applicant shall pay into the tree account an amount as established by resolution of the city council.

Conclusions

The site survey and arborist and tree inventory survey identified 2 trees. One native blue oak tree that is in moderately good condition and a non-native Mediterranean cypress that is in good condition. Both of the trees are located along the southern border of the subject parcel and rooted in the adjacent parcel directly to the south of the subject parcel and structure to be removed and replaced with a

proposes single-story structure.

Based on the remaining existing branches of the native blue oak tree that grow above and over the existing structure along the southern side of the subject parcel (see attached Photo Log), any required removal of those branches as part of the proposed Project could create a hazard for the tree and the neighboring parcel. Therefore, it is recommended that the blue oak tree be avoided and thus no tree removal or branch removal would be required. If the development of a two-story structure is selected it would require the removal of additional branches that remain above and over the existing structure within the subject parcel given the height of a two-story structure would be higher than the existing building and thus a City of Grass Valley Tree Removal Permit would be required.

The tall Mediterranean cypress should be removed given it is a non-native species and is growing up along the side of the existing building along the southern border of the subject parcel. Given the tall and dry conditions of the cypress it represents a hazard from potential fire and a hazard to the existing building and the proposed construction of a new building at that location. Given the cypress was most likely planted as a hedge to create more backyard privacy within the parcel directly to the south of the subject parcel, it cypress most likely would meet the exemption definition outlined within the City of Grass Valley Tree Preservation and Protection Ordinance. Whether a Tree Removal Permit is required or not, the tree should be removed and given it is not a significant or heritage tree and it is a non-native tree, no mitigation should be required for the removal of the cypress.

Lastly, if a two-story structure is developed within the subject parcel and it encroaches into the branches of the native blue oak tree, a Tree Removal Permit would be required most likely by the City of Grass Valley. Though the tree is not a significant tree or heritage tree, removal or trimming of the tree could require the Tree Removal Permit. If such a permit is required, mitigation for the trimming or removal of the tree shall be through the tree preservation fund established for the City of Grass Valley given there is no on-site location for mitigation planting and the Project applicant would not want to conduct an off-site mitigation project for the removal or impact of any tree. The payment through the tree preservation fund is to be directed towards planting of trees on publicly owned property, easements, or within rights-of-way.

The Project shall comply with Section 12.36.160 of the City's Ordinance for activities within drip lines of trees. Grading, irrigation, and paving beneath trees to be retained shall be given special attention. Every reasonable effort shall be made to avoid creating conditions adverse to the tree's health. Given the subject parcel is already paved and developed, no additional impacts will occur within the drip line of any tree located adjacent to the subject parcel.

Attachments



County of Nevada

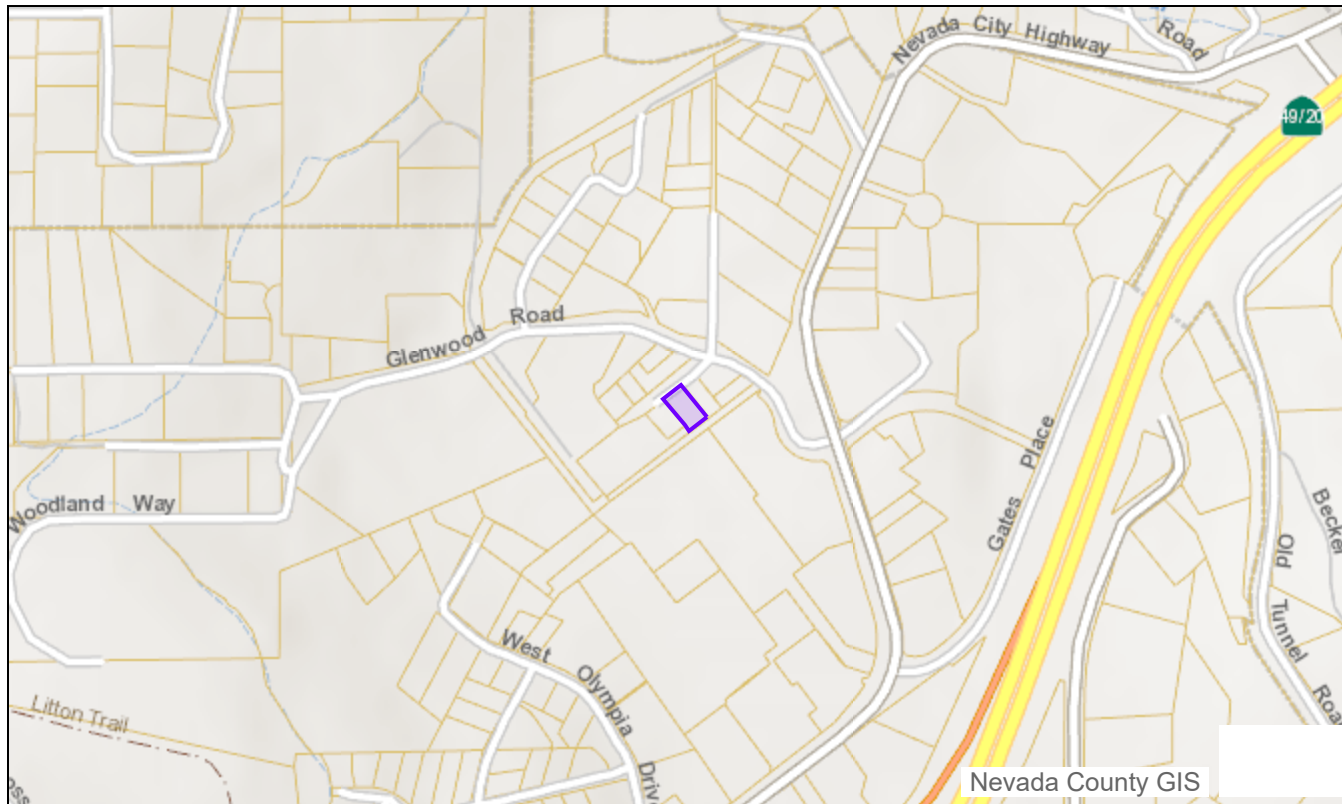
Nevada County, CA Parcel Report
Data current as of: 11/27/2023

Description: The Parcel Report displays information from a variety of sources – Assessor, Building, Code Enforcement, Environmental Health, and Planning departments to list a few. The report is maintained by the County GIS Division.

Search by Assessor's Parcel Number (APN):

035-270-035-000

Search



[View Assessor's Parcel Map PDF](#)

[Site Information](#)

[Property Details](#)

[Districts](#)

[Permits](#)

[Unrecorded Maps](#)

Site Address

131 GLENWOOD AVENUE

Jurisdiction

GRASS VALLEY CITY

Legal Description

PTN NE 1/4 23-16-8

Property Summary

Assessor's Parcel Number	Acreage	Land Value	Improvement Value	Tax Rate Area
035-270-035-000	0.20	\$102,000.00	\$586,500.00	001-056

Property Context

Zoning	Zoning District Map	General Plan	Census Tract	Census Block Group	Max Elevation	Ground Snow Load (lbs/sqft)	Climate Zone	Wind Exposure
R-1 GVCity	52c	ULD GVCity	5.01	2	2,667	49	11	C

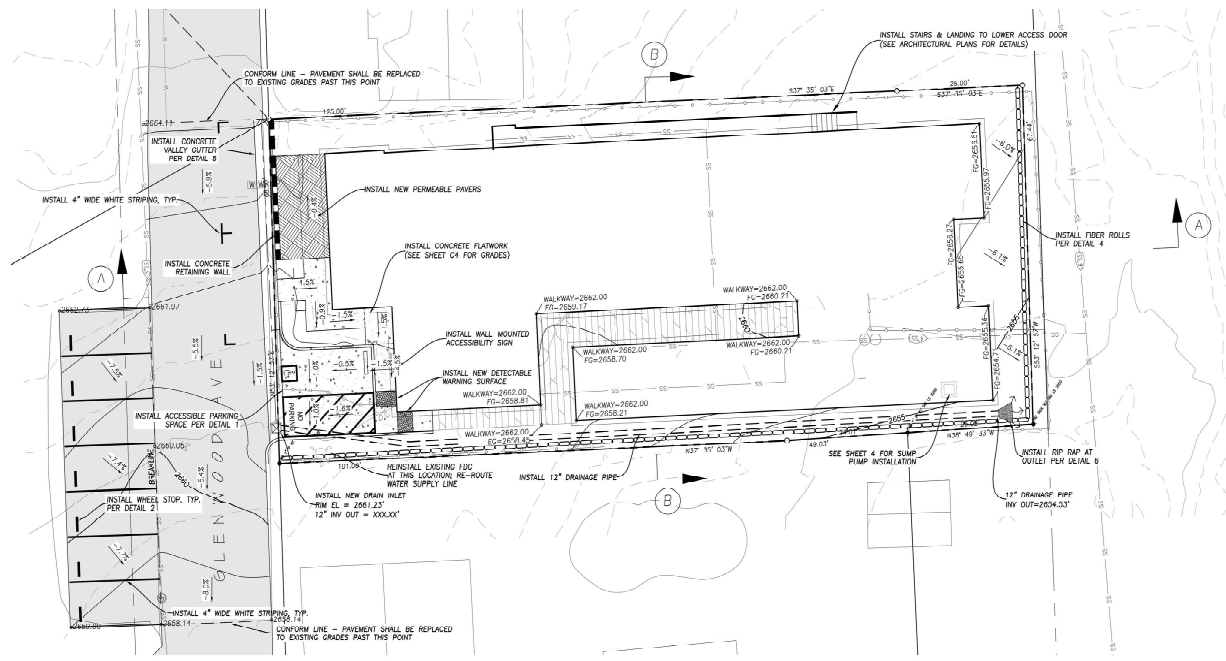


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Date	Description

Proj No: 2022003
 Date: 11/7/2023
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 Drawn by: Aulian

Drawing Title:
SITE PLAN & DETAILS

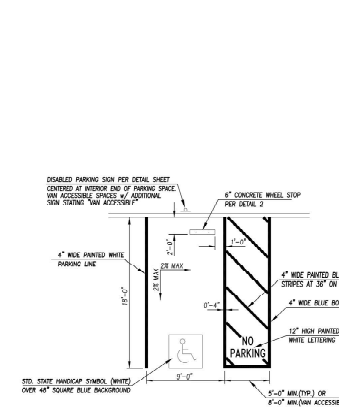
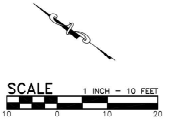


LEGEND

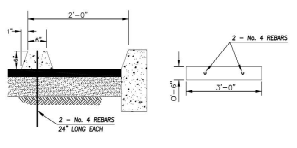
- FOUND MONUMENT AS NOTED
- NOTHING FOUND, NOTHING SET
- - - PROPERTY LINE
- - - ADJACENT PROPERTY LINE
- - - UNDERGROUND WATER LINE
- - - SLOWLY SANITATION LINE
- ⊕ FIRE DEPARTMENT CONNECTION
- ⊕ WATER METER
- ⊕ DRAIN INLET
- SINK
- ▨ ASPHALT DRIVEWAY SURFACE
- ▨ CONCRETE SURFACING
- ▨ V-DITCH
- ▨ FLOW LINE
- ▨ FIBER ROLLS
- ▨ ADA PATH-OF-TRAVEL
- ▨ DETAINING WALLS
- ▨ FENCING

CONSTRUCTION NOTES:

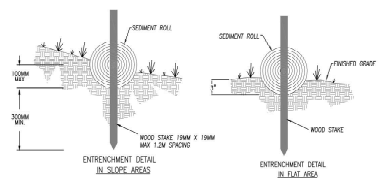
1. SEE SHEET 4 FOR ELEVATIONS OF PROPOSED LANDSCAPING.
2. THE ENTIRE ROAD SHALL BE FINISH WHERE THE EXISTING PAVEMENT WAS REMOVED. THE GRADES FOR THE NEW PAVEMENT SHALL MATCH THE EXISTING GRADES, EXCEPT WHERE OTHERWISE NOTED.
3. SEE SHEET 4 FOR ADDITIONAL WORK IN THE BASEMENT.



1
C3 NTS
ACCESSIBLE PARKING SPACE



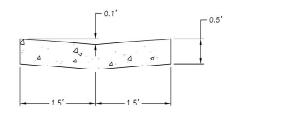
2
C3 NTS
WHEEL STOP



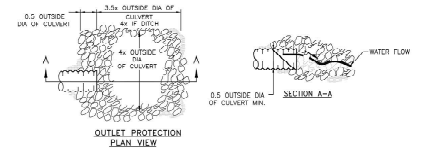
4
C3 NTS
FIBER ROLL DETAIL



3
C3 NTS
EARTH V-DITCH



5
C3 NTS
CONCRETE VALLEY GUTTER



- NOTES:**
1. FIBER ROLL BENCH
 2. ALL ROADS SHALL BE FINISH AND HAVE TWO FIBERS
 3. WHERE SLOPES OF OUTLET EXCEEDS 5% A CONCRETE SLOPE OR ENERGY DISSIPATOR SHALL BE INSTALLED
 4. BENCH SLOPE PROTECTION SHALL BE SLOPED AS A MINIMUM TO 1% ON OUT OF CURVE
 5. ALL DETAILS OF AN IN OR LARGER SHALL BE INSTALLED WITH PROTECTORS
 6. CONCRETE WALLS SHALL BE BUILT WITH CURVED WALLS UNLESS OTHERWISE APPROVED
 7. ALL STRUCTURE FOUNDATIONS, ONE OF THE OTHERS SHALL BE LARGER THAN HALF THE DIAMETER OF THE PILE.

6
C3 NTS
OUTLET PROTECTION DETAIL

Photo Log of the Project Area During the Site Survey on November 27th, 2023



Photo 1: Existing access into the subject parcel off of Glenwood Avenue. The hedges to the right are along the parcel border. Two trees along the parcel border are a concern.



Photo 2: The existing large non-native tree along the parcel border is a hazard tree given it is a fire danger and a danger to infrastructure within the subject parcel.



Photo 3: The native blue oak tree to the left would be impacted significantly by a two-story development. A single story development would avoid the tree's canopy.



Photo 4: It is recommended the tall non-native tree behind the structure be removed as it is a fire and structural hazard, while it is recommended the oak tree not be impacted.



Photo 5: The large native blue oak tree would require branch removal for a two-story structure, which would create a hazard for the neighboring parcel where tree is rooted.



Photo 6: A two-story structure would require overhanging branches to be removed. The tree would be side heavy to the left and could fall or damage the foundation and/or the neighboring pool where the tree is rooted within the adjacent parcel to the Project.



Photo 7: Back of the existing site development where future expansion will occur. No trees are located within the parcel except for the native oak and non-native tree.

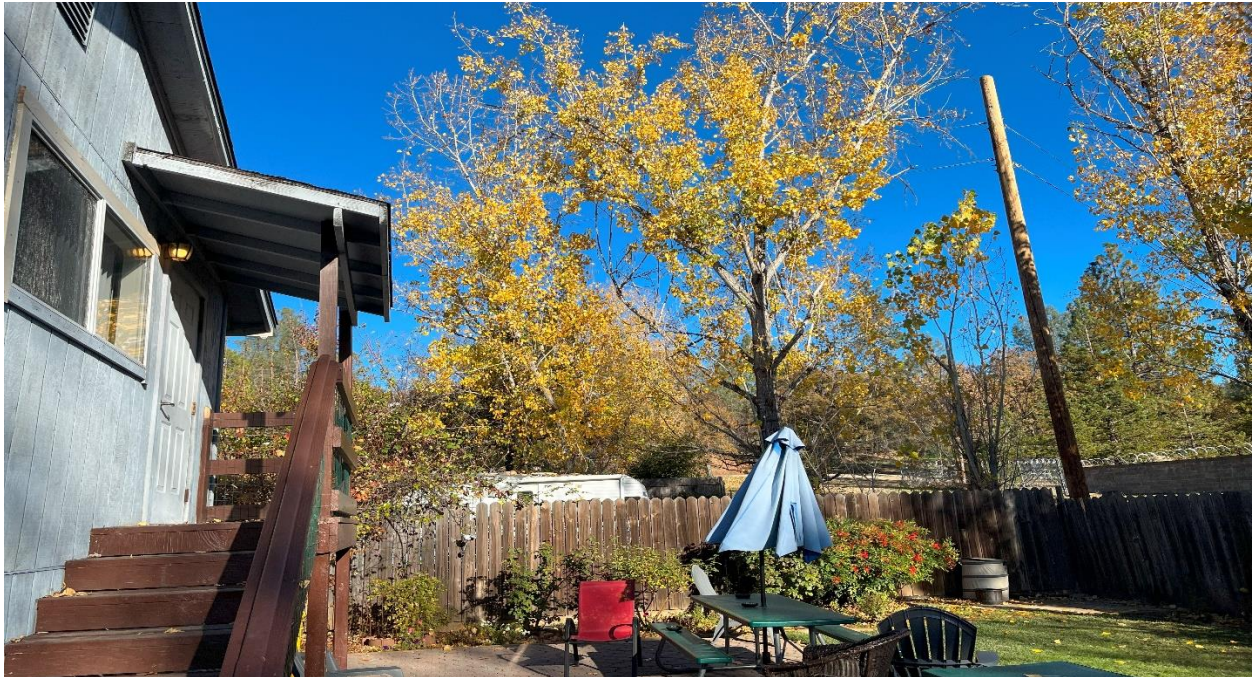


Photo 8: Cottonwood trees are located within the adjacent parcel behind the subject parcel and will not be impacted by the Project.



Photo 9: Existing structure within the subject parcel from along Glenwood Avenue. Only the tall non-native tree in photo and the blue oak tree encroach within the parcel.



Photo 10: Far side of the subject parcel with no native trees or encroachment of trees within the parcel.