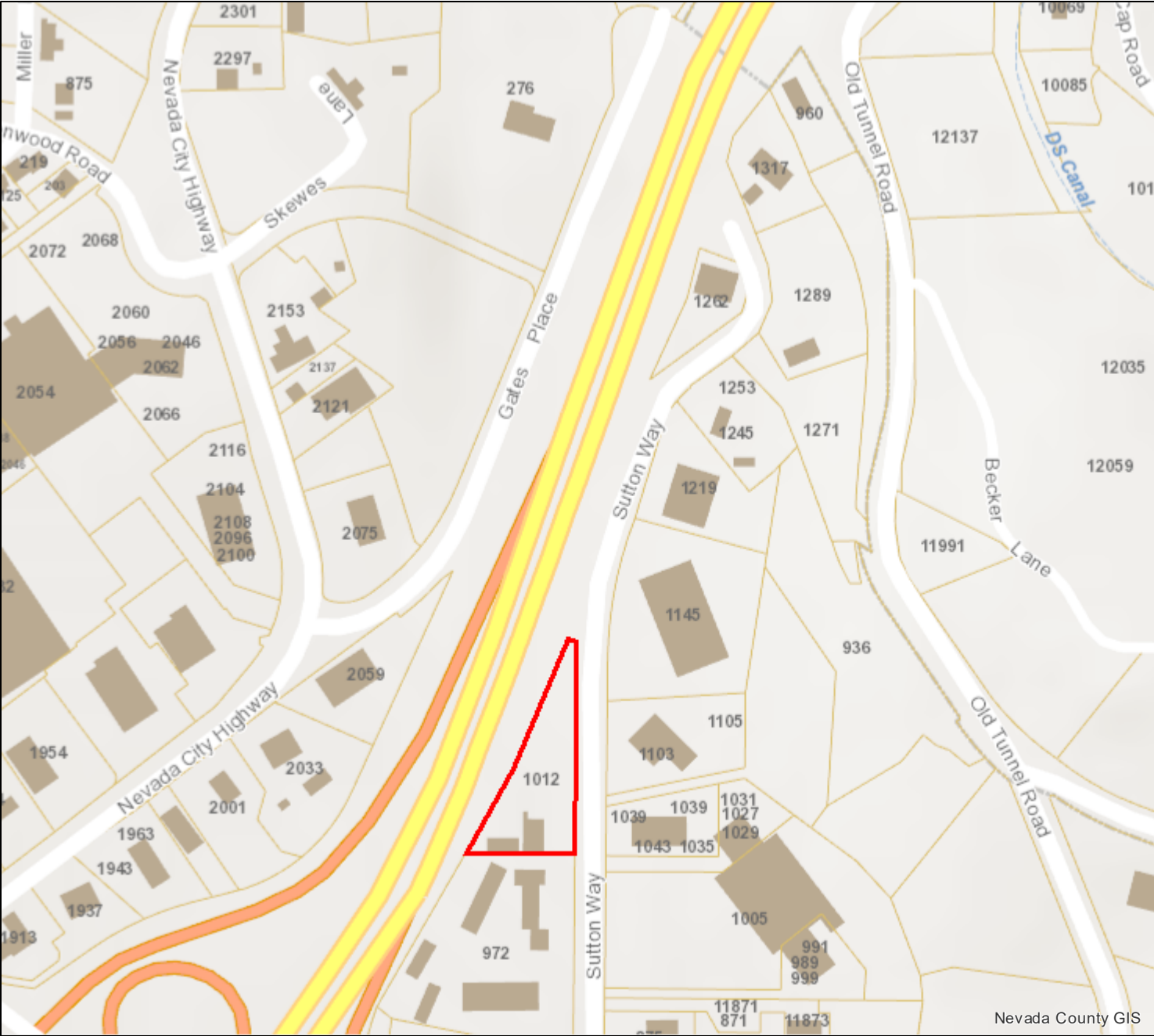


**Extension Request no. 2
Best Western DRC/CUP**

Attachments

1. Aerial/Vicinity Map Exhibits
2. Universal Application
3. Extension Request Letter
4. July 22, 2022 Approval Letter with Conditions of Approval (modified with new expiration info)

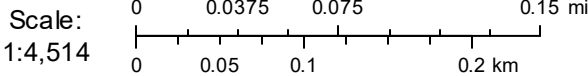
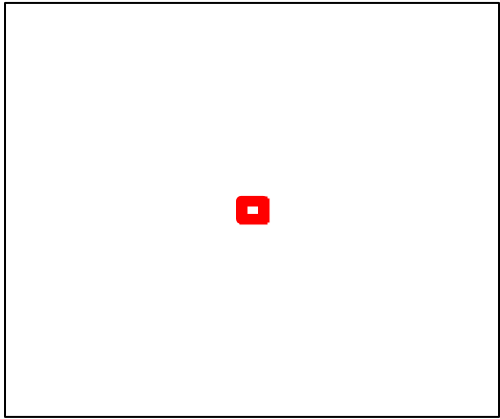
1012 Sutton Way



Parcel APN: 035-400-026
1012 SUTTON WAY

Land Value: \$331,800.00
Improvement Value: \$431,900.00
Acreage: Unknown
Zoning: OP GVCity
General Plan: OP 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: 2,631 feet

Overview



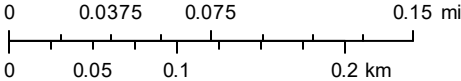
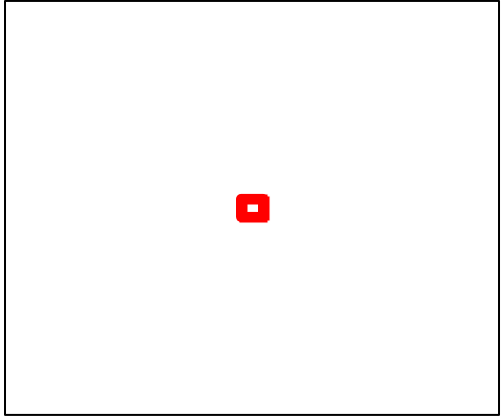
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Overview



UNIVERSAL PLANNING APPLICATION



Application Types

Administrative

- Limited Term Permit \$757.00
- Zoning Interpretation \$243.00

Development Review

- Minor Development Review – under 10,000 sq. ft. \$1,966.00
- Major Development Review – over 10,000 sq. ft. \$3,571.00
- Conceptual Review - Minor \$497.00
- Conceptual Review – Major \$847.00
- Plan Revisions – Staff Review \$342.00
- Plan Revisions – DRC / PC Review \$901.00
- Extensions of Time – Staff Review \$306.00
- Extensions of Time – DRC / PC Review \$658.00

Entitlements

- Annexation \$8,505.00 (deposit) + \$20.00 per acre
- Condominium Conversion \$5,339.00 (deposit) + \$25 / unit or \$25 / 1,000 sf com.
- Development Agreement – New \$20,023.00 (deposit) + cost of staff time & consultant minimum \$300
- Development Agreement – Revision \$7,486.00 + cost of staff time & consultant minimum \$300
- General Plan Amendment \$8,000.00
- Planned Unit Development \$8,839.00 + \$100.00 /unit and / or \$100 / 1,000 sf floor area
- Specific Plan Review - New Actual costs - \$18,399.00 (deposit) (+ consultant min. \$300)
- Specific Plan Review - Amendments / Revisions Actual costs - \$7,576.00 (deposit) (+ consultant min. \$300)
- Zoning Text Amendment \$3,364.00
- Zoning Map Amendment \$5,501.00
- Easements (covenants & releases) \$1,794.00

Environmental

- Environmental Review – Initial Study \$1,858.00
- Environmental Review – EIR Preparation Actual costs - \$34,274.00 (deposit)
- Environmental Review - Notice of Determination \$162.00 (+ Dept. of Fish and Game Fees)

- Environmental Review - Notice of Exemption \$162.00 (+ County Filing Fee)

Sign Reviews

- Minor – DRC, Historic District, Monument Signs or other districts having specific design criteria \$330.00
- Major – Master Sign Programs \$1,407.00
- Exception to Sign Ordinance \$1,046.00

Subdivisions

- Tentative Map (4 or fewer lots) \$3,788.00
- Tentative Map (5 to 10 lots) \$5,267.00
- Tentative Map (11 to 25 lots) \$7,053.00
- Tentative Map (26 to 50 lots) \$9,668.00
- Tentative Map (51 lots or more) \$14,151.00
- Minor Amendment to Approved Map (staff) \$1,208.00
- Major Amendment to Approved Map (Public Hearing) \$2,642.00
- Reversion to Acreage \$829.00
- Tentative Map Extensions \$1,136.00
- Tentative Map - Lot Line Adjustments / Merger \$1,325.00

Use Permits

- Minor Use Permit - Staff Review \$562.00
- Major Use Permit - Planning Commission Review \$3,292.00

Variances

- Minor Variance - Staff Review \$562.00
- Major Variance - Planning Commission Review \$2,200.00

Application	Fee
Total:	\$

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 **\$3,445.25** for an Environmental Impact Report and **\$2,480.25** 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.

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

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):	

HERITAGE

HOTEL GROUP

9249 Sierra College Blvd, Roseville, CA 95661

July 31, 2024

Amy Kesler-Wolfson, City Planner, City of Grass Valley
125 East Main Street
Grass Valley, CA 95945

RE: Request for Extension, 22PLN-21
Development Review and Use Permit for: Remodeled / New Hotel Buildings
1012 Sutton Way, Grass Valley, CA

Amy:

This letter is a request for extension of the above-referenced planning approval.

The Owner of the facility is Heritage Hotel Group (HHG). This company owns and operates approximately 50 hotel properties, branded under various companies (Best Western, La Quinta, etc). This past couple years HHG has received numerous requests for upgrades from the various parent companies they work with to bring them in line with current standards for color, lighting, amenities, etc.

HHG has also proposed several other projects on other properties to improve their facilities. The company is working their way through these tasks and is having success but will require additional time to complete the construction documents for this project.

The weather in early 2024 had some impact on the geotechnical engineer's ability to gather field information from the site. This led to delays related to the structural and civil engineering designs.

There has been some delay related to working with PG & E's engineering group. Progress has been made, but the length of time required to obtain their interim design significantly delayed the electrical engineer's progress.

We expect these issues to resolve soon and are committed to filing the construction documents with the building department in the coming months, and we appreciate the city's understanding in this matter.

Please call me at 916-997-3150 if I can provide additional information or when your review is complete.

Sincerely,



Hamid Kazemi
Heritage Hotel Group



CITY OF GRASS VALLEY
Community Development Department
Thomas Last, Community Development Director

125 East Main Street
Grass Valley, CA 95945

Building Division
530-274-4340
Planning Division
530-274-4330
530-274-4399 fax

July 22, 2022

Siteline Architecture
644 Zion Street
Nevada City, CA 95959
Attn: Chris Gage, Architect
(via email)

RE: Planning Commission Approval of Development Review and Use Permit (22PLN-21) of an existing $\pm 6,200$ sq. ft. hotel building remodel and new $\pm 6,400$ sq. ft. hotel with related site improvements (APN: 035-400-026).

Dear Mr. Gage,

At its meeting of July 19, 2022, the Planning Commission approved the project noted above, subject to the attached draft conditions of approval.

The project file is therefore considered closed pending compliance with the adopted conditions of approval.

If you have any questions, please contact me at (530) 274-4712 or lancel@cityofgrassvalley.com

I thank you for your time and consideration in this matter.

Sincerely,


Lance E. Lowe, AICP
Principal Planner

cc: File

A. GENERAL CONDITIONS (DRC added Conditions of Approval are reflected in bold text):

1. The approval date for this project is July 19, 2022 (effective August 4, 2022 17.74.020 GVMC). The Development Review and Use Permit are approved for a period of 1 year (plus two 12-month extensions on August 2, 2023 and November 19, 2024) and shall expire on August 4, 2025, unless the project has been effectuated (i.e., building permit has been obtained).
2. The project shall be constructed in accordance with the plans approved by the Planning Commission for Development Review Permit 22PLN-21 unless changes are approved by the Planning Commission prior to commencing such changes. Minor design changes may be approved by the Community Development Department as determined appropriate by the Community Development Director. Major changes, as determined by the Community Development Director, shall be approved by the Planning Commission.
3. If needed to accommodate additional landscaping, two parking spaces may be eliminated for a total of 27 parking spaces. The revised site plan shall be to the satisfaction of the Community Development Director and City Engineer.
4. The landscape planter along the property frontage of the new building shall be increased to ten (10) feet or as wide as practicable. This will require the landscape planter in the rear to be reduced and the building moved to the west. Also, landscaping shall be provided in the front of the remodeled Conference Center. The final design shall be to the satisfaction of the Community Development Director.
5. The following architectural modifications shall be incorporated:
 - a. Remodeled Building - The canopy shall be extended to the south over the door thereby eliminating the perpendicular awning.
 - b. Remodeled and New Buildings - Gooseneck lighting shall replace the wall sconce lighting on the east elevation and at the doorways.
 - c. **Stone veneer should be reduced in height on all elevations.**
 - d. **New Building – Gable ends, eyebrows & return fascia are too crowded and should be refined.**
 - e. **Roof vents on south elevation should be reduced in size.**
 - f. **The yellow siding color shall be changed to brown.**
6. If approved by Caltrans, new black metal fencing or equivalent shall be installed along the Caltrans right-of-way for the entirety of the property replacing the existing chain link fencing. The new fencing shall be shown on the improvement plans and constructed to the satisfaction of the Community Development Director and Caltrans.

7. The trash enclosures shall be constructed of six-foot high masonry walls with solid metal gates. Enclosure finishes shall match the building in color and texture and should include natural materials. Landscaping shall be installed on all non-accessible sides.
8. The existing pylon sign shall be demolished as proposed. The proposed wall signage shall be removed from the plans as being inconsistent with the City's Design Guidelines and Sign Ordinance. Prior to the modification of the monument, the applicant shall obtain a sign permit from the Community Development Department.
9. All trash and storage areas, mechanical equipment, and all other building appurtenances (i.e., utility meters, electrical boxes, air conditioners, fire sprinkler backflow valves, etc.) shall be screened from public view and adjacent properties. Details shall be shown on the final construction and/or improvement plans. All screening materials shall be consistent with the main building materials and colors. Roof-mounted screens and vents shall be compatible with the final roof materials and colors.
10. Energy efficient LED lighting and high efficiency HVAC and appliances shall be used for the project.
11. Prior to construction, the applicant shall obtain the requisite building, plumbing, mechanical and electrical permits from the building division, in compliance with the California Codes.
12. The applicant shall pay all City impact fees prior to issuance of a grading and/or building permit or issuance of a Certificate of Occupancy, as applicable.
13. With five (5) days of approval of the project, the applicant shall record the Notice of Exemption (NOE) with the Nevada County Clerk/Recorder.
14. 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.

B. PRIOR TO ISSUANCE OF GRADING PERMIT, THE FOLLOWING CONDITIONS SHALL BE SATISFIED:

1. The applicant shall submit to the City Engineer for review and approval, an improvements and grading plan prepared by a Registered Civil Engineer; shall obtain a Grading Permit; and shall pay all appropriate fees for plan check and inspection. The grading and improvement plans shall include but not be limited to roadway/driveway/parking lot slopes and elevations, curb, gutters, sidewalks, striping and signing, paving, water and sewer pipelines, storm drains, street/parking lot lights, accessible access from the sidewalk to the building and from the accessible parking spaces to the building, retaining walls,

any necessary alteration of existing utilities, and all easements, in accordance with City Improvement Standards.

2. The applicant shall submit to the City Engineer for review and acceptance two copies of a detailed Soils Engineering Report and Engineering Geology Report certified by a Civil Engineer registered in the State of California. In addition to the California Building Code requirements, the report shall specify the pavement structural sections for the proposed roadways in relation to the proposed traffic indexes. The improvements and grading plans shall incorporate the recommendations of the approved Soils Engineering Report and Engineering Geology Report. The project developer shall retain a civil engineer, soils engineer, and engineering geologist to provide professional inspection of the grading operations. If work is observed as not being in compliance with the California Building Code and the approved improvements and grading plans, the discrepancies shall be reported immediately in writing to the permittee, the building official, and the Engineering Division.
3. The applicant shall submit to the City Engineer for review and approval, drainage plans and hydrologic and hydraulic calculations in accordance with the City of Grass Valley Improvement Standards and Storm Drainage Master Plan & Criteria. All on-site drainage shall be treated prior to discharge to the City drainage system to eliminate the potential for any toxins to reach local waterways.
4. If the project creates and/or replaces 5,000 sf. or more of impervious surfaces, measures must be implemented for site design, source control, runoff reduction, storm water treatment and baseline hydro modification management measures per the City of Grass Valley Design Standards.
5. If more than 50 cubic yards of soil is disturbed with the project, a detailed grading, permanent erosion control and landscaping plan shall be submitted for review and approval by the Engineering Division prior to commencing grading. Erosion control measures shall be implemented in accordance with the approved plans. Any expenses made by the City to enforce the required erosion control measures will be paid by deposit.
6. The improvements and grading plans shall be signed by all other jurisdictional agencies involved (i.e., NID), prior to receiving City Engineer approval.
7. Per the Development Code, the Grading Permit shall expire one (1) year from the effective date of the permit unless an extension is granted by the City Engineer (for up to 180 days).
8. The installation of sidewalk along the frontage of the parcel from the southern boundary of the parcel to the northernmost driveway shall be installed. The current asphalt driveway shall be replaced with ADA compliant concrete driveways per City Standard Detail ST – 9. All sidewalk fronting the property

with cracks greater than ¼ inch in width and ½ or more vertical displacement shall be replaced.

9. The applicant shall submit final landscape and irrigation plans, prepared by a licensed landscape architect, for review and approval by the Planning and Engineering Divisions. Landscaping design shall comply with all provisions of the City's Water Efficient Landscape Ordinance.
10. A sewer backflow prevention device and pressure relief valve shall be required.
11. **New signage and landscaping shall comply with sight distance requirements of ST-27 to the satisfaction of the City Engineer.**
12. **Sidewalk connectivity from the site to the existing sidewalk network in the project vicinity shall be installed. This could be accomplished by either installing a crosswalk across Sutton Way with an ADA compliant ramp on both side of the street or by installing sidewalk along the frontage of the parcel to the south (along the front of the rest of the hotel) which would connect the project site to the intersection of Sutton Way and Brunswick Road. The sidewalk connection shall be to the satisfaction of the City Engineer.**

C. PRIOR TO INITIATING GRADING AND/OR CONSTRUCTION OF THE SITE IMPROVEMENTS FOR THE PROJECT, THE DEVELOPER SHALL COMPLETE THE FOLLOWING:

1. Prior to any work being conducted within the State, County or City right-of-way, the applicant shall obtain an Encroachment Permit from the appropriate Agency(s).
2. A minimum of forty-eight (48) hours prior to commencement of grading activities, the developer's contractor shall notify both the Community Development Department and Engineering Division of the intent to begin grading operations. Prior to notification, all grade stakes shall be in place identifying limits of all cut and fill activities. After notification, Community Development and Engineering staff shall be provided the opportunity to field review the grading limits to ensure conformity with the approved improvement and grading plans. If differences are noted in the field, grading activities shall be delayed until the issues are resolved.
3. The applicant shall submit two copies to the Engineering Division of the signed improvement/grading plans.

D. DURING CONSTRUCTION, THE FOLLOWING CONDITIONS SHALL APPLY:

1. If prehistoric or historic-period archaeological resources or human remains are encountered during grading or excavation, work shall avoid altering the

materials and their context until a qualified professional has evaluated, recorded, and determined appropriate treatment of the resource, in consultation with the City. Project personnel shall not collect cultural resources. Cultural resources shall be recorded on DPR 523 historic resource recordation forms. If it is determined that the proposed development could damage a unique archaeological resource, mitigation shall be implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. If human remains are discovered, mitigation shall be implemented in compliance with CEQA section 15064.5.

2. If any hazardous waste is encountered during the construction of this project, all work shall be immediately stopped and the Nevada County Environmental Health Department, the Fire Department, the Police Department, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all these agencies.
3. The developer shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period.
4. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted by the applicant, for approval by the City Engineer. It shall be accompanied by an engineering and geological opinion as to the safety of the site from hazards of land slippage, erosion, settlement, and seismic activity.
5. Where trucks may transport excavated material off-site unless the loads are adequately wetted and either covered with tarps or loaded such that the material does not touch the front, back or sides of the cargo compartment at any point less than six inches to the top of the cargo compartment. Also, all excavated material must be properly disposed of in accordance with the City's Standard Specifications.
6. The contractor shall comply with all Occupational Safety & Health Administration (OSHA) requirements.
7. Construction and demolition waste recycling shall occur in accordance with Waste Management requirements.
8. For any public work, the contractor shall comply with all Department of Industrial relations (DIR) requirements including complying with prevailing wage requirements.

E. PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY:

1. The applicant shall obtain final approval from the City of Grass Valley, fire, planning, engineering, and building divisions.
2. The applicant's landscape architect shall submit a letter specifying that the landscaping and irrigation has been installed in accordance with the approved landscape plans.
3. The applicant's landscape architect or landscape contractor shall submit to the City for approval the "certificate of completion" form as required by MWELo.
4. The applicant shall conduct an irrigation audit pursuant to the requirements of the MWELo. This shall be conducted by a third-party certified landscape irrigation auditor that did not install or design the landscape and irrigation. Prior to the audit City must confirm the selected auditor complies with MWELo requirements.

F. FIRE DEPARTMENT:

1. The conversion of the existing building from a Group A – 3 Occupancy to a Group R – 1 Occupancy will require a change of occupancy.
2. All existing fire protection systems shall be modified as necessary to provide proper coverage for the new Group R – 1 Occupancy building.
3. The proposed building height is 32-feet, 9-inches, which exceeds the maximum building height of 30-feet allowable for regular fire apparatus access. The project will require Aerial Fire Apparatus Access in accordance with 2019 CFC Appendix D, Section D105 and its sub-sections.
4. Landscape shall not obstruct fire apparatus access to the drive aisles and/or the building when planted and/or when it has reached mature growth heights. The proposed landscape plan appears to have issues with both.
5. **The drive isle in the front shall be a minimum of 15 feet in width. The drive isle in the rear shall be a minimum of 12 feet.**

G. NEVADA IRRIGATION DISTRICT:

1. NID will require sufficient Right-of-Way for any proposed facilities, if necessary.
2. Appropriate backflow prevention will be required on any and all connections to NID's system, at applicant's expense.