PLANNING COMMISSION AGENDA
November 16, 2022
CITY COUNCIL CHAMBERS
6:30 p.m.
50 Natoma Street
Folsom, California 95630

Effective July 7, 2022, the City of Folsom is returning to all in-person City Council, Commission, and Committee meetings. Remote participation for the public will no longer be offered. Everyone is invited and encouraged to attend and participate in City meetings in person.

CALL TO ORDER PLANNING COMMISSION: Ralph Peña, Barbara Leary, Daniel West, Bill Romanelli, Justin Raithel, Bill Miklos, Eileen Reynolds

Any documents produced by the City and distributed to the Planning Commission regarding any item on this agenda will be made available at the Community Development Counter at City Hall located at 50 Natoma Street, Folsom, California and at the table to the left as you enter the Council Chambers. The meeting is available to view via webcast on the City’s website the day after the meeting.

PLEDGE OF ALLEGIANCE

CITIZEN COMMUNICATION: The Planning Commission welcomes and encourages participation in City Planning Commission meetings and will allow up to five minutes for expression on a non-agenda item. Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public; however, California law prohibits the Commission from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Commission.

MINUTES

The minutes of the August 17, 2022 meeting will be presented for approval.

NEW BUSINESS

1. SUBPM 22-00215: 905 East Bidwell Street Tentative Parcel Map and Determination that the Project is Exempt from CEQA

A Public Hearing to consider a request from Valuerock Investment Partners for approval of a Tentative Parcel Map to subdivide an existing single-story, 39,404-square-foot commercial building located within the Bidwell Center at 905 East Bidwell Street into two (2) commercial condominium units for future sale and operation. The General Plan land use designation for the project site is CCD, while the Zoning designation is C-2 PD. The project is categorically exempt under Section 15315 Minor Land Divisions and Section 15301 (k) Subdivision of Existing Facilities of the California Environmental Quality Act (CEQA) Guidelines. (Project Planner: Steve Banks/Applicant: Valuerock Investment Partners)

2. PDEV 22-00259: Creekside Drive Medical Center Planned Development Permit Extension and the Determination that the Project remains Exempt from CEQA. No further environmental review is required.

A Public Hearing to consider a request from Jack Paddon AIA for approval for a two-year extension in time of a previously approved Planned Development Permit associated with development of the Creekside Drive Medical Center project on a
1.91-acre parcel located at 1578 Creekside Drive. The General Plan land use designation for the project site is PO, while the Zoning designation is BP PD. The project was previously determined to be exempt from the California Environmental Quality Act (CEQA) under Section 15332 of the CEQA Guidelines, In-Fill Development Projects. (Project Planner: Steve Banks/Applicant: Jack Paddon AIA)

3. USPT22-00243, 1755 Cavitt Drive Cellular Site and Determination that the Project is Exempt from CEQA

A Public Hearing to consider a request from Peter Perkins for the Lyle Company for approval of a Conditional Use Permit application to operate a new cellular facility on the roof on an existing building located at 1755 Cavitt Drive. The zoning classification for the site is C-2 (SP 95-1), while the General Plan land-use designation is RCC. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. (Project Planner: Josh Kinkade/Applicant: Peter Perkins for the Lyle Company)

4. Planning Commission Rules of Conduct and Meeting Frequency

Community Development Department Staff is recommending a modification to the previously approved Rules of Conduct Before the Planning Commission, related to regular meeting date and time. (Planning Manager: Scott A. Johnson)

PLANNING COMMISSION / PLANNING MANAGER REPORT

The next Planning Commission meeting is scheduled for December 14, 2022. Additional non-public hearing items may be added to the agenda; any such additions will be posted on the bulletin board in the foyer at City Hall at least 72 hours prior to the meeting.

Persons having questions on any of these items can visit the Community Development Department during normal business hours (8:00 a.m. to 5:00 p.m.) at City Hall, 2nd Floor, 50 Natoma Street, Folsom, California, prior to the meeting. The phone number is (916) 461-6203 and FAX number is (916) 355-7274.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in the meeting, please contact the Community Development Department at (916) 461-6231, (916) 355-7274 (fax) or ckelley@folsom.ca.us. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

NOTICE REGARDING CHALLENGES TO DECISIONS

The appeal period for Planning Commission Action: Any appeal of a Planning Commission action must be filed, in writing with the City Clerk’s Office no later than ten (10) days from the date of the action pursuant to Resolution No. 8081. Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.
PLANNING COMMISSION MINUTES
AUGUST 17, 2022
CITY COUNCIL CHAMBERS
6:30 P.M.
50 Natoma Street
Folsom, CA 95630

CALL TO ORDER PLANNING COMMISSION

The regular Planning Commission Meeting was called to order at 6:43 pm with Eileen Reynolds presiding.

ROLL CALL

 Commissioners Present: Bill Miklos, Commissioner
                          Barbara Leary, Commissioner
                          Daniel West, Vice Chair
                          Bill Romanelli, Commissioner
                          Justin Raithel, Commissioner
                          Eileen Reynolds, Chair

 Commissioners Absent: Ralph Peña, Commissioner

PLEDGE OF ALLEGIANCE

CITIZEN COMMUNICATION: None

MINUTES: The minutes of the July 13, 2022 Special Meeting and the July 20, 2022 Regular Meeting were approved as submitted.

PUBLIC HEARING

1. PN 22-097: 281 Iron Point Road Tentative Parcel Map and Determination that the Project is Exempt from CEQA

A Public Hearing to consider a request from Surveyors Group, Inc. for approval of a Tentative Parcel Map to subdivide an existing single-story, 22,500-square-foot commercial building located within the Natoma Station Shopping Center at 281 Iron Point Road into eleven (11) commercial condominium units for future sale and operation. The General Plan land use designation for the project site is GC, while the Zoning designation is C-3 PD. The project is categorically exempt under Section 15315 Minor Land Divisions of the California Environmental Quality Act (CEQA) Guidelines. (Project Planner: Steve Banks/Applicant: Surveyors Group, Inc.)

COMMISSIONER RAITHEL MOVED TO APPROVE A TENTATIVE PARCEL MAP TO SUBDIVIDE AN EXISTING SINGLE-STORY, 22,500-SQUARE-FOOT BUILDING LOCATED AT 281 IRON POINT ROAD INTO ELEVEN (11) COMMERCIAL CONDOMINIUM UNITS FOR THE 281 IRON POINT ROAD TENTATIVE PARCEL
MAP PROJECT, BASED ON THE FINDINGS (FINDINGS A-K) AND SUBJECT TO THE CONDITIONS OF APPROVAL (CONDITIONS 1-13) ATTACHED TO THIS REPORT.

COMMISSIONER LEARY SECONDED THE MOTION.

AYES: MIKLOS, LEARY, WEST, ROMANELLI, RAITHEL, REYNOLDS
NOES: NONE
RECUSED: NONE
ABSENT: PEÑA

2. PN 22-012: 715 East Bidwell Street Design Review and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from Commonwealth Square Station LLC for Design Review approval for remodeling of an existing 95,000-square-foot multi-tenant commercial building situated on a 9.86-acre site within the Commonwealth Square Shopping Center. The General Plan land use designation for the project site is CC, while the Zoning designation is C-2 PD. The project is categorically exempt under Section 15301 Existing Facilities of the California Environmental Quality Act (CEQA) Guidelines. (Project Planner: Steve Banks/Applicant: Commonwealth Square Station LLC)

COMMISSIONER MIKLOS MOVED TO APPROVE A DESIGN REVIEW APPLICATION FOR DEVELOPMENT OF THE 715 EAST BIDWELL STREET REMODEL PROJECT BASED ON THE FINDINGS (FINDINGS A-G) AND SUBJECT TO THE CONDITIONS OF APPROVAL (CONDITIONS 1-33) ATTACHED TO THIS REPORT.

COMMISSIONER RAITHEL SECONDED THE MOTION.

AYES: MIKLOS, LEARY, WEST, ROMANELLI, RAITHEL, REYNOLDS
NOES: NONE
RECUSED: NONE
ABSENT: PEÑA

3. PN 21-319, Folsom Corporate Center Building 6 Sign Program Modification and Determination that the Project is Exempt from CEQA

A Public Hearing to consider a request from Weidner CA for approval of a Planned Development Permit Modification and Conditional Use Permit Modification for the Folsom Corporate Center Building 6 Sign Program Modification. The zoning classification for the site is M-L (PD), while the General Plan land-use designation is IND. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. (Project Planner: Josh Kinkade/Applicant: Weidner CA)

COMMISSIONER WEST MOVED TO APPROVE THE FOLSOM CORPORATE CENTER BUILDING 6 SIGN PROGRAM MODIFICATION PLANNED DEVELOPMENT PERMIT MODIFICATION AND CONDITIONAL USE PERMIT MODIFICATION, AS ILLUSTRATED ON ATTACHMENT 5 (PN 21-319), BASED ON THE FINDINGS INCLUDED IN THIS REPORT (FINDINGS A-K) AND SUBJECT TO THE ATTACHED CONDITIONS OF APPROVAL (CONDITIONS 1-7).

COMMISSIONER MIKLOS SECONDED THE MOTION.

AYES: MIKLOS, LEARY, WEST, ROMANELLI, RAITHEL, REYNOLDS
NOES: NONE
RECUSED: NONE
ABSENT: PEÑA
PLANNING COMMISSION / PLANNING MANAGER REPORT

The next Planning Commission meeting is scheduled for September 21, 2022.

RESPECTFULLY SUBMITTED,

__________________________
Christina Kelley, ADMINISTRATIVE ASSISTANT

APPROVED:

__________________________
Eileen Reynolds, CHAIR
Planning Commission Staff Report
50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: 905 East Bidwell Street Tentative Parcel Map
File #: SUBPM 22-00215
Requests: Tentative Parcel Map
Location/APN: The 5.1-acre project site is situated within the Bidwell Center located at 905 East Bidwell Street (APN No. 071-0690-052)
Staff Contact: Steve Banks, Principal Planner, 916-461-6207 sbanks@folsom.ca.us

Property Owner/Applicant
Name: Valuerock Investment Partners
Address: 18301 Von Karman Avenue, Suite 850
Irvine, CA 92612

Recommendation: Conduct a public hearing and upon conclusion approve a Tentative Parcel Map to subdivide an existing single-story, 39,404-square-foot building located at 905 East Bidwell Street into two (2) commercial condominium units for the 905 East Bidwell Street Tentative Parcel Map project, based on the findings (Findings A-K) and subject to the conditions of approval (Conditions 1-13) attached to this report.

Project Summary: The proposed project includes approval of a Tentative Parcel Map to subdivide an existing single-story, 39,404-square-foot commercial building located within the Bidwell Center at 905 East Bidwell Street into two (2) commercial condominium units for future sale and operation. No development activity is proposed with the subject development application.
AGENDA ITEM NO. 1
Type: Public Hearing
Date: November 16, 2022

Table of Contents:
1 - Description/Analysis
2 - Background
3 - Conditions of Approval
4 - Vicinity Map
5 - Tentative Parcel Map, dated October 4, 2022
6 - Photographs of the Project Site

Submitted,

PAM JOHNS
Community Development Director
ATTACHMENT 1
DESCRIPTION/ANALYSIS

APPLICANT’S PROPOSAL
The applicant, Valuerock Investment Partners, Inc., is requesting approval of a Tentative Parcel Map to subdivide an existing single-story, 39,404-square-foot commercial building located within the Bidwell Center at 905 East Bidwell Street into two (2) commercial condominium units for future sale and operation. As shown on the submitted Tentative Parcel Map (Attachment 5), Condominium Unit 1 is proposed to be 31,156 square feet in size while Condominium Unit 2 is proposed to be 8,248 square feet in size.

The applicant indicates that the existing 39,404-square-foot commercial building at 905 East Bidwell Street is served by all required public utilities (water, sewer, electric, etc.), and as part of the proposed conversion into condominium units, Covenants, Conditions and Restrictions (CC&Rs) will be established to govern the newly created condominium units through the Building Owner’s Association. The CC&Rs will address the use and maintenance of the utilities as well as the common areas within the subject parcel (driveway, drive aisles, parking spaces, pedestrian walkways, landscaping, and lighting).

POLICY/RULE
Review of Tentative Parcel Maps by the Planning Commission is covered by Chapter 16.24 of the Folsom Municipal Code. Tentative Parcel Maps including the subdivision of commercial buildings into condominium units require final approval by the Planning Commission.

ANALYSIS
General Plan and Zoning Consistency
The General Plan land use designation for the project site is CCD (Central Commercial Mixed-Use District) and the zoning designation is C-2 PD (Central Business, Planned Development District). Staff has determined that the proposed project is consistent with the General Plan land use designation and the zoning designation as retail establishments and commercial offices are permitted uses. In addition, staff has determined that the existing commercial building meets all of the Folsom Municipal Code (Section 17.22.050) development requirements including setbacks, building coverage, lot area, lot width, and parking.
Land Use Compatibility
The 5.1-acre project site is situated within the Bidwell Center located at 905 East Bidwell Street. The proposed site is bounded by commercial development to the north with Orchard Drive beyond, commercial development to the south with Blue Ravine Road beyond, East Bidwell Street to the east to commercial development beyond, and residential development to the west with Riley Street beyond.

Upon recording of the Parcel Map, the subject building will be permitted to have multiple owners. However, the requested Tentative Parcel Map will not change any other aspects of the previously approved Bidwell Center or the existing 39,404-square-foot commercial building, except that it would now be designated for 2 commercial condominium units. In addition, the proposed Tentative Parcel Map will not impact the compatibility between the existing commercial building and the remaining commercial buildings within the Bidwell Center or the compatibility between the Shopping Center and the surrounding land uses.

Tentative Parcel Map
The proposed project includes a request for approval of a Tentative Parcel Map to subdivide an existing 39,404-square-foot commercial building located within the Bidwell Center at 905 East Bidwell Street into two (2) commercial condominium units for future sale and operation. The proposed Tentative Parcel Map in shown in Figure 1 on the following page.
FIGURE 1: TENTATIVE PARCEL MAP
Staff has determined that the proposed Tentative Parcel Map is consistent with the requirements of the Folsom Municipal Code (FMC, Chapter 16.24) and the Subdivision Map Act. However, staff recommends that the owner/applicant dedicate reciprocal access, parking, utilities, drainage, water, and sanitary sewer easements on the Parcel Map. Condition No. 11 is included to reflect this requirement. In addition, staff recommends that the owner/applicant prepare CC&Rs that will be subject to review and approval by the Community Development Department for compliance with this approval and the requirements of the Folsom Municipal Code prior to the recordation of the Parcel Map. Staff also recommends that the CC&Rs include the text necessary to notify and make all tenants and owners aware that any improvements and/or modifications to the building may require modification to existing construction in order to conform with the current Building Code requirements. Condition No. 12 is included to reflect these requirements.

Access, Circulation, and Parking
Primary vehicle access to the project site is provided by a signalized driveway located at the intersection of East Bidwell Street and Montrose Drive. Secondary access to the project site is provided by one driveway located on the west side of East Bidwell Street and two driveways located on the south side of Orchard Drive. Internal vehicle circulation is provided by existing drive aisles that facilitate movement in and around all buildings within the Bidwell Center.

Parking for the Bidwell Center and the subject commercial building is consistent with the parking requirements established by the Folsom Municipal Code (FMC, Section 17.57.040) and as evaluated with approval of the Shopping Center in 1998. Approval of the proposed Tentative Parcel Map to create commercial condominium units will not impact the number of vehicle trips generated by the existing 39,304-square-foot commercial building, access to and from the project site, on-site circulation, or the demand for parking. In addition, a reciprocal access and parking agreement is already in place for the existing commercial building and an updated reciprocal access and parking agreement will be required of this project to acknowledge the creation of 2 condominium units as part of the Tentative Parcel Map.

Public Comments
The required public notification (an advertisement in the Folsom Telegraph and direct mailing to all property owners within 300 feet of the project site) associated with the proposed Tentative Parcel Map has not resulted in any comments from nearby property owners, residents or special interest groups.

ENVIRONMENTAL REVIEW
Staff has determined that this project meets all of the criteria for the categorical exemption contained in section 15315 (minor land divisions) of the California Environmental Quality Act (CEQA) Guidelines. This property is located in an urbanized area zoned for commercial use and it is being subdivided into 2 condominium units.
This property was not involved in a division of a larger parcel in the last two years. The property does not have an average slope greater than 20 percent. The property division is in conformance with the General Plan and Zoning, and no variances or exceptions are required. In addition, all services and access to the proposed parcels are provided to local standards. Therefore, the project is exempt from environmental review under section 15315 (Minor Land Divisions) of the CEQA Guidelines.

Furthermore, the project consists of subdividing an existing commercial building, with no physical changes being proposed. The key consideration in determining whether this categorical exemption applies is whether the project involves negligible or no expansion of use. As explained above, this project will not expand the use of the existing building and no new development is proposed as a part of the project. As such, the project is also exempt from environmental review under section 15301(k) (Subdivision of Existing Facilities) of the CEQA Guidelines.

Based on staff's analysis of this project, none of the exceptions in Section 15300.2 of the CEQA Guidelines apply to the use of the categorical exemptions in this case.

RECOMMENDATION/PLANNING COMMISSION ACTION
Move to approve a Tentative Parcel Map to subdivide an existing single-story, 39,304-square-foot building located at 905 East Bidwell Street into two (2) commercial condominium units for the 905 East Bidwell Street Tentative Parcel Map project, based on the findings (Findings A-K) and subject to the conditions of approval (Conditions 1-13) attached to this report.

GENERAL FINDINGS

A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.

B. THE PROJECT IS CONSISTENT WITH THE GENERAL PLAN AND ZONING CODE OF THE CITY.

CEQA FINDINGS

C. THE PROJECT IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER SECTIONS 15301(K) (SUBDIVISION OF EXISTING FACILITIES) AND 15315 (MINOR LAND DIVISIONS) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.
D. THE CUMULATIVE IMPACT OF SUCCESSIVE PROJECTS OF THE SAME TYPE IN THE SAME PLACE OVER TIME IS NOT SIGNIFICANT IN THIS CASE.

E. NO UNUSUAL CIRCUMSTANCES EXIST TO DISTINGUISH THE PROPOSED PROJECT FROM OTHERS IN THE EXEMPT CLASS.

**TENTATIVE PARCEL MAP FINDINGS**

F. THE PROPOSED TENTATIVE PARCEL MAP IS CONSISTENT WITH THE GENERAL PLAN, THE CITY'S SUBDIVISION ORDINANCE, OTHER APPLICABLE PROVISIONS OF THE FOLSOM MUNICIPAL CODE, AND THE SUBDIVISION MAP ACT IN THAT THE PROJECT IS SUBJECT TO CONDITIONS OF APPROVAL THAT WILL ENSURE THAT THE PROJECT IS DEVELOPED IN COMPLIANCE WITH CITY STANDARDS.

G. THE SITE IS PHYSICALLY SUITABLE FOR THE PROJECT.

H. THE DESIGN OF THE TENTATIVE PARCEL MAP IS NOT LIKELY TO CAUSE SUBSTANTIAL ENVIRONMENTAL DAMAGE OR SUBSTANTIALLY AND AVOIDABLY INJURE FISH OR WILDLIFE OR THEIR HABITAT.

I. THE DESIGN OF THE TENTATIVE PARCEL MAP IS NOT LIKELY TO CAUSE SERIOUS PUBLIC HEALTH OR SAFETY PROBLEMS.

J. THE DESIGN OF THE TENTATIVE Parcel MAP WILL NOT CONFLICT WITH EASEMENTS FOR ACCESS THROUGH OR USE OF, PROPERTY WITHIN THE PROPOSED TENTATIVE PARCEL MAP.

K. THERE ARE AVAILABLE PUBLIC FACILITIES IN THE VICINITY OF THE PROJECT SITE, INCLUDING BUT NOT LIMITED TO ROADWAYS, WATER, SEWER AND DRAINAGE SYSTEMS TO ALLOW FOR THE SUBDIVISION OF THE OFFICE BUILDING INTO CONDOMINIUM UNITS.
BACKGROUND
On July 15, 1998, the Planning Commission approved a Tentative Parcel Map, Planned Development Permit, and Conditional Use Permit for development of a 162,500-square-foot retail commercial center (Bidwell Center) located at the southeast corner of the intersection of East Bidwell Street and Orchard Drive. The Bidwell Center was subsequently developed and is currently occupied by a number of well-known national tenants including Petco and Sprouts Farmers Market.

GENERAL PLAN DESIGNATION
CCD (Central Commercial Mixed-Use District)

ZONING
C-2 PD (Central Business, Planned Development District)

ADJACENT LAND USES/ZONING
North: Commercial Development (C-2 PD) with Orchard Drive Beyond
South: Commercial Development (C-2 PD) with Blue Ravine Road Beyond
East: East Bidwell Street with Commercial Development (C-2 PD) Beyond
West: Single-Family Residential Development (R-M) with Riley Street Beyond

SITE CHARACTERISTICS
The 5.1-acre project site consists of a 39,304-square-foot single-story retail commercial building and associated site improvements.

APPLICABLE CODES
FMC Chapter 16.24: Tentative Parcel Maps
FMC Chapter 17.38: Planned Developments
Attachment 3

Conditions of Approval
## CONDITIONS OF APPROVAL FOR

905 EAST BIDWELL STREET TENTATIVE PARCEL MAP FOR COMMERCIAL CONDOMINIUM UNITS

905 EAST BIDWELL STREET (SUBPM 22-00215)

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<thead>
<tr>
<th>Cond. No.</th>
<th>Mitigation Measure</th>
<th>GENERAL REQUIREMENTS</th>
<th>When Required</th>
<th>Responsible Department</th>
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<tr>
<td>1.</td>
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<td>The applicant shall submit parcel map plans to the Community Development Department that shall substantially conform to the exhibits referenced below:</td>
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<td>CD (P)(E)</td>
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<td>• Tentative Parcel Map, dated October 4, 2022</td>
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<td>The project is approved for the 905 East Bidwell Street Tentative Parcel Map project, which includes converting an existing single-story, 39,304-square-foot commercial building located on a 5.1-acre parcel at 905 East Bidwell Street into two (2) commercial condominium units. Implementation of the project shall be consistent with the above-referenced items as modified by these conditions of approval.</td>
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<td>2.</td>
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<td>The project approval granted under this staff report shall remain in effect for two years from final date of approval (November 16, 2024). Failure to obtain a final map within this time period, without the subsequent extension of this approval, shall result in the termination of this approval. The owner/applicant may file an application with the Community Development Department for a Map extension not less than 30 days prior to the expiration date of the approval, along with appropriate fees and necessary submittal materials.</td>
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<td>CD (P)</td>
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<td>3.</td>
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<td>Future tenant improvements within the units shall be subject to the requirements of the Building Code in effect at the time of permit issuance. Prior to the occupancy of a new business on the subject site, the condominium owner or business owner shall check with the City’s Community Development Department, Building Division to determine if any new use or occupancy standards will apply. Plans showing conformance shall be submitted to the Building Division for review prior to approval of any building permit for future building work.</td>
<td>OG</td>
<td>CD (B)</td>
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4. The owner/applicant shall defend, indemnify, and hold harmless the City and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul any approval by the City or any of its agencies, departments, commissions, agents, officers, employees, or legislative body concerning the project. The City will promptly notify the owner/applicant of any such claim, action or proceeding, and will cooperate fully in the defense. The City may, within its unlimited discretion, participate in the defense of any such claim, action or proceeding if both of the following occur:

- The City bears its own attorney’s fees and costs; and
- The City defends the claim, action or proceeding in good faith

The owner/applicant shall not be required to pay or perform any settlement of such claim, action or proceeding unless the settlement is approved by the owner/applicant.

### DEVELOPMENT COSTS AND FEE REQUIREMENTS

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<td>5.</td>
<td>The owner/applicant shall pay all applicable taxes, fees and charges at the rate and amount in effect at the time such taxes, fees and charges become due and payable.</td>
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<td>6.</td>
<td>If applicable, the owner/applicant shall pay off any existing assessments against the property, or file necessary segregation request and pay applicable fees.</td>
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<td>7.</td>
<td>The City, at its sole discretion, may utilize the services of outside legal counsel to assist in the implementation of this project, including, but not limited to, drafting, reviewing and/or revising agreements and/or other documentation for the project. If the City utilizes the services of such outside legal counsel, the applicant shall reimburse the City for all outside legal fees and costs incurred by the City for such services. The applicant may be required, at the sole discretion of the City Attorney, to submit a deposit to the City for these services prior to initiation of the services. The applicant shall be responsible for reimbursement to the City for the services regardless of whether a deposit is required.</td>
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<td>8.</td>
<td>If the City utilizes the services of consultants to prepare special studies or provide specialized design review or inspection services for the project, the applicant shall reimburse the City for actual costs it incurs in utilizing these services, including administrative costs for City personnel. A deposit for these services shall be provided prior to initiating review of the Final Map, improvement plans, or beginning inspection, whichever is applicable.</td>
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<td>MAP REQUIREMENTS</td>
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<td><strong>9.</strong> Upon recordation of the Parcel Map, the owner/applicant shall provide the Folsom-Cordova Unified School District with a copy of the recorded Parcel Map.</td>
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<td><strong>10.</strong> Prior to approval of the Final Map, the Parcel Map shall be submitted to the Community Development Department for review to ensure conformance with relevant codes, policies and other requirements of the Folsom Municipal Code.</td>
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<td><strong>11.</strong> The owner/applicant shall dedicate reciprocal access and utilities, drainage, water, parking and sanitary sewer easements on the Parcel Map.</td>
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<td><strong>12.</strong> CC&amp;R’s shall be prepared by the owner/applicant and shall be subject to review and approval by the Community Development Department for compliance with this approval and with the Folsom Municipal Code and adopted policies, prior to the recordation of the Parcel Map. The CC&amp;R’s shall include, but are not limited to, the text necessary to notify and make all tenants and owners aware that any improvements and/or modifications to the building may include modification to existing construction to provide conformance with the current Building Code, Folsom Municipal Code and adopted policies. Plans showing conformance shall be submitted to the Building Division for review prior to approval of any building permit for future building work.</td>
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<td><strong>13.</strong> Upon recordation of the Parcel Map, the owner/applicant shall provide a digital copy of the recorded Final Map (in AutoCAD format) to the Community Development Department.</td>
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<th>RESPONSIBLE DEPARTMENT</th>
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<tr>
<td>CD (P) Community Development Department</td>
<td>I Prior to approval of Improvement Plans</td>
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<td>(P) Planning Division</td>
<td>M Prior to approval of Final Map</td>
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<td>(E) Engineering Division</td>
<td>B Prior to issuance of first Building Permit</td>
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<td>(B) Building Division</td>
<td>O Prior to approval of Occupancy Permit</td>
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<td>(F) Fire Division</td>
<td>G Prior to issuance of Grading Permit</td>
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<td>PW Public Works Department</td>
<td>DC During construction</td>
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<td>PR Park and Recreation Department</td>
<td>OG On-going requirement</td>
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<td>PD Police Department</td>
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Attachment 4

Vicinity Map
Vicinity Map
Attachment 5

Tentative Parcel Map, dated October 4, 2022
Attachment 6

Site Photographs
Planning Commission Staff Report
50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: Creekside Drive Medical Center Planned Development Permit Extension
File #: PDEV 22-00259
Request: Planned Development Permit Extension
Location: Southeast Corner of Intersection of East Bidwell Street and Creekside Drive (1578 Creekside Drive)
APN(s): 071-1960-001
Staff Contact: Steve Banks, Principal Planner, 916-461-6207
sbanks@folsom.ca.us

Property Owner
Name: Creekside LLC
Address: 5328 Divot Circle
Fair Oaks, CA 95628

Applicant
Name: Jack Paddon AIA
Address: 2237 Douglas Boulevard, Suite No. 160,
Roseville, CA 95661

Recommendation: Conduct a public hearing and upon conclusion recommend approval of a Planned Development Permit Extension for a period of two years (until October 7, 2024) for development of the Creekside Drive Medical Center Project (PDEV 20-00259), based on the findings (Findings A-F) and subject to conditions of approval (Condition 1-49) attached to this report.

Project Summary: The proposed project involves a two-year year extension in time of the previously approved Planned Development Permit associated with development of the Creekside Drive Medical Center project located at 1578 Creekside Drive. The Creekside Medical Center project features development of a single-story, 17,775-square-foot building that will accommodate general office space, outpatient medical office space, and a small café. The applicant has indicated that additional time is required to secure construction financing and begin pre-leasing with the goal of beginning construction in late 2023 or early 2024.

Table of Contents:
1 - Description/Analysis
2 - Background
3 - Proposed Findings of Fact and Conditions of Approval
4 - Vicinity Map
5 - Approved Site Plan, dated January 13, 2020
6 - Approved Building Elevations and Renderings, dated January 13, 2020
7 - Planning Commission Staff Report, dated October 7, 2020
8 - Letter from Applicant, dated September 28, 2022
9 - Site Photographs

Submitted,

PAM JOHNS
Community Development Director
ATTACHMENT 1
DESCRIPTION/ANALYSIS

APPLICANT'S PROPOSAL
The applicant, Jack Paddon AIA, is requesting a two-year extension in time of the previously approved Planned Development Permit associated with development of the Creekside Medical Center project located at the southeast corner of the intersection of East Bidwell Street and Creekside Drive. A full description of the previously approved medical center project is included in the original staff report (Attachment 7).

POLICY/RULE
The Folsom Municipal Code (FMC) requires that applications for Planned Development Permit Extensions be forwarded to the Planning Commission for final action. Expiration of the Planned Development Permit is covered by Section 17.38.110 of the Folsom Municipal Code, which states, “unless a building permit has been issued for the development within 1 year after the granting of the planned development permit or such further time as the commission shall allow, then without further action the planned development permit shall be null and void”.

ANALYSIS
On October 7, 2020, the Planning Commission approved a Planned Development Permit Modification for development of the Creekside Drive Surgery Center project on January 18, 2017. With respect to timing of the development, a condition of approval was placed on the project stating that “failure to obtain the relevant building (or other) permits within this time period, without the subsequent extension of this approval, shall result in the termination of this approval.” In this particular case, the Planned Development Permit for the project was valid until October 7, 2022.

On September 28, 2022, the project applicant (Jack Paddon AIA) submitted a timely letter (Attachment 8) to the City requesting a two-year extension in time for the previously approved Planned Development Permit. In the letter, the applicant stated that the project has not progressed due to uncertainties in the medical office market sector mostly related to the Covid pandemic. The applicant has also indicated that additional time is required to secure construction financing and begin pre-leasing the medical office space with the goal of beginning construction in late 2023 or early 2024.

Staff has reviewed the proposed Planned Development Permit Extension to determine whether or not circumstances have changed in the project vicinity that would require modification to or reconsideration of any of the conditions of approval for this project. Upon review, staff determined that there are no changes on this project site, or in the project vicinity that would require modification to any of the conditions of approval for
this project. The requested two-year extension is allowed by FMC Section 17.38.110, if approved by the Commission. As a result, staff recommends approval of a two-year extension in time for the Planned Development Permit associated with Creekside Drive Medical Center project.

ENVIRONMENTAL REVIEW
The project was previously determined to be categorically exempt from the California Environmental Quality Act (CEQA) under Section 15332 of the CEQA Guidelines, In-Fill Development Projects. Staff has determined that no new impacts will result from this extension that were not already considered with the previous approval. No further environmental review is required.

RECOMMENDATION/PLANNING COMMISSION ACTION
Move to approve the Planned Development Permit Extension for a period of two years (until October 7, 2024) for development of the Creekside Drive Medical Center Project (PDEV 20-00259), based on the findings (Findings A-F) and subject to the conditions of approval (Conditions 1-49) attached to this report.
BACKGROUND
On May 16, 2007, the Planning Commission approved a Planned Development Permit and Conditional Use Permit for the development of the Mammoth Professional Building, which included one, three-story professional office building totaling 58,800 square feet. On July 15, 2009, the Planning Commission approved a Planned Development Permit Extension and Conditional Use Permit Extension for development of the aforementioned Mammoth Professional Building project. On April 21, 2010, the Planning Commission approved a Tentative Parcel Map to subdivide a 3.68-acre parcel into two individual parcels (1.71-acres and 1.91-acres respectively). The recording of that Tentative Parcel Map effectively voided the previously approved Mammoth Professional Building project.

On June 5, 2013, the Planning Commission approved a Planned Development Permit and Conditional Use Permit for development and operation of the 60-unit Oakmont Senior Living community (two-story, 59,914-square-foot building) on a 1.71-acre site located near the southeast corner of the intersection of East Bidwell Street and Creekside Drive. The Oakmont Senior Living project was subsequently constructed and began operating in October of 2014. It is important to note that the Oakmont Senior Living project, which is located adjacent to the subject 1.91-acre site, included development of 20 off-site parking spaces on the adjoining 1.71-acre parcel. In addition, a Parking Easement Agreement was entered into between the two respective property owners which allowed residents, staff, employees, and visitors of the Oakmont Senior Living project exclusive use of the 20-space off-site parking lot area.

On January 18, 2017, the Planning Commission approved a Planned Development Permit for development and operation of an 11,000-square-foot surgery center (Natural Results Surgery Center) on a 1.91-acre site located at the southeast corner of East Bidwell Street and Creekside Drive. Subsequent to Planning Commission approval of the surgery center project, the anticipated tenant for the building (Natural Results Surgery) made the decision to relocate to another site on Iron Point Road that was more conducive to their business model. One of the primary reasons that Natural Results Surgery decided not to locate on the subject property was the high cost associated with the requirement to place existing overhead utility lines along the project's frontage with East Bidwell Street underground.

In 2018, the City, in conjunction with the subject property owner, commenced with street widening and utility underground work along the project's East Bidwell Street frontage as part of a capital improvement project. Unfortunately, the street widening and undergrounding work was delayed due to complications associated with the public utility companies (PG&E, SMUD, AT&T, etc.) involved with constructing the improvements. The completion of the street widening and utility underground work were completed in the summer of 2019.
On October 7, 2020, the Planning Commission approved a request for approval of a Planned Development Permit Modification to increase the size of a previously approved medical center building located on a 1.91-acre site at the southeast corner of East Bidwell Street and Creekside Drive from 11,716 square feet to 17,775 square feet. In addition to increasing the size of the medical office building, the proposed project also included relocating the building to the southwest corner of the project site and updating the architecture and design of the building. On September 28, 2022, the project applicant submitted a timely letter to the City requesting a two-year extension in time for the previously approved Planned Development Permit.

**GENERAL PLAN DESIGNATION**

PO (Professional Office)

**ZONING**

BP PD (Business and Professional, Planned Development District)

**ADJACENT LAND USES/ZONING**

North: East Bidwell Street with Medical Office Development (C-1 PD) Beyond

South: A Medical Office Building (BP PD) with a Multi-Family Residential Apartment Complex Beyond

East: Southern Pacific Railroad Line with the Humbug-Willow Creek Parkway (OSC) Beyond

West: Creekside Drive with Medical Office Development (BP PD) Beyond

**SITE CHARACTERISTICS**

The 1.91-acre project site, which has previously been rough-graded, slopes gradually from west to east and contains limited vegetation including non-native grasses and two cottonwood trees.

**APPLICABLE CODES**

FMC 17.38, Planned Development District
ATTACHMENT 3
PROPOSED FINDINGS AND CONDITIONS OF APPROVAL

GENERAL FINDINGS

A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.


CEQA FINDINGS

C. THE REQUESTED EXTENSION IS CONSISTENT WITH APPLICABLE GENERAL PLAN POLICIES AS WELL AS WITH APPLICABLE ZONING REGULATIONS.

D. THE PROPOSED EXTENSION WILL NOT RESULT IN SUBSTANTIAL CHANGES TO THE PROJECT SUFFICIENT TO REQUIRE RE-EVALUATION OF THE CITY’S PREVIOUS DETERMINATION THAT THE PROJECT IS EXEMPT FROM ENVIRONMENTAL REVIEW PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES, THE INFILL EXEMPTION.

PLANNED DEVELOPMENT PERMIT EXTENSION FINDINGS

E. THE PROJECT APPLICANT MADE A TIMELY REQUEST FOR EXTENSION OF THE PLANNED DEVELOPMENT PERMIT.

F. THE REQUESTED TWO-YEAR EXTENSION IS REASONABLE UNDER THE CIRCUMSTANCES.
## CONDITIONS OF APPROVAL FOR CREEKSIDE DRIVE MEDICAL OFFICE CENTER
### PLANNED DEVELOPMENT PERMIT EXTENSION (PDEV 22-00259)
#### SOUTHEAST CORNER OF THE INTERSECTION OF EAST BIDWELL STREET AND CREEKSIDE DRIVE

<table>
<thead>
<tr>
<th>Mitigation Measure</th>
<th>When Required</th>
<th>Responsible Department</th>
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<tbody>
<tr>
<td>1.</td>
<td>B</td>
<td>CD (P)(E)</td>
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<tr>
<td>The applicant shall submit final site development plans to the Community Development Department that shall substantially conform to the exhibits referenced below:</td>
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<tr>
<td>• Preliminary Site Plan, dated January 13, 2020</td>
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<td>• Preliminary Grading and Drainage Plan, dated January 10, 2020</td>
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<td>• Preliminary Utility Plan, dated January 10, 2020</td>
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<tr>
<td>• Preliminary Landscape Plan, dated January 6, 2020</td>
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<tr>
<td>• Building Elevations, dated January 13, 2020</td>
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<td>• Color Building Renderings, dated January 13, 2020</td>
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<tr>
<td>This approval is for the Creekside Drive Medical Office Center Planned Development Permit project, which includes development of an 17,775-square-foot building and associated site improvements on a 1.91-acre site located at the southeast corner of the intersection of East Bidwell Street and Creekside Drive as shown on the above-referenced plans. Modifications may be made to the above-referenced plans to respond to site-specific conditions of approval as set forth herein.</td>
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<td>2.</td>
<td>I, B</td>
<td>CD (P)(E)(B)</td>
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<td>Building plans, and all civil engineering and landscape plans, shall be submitted to the Community Development Department for review and approval to ensure conformance with this approval and with relevant codes, policies, standards and other requirements of the City of Folsom.</td>
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<td>3.</td>
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<td>The project approval granted under this staff report shall remain in effect for two years from final date of approval (October 7, 2024). Failure to obtain the relevant building (or other) permits within this time period, without the subsequent extension of this approval, shall result in the termination of this approval.</td>
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**CONDITIONS OF APPROVAL FOR CREEKSIDES DRIVE MEDICAL OFFICE CENTER**

**PLANNED DEVELOPMENT PERMIT EXTENSION (PDEV 22-00259)**

**SOUTHEAST CORNER OF THE INTERSECTION OF EAST BIDWELL STREET AND CREEKSIDES DRIVE**

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<td>CD (P)(E)(B) PW, PR, FD, PD</td>
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<td>The owner/applicant shall defend, indemnify, and hold harmless the City and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul any approval by the City or any of its agencies, departments, commissions, agents, officers, employees, or legislative body concerning the project. The City will promptly notify the owner/applicant of any such claim, action or proceeding, and will cooperate fully in the defense. The City may, within its unlimited discretion, participate in the defense of any such claim, action or proceeding if both of the following occur:</td>
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<td>• The City bears its own attorney's fees and costs; and</td>
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<td>• The City defends the claim, action or proceeding in good faith</td>
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<td>The owner/applicant shall not be required to pay or perform any settlement of such claim, action or proceeding unless the settlement is approved by the owner/applicant.</td>
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**DEVELOPMENT COSTS AND FEE REQUIREMENTS**

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<td>The owner/applicant shall pay all applicable taxes, fees and charges at the rate and amount in effect at the time such taxes, fees and charges become due and payable.</td>
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<td>The City, at its sole discretion, may utilize the services of outside legal counsel to assist in the implementation of this project, including, but not limited to, drafting, reviewing and/or revising agreements and/or other documentation for the project. If the City utilizes the services of such outside legal counsel, the applicant shall reimburse the City for all outside legal fees and costs incurred by the City for such services. The applicant may be required, at the sole discretion of the City Attorney, to submit a deposit to the City for these services prior to initiation of the services. The applicant shall be responsible for reimbursement to the City for the services regardless of whether a deposit is required.</td>
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<td>Mitigation Measure</td>
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<td>8.</td>
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<td>CD (P)(E), PW, PK</td>
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<td>11.</td>
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If the City utilizes the services of consultants to prepare special studies or provide specialized design review or inspection services for the project, the applicant shall reimburse the City for actual costs it incurs in utilizing these services, including administrative costs for City personnel.

This project shall be subject to all applicable City-wide development impact fees, unless exempt by previous agreement. This project shall be subject to all applicable City-wide development impact fees in effect at such time that a building permit is issued. These fees may include, but are not limited to, fees for fire protection, park facilities, park equipment, Humbug-Willow Creek Parkway, Light Rail, TSM, capital facilities and traffic impacts. The 90-day protest period for all fees, dedications, reservations or other exactions imposed on this project has begun. The fees shall be calculated at the fee rate in effect at the time of building permit issuance.

If applicable, the owner/applicant shall pay off any existing assessments against the property, or file necessary segregation request and pay applicable fees.

The project is subject to the Housing Trust Fund Ordinance, unless exempt by a previous agreement.

The owner/applicant agrees to pay to the Folsom-Cordova Unified School District the maximum fee authorized by law for the construction and/or reconstruction of school facilities. The applicable fee shall be the fee established by the School District that is in effect at the time of the issuance of a building permit. Specifically, the owner/applicant agrees to pay any and all fees and charges and comply with any and all dedications or other requirements authorized under Section 17620 of the Education Code; Chapter 4.7 (commencing with Section 65970) of the Government Code; and Sections 65955, 65955.5 and 65955.7 of the Government Code.
### SITE DEVELOPMENT REQUIREMENTS

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<th>Prior to the issuance of any grading and/or building permit, the owner/applicant shall have a geotechnical report prepared by an appropriately licensed engineer that includes an analysis of site suitability, proposed foundation design for all proposed structures, and roadway and pavement design.</th>
<th>G, B</th>
<th>CD (E)</th>
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<td>13.</td>
<td>Public and private improvements, including roadways, curbs, gutters, sidewalks, bicycle lanes and trails, streetlights, underground infrastructure and all other improvements shall be provided in accordance with the current edition of the City of Folsom Standard Construction Specifications and the Design and Procedures Manual and Improvement Standards.</td>
<td>I, B</td>
<td>CD (P)(E)</td>
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<td>14.</td>
<td>The applicant/owner shall submit water, sewer and drainage studies to the satisfaction of the Community Development Department and provide sanitary sewer, water and storm drainage improvements with corresponding easements, as necessary, in accordance with these studies and the current edition of the City of Folsom Standard Construction Specifications and the Design and Procedures Manual and Improvement Standards.</td>
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<td>15.</td>
<td>The improvement plans for the required public and private improvements shall be reviewed and approved by the Community Development Department prior to issuance of a building permit for the project.</td>
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<td>16.</td>
<td>The required public and private improvements including landscape and irrigation improvements for the project shall be completed and accepted by the Community Development Department prior to issuance of a Certificate of Occupancy for the project.</td>
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<td>CD(E)</td>
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<td>17.</td>
<td>The fire protection system shall be separate from the domestic water system. The fire system shall be constructed to meet the National Fire Protection Association Standard 24. The domestic water and irrigation system shall be metered per City of Folsom Standard Construction Specifications.</td>
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<td>CD(E)</td>
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<td>18.</td>
<td>Final lot and building configurations may be modified to allow for overland release of storm events greater than the capacity of the underground system.</td>
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<td>CD (E)</td>
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<td>19.</td>
<td>The owner/applicant shall coordinate the planning, development and completion of this project with the various utility agencies (i.e., SMUD, PG&amp;E, etc.).</td>
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<td>CD (P)(E)</td>
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20. The owner/applicant shall be responsible for replacing any and all damaged or hazardous public sidewalk, curb and gutter, and/or bicycle trail facilities along the site frontage and/or boundaries, including pre-existing conditions and construction damage, to the satisfaction of the Community Development Department.

21. For any improvements constructed on private property that are not under ownership or control of the owner/applicant, a right-of-entry, and if necessary, a permanent easement shall be obtained and provided to the City prior to issuance of a grading permit and/or approval of improvement plans.

22. Final exterior building and site lighting plans shall be submitted for review and approval by Community Development Department for location, height, aesthetics, level of illumination, glare and trespass prior to the issuance of any building permits. Lighting shall be shielded and designed to be directed downward onto the project site and away from adjacent properties and public rights-of-way. Lighting shall be equipped with a timer or photo condenser.

23. All future signs for the project shall comply with the Folsom Municipal Code, (Section 17.59). In addition, the owner/applicant obtain a sign permit prior to installation of any future signs.

STORM WATER POLLUTION/CLEAN WATER ACT REQUIREMENTS

24. During Construction, the owner/applicant shall be responsible for litter control and sweeping of all paved surfaces in accordance with City standards. All on-site storm drains shall be cleaned immediately before the commencement of the rainy season (October 15).

25. The storm drain improvement plans shall provide for “Best Management Practices” that meet the requirements of the water quality standards of the City’s National Pollutant Discharge Elimination System Permit issued by the State Regional Water Quality Control Board. These facilities shall be constructed concurrent with construction of grading and the initial public improvements and shall be completed prior to final occupancy of the building.

26. Erosion and sedimentation control measures shall be incorporated into construction plans. These measures shall conform to the City of Folsom requirements and the County of Sacramento Erosion and Sedimentation Control Standards and Specifications-current edition and as directed by the Community Development Department.
|   | Prior to issuance of grading permits, the project applicant shall obtain coverage under the State Water SWRCB General Permit for Discharges of Storm Water Associated with Construction Activity (Order 2009-0009-DWQ), including preparation and submittal of a project-specific SWPPP at the time the Notice of Intent (NOI) is filed. The project applicant shall also prepare and submit any other necessary erosion and sediment control and engineering plans and specifications for pollution prevention and control to the City of Folsom.

The SWPPP shall contain a site map(s) which shows the construction site perimeter, existing and proposed buildings, lots, roadways, storm water collection and discharge points, general topography both before and after construction, and drainage patterns across the project. The SWPPP must list BMPs the discharger will use to protect storm water runoff and the placement of those BMPs. Additionally, the SWPPP must contain a visual monitoring program; a chemical monitoring program for "non-visible" pollutants to be implemented if there is a failure of BMPs; and a sediment monitoring plan if the site discharges directly to a water body listed on the 303(d) list for sediment. Section A of the Construction General Permit describes the elements that must be contained in a SWPPP. | G, I, B | CD (E) |
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<th>28.</th>
<th><strong>ARCHITECTURE/DESIGN REQUIREMENTS</strong></th>
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<tr>
<td></td>
<td>The project shall comply with the following architecture and design requirements:</td>
</tr>
<tr>
<td>1.</td>
<td>This approval is for development of the single-story, 17,775-square-foot Creekside Drive Medical Office Center. The owner/applicant shall submit building plans that comply with this approval and the attached building elevations and color renderings dated January 13, 2020.</td>
</tr>
<tr>
<td>2.</td>
<td>The design, materials, and colors of the proposed Creekside Drive Medical Office Center shall be consistent with the submitted building elevations, materials samples, and color scheme to the satisfaction of the Community Development Department.</td>
</tr>
<tr>
<td>3.</td>
<td>Roof-mounted mechanical equipment, including satellite dish antennas, shall not extend above the height of the parapet walls. Ground-mounted mechanical equipment shall be shielded by landscaping or trellis-type features.</td>
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<tr>
<td>4.</td>
<td>Utility equipment such as transformers, electric and gas meters, electrical panels, and junction boxes shall be screened by walls and/or landscaping.</td>
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<td>5.</td>
<td>Decorative (gooseneck, lantern style, etc.) lighting fixtures consistent with the architectural theme of the building shall be utilized on all building elevations.</td>
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<tr>
<td>6.</td>
<td>All exterior building-attached light fixtures shall be shielded and directed downward and away from adjacent properties.</td>
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<tr>
<td>7.</td>
<td>The final location, size, orientation, design, materials, and colors of the trash/recycling enclosure shall be subject to review and approval by the Community Development Department.</td>
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<tr>
<td>8.</td>
<td>The final location, design, height, materials, and colors of the retaining walls and fencing shall be subject to review and approval by the Community Development Department.</td>
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### TRAFFIC, ACCESS, CIRCULATION, AND PARKING REQUIREMENTS

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<td>29.</td>
<td>“STOP” signs and appropriate pavement markings (i.e., stop bars and legends) shall be installed at the intersection of the southern terminus of the two drive aisles located in the southwest corner of the project site and the project driveway drive aisle.</td>
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<td>30.</td>
<td>The owner/applicant shall provide a minimum of 109 on-site parking spaces (includes 20 parking spaces for exclusive use by the Oakmont Senior Living Community).</td>
<td>I, B</td>
<td>CD (E)(P)</td>
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<tr>
<td>31.</td>
<td>The owner/applicant shall modify the existing Parking easement Agreement to reflect the modifications to the location of the 20 parking spaces as shown on the submitted site plan. In addition, the modified Parking easement Agreement shall be recorded by the owner/applicant with the County of Sacramento and a copy provided to the City prior to issuance of a building permit for the proposed project.</td>
<td>B</td>
<td>CD (E)(P)</td>
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<tr>
<td>32.</td>
<td>The owner/applicant shall provide eleven (11) bicycle parking spaces at a location in close proximity to the primary building entrance to the satisfaction of the Community Development Department.</td>
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### LANDSCAPE/TREE PRESERVATION REQUIREMENTS

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<td>33.</td>
<td>The owner/applicant shall be responsible for on-site landscape maintenance throughout the life of the project to the satisfaction of the Community Development Department. Vegetation or planting shall not be less than that depicted on the final landscape plan, unless tree removal is approved by the Community Development Department because the spacing between trees will be too close on center as they mature.</td>
<td>B</td>
<td>CD (P)(E)</td>
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<td>34.</td>
<td>The final landscape plan shall meet the City shade requirement by providing 40% shade coverage in the parking lot area within fifteen (15) years.</td>
<td>I, B, OG</td>
<td>CD (P)(E)</td>
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</table>
Final landscape plans and specifications shall be prepared by a registered landscape architect and approved by the City prior to the approval of the first building permit. Said plans shall include all on-site landscape specifications and details including a tree planting exhibit demonstrating sufficient diversity and appropriate species selection to the satisfaction of the Community Development Department. The tree exhibit shall include all street trees, accent trees, parking lot shading trees, and mitigation trees proposed within the development. Said plans shall comply with all State and local rules, regulations, Governor's declarations and restrictions pertaining to water conservation and outdoor landscaping.

Landscaping of the parking area shall meet shade requirements as outlined in the Folsom Municipal Code Chapter 17.57. The landscape plans shall comply and implement water efficient requirements as adopted by the State of California (Assembly Bill 1881) (State Model Water Efficient Landscape Ordinance) until such time the City of Folsom adopts its own Water Efficient Landscape Ordinance at which time the owner/applicant shall comply with any new ordinance. Shade and ornamental trees shall be maintained according to the most current American National Standards for Tree Care Operations (ANSI A-300) by qualified tree care professionals. Tree topping for height reduction, view protection, light clearance or any other purpose shall not be allowed. Specialty-style pruning, such as pollarding, shall be specified within the approved landscape plans and shall be implemented during a 5-year establishment and training period. The owner/applicant shall comply with city-wide landscape rules or regulations on water usage. The owner/applicant shall comply with any state or local rules and regulations relating to landscape water usage and landscaping requirements necessitated to mitigate for drought conditions on all landscaping in the Creekside Drive Medical Office Center project.
**CULTURAL RESOURCE REQUIREMENTS**

| 36. | If any archaeological, cultural, or historical resources or artifacts, or other features are discovered during the course of construction anywhere on the project site, work shall be suspended in that location until a qualified professional archaeologist assesses the significance of the discovery and provides recommendations to the City. The City shall determine and require implementation of the appropriate mitigation as recommended by the consulting archaeologist. The City may also consult with individuals that meet the Secretary of the Interior’s Professional Qualifications Standards before implementation of any recommendation. If agreement cannot be reached between the project applicant and the City, the Planning Commission shall determine the appropriate implementation method. | G, I | CD (P)(E) |

| 37. | In the event human remains are discovered, California Health and Safety Code Section 7050.5 states that no further disturbance shall occur until the county coroner has made the necessary findings as to the origin and disposition pursuant to Public Resources Code 5097.98. If the coroner determines that no investigation of the cause of death is required and if the remains are of Native American Origin, the coroner will notify the Native American Heritage Commission, which in turn will inform a most likely descendent. The descendent will then recommend to the landowner or landowner’s representative appropriate disposition of the remains and any grave goods. | G, I | CD (P)(E) |

**AIR QUALITY REQUIREMENTS**

| 38. | In compliance with Rule 201 of the Sacramento Metropolitan Air Quality Management District (SMAQMD), the applicant/developer of the project shall verify with SMAQMD if a permit is required before equipment capable of releasing emissions to the atmosphere are used at the project site. The applicant/developer shall comply with the approved permit or provide evidence that a permit is not required. | G, I, B | CD (P)(E)(B) |

| 39. | In compliance with Rule 442 of the Sacramento Metropolitan Air Quality Management District (SMAQMD), the applicant/developer of the project shall use architectural coatings that that comply with the volatile organic compound content limits specified in the general rule. | G, I, B | CD (P)(E)(B) |

| 40. | Street sweeping shall be conducted to control dust and dirt tracked from the project site onto any of the surrounding roadways. Construction equipment access shall be restricted to defined entry and exit points to control the amount of soil deposition. | G, I, B | CD (P)(E)(B) |
Control of fugitive dust is required by District Rule 403 and enforced by SMAQMD staff. The owner/applicant shall implement the following measures as identified by the SMAQMD:

- Water all exposed surfaces two times daily. Exposed surfaces include, but are not limited to soil piles, graded areas, unpaved parking areas, staging areas, and access roads.

- Cover or maintain at least two feet of free board space on haul trucks transporting soil, sand, or other loose material on the site. Any haul trucks that would be traveling along freeways or major roadways should be covered.

- Use wet power vacuum street sweepers to remove any visible trackout mud or dirt onto adjacent public roads at least once a day. Use of dry power sweeping is prohibited.

- Limit vehicle speeds on unpaved roads to 15 miles per hour (mph).

- All roadways, driveways, sidewalks, parking lots to be paved should be completed as soon as possible. In addition, building pads should be laid as soon as possible after grading unless seeding or soil binders are used.

- Minimize idling time either by shutting equipment off when not in use or reducing the time of idling to 5 minutes [required by California Code of Regulations, Title 13, sections 2449(d)(3) and 2485]. Provide clear signage that posts this requirement for workers at the entrances to the site.

- Maintain all construction equipment in proper working condition according to manufacturer’s specifications. The equipment must be checked by a certified mechanic and determined to be running in proper condition before it is operated.
**NOISE REQUIREMENT**

| 42. | Compliance with Noise Control Ordinance and General Plan Noise Element shall be required. Hours of construction operation shall be limited from 7:00 a.m. to 6:00 p.m. on weekdays and 8:00 a.m. to 5:00 p.m. on Saturdays. No construction is permitted on Sundays or holidays. Construction equipment shall be muffled and shrouded to minimize noise levels. | G, I, B | CD (P)(E) |

**GRADING REQUIREMENTS**

| 43. | The owner/applicant shall locate and remediate all antiquated mine shafts, drifts, open cuts, tunnels and water conveyance or impoundment structures existing on the project site, with specific recommendations for the sealing, filling or removal of each that meet all applicable health, safety, and engineering standards. Recommendations shall be prepared by an appropriately licensed engineer or geologist. All remedial plans shall be reviewed and approved by the City. | G, I | CD (E) |

| 44. | Prior to the approval of the final facilities design and the initiation of construction activities, the applicant shall submit an erosion control plan to the City for review and approval. The plan shall identify protective measures to be taken during excavation, temporary stockpiling, any reuse or disposal, and revegetation. Specific techniques may be based upon geotechnical reports, the Erosion and Sediment Control Handbook of the State of California Department of Conservation, and shall comply with all updated City standards. | G, I | CD (E) |

**OTHER AGENCY REQUIREMENT**

| 45. | The owner/applicant shall obtain all required State and Federal permits and provide evidence that said permits have been obtained, or that the permit is not required, subject to staff review and approval of any grading or improvement plan. | G, I | CD (P)(E) |
### FIRE DEPARTMENT REQUIREMENTS

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<td>46.</td>
<td>The owner/applicant shall enter into a Fuel Modification Agreement (FMA) with the City to address the open space area to the east of the project site. The Community Development Department and the Fire Department shall be responsible for the review and approval of all structures, retaining walls, fencing, and landscaping with respect to fire protection and the specific requirements related to the FMA. The FMA agreement shall include, at a minimum, the following requirements:</td>
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<td>- The FMA shall be kept free from dry brush and grass. Tree canopies shall be trimmed 8-feet above grade to eliminate “fire ladders”. Dead material shall be removed annually from trees. If landscape materials are introduced into the FMA, the said materials shall be low growing plants with fire resistance qualities to the satisfaction of the Community Development Department and the Fire Department.</td>
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<td>- Structures shall not be located in the FMA. The commercial building within the project site shall be constructed from fire resistant materials including but not limited to stucco, concrete boards, stone, and concrete. Retaining walls, if required, within or adjacent to the FMA shall be made from concrete, concrete blocks, or similar materials. Wood retaining walls shall be prohibited.</td>
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<td>- If applicable, tubular steel fencing shall be used within or adjacent to the FMA. Wood fencing shall be prohibited.</td>
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<td>47.</td>
<td>The building shall have illuminated addresses visible from the street or drive fronting the property. Size and location of address identification shall be reviewed and approved by the Fire Marshal.</td>
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<td>48.</td>
<td>Prior to the issuance of any improvement plans or building permits, the Community Development and Fire Departments shall review and approve all detailed design plans for accessibility of emergency fire equipment, fire hydrant flow location, and other construction features.</td>
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<td>I, B</td>
<td>FD</td>
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POLICE/SECURITY REQUIREMENTS

49. The owner/applicant shall consult with the Police Department in order to incorporate all reasonable crime prevention measures. The following security/safety measures shall be required:

- A security guard shall be on-duty at all times at the site or a six-foot security fence shall be constructed around the perimeter of construction areas. (This requirement shall be included on the approved construction drawings).

- Security measures for the safety of all construction equipment and unit appliances shall be employed.

- Landscaping shall not cover exterior doors or windows, block line-of-sight at intersections or screen overhead lighting.

CONDITIONS

See attached tables of conditions for which the following legend applies.

<table>
<thead>
<tr>
<th>RESPONSIBLE DEPARTMENT</th>
<th>WHEN REQUIRED</th>
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<tbody>
<tr>
<td>CD (P) Community Development Department</td>
<td>I Prior to approval of Improvement Plans</td>
</tr>
<tr>
<td>(E) Planning Division</td>
<td>M Prior to approval of Final Map</td>
</tr>
<tr>
<td>(E) Engineering Division</td>
<td>B Prior to issuance of first Building Permit</td>
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<tr>
<td>(B) Building Division</td>
<td>O Prior to approval of Occupancy Permit</td>
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<tr>
<td>(F) Fire Division</td>
<td>G Prior to issuance of Grading Permit</td>
</tr>
<tr>
<td>PW Public Works Department</td>
<td>DC During construction</td>
</tr>
<tr>
<td>PR Park and Recreation Department</td>
<td>OG On-going requirement</td>
</tr>
<tr>
<td>PD Police Department</td>
<td>PD</td>
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</tbody>
</table>

City of Folsom
Attachment 4

Vicinity Map
Vicinity Map
Attachment 5

Approved Site Plan, dated January 13, 2020
Attachment 6

Approved Building Elevations and Renderings
Dated January 13, 2020
PERSPECTIVE RENDERING

CREEKSDIE PROFESSIONAL OFFICE

13 JANUARY 2020
Attachment 7

Planning Commission Staff Report
Dated October 7, 2020
Planning Commission Staff Report
50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: Creekside Drive Medical Office Center Modification
File #: PN-20-162
Requests: Planned Development Permit Modification
Location: The proposed Creekside Drive Medical Office Center project is located at the southeast corner of the intersection of East Bidwell Street and Creekside Drive (1578 Creekside Drive)
Staff Contact: Steve Banks, Principal Planner, 916-461-6207 sbanks@folsom.ca.us

Property Owner
Name: Katz Family Partnership
Address: 1731 East Roseville Parkway, Suite No. 270, Roseville, CA 95661

Applicant
Name: Katz Kirkpatrick Properties
Address: 1731 East Roseville Parkway, Suite No. 270, Roseville, CA 95661

Recommendation: Conduct a public hearing and upon conclusion recommend approval of a Planned Development Permit Modification for development of the Creekside Drive Medical Office Center Project subject to the findings (Findings A-O) and conditions of approval (Conditions 1-49) attached to this report:

Project Summary: The proposed project involves a request for approval of a Planned Development Permit Modification to increase the size of a previously approved medical office center building located on a 1.91-acre site at the southeast corner of East Bidwell Street and Creekside Drive from 11,716 square feet to 17,775 square feet. In addition to increasing the size of the medical office building, the proposed project also includes relocating the building to the southwest corner of the project site and updating the architecture and design of the building.
Table of Contents:

Attachment 1 - Background and Setting
Attachment 2 - Project Description
Attachment 3 - Analysis
Attachment 4 - Conditions of Approval
Attachment 5 - Vicinity Map
Attachment 6 - Previously Approved Site Plan, dated October 21, 2016
Attachment 7 - Previously Approved Building Elevations dated October 21, 2016
Attachment 8 - Preliminary Site Plan, dated January 13, 2020
Attachment 9 - Preliminary Grading and Drainage Plan, dated January 10, 2020
Attachment 10 - Preliminary Utility Plan, dated January 10, 2020
Attachment 11 - Preliminary Landscape Plan, dated January 6, 2020
Attachment 12 - Building Elevations, dated January 13, 2020
Attachment 13 - Color Renderings, dated January 13, 2020
Attachment 14 - Color and Materials Board, dated January 6, 2020
Attachment 15 - Project Narrative, dated January 20, 2020
Attachment 16 - CEQA In-Fill Development Exemption Letter, dated August 27, 2020
Attachment 17 - Site Photographs
Attachment 18 - Planning Commission PowerPoint Presentation

Submitted,

[Signature]

PAM JOHNS
Community Development Director
ATTACHMENT 1
BACKGROUND AND SETTING

BACKGROUND

On May 16, 2007, the Planning Commission approved a Planned Development Permit and Conditional Use Permit for the development of the Mammoth Professional Building, which included one, three-story professional office building totaling 58,800 square feet. On July 15, 2009, the Planning Commission approved a Planned Development Permit Extension and Conditional Use Permit Extension for development of the aforementioned Mammoth Professional Building project. On April 21, 2010, the Planning Commission approved a Tentative Parcel Map to subdivide a 3.68-acre parcel into two individual parcels (1.71-acres and 1.91-acres respectively). The recording of that Tentative Parcel Map effectively voided the previously approved Mammoth Professional Building project.

On June 5, 2013, the Planning Commission approved a Planned Development Permit and Conditional Use Permit for development and operation of the 60-unit Oakmont Senior Living community (two-story, 59,914-square-foot building) on a 1.71-acre site located near the southeast corner of the intersection of East Bidwell Street and Creekside Drive. The Oakmont Senior Living project was subsequently constructed and began operating in October of 2014. It is important to note that the Oakmont Senior Living project, which is located adjacent to the subject 1.91-acre site, included development of 20 off-site parking spaces on the adjoining 1.71-acre parcel. In addition, a Parking Easement Agreement was entered into between the two respective property owners which allowed residents, staff, employees, and visitors of the Oakmont Senior Living project exclusive use of the 20-space off-site parking lot area.

On January 18, 2017, the Planning Commission approved a Planned Development Permit for development and operation of an 11,000-square-foot surgery center (Natural Results Surgery Center) on a 1.91-acre site located at the southeast corner of East Bidwell Street and Creekside Drive. Subsequent to Planning Commission approval of the surgery center project, the anticipated tenant for the building (Natural Results Surgery) made the decision to relocate to another site on Iron Point Road that was more conducive to their business model.

On February 6, 2019, the Planning Commission approved a one-year extension in time of the previously approved Planned Development Permit associated with development of the Creekside Drive Surgery Center (formerly known as the Natural Results Surgery Center) project located at the southeast corner of the intersection of East Bidwell Street and Creekside Drive. On May 6, 2020, the Planning Commission approved a two-year extension in time of the previously approved Planned Development Permit associated
with development of the Creekside Drive Surgery Center

PHYSICAL SETTING

The 1.91-acre project site, which has previously been rough-graded, slopes gradually from west to east and contains limited vegetation including non-native grasses and two cottonwood trees. As mentioned previously, street widening and underground utility work is currently being conducted along the East Bidwell Street frontage and is expected to be completed in the fall of 2020. Additional frontage improvements currently being constructed along East Bidwell Street include a sidewalk, curb, and gutter.

The project site is bounded by East Bidwell Street to the north with medical office buildings beyond, an assisted living facility to the south with medical office building beyond, a Southern Pacific Railroad Line to the east with the Humbug-Willow Creek Parkway beyond, and Creekside Drive to the west with a medical office building beyond. An aerial photograph of the project site and surrounding land uses in shown in Figure 1 below.

FIGURE 1: AERIAL PHOTOGRAPH OF PROJECT SITE (2018)
APPLICANT’S PROPOSAL

The applicant, Katz Kirkpatrick Properties, is requesting approval of a Planned Development Permit Modification to increase the size of a previously approved medical office building located on a 1.91-acre site at the southeast corner of East Bidwell Street and Creekside Drive (1578 Creekside Drive) from 11,716 square feet to 17,775 square feet. In addition, the proposed project includes modifying the previously approved site plan by relocation of the medical office building to the southwest corner of the project site and updating the architecture and design of the medical office building.

As noted above, the proposed project includes increasing the size of the single-story medical office building from 11,716 to 17,775 square feet. In addition to increasing the size of the medical office building, the location of the building is proposed to be shifted from the southeast corner of the project site to the northwest corner of the project site. The proposed medical office building will feature general office space, outpatient medical office space, and a small café area intended for use by employees and visitors of the building. The final interior design of the building will be formalized as specific tenants are identified. The proposed site plan is shown in Figure 2 below:

FIGURE 2: PROPOSED SITE PLAN
The architecture of the previously approved medical office building (Attachment 7) featured a modern design style that utilized contemporary building materials. The updated architecture, which also features a modern design concept, includes a number of unique design features including varied roof heights and shapes, angular building forms, building projections and reveals, and covered entries. Proposed building materials include stucco, metal clad panels, and corrugated metal siding. Primary colors are generally earth tone with darker trim and accent colors.

Primary vehicle access to the project site remains unchanged, with an existing shared driveway located on the east side of Creekside providing access to both the project site and the adjacent Oakmont Senior Living Community. Proposed internal vehicle circulation consists of a multiple drive aisles that are located to the east of the medical office building. Pedestrian access is provided by an existing sidewalk located on the east side of Creekside Drive, a new sidewalk (currently under construction) located on the south side of East Bidwell Street, and internal accessible pathways for connectivity throughout the project site. Additional site improvements include: 111 on-site parking spaces, underground utilities, site lighting, site landscaping, grass swales, and retaining walls.
ATTACHMENT 3
ANALYSIS

The following sections provide an analysis of the applicant's proposal. Staff's analysis includes:

A. General Plan and Zoning Consistency
B. Planned Development Permit Modification
   - Development Standards
   - Building Architecture and Design
C. Traffic/Access/Circulation
D. Parking
E. Noise Impacts
F. Site Lighting
G. Trash/Recycling
H. Signage
I. Grading and Drainage
J. Retaining Walls and Fencing
K. Existing and Proposed Landscaping
L. Conformance with Relevant General Plan Goals and Policies

A. General Plan and Zoning Consistency

General Plan and Zoning Consistency
The General Plan land use designation for the project site is PO (Professional Office) and the zoning designation is BP PD (Business and Professional, Planned Development District). The zoning designation corresponds with the General Plan land use designation. The proposed project is consistent with both the General Plan land use and zoning designations, as medical offices and related uses are identified as a permitted land use in the zoning district for this site. In addition, the proposed project will not conflict with any known applicable plans or policies by agencies with jurisdiction over the project.

The proposed medical office center site, which is located on an undeveloped 1.91-acre commercially-zoned property at the southeast corner of the intersection of East Bidwell Street and Creekside Drive, slopes gradually from west to east and contains non-native grasses and two cottonwood trees. The project site is bounded by East Bidwell Street to the north with medical office buildings beyond, an assisted living facility to the south with a medical office building beyond, Creekside Drive to the west with a medical office
building beyond, and the Joint Powers Authority (JPA) Rail Line to the east with the Humbug-Willow Creek Parkway and single-family residential development beyond. It is important to note that the nearest residential neighborhood (Los Cerros Subdivision), which is located approximately 250 feet east of the project site, is separated from the subject property by the JPA Rail Line corridor and the Humbug-Willow Creek Parkway. Based on the predominance of medical offices and medical-related uses in the immediate project vicinity, staff has determined that the proposed project is compatible with and complimentary to existing land uses in the project area.

B. Planned Development Permit Modification

The purpose of the Planned Development Permit process is to allow greater flexibility in the design of integrated developments than otherwise possible through strict application of land use regulations. The Planned Development Permit process is also designed to encourage creative and efficient uses of land. The following are proposed as part of the applicant’s Planned Development Permit:

- Development Standards
- Building Architecture and Design

**Development Standards**

The applicant’s intent with the subject application is to create a set of development standards that will comply with the development standards established for the Business and Professional zoning district (BP) including maximum building coverage, building setbacks, and building height. The following table outlines the existing and proposed development standards for the Creekside Drive Medical Office Center project:

**TABLE 1: DEVELOPMENT STANDARDS TABLE**

<table>
<thead>
<tr>
<th>Development Standards Table</th>
<th>Creekside Drive Medical Office Center</th>
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<tr>
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<td>Lot Area</td>
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<tr>
<td>BP Standard</td>
<td>6,000 s.f.</td>
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<tr>
<td>Proposed Project</td>
<td>83,200 s.f.</td>
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As shown on the development standards table, the proposed project meets or exceeds all development standards established for the BP (Business and Professional) zoning district.
Building Architecture and Design
As referenced previously within this report, the proposed Creekside Drive Medical Office Center includes development of a one-story, 17,775-square-foot building. The proposed building features a modern style of design that incorporates varied building materials and sustainability features in an effort to be responsive to local environmental conditions. The proposed building includes a number of unique design features including varied roof heights and shapes, angular building forms, building projections and reveals, and covered entries. Proposed building materials include stucco, metal clad panels, and corrugated metal siding. Primary colors are generally earth tone with darker trim and accent colors. Proposed building elevations and a building rendering are shown below and on the following pages.

FIGURE 3: BUILDING ELEVATIONS

![Building Elevations Diagram](image-url)
Based on the fact that the Creekside Drive Medical Office Center is located in close proximity to the Humbug-Willow Creek Corridor (approximately 85 feet to the east), staff utilized the Humbug-Willow Creek Design Guidelines to evaluate the architecture and design of the proposed project. The following are general design guidelines that are intended to guide the architectural design for projects located within the Humbug-Willow Creek corridor:

- Incorporate wood, brick, masonry, and stone as one of the primary building elements.

- Use a projecting trim around all doors and windows, unless they are inset in stone or a masonry façade.

- Articulate the facades visible from the Parkway and the public right-of-way of buildings greater than 50 feet in length with projections and/or reveals in order to create a varying architectural form.

- Utilize colors that are earth tones, non-glossy, and are not bright, which can blend in with the natural landscape.
As recommended by the Humbug-Willow Creek Design Guidelines, the proposed project features a significant amount of articulation through the use of varied roof heights, angular building forms, building projections, and building reveals. In addition, the proposed project provides interesting views from all four building elevations through the utilization of design elements including elevated roof forms and covered entries. The proposed project also utilizes one of the recommended building materials (stucco is considered a masonry building material) from the Design Guidelines which will allow the building to integrate seamlessly with the natural setting of the adjacent parkway. Lastly, the proposed project features a palate of earth tone colors (predominantly tan and beige) which will blend well with the natural landscape of the project area. Based on the aforementioned factors, staff has determined that the proposed project is complimentary to surrounding developments and compatible with the natural setting of the Humbug-Willow Creek Parkway. Staff forwards the following design recommendations to the Commission for consideration:

1. This approval is for development of the single-story, 17,775-square-foot Creekside Drive Medical Office Center. The owner/applicant shall submit building plans that comply with this approval and the attached building elevations and color renderings dated January 13, 2020.

2. The design, materials, and colors of the proposed Creekside Drive Medical Office Center shall be consistent with the submitted building elevations, materials samples, and color scheme to the satisfaction of the Community Development Department.

3. Roof-mounted mechanical equipment, including satellite dish antennas, shall not extend above the height of the parapet walls. Ground-mounted mechanical equipment shall be shielded by landscaping or trellis-type features.

4. Utility equipment such as transformers, electric and gas meters, electrical panels, and junction boxes shall be screened by walls and/or landscaping.

5. Decorative (gooseneck, lantern style, etc.) lighting fixtures consistent with the architectural theme of the building shall be utilized on all building elevations.

6. All exterior building-attached light fixtures shall be shielded and directed downward and away from adjacent properties.

7. The final location, size, orientation, design, materials, and colors of the trash/recycling enclosure shall be subject to review and approval by the Community Development Department.

These recommendations are included in the conditions of approval presented for consideration by the Planning Commission (Condition No. 28).
C. **Traffic/Access/Circulation**

**Existing Roadway Network**
The project site is located at the southeast corner of the intersection of East Bidwell Street and Creekside Drive. Access to the project site is provided by an existing two-way driveway that is situated on the south side of Creekside Drive, approximately 240 feet south of the intersection of East Bidwell Street and Creekside Drive. The existing driveway, which was constructed with development of the Oakmont Senior Living project in 2014, was anticipated to be a common driveway and serve the subject site as well as the Oakmont Senior Living project. Significant roads in the project vicinity include East Bidwell Street, Blue Ravine Road, and Creekside Drive. In the vicinity of the project site, East Bidwell Street is generally two lanes in each direction with a posted 45 mph speed limit. In the project area, Blue Ravine Road is generally two lanes in each direction and has a posted 40 mph speed limit. Creekside Drive, which meets East Bidwell Street at a traffic signal controlled intersection at the northwest corner of the project site, is one lane in each direction and has a 35 mph posted speed limit.

**Traffic Impacts:**
The traffic, access, and circulation impacts associated with the proposed project are based, in part, on the results of a traffic study that was prepared in 2007 by MRO Engineers for the Mammoth Professional Center project and a traffic study that was prepared in 2013 by MRO Engineers for the Oakmont Senior Living project. The Oakmont Senior Living project traffic study assumed that the subject site would be developed with a 20,000-square-foot medical office and cancer center (as opposed to an 17,775-square-foot medical office center). The aforementioned traffic studies analyzed traffic operations in the vicinity of the project site under three scenarios: Existing Conditions, Construction Year No Project Conditions, and Construction Year Plus Project Conditions. Potential impacts of the project were evaluated at three nearby street intersections: East Bidwell Street/Blue Ravine Road, East Bidwell Street/Creekside Drive, and Creekside Drive/Project Driveway. The proposed project is expected to generate 30 AM Peak Hour trips (24 inbound and 6 outbound) and 46 PM Peak Hour trips (25 inbound trips and 21 outbound trips). As a point of reference, the 2013 traffic study assumed the subject site would generate 48 AM Peak Hour trips and 71 PM Peak Hour trips. Based on the extremely low volume of vehicle trips, no change in level of service (LOS) is anticipated at any of the three study intersections with development of the proposed project.

**Project Access and On-Site Circulation:**
As shown on the submitted site plan (Attachment 8), access to the project site is provided by an existing two-way driveway located on the east side of Creekside Drive. As part of the previous traffic study, a stopping sight distance analysis and a queue length analysis were conducted to evaluate potential traffic and circulation safety hazards related to the project driveway on Creekside Drive. The traffic study did not identify any concerns relative to the location and operation of the two-way driveway on Creekside Drive. It is important to note that no changes or modifications are proposed to the existing common two-way driveway on Creekside Drive which will serve the proposed project. City staff
evaluated the submitted site plan for the proposed project and determined that, in general, the on-site circulation system is acceptable. However, to further ensure safe travel within the project site, staff recommends that the following measure be implemented (Condition No. 29):

- "STOP" signs and appropriate pavement markings (i.e., stop bars and legends) shall be installed at the intersection of the southern terminus of the two drive aisles located in the southwest corner of the project site and the project driveway drive aisle.

D. Parking

The proposed project includes development of an 17,775-square-foot medical office center. The Folsom Municipal Code (FMC, Section 17.57.040) requires that medical offices and similar-type facilities provide one parking space per two hundred square feet of floor area (not including common areas, interior hallways, and restroom facilities). As shown on the submitted site plan, the proposed project meets the minimum parking requirement by providing 91 on-site parking spaces for the medical office building whereas 89 parking spaces are required (17,775 square feet of building area /200 square feet of floor area).

The submitted site plan does not identify any the location of any bicycle parking spaces. Staff recommends that 11 bicycle parking spaces be provided in a location that is in close proximity to the building entrances consistent with the requirements of the Folsom Municipal Code (FMC, Section 17.57.090). Condition No. 32 is included to reflect this requirement.

The project site currently includes an improved parking lot area with 20 parking spaces (located in the southeast corner of the property) intended for the exclusive use of residents, staff, employees, and visitors of the adjacent Oakmont Senior Living Community through a Parking Easement Agreement recorded between the two property owners. The 20 existing parking spaces were not included in the parking analysis for the proposed project. As shown on the site plan, the applicant is proposing to maintain these 20 parking spaces in generally the same location as they are currently located. However, there are some minor modifications to the actual locations of the parking spaces and associated landscape planters.

The applicant has discussed the proposed parking concept with the owner of the Oakmont Senior Living Community and indicated that they are agreeable. However, the owner of the Oakmont Senior Living Community does not want to modify the existing Parking Easement Agreement until such time that the Planning Commission approves the proposed project. As a result, staff recommends that the owner/applicant modify the existing Parking Easement Agreement to reflect the aforementioned modifications to the location of the 20 parking spaces. In addition, staff recommends that the Parking Easement Agreement be recorded with the County of Sacramento and a copy provided.
to the City prior to issuance of a building permit for the proposed project. Condition No. 31 is included to reflect these requirements.

E. Noise Impacts

Development of the 17,775-square-foot medical office center would temporarily increase noise levels in the project vicinity during the construction period, which would take approximately eight months. Construction activities including site clearing, excavation, grading, building construction, and paving, would be considered an intermittent noise impact throughout the construction period of the project. The City’s Noise Ordinance excludes construction activities from meeting the General Plan Noise Element standards, provided that all phases of construction are limited to the hours between 7:00 a.m. and 6:00 p.m. on weekdays, 8:00 a.m. and 5:00 p.m. on Saturdays. To ensure compliance with the City’s Noise Control Ordinance and General Plan Noise Element, staff recommends that the hours of construction activity be limited from 7:00 a.m. to 6:00 p.m. on weekdays and 8:00 a.m. to 5:00 p.m. on Saturdays, with no construction permitted on Sundays or holidays. In addition, staff recommends that construction equipment be muffled and shrouded to minimize noise levels. Condition No. 42 is included to reflect these requirements.

The noise environment in the area of the project site is dominated by traffic noise generated by vehicles on East Bidwell Street and Creekside Drive. Additional noise is also generated by nearby commercial uses and from bicyclists and pedestrians utilizing the Humbug-Willow Creek Parkway. Operational noises generated by the proposed project include sounds associated with new vehicle trips, vehicles parking, and mechanical equipment associated with the new building. Based on the limited volume of project-related vehicle trips, vehicle noise exposure would increase only slightly as compared to existing conditions in the project vicinity. There would also only be a slight noise increase from activities occurring in the parking lot area as the parking lot area is fairly limited in size (91 new on-site parking spaces). To minimize operational noise impacts associated with mechanical equipment, staff recommends that roof-mounted equipment not extend above the height of the parapet walls. In addition, staff recommends that ground-mounted mechanical equipment be shielded by landscaping or trellis-type features. Condition No. 28-3 is included to reflect these requirements.

F. Site Lighting

The applicant is proposing to use a combination of wall-mounted lights, landscape lighting, and free-standing parking lot lights. The proposed free-standing parking lot lights are 18 feet in height and have a dark bronze finish. Wall-mounted lights are proposed to provide illumination for architectural building features and to provide necessary lighting for the pedestrian walkways around the building. Staff recommends that decorative (gooseneck, lantern style, etc.) lighting fixtures consistent with the architectural theme of the building be utilized on all building elevations. Condition No. 28-5 is included to reflect this requirement. In addition, staff recommends that all exterior building-attached lighting
be shielded and directed downward to minimize glare towards the surrounding properties. Condition No. 28-6 is included to reflect this requirement.

G. Trash/Recycling

The proposed project includes a single trash/recycling enclosure which is located in the southeast corner of the project site. The proposed six-foot-tall trash/recycling enclosure, which measures 20 feet in width by 10 feet in depth, includes a design that features concrete masonry unit (CMU) split-face blocks, a CMU wall-cap, and a metal gate. The applicant is proposing to paint the trash/recycling enclosure an earth-tone color to match the colors utilized on the proposed building. Staff recommends that the final location, size, orientation, design, materials, and colors of the trash/recycling enclosure be subject to review and approval by the Community Development Department. Condition No. 28-7 is included to reflect this requirement.

H. Signage

The applicant has not submitted any details regarding proposed freestanding signs or proposed wall signs for the project. Staff recommends that any future signage be subject to the requirements of the Folsom Municipal Code (FMC, Section 17.59.040). In addition, staff recommends that the owner/applicant obtain a sign permit prior to installation of any future signs. Condition No. 23 is included to reflect these requirements.

I. Grading and Drainage

As shown on the preliminary grading and drainage plan (Attachment 9), the finished pad grade of the medical office building is 300 feet. The project site has previously been rough-graded and slopes moderately from west to east, with more severe sloping occurring within the southeastern portion of the proposed boundary adjacent to the Humbug-Willow Creek corridor. Development of the project site is anticipated to require moderate movement of soils and the compaction of said materials. The applicant is required to provide a complete geotechnical report before the design of the interior drive aisles, parking lot areas, and building foundation are finalized. Condition No. 12 is included to reflect this requirement.

Public storm drain facilities are provided to accommodate runoff for the surrounding commercial uses and medical office buildings, but no infrastructure currently exists within the project site. The nearest storm drainage infrastructure is located adjacent to the site within the Creekside Drive right-of-way. Because no storm drain facilities are provided within the project site, storm water quality treatment controls are required to be incorporated into the site design and connected to the existing City storm drainage facilities. Staff recommends the storm drain improvement plans provide for "Best Management Practices" that meet the requirements of the water quality standards of the City’s National Pollutant Discharge Elimination System Permit issued by the State
Regional Water Quality Control Board. Condition No. 25 is included to reflect this requirement.

J. Retaining Walls and Fencing

As shown on the preliminary grading and drainage plan (Attachment 9), a three-foot-tall retaining wall is proposed along the eastern project boundary. A four-foot-tall wrought iron open view fence is proposed to be located on top of the retaining wall. Staff recommends that the final location, design, height, materials, and colors of the retaining walls and fencing be subject to review and approval by the Community Development Department. Condition No. 28-8 is included to reflect this requirement.

K. Existing and Proposed Landscaping

The project site has previously been rough-graded and contains a variety of non-native grasses along with two cottonwood trees. There are no natural habitats within the project site nor are there any water bodies (including wetlands). The project site is located in relatively close proximity to natural habitat and riparian vegetation along Willow Creek and within the Humbug-Willow Creek Parkway. However, the site is separated from the Parkway by the Joint Powers Authority Rail Line which is approximately 60 feet in width.

The preliminary landscape plan includes a twenty-foot-wide landscape buffer adjacent to Creekside Drive, a thirty-foot-wide landscape buffer adjacent to East Bidwell Street, and a ten-foot-wide landscape buffer along the eastern property boundary. Proposed landscape improvements include a variety of trees, shrubs, groundcover, and turf. Among the proposed trees are Drake Elm, Dwarf Southern Magnolia, Eastern Dogwood, European Hackberry, London Plane, Oklahoma Red Bud, Sawleaf Zelkova, and Tulip Tree. Proposed shrubs and groundcover include Baby New Zealand Flax, Blue Oat Grass, Daylily, Dwarf Coyote Brush, Dwarf Heavenly Bamboo, Manzanita, Rosemary, Russian Sage, and Summer Lilac. The proposed landscape plan meets the City shade requirement by providing 66% shade coverage (40% required) in the parking lot within fifteen (15) years. Staff recommends the final landscape plan be subject to review and approval by the Community Development Department. Condition No. 35 is included to reflect this requirement.

L. Conformance with Relevant General Plan Goals and Policies

The recently approved City of Folsom General Plan (2035) outlines a number of goals, policies, and implementation programs designed to guide the physical, economic, and environmental growth of the City. Staff has determined that the proposed project is consistent with the General Plan goals and policies as outlined and discussed below:
APPLICABLE GENERAL PLAN GOALS AND POLICIES

GP GOAL LU 1.1 (Land Use/Growth and Change)
Retain and enhance Folsom's quality of life, unique identity, and sense of community while continuing to grow and change.

GP POLICY LU 1.1.12-1 (Infill Development)
Respect the local context: New development should improve the character and connectivity of the neighborhood in which it occurs. Physical design should respond to the scale and features of the surrounding community, while improving critical elements such as transparency and permeability.

The proposed project is consistent with this policy in that the project features significant site and design improvements which will enhance the overall character of the area including introducing a new medical office building with a contemporary design intended to compliment the design of existing medical office buildings in the vicinity.

GP POLICY LU 1.1.15 (SACOG Blueprint Principles)
Strive to adhere to the Sacramento Regional Blueprint Growth Principles.

The proposed project is consistent with this policy in that the project has been designed to adhere to the primary SACOG Blueprint Principles including Compact Development, Use of Existing Assets, and Quality Design. Compact Development involves creating environments that are more compactly built and use space in an efficient but attractive manner and helps to encourage more walking, biking, and transit use and shorter auto trips. Use of Existing Assets entails intensification of the existing use or redevelopment in order to make better use of existing public infrastructure, including roads. Quality Design focuses on the design details of any land development (such as relationship to the street, placement of buildings, sidewalks, street widths, landscaping, etc.), which are all factors that influence the attractiveness of living in a compact development and facilitate the ease of walking within and in and out of a community.

GP GOAL M 4.1 (Vehicle Traffic and Parking)
Ensure a safe and efficient network of streets for car and trucks, as well as provide an adequate supply of vehicle parking.

GP POLICY M 4.1.3 (Level of Service)
Strive to achieve a least traffic Level of Service "D" (or better) for local streets and roadways throughout the City. In designing transportation improvements, the City will prioritize use of smart technologies and innovative solutions that maximize efficiencies and safety while minimizing the physical footprint. During the course of Plan buildout it may occur that temporarily higher Levels of Service result where roadway improvements have not been adequately phased as development proceeds. However, this situation will be minimized based on annual traffic studies and monitoring programs. Staff will report to the City Council at regular intervals via the Capital improvement Program process for the Council to prioritize project integral to achieving Level of Service D or better.
The proposed project is consistent with this policy in that the project will not result in a change in the level of service (LOS) at any of the three study intersections.

**GP GOAL M 4.2 (Vehicle Traffic and Parking)**
Provide and manage a balanced approach to parking that meets economic development and sustainability goals.

**GP POLICY M 4.2.4 (Electric Vehicle Charging Stations)**
Encourage the installation of electric vehicle charging stations in parking spaces throughout the city, prioritizing installations at multi-family residential units.

The proposed project is consistent with this policy in that the project includes 5 electric vehicles parking spaces that will be wired for future installation of electric vehicle charging equipment for exclusive use by employees and customers of the medical office building. The number of proposed electric vehicle parking spaces is consistent with the California Green Buildings Standards Code’s provisions for medical office development. In addition, the medical office building will be “solar ready” by designing the roof structure and conduit runs for a plug-and-play PV installation at a future date.

**ENVIRONMENTAL REVIEW**

In reviewing the submitted development application, and the CEQA In-Fill Development Exemption Letter provided by the applicant (Attachment 16), City staff determined that the proposed project was eligible for categorical exemption under Section 15332 In-Fill Development of the California Environmental Quality Act (CEQA).

In order to be eligible for this particular exemption, a project must satisfy five specific criteria established within Section 15332. The first criterion is that the project must be consistent with the General Plan land use designation, applicable General Plan policies, the Zoning designation, and the Zoning Regulations. As discussed within the General Plan and Zoning Consistency section of this staff report, the proposed project is consistent with the existing General Plan land use designation and Zoning designation. The proposed project also meets all zoning regulations and standards established for the subject property. In addition, the proposed project is consistent with all applicable General Plan policies.

The second criterion is that the proposed project must be located within the City limits with no more than five acres of land and substantially surrounded by urban land uses. The proposed project is located on a 1.91-acre of property located within the City of Folsom. The project site is surrounded by urban development with commercial office buildings to the north, an assisted living facility to the south, commercial office buildings to the west, and single-family residential development across the Humbug-Willow Creek corridor to the east. The third criterion states that the proposed development has no habitat for endangered, rare, or threatened species. A biological resource assessment
prepared for the project site in 2013 (in conjunction with an Initial Study and Mitigated Negative Declaration prepared for the Oakmont Senior Living project) determined that there were no rare, endangered, or threatened species located on the project site. It is important to note that the project site has previously been rough graded and contains no significant vegetation.

The fourth criterion requires that the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. As described within the traffic section of this staff report, the proposed project would not have a significant impact relative to traffic given the use of an existing driveway for project access and the extremely low volume of projected vehicle trips. In terms of noise, staff determined that the proposed project will not result in any significant noise-related impacts given the proposed use as a medical office center. Based on the low number of projected vehicle trips, the proposed project will not result in any air quality or greenhouse gas-related impacts. The proposed project will not have any water quality-related impacts as the project will utilize the existing storm drain system located adjacent to the project site. The fifth criterion is that the project site can adequately be served by all required utilities and public services. City staff has determined that the project site will be served by existing utilities located within the Creekside Drive and East Bidwell Street right-of-way. In addition, staff has determined that there is sufficient capacity and capability (school capacity, fire response, police response, park facilities, etc.) so that public services will not be impacted by the proposed project.

RECOMMENDATION/PLANNING COMMISSION ACTION

Move to approve a Planned Development Permit Modification for development of the Creekside Drive Medical Office Center Project subject to the following findings (Findings A-O) and conditions of approval (Conditions 1-49) attached to this report:

GENERAL FINDINGS

A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.


CEQA FINDINGS

C. THE PROJECT IS EXEMPT FROM CEQA PURSUANT TO SECTION 15332 IN-FILL DEVELOPMENT OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.
D. THE PROJECT IS CONSISTENT WITH THE APPLICABLE GENERAL PLAN DESIGNATION AND ALL APPLICABLE GENERAL PLAN POLICIES AS WELL AS WITH APPLICABLE ZONING DESIGNATION AND REGULATIONS.

E. THE PROPOSED DEVELOPMENT OCCURS WITHIN CITY LIMITS ON A PROJECT SITE OF NO MORE THAN FIVE ACRES SUBSTANTIALLY SURROUNDED BY URBAN USES.

F. THE PROJECT SITE HAS NO VALUE AS HABITAT FOR ENDANGERED, RARE, OR THREATENED SPECIES.

G. APPROVAL OF THE PROJECT WOULD NOT RESULT IN ANY SIGNIFICANT EFFECTS RELATING TO TRAFFIC, NOISE, AIR QUALITY, OR WATER QUALITY.

H. THE SITE CAN BE ADEQUATELY SERVED BY ALL REQUIRED UTILITIES AND PUBLIC SERVICES.

PLANNED DEVELOPMENT PERMIT FINDINGS

I. THE PROPOSED PROJECT COMPLIES WITH THE INTENT AND PURPOSES OF CHAPTER 17.38 (PLANNED DEVELOPMENT DISTRICT) OF THE FOLSOM MUNICIPAL CODE AND OTHER APPLICABLE ORDINANCES OF THE CITY.

J. THE PROPOSED PROJECT IS CONSISTENT WITH THE OBJECTIVES, POLICIES AND REQUIREMENTS OF THE DEVELOPMENT STANDARDS OF THE CITY.

K. THE PHYSICAL, FUNCTIONAL AND VISUAL COMPATIBILITY BETWEEN THE PROPOSED PROJECT AND EXISTING AND FUTURE ADJACENT USES AND AREA CHARACTERISTICS IS ACCEPTABLE.

L. THERE ARE AVAILABLE PUBLIC FACILITIES, INCLUDING BUT NOT LIMITED TO, WATER, SEWER AND DRAINAGE TO ALLOW FOR THE DEVELOPMENT OF THE PROJECT SITE IN A MANNER CONSISTENT WITH THIS PROPOSAL.

M. THE PROPOSED PROJECT WILL NOT CAUSE UNACCEPTABLE VEHICULAR TRAFFIC LEVELS ON SURROUNDING ROADWAYS, AND THE PROPOSED PROJECT WILL PROVIDE ADEQUATE INTERNAL CIRCULATION.
N. THE PROPOSED PROJECT WILL NOT BE DETRIMENTAL TO THE HEALTH, SAFETY AND GENERAL WELFARE OF THE PERSONS OR PROPERTY WITHIN THE VICINITY OF THE PROJECT SITE, AND THE CITY AS A WHOLE.

O. ADEQUATE PROVISION IS MADE FOR THE FURNISHING OF SANITATION SERVICES AND EMERGENCY PUBLIC SAFETY SERVICES TO THE PROJECT.
Attachment 8

Letter from Applicant, dated September 28, 2020
Hi Steve, Dr. Javidan is requesting this PDP extension for the Creekside Surgery Center project because the new office market in Folsom, and the medical office market sector in particular, has been uncertain over the last two pandemic dominated years. Significant construction cost escalation, primarily due to skilled labor shortages and supply chain variabilities, have made it difficult to obtain financing and project profitable lease rates. Dr. Javidan is requesting a 2-year PDP extension so that he can start pre-leasing and secure construction and take-out financing early in 2023 with the goal of starting conduction late 2023 or early 2024. Please let us know if you have any additional questions or comments. Thanks

Good afternoon Jack,

Would you be able to provide some more specific details regarding need for the extension and why the project has been delayed?

Thanks,

Steve
Attachment 9

Site Photographs
AGENDA ITEM NO. 3  
Type: Public Hearing  
Date: November 16, 2022

Planning Commission Staff Report  
50 Natoma Street, Council Chambers  
Folsom, CA 95630

Project: 1755 Cavitt Drive Cellular Site  
File #: USPT22-00243  
Request: Conditional Use Permit  
Location: 1755 Cavitt Drive  
Parcel(s): 072-3090-002-0000  
Staff Contact: Josh Kinkade, Associate Planner, 916-461-6209  
jkinkade@folsom.ca.us

Recommendation: Conduct a public hearing and upon conclusion approve a Conditional Use Permit application to operate a new cellular facility on the roof on an existing building located at 1755 Cavitt Drive (USPT22-00243) based on the findings included in this report (Findings A-F) and subject to the attached conditions of approval (Conditions 1-11).

Project Summary: The proposed project includes operation of a new cellular facility within extended tower elements on the roof of the Fairfield Inn & Suites hotel located at 1755 Cavitt Drive.

Table of Contents:
1. Description/Analysis  
2. Background  
3. Conditions of Approval  
4. Vicinity Map  
5. Project Plans, dated June 20, 2022  
6. Photo Simulations, dated July 10, 2022  
7. Applicant’s Project Narrative

Property Owner  
Name: Pacific Fi Heritage Inn of Folsom, LLC  
Address: 4520 36th Ave.  
Fargo, ND 58104

Applicant  
Name: Peter Perkins for the Lyle Company  
Address: 3140 Gold Camp Dr. #30  
Rancho Cordova, CA 95670
AGENDA ITEM NO. 3
Type: Public Hearing
Date: November 16, 2022

Submitted,

[Signature]

PAM JOHNS
Community Development Director
APPLICANT’S PROPOSAL
The applicant, Peter Perkins on behalf of the Lyle Company, is requesting approval of a Conditional Use Permit (USPT22-00243) to operate a new T-Mobile cellular facility within extended tower elements on the roof of the Fairfield Inn & Suites hotel located at 1755 Cavitt Drive. The design proposes three screen walls four feet in height to shield the equipment from view. All screen walls are proposed to match the colors and materials of the existing towers.

POLICY/RULE
Section 17.60.010 of the Folsom Municipal Code states that the Planning Commission shall have final authority relating to the issuance of Conditional Use Permits for any of the uses or purposes for which such permits are required or permitted by the terms of this title. FMC section 17.22.030 states that new telecommunication facilities that are not collocating their equipment with existing telecommunication facilities or towers require issuance of a Conditional Use Permit in C-2 zone. FMC 17.60.020 states that application for a use permit shall be made to the Community Development Department in writing, on a form prescribed by the department, and shall be accompanied by plans and elevations necessary to show details of the proposed land use activities on the subject property. FMC 17.60.040 states that the Commission’s findings shall be that the establishment, maintenance or operation of the use or building applied for will or will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood, or to the general welfare of the city.

GENERAL PLAN AND ZONING CONSISTENCY
The General Plan land use designation for the project site is RCC (Regional Commercial Center) and the zoning designation for the project site is C-2 (SP 95-1): Central Business (Broadstone Specific Plan), with a Specific Plan designation of C-2 (Commercial). Both the Folsom Municipal Code and the Broadstone Specific Plan state that new telecommunication facilities are a permitted use in their respective C-2 designations upon the issuance of a Conditional Use Permit by the Planning Commission. Therefore, staff has determined that the proposed use requires a Conditional Use Permit (CUP).

ANALYSIS
In order to approve a request for a Conditional Use Permit, the Commission must find that the “establishment, maintenance, or operation of the use or building applied for will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use, or be detrimental or injurious to property and
improvements in the neighborhood, or to the general welfare of the City” (FMC, Section 17.60.040).

When reviewing cellular communications facility projects, staff and the Planning Commission have primarily been concerned with the aesthetic impact of the proposal. The Broadstone Unit No. 3 Design Guidelines and the Broadstone Crossing Shopping Center Design Guidelines provide the basis for reviewing the architecture and design of all commercial development within the Broadstone Crossing Shopping Center. The design guidelines provide both general and specific direction for reviewing the design of the proposed project. The applicable guidelines have been provided below.

General Guidelines

A. *The building heights, signage, setbacks and other standards will be in conformance with the development standards as outlined in Section 4 of the Specific Plan for each land use designation.*

B. *Structures with long uninterrupted exterior walls should be avoided where possible. Walls should have varied forms to create shadows and provide relief that softens the architecture.*

C. *Openings in buildings should be accentuated architecturally through indentation and roof variations.*

The building height limit for the C-2 designation in the Broadstone Unit 3 Specific Plan is 40 feet. FMC Section 17.58.080 allows for towers and similar architectural and utility structures and necessary mechanical appurtenances to be built and used to a height not more than 25 feet above the height limit established for the district in which the structures are located; provided, however, that no such architectural or utility structure in excess of the allowable building height shall be used for sleeping or eating quarters or for any commercial advertising purposes. In this case, that means towers and similar architectural and utility structures 65 feet tall are permissible. FMC section 17.58.080 also states that additional heights for public utility structures may be permitted upon approval of the planning commission.

The building is currently 38 feet in height with towers that extend to 45 feet in height. The proposed tower extensions would make the towers 49 feet in height. This is allowed by FMC Section 17.58.080.

The proposed cellular facility will be located within extended tower elements on the roof of an existing hotel. The hotel currently has a flat roof with several tower elements and the cellular facility would increase the height of some of these towers by four feet. Equipment will be shielded behind these tower extensions and will not be visible from the street.

As shown in the elevations in Attachment 5 and the renderings in Attachment 6, the...
extended towers will utilize the same colors and materials of the exiting towers and will continue to be in scale with the existing building. In reviewing the submitted building elevations and color renderings for the proposed project, City staff determined that the applicant met the aforementioned design guidelines by further enhancing the towers on the building, thereby continuing the varied form of the walls and adding to the roof variation. As such, staff supports the tower extensions from a design standpoint.

Pursuant to Section 17.60.050 of the Folsom Municipal Code, in any case where the conditions to the granting of a Use Permit have not been, or are not, complied with, the Planning Commission may revoke the permit after a public hearing on the matter. Therefore, the 1755 Cavitt Drive Cellular Site Conditional Use Permit is subject to ongoing review by the Community Development Department to ensure that it does not result in adverse impacts to the community. If the Community Development Director finds evidence that conditions of approval for the 1755 Cavitt Drive Cellular Site have not been fulfilled or that the use has resulted in a substantial adverse effect on the health, and/or general welfare of users of adjacent or proximate property or have a substantial adverse impact on public facilities or services or the general welfare of the City, the Director will refer the Use Permit to the Planning Commission for review. If, upon such review, the Planning Commission finds that any of the above-stated results have occurred, the Commission may modify or revoke the Conditional Use Permit following a hearing on the matter. Condition No. 2 is included to reflect this requirement.

PUBLIC NOTICING
Staff mailed notices of this Conditional Use Permit to property owners within a 300-foot radius of the project site and posted a notice in the Folsom Telegraph. At the time of this staff report, city staff has received no letters or other communications from the public related to the project.

ENVIRONMENTAL REVIEW
The project is categorically exempt under Section 15301, Existing Facilities, of the California Environmental Quality Act (CEQA) Guidelines. Based on staff’s analysis of this project, none of the exceptions in Section 15300.2 of the CEQA Guidelines apply to the use of the categorical exemption in this case.

RECOMMENDED PLANNING COMMISSION ACTION
Move to approve the Conditional Use Permit application (USPT22-00243) to operate a new cellular facility on the roof on an existing building located at 1755 Cavitt Drive, as illustrated on Attachment 5 for the 1755 Cavitt Drive Cellular Site Conditional Use Permit project, based on the findings included in this report (Findings A-F) and subject to the attached conditions of approval (Conditions 1-11).
GENERAL FINDINGS

A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.


CEQA FINDINGS

C. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER SECTION 15301 (EXISTING FACILITIES) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.

D. THE CUMULATIVE IMPACT OF SUCCESSIVE PROJECTS OF THE SAME TYPE IN THE SAME PLACE, OVER TIME IS NOT SIGNIFICANT IN THIS CASE.

E. NO UNUSUAL CIRCUMSTANCES EXIST TO DISTINGUISH THE PROPOSED PROJECT FROM OTHERS IN THE EXEMPT CLASS.

CONDITIONAL USE PERMIT FINDING

F. AS CONDITIONED, THE ESTABLISHMENT, MAINTENANCE OR OPERATION OF THE USE APPLIED FOR WILL NOT, UNDER THE CIRCUMSTANCES OF THIS PARTICULAR CASE, BE DETRIMENTAL TO THE HEALTH, SAFETY, PEACE, MORALS, COMFORT, AND GENERAL WELFARE OF PERSONS RESIDING OR WORKING IN THE NEIGHBORHOOD, OR BE DETRIMENTAL OR INJURIOUS TO PROPERTY AND IMPROVEMENTS IN THE NEIGHBORHOOD OR TO THE GENERAL WELFARE OF THE CITY, AS THE PROPOSED FACILITY WILL HAVE NOT HAVE NEGATIVE IMPACTS TO NEARBY USES THAT HAVE NOT BEEN MITIGATED.
BACKGROUND
On October 23, 2007, the City Council approved a Specific Plan Amendment, Vesting Tentative Parcel Map, and Planned Development Permit for development of a 208,482-square-foot retail-commercial shopping center (Broadstone Crossing) on an 11.1-acre site located at the southwest corner of the intersection of Iron Point Road and Cavitt Drive. On May 6, 2015, the Planning Commission approved a request for Commercial Design Review approval for development of a Fairfield Inn & Suites Hotel on a 1.1-acre parcel located at 1755 Cavitt Drive. This building was subsequently constructed and is in operation.

GENERAL PLAN DESIGNATION
RCC, Regional Commercial Center

ZONING
C-2 (SP 95-1) (Community Commercial, Broadstone Specific Plan) with a Specific Plan Designation of C-2 (Commercial)

ADJACENT LAND USES/ZONING
North: Staybridge Inn & Suites Hotel with Iron Point Road and undeveloped commercial land beyond (SP 95-1)

South: Placerville Road with the Folsom Pointe Shopping Center (C-3 PD) beyond

East: Cavitt Drive with undeveloped commercial land beyond (SP 95-1)

West: Folsom Pointe Shopping Center (C-3 PD) with East Bidwell Street beyond

SITE CHARACTERISTICS
The 2.99-acre parcel consists of an existing hotel building and its associated parking lot and landscaping.

APPLICABLE CODES
FMC Chapter 17.22; Commercial Land Use Zones
FMC Section 17.58.080 Height Exceptions
FMC Chapter 17.60; Use Permits
ATTACHMENT 3
Conditions of Approval
## CONDITIONS OF APPROVAL FOR
### 1755 CAVITT DRIVE CELLULAR SITE CONDITIONAL USE PERMIT
(USPT22-00243)

<table>
<thead>
<tr>
<th>Cond. No.</th>
<th>Mitigation Measure</th>
<th>GENERAL REQUIREMENTS</th>
<th>When Required</th>
<th>Responsible Department</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td>This Conditional Use Permit is approved for operation of a new cellular facility on the roof on an existing building located at 1755 Cavitt Drive. The facility shall substantially conform to the exhibits referenced below:</td>
<td>OGP</td>
<td>CD (P)</td>
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<tr>
<td></td>
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<td>• Project Plans, dated June 20, 2022, included in Attachment 5</td>
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<td>• Photo Simulations, dated July 10, 2022, included in Attachment 6</td>
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<td>Any substantial change to the facility shall be subject to review and approval by the Planning Commission through a Conditional Use Permit Modification.</td>
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<td>2.</td>
<td></td>
<td>If the Community Development Director finds evidence that conditions of approval for the 1755 Cavitt Drive Cellular Site Conditional Use Permit have not been complied with or that the use has resulted in a substantial adverse effect on the health, and/or general welfare of users of adjacent or proximate property or has a substantial adverse impact on public facilities or services, the Director will refer the use permit to the Planning Commission for review. If, upon such review, the Planning Commission finds that any of the above-stated results have occurred, the Commission may modify or revoke the Conditional Use Permit.</td>
<td>OGP</td>
<td>CD (P)</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td>This Conditional Use Permit shall be deemed revoked without further action by the Planning Commission if the operation of the facility in the manner described in the Conditional Use Permit ceases for any consecutive period of six (6) months.</td>
<td>OGP</td>
<td>CD</td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td>Issuance of a Building Permit is required. The applicant shall submit final building plans to the Community Development Department that substantially conform to the Project Plans, dated June 20, 2022, included in Attachment 5. Implementation of this project shall be consistent with the above referenced items as modified by these conditions of approval.</td>
<td>B</td>
<td>CD (B)</td>
</tr>
</tbody>
</table>
5. The owner/applicant shall defend, indemnify, and hold harmless the City and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers, or employees to attack, set aside, void, or annul any approval by the City or any of its agencies, departments, commissions, agents, officers, employees, or legislative body concerning the project. The City will promptly notify the owner/applicant of any such claim, action or proceeding, and will cooperate fully in the defense. The City may, within its unlimited discretion, participate in the defense of any such claim, action or proceeding if both of the following occur:

- The City bears its own attorney’s fees and costs; and
- The City defends the claim, action or proceeding in good faith

The owner/applicant shall not be required to pay or perform any settlement of such claim, action or proceeding unless the settlement is approved by the owner/applicant.

### DEVELOPMENT COSTS AND FEE REQUIREMENTS

6. The owner/applicant shall pay all applicable taxes, fees and charges at the rate and amount in effect at the time such taxes, fees and charges become due and payable.

7. The City, at its sole discretion, may utilize the services of outside legal counsel to assist in the implementation of this project, including, but not limited to, drafting, reviewing and/or revising agreements and/or other documentation for the project. If the City utilizes the services of such outside legal counsel, the applicant shall reimburse the City for all outside legal fees and costs incurred by the City for such services. The applicant may be required, at the sole discretion of the City Attorney, to submit a deposit to the City for these services prior to initiation of the services. The applicant shall be responsible for reimbursement to the City for the services regardless of whether a deposit is required.

8. This project approval shall remain in effect for one year until November 16, 2023. If a Conditional Use Permit is not vested within the identified time frame prior to the expiration date and the applicant has not demonstrated substantial progress towards the development of the project, this approval shall be considered null and void. The owner/applicant may file an application with the Community Development Department for an extension not less than 30 days prior to the expiration date of the permit, along with appropriate fees and necessary submittal materials pursuant to Chapter 17.60 of the Folsom Municipal Code.
### CONDITIONAL USE PERMIT REQUIREMENTS

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9.</td>
<td>Any intensification or expansion of the use approved and conditioned herein will require a Use Permit modification approval by the Planning Commission.</td>
<td>B, OG</td>
</tr>
<tr>
<td>10.</td>
<td>Compliance with the City of Folsom’s Noise Control Ordinance (Folsom Municipal Code Chapter 8.42) and General Plan Noise Element shall be required.</td>
<td>OG</td>
</tr>
<tr>
<td>11.</td>
<td>The telecommunications facility shall comply with the current standards of the Federal Communication Commission for safe levels of public exposure to electromagnetic radiation and electromagnetic radiation fields.</td>
<td>I, B</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RESPONSIBLE DEPARTMENT</th>
<th>WHEN REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD (P) Community Development Department Planning Division</td>
<td>I</td>
</tr>
<tr>
<td>(E) Engineering Division</td>
<td>M</td>
</tr>
<tr>
<td>(B) Building Division</td>
<td>B</td>
</tr>
<tr>
<td>(F) Fire Division</td>
<td>O</td>
</tr>
<tr>
<td>PW Public Works Department</td>
<td>G</td>
</tr>
<tr>
<td>PR Park and Recreation Department</td>
<td>DC</td>
</tr>
<tr>
<td>PD Police Department</td>
<td>OG</td>
</tr>
</tbody>
</table>
Attachment 4
Vicinity Map
Attachment 5
Project Plans, dated June 20, 2022
**PROJECT: T-MOBILE CELL SPLIT**

**SITE NUMBER:** SC40176B  
**SITE NAME:** CAVITT DRIVE  
**ROOFTOP**

**SITE INFORMATION**

- **PROPERTY OWNER:** LEAF COMMUNICATIONS  
- **SITE ADDRESS:** 1755 CAVITT DRIVE  
  FOLSOM, CA 95630

**PROJECT DESCRIPTION**

- **PROJECT ID:** T-MOBILE  
- **DESCRIPTION:** THE PURPOSE OF THIS PROJECT IS A NEW SITE BUILD THAT WILL IMPROVE COVERAGE AND CAPACITY IN FOLSOM NEAR EAST BIDWELL AND HWY 50, INCLUDING THE PALLADIO AND COSTCO.

**DRAWING INDEX**

- **SHEET NUMBER:** SC40176B  
- **TITLE SHEET:** SHEMINGTON@ELLIOTTHOMES.COM  
- **ENGINEER OF RECORD:** ESRA.PERSELLIN@LEAFCOMM.COM  
- **MANAGER:** BRUCE.PILAND@T-MOBILE.COM  
- **A&E CONTACT:** MEGAN.LAMON@LEAFCOMM.COM  
- **ENGINEER OF RECORD CONTACT:** (949) 388-0192  
- **MANAGER:** DOUG MURPHY

**DRIVING DIRECTIONS**

- **DIRECTIONS FROM T-MOBILE OFFICE:**
  - HEAD WEST TOWARD CREEKSIDE OAKS DR
  - TURN LEFT TOWARD CREEKSIDE OAKS DR
  - TURN RIGHT TOWARD CREEKSIDE OAKS DR
  - TURN RIGHT AT THE 1ST CROSS STREET ONTO GARDEN WAY
  - ELEVATION RIGHT TO MERGE ONTO A S TOWARD LOS ANGELES
  - USE THE RIGHT LANE TO TAKE EXIT 55 FOR US-60/ECA-65 S
  - KEEP LEFT AND MERGE ONTO CA-EA-65 S
  - TAKE EXIT 37 FOR BIDWELL ST/RUSCOTT RD
  - USE THE LEFT LANE TO TURN LEFT ONTO E BIDWELL ST
  - TURN RIGHT ONTO DON FROD
  - TURN RIGHT ONTO CAVITT DR
  - DESTINATION WILL BE ON THE RIGHT

**VICINITY MAP**

- **SC40176B**  
- **CAVITT DRIVE**  
- **FOLSOM, CA 95630**

**REFERENCE DOCUMENTS**

- **CODE REFERENCE TBD**  
- **DATE:** TBD  
- **APPROVALS:**
  - **PARTIES:** THE FOLLOWING PARTIES HEREBY APPROVE AND ACCEPT THESE DOCUMENTS AND AUTHORIZE THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION DESCRIBED HEREIN. ALL CONSTRUCTION DOCUMENTS ARE SUBJECT TO REVIEW BY THE LOCAL BUILDING DEPARTMENT AND ANY CHANGES/MODS THEY MAY IMPOSE

- **SCALE NOTE:** ALL DRAWINGS ARE FORMATTED FOR HALF SIZE SHEETS. CONTRACTOR SHALL VERIFY PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE EOR IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME

- **APPLICABLE CODES:** ALL WORK SHALL BE PERFORMED AND MATERIALS INSTALLED IN ACCORDANCE WITH THE CURRENT EDITION OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES.

- **REF SHEET:** TITLE SHEET  
- **ISSUED FOR:** DOCUMENTS Not For Construction

**NOTICE:** THE FACILITY IS UNMANNED AND NOT FOR CONTINUOUS HUMAN IMMEDIATELY BECASUE CHALLENGED ACCESS IS NOT REQUIRED FOR THE USE OF THE FACILITY. NO CHANGE
4. Site preparation shall include the removal of all broken concrete, tree trunks, and any other debris that would be hazardous to the construction. No equipment shall be left at the site, nor shall the area be left as a hazard to the public.

5. All foundations shall extend into and be supported by natural undisturbed soil. When extending into compacted fill, the fill shall be approved by the architect/engineer.

6. The contractor is responsible for providing temporary power, water, and toilet facilities.

7. All construction through the project shall conform to the structural drawings here in. The contractor shall provide all temporary guying and bracing required to ensure the stability and safety of the structure.

8. All electrical components shall be clearly labeled. All equipment shall be labeled with their voltage rating, phase configuration, power or ampacity rating, and branch circuit ID numbers.

9. The structural drawings here in represent the finished structure. The contractor shall provide all temporary supports and bracing required to ensure the stability and safety of the structure.

10. The contractor shall be responsible for obtaining and paying for all permits, licenses, and inspections with respect to the work to complete the project.

11. Prior to proceeding with any work within the existing facility, the contractor shall familiarize himself with existing structural and other conditions present.

12. All cables shall not be routed through ladder-style cable tray rungs.

13. Steel pipe shall be Schedule 40 PVC conduit used for outdoor locations above grade.

14. All metal and equipment used as permanent components in the structure shall be drip proof, compression or uses of vinyl or similar shall be used. Use of radically different materials shall be avoided.

15. Equipment cabinets, terminal boxes, junction boxes, and pull boxes shall be galvanized or epoxy-coated sheet steel, shall meet or exceed UL specification for protection from corrosion.

16. All general notes and standard details are the minimum requirements to be used in conditions which are not specifically shown otherwise.

17. All debris and refuse is to be removed from the project daily. Premises shall be left in a clean broom-finished condition at all times.

18. All symbols and abbreviations are considered construction industry standards. If a contractor has a question regarding their exact meaning, the architect/engineer shall be notified for clarification.

19. The contractor shall field verify the dimension, elevation, etc. necessary for the proper construction and alignment of the new portion of the structure.

20. The contractor shall be responsible for the complete security of the site from start of project to completion of project. The contractor shall ensure that the site is left in a secure condition.

21. The contractor shall be responsible for ensuring that all quality precisions and inspections are completed.

22. The contractor shall maintain the site in a clean and orderly condition.

23. The contractor shall be responsible for ensuring that all site safety measures are followed.

24. The contractor shall be responsible for ensuring that all site safety standards are met.

25. The contractor shall be responsible for ensuring that all site safety regulations are followed.

26. The contractor shall be responsible for ensuring that all site safety procedures are followed.

27. The contractor shall be responsible for ensuring that all site safety guidelines are followed.

28. The contractor shall be responsible for ensuring that all site safety instructions are followed.

29. The contractor shall be responsible for ensuring that all site safety warnings are followed.

30. The contractor shall be responsible for ensuring that all site safety protocols are followed.

31. The contractor shall be responsible for ensuring that all site safety procedures are followed.

32. The contractor shall be responsible for ensuring that all site safety guidelines are followed.

33. The contractor shall be responsible for ensuring that all site safety instructions are followed.

34. The contractor shall be responsible for ensuring that all site safety warnings are followed.

35. The contractor shall be responsible for ensuring that all site safety protocols are followed.

36. The contractor shall be responsible for ensuring that all site safety procedures are followed.

37. The contractor shall be responsible for ensuring that all site safety guidelines are followed.

38. The contractor shall be responsible for ensuring that all site safety instructions are followed.

39. The contractor shall be responsible for ensuring that all site safety warnings are followed.

40. The contractor shall be responsible for ensuring that all site safety protocols are followed.

41. The contractor shall be responsible for ensuring that all site safety procedures are followed.

42. The contractor shall be responsible for ensuring that all site safety guidelines are followed.

43. The contractor shall be responsible for ensuring that all site safety instructions are followed.

44. The contractor shall be responsible for ensuring that all site safety warnings are followed.

45. The contractor shall be responsible for ensuring that all site safety protocols are followed.

46. The contractor shall be responsible for ensuring that all site safety procedures are followed.
NOTES:

- THESE DRAWINGS HAVE BEEN CREATED BY INFORMATION GATHERED AT THE SITE, EXISTING AS-BUILTS PROVIDED BY T-MOBILE AND WITHOUT A SURVEY. PLEASE VERIFY ALL DIMENSIONS, LENGTHS, PROPERTY LINES AND CONDUIT RUNS.
- LEAF COMMUNICATIONS MAKES NO CLAIM AS TO THE CORRECTNESS OF THE ORIGINAL DESIGN OR THE CURRENT CONDITION OF THE STRUCTURE, WHICH IS ASSUMED TO BE IN GOOD CONDITION, FREE OF DAMAGE AND DETERIORATION.
- CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING EQUIPMENT PRIOR TO CONSTRUCTION.

SITE NAME: CAVITT DRIVE
SITE NUMBER: SC40176B
PROJECT ID: CELL SPLIT
SITE ADDRESS: 1755 CAVITT DRIVE, FLOSOM, CA 95630

T-MOBILE ENLARGED SITE PLAN
11"x17" SCALE: 1" = 120'-0"
24"x36" SCALE: 1" = 60'-0"
NOTES:
· THESE DRAWINGS HAVE BEEN CREATED BY INFORMATION GATHERED AT THE SITE, EXISTING AS-BUILTS PROVIDED BY T-MOBILE AND WITHOUT A SURVEY. PLEASE VERIFY ALL DIMENSIONS, LENGTHS, PROPERTY LINES AND CONDUIT RUNS.
· LEAF COMMUNICATIONS MAKES NO CLAIM AS TO THE CORRECTNESS OF THE ORIGINAL DESIGN OR THE CURRENT CONDITION OF THE STRUCTURE, WHICH IS ASSUMED TO BE IN GOOD CONDITION, FREE OF DAMAGE AND DETERIORATION.
· CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING EQUIPMENT PRIOR TO CONSTRUCTION.
NEW EQUIPMENT PLAN

ISSUED FOR: DRWN

REV DESCRIPTION

DATE 1755 CREEKSIDE OAKS DR. #190
SACRAMENTO, CA 95833

ISSUED FOR REVIEW ML

06/20/2022

90% CD - REVISION ML

03/28/2022

NOTES:

· LEAF COMMUNICATIONS MAKES NO CLAIM AS TO THE CORRECTNESS OF THE ORIGINAL DESIGN OR THE CURRENT CONDITION OF THE STRUCTURE, WHICH IS ASSUMED TO BE IN GOOD CONDITION, FREE OF DAMAGE AND DETERIORATION.

· CONSTRUCTION TO VERIFY LOCATION OF ALL EXISTING EQUIPMENT PRIOR TO CONSTRUCTION.

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

Preliminary Documents

Not For Construction

1000 CALLE CORDILLERA, SAN CLEMENTE, CA 92673
WWW.LEAFCOMM.COM
(949) 388-0192

SITE NAME: CAVITT DRIVE

SITE NUMBER: SC401768

PROJECT ID: CELL SPLIT

SITE ADDRESS: 1755 CAVITT DRIVE
FLOSSOM, CA 95630

EQUIPMENT PLAN

NEW EQUIPMENT PLAN

1

EQUIPMENT:

(2) RP 6651
(2) VOLTAGE BOOSTER PSU 4813
(1) IXRE ROUTER

6160 EQUIPMENT CABINET

B160 BATTERY CABINET

CABLE TRAY

GENERAC RG25 GENERATOR

NATURAL GAS (NO TANK)

ROOF VENT, TYP.

TELCO/FIBER CABINET

H-FRAME

ATS

WORK LIGHTS

GPS ANTENNA

CIENA

CAM LOCK

STEEL PLATFORM

GPS ANTENNA

FEEDLINES:

(3) HYBRID TRUNK 6x24 4WG-40M

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

11"x17" SCALE: 3/8" = 1'-0"
NEW ANTENNA SCHEDULE

<table>
<thead>
<tr>
<th>SECTOR</th>
<th>MANUFACTURER</th>
<th>ANTENNA SPEC'S</th>
<th>AZIMUTH</th>
<th>WEIGHT (LBS)</th>
<th>TECHNOLOGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>COMMSCOPE</td>
<td>FFVV-65A-R2-V1 (OCTO)</td>
<td>30°</td>
<td>73.19</td>
<td>L700 / L600 / N600</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>47'-0&quot;</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>30° AZ</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>ERICSSON</td>
<td>AIR6419 B41 (M-MIMO)</td>
<td>150°</td>
<td>83.00</td>
<td>L2500 / N2500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>40'-0&quot;</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>280° AZ</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>COMMSCOPE</td>
<td>FFVV-65A-R2-V1 (OCTO)</td>
<td>280°</td>
<td>73.19</td>
<td>L700 / L600 / N600</td>
</tr>
<tr>
<td></td>
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<td>42'-0&quot;</td>
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<td></td>
<td></td>
<td></td>
<td>360° AZ</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>180</td>
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</tbody>
</table>

MOUNT ANALYSIS & GENERAL NOTES:

- THE DESIGN DEPICTED IN THESE DRAWINGS IS VALID WHEN ACCOMPANIED BY A CORRESPONDING PASSING MOUNT ANALYSIS.
- ANY REQUIRED MOUNT MODIFICATION DESIGN OR MOUNT REPLACEMENT SHALL BE APPROVED BY THE EOR.
- 6-8" SEPARATION FROM THE BACK OF THE ANTENNA TO THE RRU IS REQUIRED.
- 3,5 ±1'-2" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- FRP SCREEN WALLS SHALL BE PAINTED TO MATCH EXISTING COLOR AND TEXTURED TO MATCH EXISTING SECTIONS OF THE BUILDING.
- ±3'-0" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- 4' PANEL ANTENNAS MOUNTED TO (N) PIPE. (3 TOTAL, 1 PER SECTOR)
- 3' PANEL ANTENNAS MOUNTED TO (N) PIPE. (2 TOTAL, SECTOR A & B)
- 4,5 ±1'-2" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- 4,6 ±3'-0" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- 4,6 ±16'-6" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- 3,6 ±19'-7" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- ±1'-2" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- ±13'-9" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
- ±15'-0" SEPARATION BETWEEN THE IMMEDIATE WALL MOUNT AND THE RRU.
The current condition of the structure, which is assumed to be in good condition, is free of damage and deterioration.

- Contractor to verify location of all existing equipment prior to construction.
- FRP screen walls shall be painted to match existing color and textured to match existing sections of the building.
- T-Mobile 3’ panel antenna mounted to (N) pipe (3 total, 1 per sector).
- T-Mobile 4’ panel antenna mounted to (N) pipe (2 total, sector A & B).
- T-Mobile RRU mounted to (N) pipe (2 total, sector A & B).
- T-Mobile FRP wall.

Please note that Leaf Communications makes no claim as to the correctness of the original design or the current condition of the structure, which is assumed to be in good condition, is free of damage and deterioration.

If it is a violation of law for any person, unless they are acting under the direction of an authorized perfessor of the document to alter this document.

Sheet Name: ELEVATIONS
Sheet Number: A-4

New Northeast Elevation

New Southeast Elevation
NOTES:

LEAF COMMUNICATIONS MAKES NO CLAIM AS TO THE CORRECTNESS OF THE ORIGINAL DESIGN OR THE CURRENT CONDITION OF THE STRUCTURE, WHICH IS ASSUMED TO BE IN GOOD CONDITION, FREE OF DAMAGE AND DETERIORATION.

CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING EQUIPMENT PRIOR TO CONSTRUCTION.

FRP SCREEN WALLS SHALL BE PAINTED TO MATCH EXISTING COLOR AND TEXTURED TO MATCH EXISTING SECTIONS OF THE BUILDING.

24"x36" SCALE: 1/8" = 1'-0"

11"x17" SCALE: 1/16" = 1'-0"

SITE NAME: CAVITT DRIVE

SITE NUMBER: SC40176B

PROJECT ID: CELL SPLIT

SITE ADDRESS: 1755 CAVITT DRIVE

FLOSOM, CA 95630

WWW.LEAFCOMM.COM

(949) 388-0192

±4'-0"

±12'-0"

±38'-9"

±36'-9"

±33'-6"

±40'-0"

±49'-0"

±47'-0"

±45'-0"

±40'-0"

±36'-9"

±33'-6"

±40'-0"

±36'-9"

±33'-6"

±40'-0"

±36'-9"

±33'-6"

±40'-0"

±36'-9"

±33'-6"

±40'-0"

±36'-9"

±33'-6"
COMMSCOPE ANTENNA DETAIL

ANTENNA DETAIL

ERICSSON RRU DETAIL

ERICSSON RRU DETAIL

TYPICAL ANTENNA AND RRU MOUNT DETAIL

RRU WALL UNISTRUT MOUNT DETAIL

ANTENNA MOUNT DETAIL

GPS ANTENNA DETAIL

WORKLIGHT DETAIL
### CFC CHAPTER 6 COMPLIANCE

<table>
<thead>
<tr>
<th>Battery Model</th>
<th>North American Standard 25°C (77°F)</th>
<th>Nominal Voltage</th>
<th>Kilowatt-Hours (kWh)</th>
<th>Total # of Battery Units Installed</th>
<th>Total # of Batteries x Kilowatt-Hours/Unit</th>
<th>Total Capabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSB210FT HT RED</td>
<td>204 Ah</td>
<td>12V</td>
<td>2.448 kWh</td>
<td>12</td>
<td>2.448 x 12 = 29.376 kWh</td>
<td>Total Capabilities</td>
</tr>
</tbody>
</table>

### CFC CHAPTER 1206.2 COMPLIANCE

<table>
<thead>
<tr>
<th>Battery Model</th>
<th>North American Standard 25°C (77°F)</th>
<th>Nominal Voltage</th>
<th>Kilowatt-Hours (kWh)</th>
<th>Total # of Battery Units Installed</th>
<th>Total # of Batteries x Kilowatt-Hours/Unit</th>
<th>Total Capabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSB210FT HT RED</td>
<td>207 Ah</td>
<td>12V</td>
<td>2.484 kWh</td>
<td>12</td>
<td>2.484 x 12 = 29.808 kWh</td>
<td>Total Capabilities</td>
</tr>
</tbody>
</table>

**Battery Technology:** Lead Acid, Gel Type

**Capacity (Per Unit):** 2300 Ah

### Battery Data Chart

- **10 Hour Capacity to 1.80 VPC**
- **8 Hour Capacity to 1.75 VPC**
- **CFC CHAPTER 1206.2 COMPLIANCE**
- **Battery Technology:** Lead Acid, Gel Type
- **Capacity (Per Unit):** 2300 Ah

### Battery Details

- **Battery Model:** NSB210FT HT RED
- **Nominal Voltage:** 12V
- **Kilowatt-Hours (kWh):** 2.448
- **Total # of Battery Units Installed:** 12
- **Total Capabilities:** Total # of Batteries x Kilowatt-Hours/Unit

### Battery Data

- **Electrolyte Volume (GAL):**
  - **Total:** 25.2 GAL
  - **Per Unit:** 2.1 GAL
- **Electrolyte Weight (LBS) Per Unit:**
  - **Total:** 23.1 LBS
  - **Per Unit:** 5.9 LBS
- **Acid Volume/Unit:**
  - **Total:** 14.4 GAL
  - **Per Unit:** 1.2 GAL
- **Acid Weight/Unit:**
  - **Total:** 51.5 LBS
  - **Per Unit:** 13.0 LBS
- **Total Weight/LBS:**
  - **Total:** 63.5 LBS
  - **Per Unit:** 9.0 LBS

### LEAF Communications

**Site Name:** CAVITT DRIVE
**Site Number:** SC40176B
**Project ID:** CELL SPLIT
**Site Address:** 1755 CAVITT DRIVE
**City:** FLOSMO, CA
**Zip Code:** 95630

**Issued For:**
- **Sheet Name:** BATTERY DETAILS
- **Sheet Number:** D-4

**Battery Model:** NSB210FT HT RED
**Nominal Voltage:** 12V
**Kilowatt-Hours (kWh):** 2.448
**Total # of Battery Units Installed:** 12
**Total Capabilities:** Total # of Batteries x Kilowatt-Hours/Unit

**Battery Technology:** Lead Acid, Gel Type
**Capacity (Per Unit):** 2300 Ah
1. Ground all antenna bases, frames, cable runs, and other metallic components using #2 ground wires and connect to surface mounted ground bus bars as shown. Follow antenna and BTS manufacturer's practices for grounding requirements. Ground coax shield at both ends using exothermic connection manufacturers practices. All underground water pipes, metal conduits and grounds that are apart of this system shall be bonded together.

2. GROUNDING NOTES
   a. Bare grounding conductor shall be hard drawn tinned copper sizes as noted on plan.
   b. Notify architect/engineer if there are any difficulties installing grounding system due to site soil conditions.
   c. Grounding and other optional testing will be witnessed by the T-Mobile representative.
   d. Acceptable connections for grounding system shall be:
      - BURNDY, HY-GRADE U.L. LISTED CONNECTORS FOR INDOOR USE OR AS APPROVED BY T-Mobile project manager.
      - CADWELD, EXOTHERMIC WELDS (WELDED CONNECTIONS).
      - TWO -(2) HOLE TINNED COPPER COMPRESSION (LONG BARREL) FITTINGS (BUS BAR CONNECTIONS).
   e. All connections shall be type 316 SS (not attracted to magnets).
   f. Prior to any lug-bussbar connections, the bussbar shall be cleaned by use of "SCOTCH-BRITE" or equivalent.
   g. All connections hardware shall be type 316 SS.
   h. The ground ring shall be installed 24" minimum beyond any building drip line.
   i. Electrical service equipment grounding shall comply with NEC, ARTICLE 240-82 and shall bond all existing and new grounding electrodes. New grounding electrode shall include but not be limited to:
      - NEW DEEP BORING OF 10'-0" DEEP AND 6'-0" DIAMETER EXCEPT FOR TELCO EXISTING DEEP BORING EVIDENCE.
      - ALL EXISTING DEEP BORING ELECTRICAL SIZED CONDUIT ELECTRIC, NEW GROUNDING ELECTRODE SHALL BE BURIED AT LEAST 1'-6" TO BE ABOVE FROST LINE.
      - ALL EXISTING DEEP BORING ELECTRICAL SIZED CONDUIT ELECTRIC, NEW GROUNDING ELECTRODE SHALL BE INSTALL AND TESTED TO BE ABOVE FROST LINE.
      - All ground electrodes shall be connected to the main grounding bus "MGB" (or directly to ground-ring).
      - Electrical service equipment grounding shall comply with NEC, ARTICLE 240-82 and shall bond all existing and new grounding electrodes. New grounding electrode shall include but not be limited to:
      - New deep boring of 10'-0" deep and 6'-0" diameter except for Telco existing deep boring evidence.
      - All existing deep boring electrical sized conduit electric, new grounding electrode shall be buried at least 1'-6" to be above frost line.
      - All existing deep boring electrical sized conduit electric, new grounding electrode shall be install and tested to be above frost line.
      - All existing deep boring electrical sized conduit electric, new grounding electrode shall be connected to the main grounding bus "MGB" (or directly to ground-ring).
Attachment 6
Photo Simulations, dated July 10, 2022
Aerial photograph showing the viewpoints for the photosimulations.
Photosimulation of the view looking south along Cavitt Drive, just south of Iron Point Road.

Existing

Proposed

Proposed 4 ft screens to match

Proposed 4 ft screens to match
Photosimulation of the view looking east from around the back parking lot.

Proposed 4 ft antenna screen to match

Cavitt Drive
1755 Cavitt Drive
Folsom, CA 95630

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Photosimulation of the view looking northwest along Cavitt Drive, just north of Costco.

- **Proposed 4 ft antenna screen to match**

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Attachment 7
Applicant’s Project Narrative
T-Mobile, in an effort to increase wireless coverage and network capacity, needs to build a new site in the vicinity of Iron Point Road and East Bidwell Street in Folsom. Having first searched for existing colocatable towers and finding none, we turned our efforts to buildings that may have made for suitable wireless sites.

Our first attempt was at Green Acres Nursery, located at 205 Serpa Way. After a couple of months working on a design, the project was shelved when Green Acre’s ownership group opted to not pursue the project.

Our next attempt, the one that is proposed here, is the Fairfield Inn & Suites by Marriott, located at 1755 Cavitt Drive. Due to the buildings design (having multiple levels across the roof) makes for a “stealth” facility where the antennas and equipment are concealed behind RF-transparent material that is textured and colored to match the existing building materials.
The design initially proposed screen walls eight feet in height. After seeing the drawings and photosims, however, the site was redesigned to use shorter antennas that would allow the screen walls to be only four feet tall – which was a much better scale compared to the overall building height.

The site will provide much-needed 5G service to the area while doing so in a design that most people won’t even know is there.
Planning Commission Staff Report
50 Natoma Street, Council Chambers
Folsom, CA 95630

Subject: Planning Commission Rules of Conduct Amendment Relative to Meeting Frequency and Time.

From: Scott A. Johnson, AICP, Planning Manager

Recommendation: Staff recommends that the Planning Commission consider and adopt an amendment to the Rules of Conduct for Business Before the City of Folsom Planning Commission.

Background: The Planning Commission adopted Rules of Conduct in 2015. Staff is recommending modification to the current Commission meeting schedule to establish one meeting each month (rather than two), and to separate the meetings from the Historic District Commission meeting schedule. The Historic District Commission will be meeting on the first Wednesday of each month starting at 6:00 p.m. Staff recommends that the Planning Commission meet once monthly on the third Wednesday of each month starting at 6:00 p.m. Given challenges with back-back-meetings and frequent cancellations due to lack of items, Staff does not expect any significant delays in project review or scheduling. Special meetings can be scheduled if the application workload increases substantially. Finally, we expect this modification to meeting schedule will provide more certainty for Commissioners.

Recommended Action:

Move to adopt the amended Rules of Conduct for Business Before the City of Folsom Planning Commission with a once monthly meeting schedule as shown in Attachment 1.
ATTACHMENT 1

AMENDED RULES OF CONDUCT FOR BUSINESS BEFORE
THE CITY OF FOLSOM PLANNING COMMISSION
THE RULES OF CONDUCT FOR BUSINESS
BEFORE THE CITY OF FOLSOM
PLANNING COMMISSION

The City of Folsom Planning Commission, hereinafter called “Commission”, hereby adopts these Rules of Procedure for the conduct of its business.

Rule 1. MEETINGS. Regular meetings of the Commission shall be held the first and third Wednesday of each month throughout the year commencing at 6:30 p.m., except that if the regular meeting day is a holiday, no meeting shall be held. Regular Special meetings may also be held on other days and times, as the business of the Commission requires, upon approval of a majority of the Commission. Unless otherwise provided, meetings shall be held in the Council Chambers, City Hall, 50 Natoma Street, Folsom, California.

Rule 2. ELECTION OF OFFICERS. The Commission shall elect a Chair and a Vice-Chair at the first regular meeting in February of each calendar year to serve until the first regular meeting in February of the next succeeding calendar year. If either position is vacated at any time, an election for the vacated position shall be held at the next regularly scheduled meeting.

Rule 3. DUTIES OF THE CHAIR AND VICE CHAIR. The Chair shall preside at all Commission meetings. The Chair shall preserve order and decorum and shall decide all questions of order not otherwise provided for in these rules in accordance with Robert’s Rules of Order. The Chair shall be entitled to make or second any motion, discuss and present any matter as a member of the Commission, without having to step down from the Chair. The Chair may appoint committees from time to time for any purpose he or she deems proper for the conduct of Commission business. The Vice-Chair shall assume and perform all duties of the Chair in the latter’s absence from any meeting.

Rule 4. RESOLUTIONS. Resolutions of the Commission may be adopted conditionally and referred to the Community Development Department for drafting in the proper form. Resolutions shall be numbered consecutively and annually, and copies thereof shall be maintained by the Secretary and made available to the public. A copy of each resolution shall be delivered to each Commissioner.

Rule 5. CITY ATTORNEY. The City Attorney shall be legal counsel for the Commission. All questions of law shall be referred to the City Attorney for an opinion.

Rule 6. AGENDA. The agenda for each meeting of the Commission shall be prepared by the Community Development Director (hereinafter “Director”) in consultation with the Planning Commission Chair.

Rule 7. RECORD OF PROCEEDINGS. The Director shall take and maintain an audio record of the proceedings of the Commission to ensure that a record of the hearing and any continuance thereof shall be made and duly preserved. The audio record shall be the official record of the Commission. Any person wishing to listen to or make a copy of the audio record of the hearing may do so by contacting the Community Development Department. Nothing herein shall preclude the Commission or any person interested in the hearing from using the services of
a court reporter in any public hearing. The party desiring the services of a court reporter shall be responsible for making arrangements and for payment for such services.

**Rule 8.** QUORUM. No action of the Commission shall be taken unless a quorum thereof is present. A majority of the entire membership of the Commission shall constitute a quorum.

**Rule 9.** ORDER OF BUSINESS. The regular order of business of the Commission shall be:

1. Roll Call
2. Approval of Minutes of Previous Meetings
3. Opportunity for Public to Address Commission
4. Public Hearings and Other Scheduled Matters
5. Commissioner Comments and Director’s Report
6. Adjournment

**Rule 10.** PUBLIC HEARINGS

1. Re-ordering the agenda. The Chair, in his or her discretion, may rearrange the order of public hearings.
2. Continuances. The Chair shall, at the opening of the Commission meeting, entertain written or oral requests for continuances. If a continuance is requested by a proponent, it shall be honored only if the proponent consents in writing to an equal extension of time to process any required environmental documentation, tentative map, or other documents with fixed processing periods. It is the Commission’s policy to continue for a period of thirty (30) days any matter which the Director or his/her staff have not had adequate time to review or any matter which is amended, supplemented, revised, or modified within three (3) business days of the meeting at which the matter is scheduled to be heard.
3. Calling Agenda Items. The Chair shall call each item on the agenda by agenda item number and the name of the applicant. The balance, if any, of the agenda description need not be read.
4. Introduction of New Business After 10:30 p.m. The introduction of new business will not take place after the hour of 10:30 p.m.

**Rule 11.** CONDUCT OF THE HEARING. It is the desire of the Commission to have a fair and impartial hearing on all matters. To do so requires the imposition of and compliance with the following rules of conduct:

1. Sequence of Hearings. The sequence of each hearing shall be:

   a. Staff Report
   b. Applicant’s statement
   c. Open the public hearing
   d. Statements from the public
   e. Close the public hearing
   f. If determined by the Chair to be necessary, invite the applicant to address questions and/or issues raised during public hearing
   g. Commission discussion
h. Commission action on the matter or continue the matter to another date or time certain or indefinitely

2. Testimony. The Chair may limit public testimony to three (3) minutes per speaker in order to facilitate the business of the Commission. The Chair may grant the applicant additional time for testimony as required.

3. Speaker Forms. The Chair may ask that persons intending to speak advise the Chair of their intent in advance by filling out a form. The Commission will provide forms in a convenient location for such notice.

4. Close of Public Testimony. The Chair shall close the hearing to public testimony before the Commission members discuss the matter. The matter shall not be reopened without the approval of a majority of the quorum of the Commission. Commissioners may seek clarification of testimony from staff or speakers without reopening the public hearing.

5. Spokesperson for Group. Whenever a group of persons wishes to address the Commission on the same subject matter, the Chair may request that a spokesperson be chosen by the group, with the spokesperson being allowed 5 minutes to address the Commission, and in case additional information and testimony is to be presented by any other member of said group, to limit the time of their remarks to 3 minutes per speaker in order to avoid unnecessary repetitions before the Commission.

6. Hearing on Appeal. The sequence of the hearing on matters appealed to the Commission shall be as follows:
   a. Staff Report
   b. Appellant’s Presentation (Time limit – 10 minutes)
   c. Open the public hearing
   d. Statements from the public (Time limit – 3 minutes per speaker)
   e. Close public hearing
   f. Appellant makes closing remarks to the Commission (Time limit – 5 minutes)
   g. Appellant and City staff may respond to questions from Commissioners
   h. Commission discussion
   i. Commission action on the matter or continue the matter to another date or time certain

The sequence of the hearing on matters appealed to the Commission may be adjusted by the Chair upon recommendation from the City Attorney.

Rule 12. DOCUMENTARY EVIDENCE. Any documents, writings, pictures, exhibits or other forms of tangible expression once submitted to the Commission shall become the property of the Commission and part of the public record.

Persons desiring to submit documentary evidence are requested to contact the Community Development Department prior to the meeting to facilitate the introduction of such evidence. Failure to do so may cause the matter to be continued to the end of the agenda or to a later date.
Any documentary evidence offered by the project applicant or any other person at the
hearing of the matter and which requires review and evaluation by City staff, may cause the matter
to be continued to a later date.

**Rule 13.** MEETING DECORUM. The Commission desires to conduct its meetings
in a manner that:

1. Is open to all viewpoints;
2. Ensures that members of the public who attend meetings of the Commission can be
   heard in a fair and respectful manner;
3. Is supportive of civil, respectful, and courteous discourse and free from abusive,
   distracting, or intimidating behavior, and;
4. Allows the business of the City to be effectively accomplished.

If any meeting is willfully interrupted by any person(s) so as to render the orderly conduct
of such meeting unfeasible and order cannot be restored by removal of such person(s), the Chair
may order the meeting room cleared and continue in session.

Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media shall be allowed to attend such a session, except for those representatives participating in the disturbance. The Chair may readmit any
person(s) not responsible for the disturbance.

**Rule 14.** FINDINGS. The Commission shall make findings in support of its actions
as required by law. All findings shall be based strictly upon evidence presented during the public
hearing. The Commission shall not rely upon any communications, reports, staff memoranda, or
other materials which are not presented during the public hearing. The Chair may seek the
assistance of the City Attorney in preparing or approving the findings.

**Rule 15.** MINUTES. All official actions or decisions of the Commission shall be
entered in the minutes of the Commission by the Director.

**Rule 16.** APPLICATION, ADOPTION, AMENDMENT AND REPEAL OF RULES.
These rules shall be applicable to all business before the Commission. Any rule may be
suspended by a majority vote of the Commissioners present and able to vote on the matter being
heard. A new rule may be adopted, or an existing rule may be amended or repealed by affirmative
vote of a majority of the Commission at any regularly scheduled meeting.

**Rule 17.** ADJOURNMENT. The Commission may adjourn any regular, adjourned
regular, special, or adjourned special meeting to a time and place specified in the order of
adjournment. A copy of the order or notice of adjournment shall be posted on or near the door of
the place where the meeting was held within twenty-four (24) hours after the time of adjournment.

**Rule 18.** EMERGENCY OR SPECIAL MEETINGS. The Commission may call
special meetings as permitted by California law.

**Rule 19.** VOTING. Commission voting shall be conducted as follows:

1. Calling the Roll. The roll shall be called in voting upon a motion.
2. Majority. Except as may otherwise be required by state law, no action or recommendation of the Commission shall be valid unless a majority of a quorum of the Commission concurs therein.

3. Abstaining Vote. A vote to abstain is not to be construed as a vote for or against a motion but shall be counted for purposes of establishing a quorum.

4. Tie Vote. In case of a tie vote on any motion, the motion fails.

Rule 20. REPRESENTATION OF COMMISSION VIEWS. Upon the vote of a majority of the entire Commission, the Commission may designate any of its members to represent its views with respect to a particular issue. Without such express authorization, no member of the Commission has the authority to represent the Commission.

Rule 21. CONFLICTS OF INTEREST. A Commission member who is unable to participate in an item due to a conflict of interest shall, when the item is called: 1) declare that a conflict of interest exists; 2) state what the conflict of interest is, and 3) shall remove himself or herself from the dais during the discussion. The Commission member’s removal and reason therefore shall be noted on the record by the Chair, who shall also note the member’s return when the item is concluded.

Rule 22. NEW COMMISSIONER SWEAR-IN. New members of the Commission newly appointed by the City Council shall be sworn in by the Clerk of the Commission prior to assumption of office.

Rule 23. NOMINATION OF PLANNING COMMISSION REPRESENTATIVES TO THE HISTORIC DISTRICT COMMISSION. Prior to the City Council appointing Planning Commission representatives to the Historic District Commission pursuant to Section 17.52.020 or 17.52.050 of the Folsom Municipal Code, the Planning Commission shall endeavor to make a recommendation to the City Council for consideration.