

Gridley Planning Commission – Regular Meeting Agenda

Wednesday, November 16, 2022; 6:00 pm
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”

The Public is encouraged to attend and participate in person. Comments from the public on agenda items will be accepted until 4 pm on November 16th, 2022, via email to csantana@gridley.ca.us or via the payment/document drop box at Gridley City Hall and will be conveyed to the Commission for consideration.

You may view using the following link, ID, and passcode:

Webinar ID:

<https://us06web.zoom.us/j/84202288065?pwd=L1c0ajNXb2Q2Rkl6bTd6SWllyXFLQT09>

Passcode: 367509

Webinar ID: 832 4812 5153

To make a public comment during the Community Participation Forum or during the public portion of any agenda item, use the ‘raise hand’ feature and you will be called on when it’s your turn to speak.

CALL TO ORDER – Chair Espino

ROLL CALL

COMMUNITY PARTICIPATION FORUM - Members of the public may address the Planning Commission on matters not listed on the agenda. The Planning Commission may not discuss nor act on any community participation item brought forward by a member of the community. Comments are requested to be limited to three (3) minutes.

CONSENT AGENDA

1. Commission minutes dated July 20, 2022

PUBLIC HEARING

2. **Planning Commission Orientation**- A review of the planning entitlement process
3. **GPA 2-22**; General Plan Amendment to amend the land use designation from the various residential land use designations of Residential, Very Low Density, Residential, Low Density, Residential, Medium Density, Residential, High Density 1, and Residential, High Density 2 to Residential providing consistency related to recent state legislation

supporting increased housing densities in all zones creating non-conformance to the General Plan. (City wide)

4. **GPA 1-22; RZ 1-22; Lot Merger 1-22; SDP 1-22; Mitigated Negative Declaration;** Application for a General Plan Amendment to amend the land use designation from Industrial to Commercial, a rezone to amend the land use zoning designation from Heavy Industrial (M-2) to General Commercial (C-2), to merge two lots into one creating a 3.41-acre site, a Site Development Plan Review for the development of a mixed commercial use fueling station for automobiles, truck fueling, a grocery market, a drive-thru coffee kiosk, and a Mitigated Negative Declaration located at 1225 Hwy 99. (APN 021-270-043 & -044)

CITY STAFF AND COMMISSION INFORMATIONAL UPDATES

ADJOURNMENT – Adjourning to the next regularly scheduled meeting on December 21st, 2022.

This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m. on November 11, 2022. This agenda along with all attachments, if any, is available for public viewing online at www.gridley.ca.us and at the Administration Counter in City Hall, 685 Kentucky Street, Gridley, CA. This is a public meeting, and anyone may address the Planning Commission. Any documents that were provided to the Planning Commission after the Agenda packet was distributed are also available for public review during normal business hours.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, contact the City Clerk by calling 846-3631 (voice). This request should be received at least three working days prior to the meeting to accommodate your request.

Gridley Planning Commission – Regular Meeting Minutes

Wednesday, July 20, 2022; 6:00 pm
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”

CALL TO ORDER

Chair Espino called the meeting to order at 6:00 pm.

ROLL CALL

Commission Members

Present: Espino, Jamison, Wolfe

COMMUNITY PARTICIPATION FORUM.

Pat Coghlan, Gridley resident, shared that he believed the public notices for meetings needed to be clearer.

CONSENT AGENDA

1. Commission minutes dated January 26, 2022

Motion to approve consent agenda was made by Vice Chair Wolfe, seconded by Commissioner Jamison

ROLL CALL VOTE

Ayes: Espino, Wolfe, Jamison

Motion Passed, 3-0

PUBLIC HEARING

2. **Edler Estates Tentative Subdivision Map 1-22;** Application for a Tentative Subdivision Map to subdivide an existing 8.49-acres into forty-six (46) parcels. The application includes a General Plan Amendment to amend the land use designation from Residential, Very Low Density to Residential, Medium Density, Mitigated Negative Declaration, and to rezone the property from Residential-Suburban, to Low Density Residential (R-1) for a proposed density of 5.41 du/ac. (APN 010-270-016)

Donna Decker reviewed the staff report in depth and requested Commissions approval to bring the item before City Council.

Mike Vasquez, project engineer and James Ratliff, developer were both present at the meeting and addressed the Commission to thank Donna and make themselves available for any questions.

Pat Coghlan requested that the Commission require the construction of a play area be included in the conditions of approval.

Motion to approve item 2 was made by Vice Chair Wolfe, seconded by Commissioner Jamison with amended conditions of approval.

ROLL CALL VOTE

Ayes: Jamison, Wolfe, Espino

Motion passed, 3-0

3. **Gridley Industrial Park Complex Subdivision Map 2-22;** Application for a Tentative Subdivision Map to subdivide an existing 70-acre into (8) parcels. The application includes a General Plan Amendment to amend the land use designation from Industrial to Industrial/Park/Open Space/Public, Mitigated Negative Declaration, and to rezone the parcels from Heavy Industrial (M-2) to Heavy Industrial (M-2), Open Space (OS), and Public-Quasi-Public (PQP). (APN 021-240-027, -042)

Donna Decker explained the map in depth and explained that the City Council plans to be selective of the businesses that plan to purchase the available lots.

Pat Coghlan submitted written comments that were dispersed to the Commission and will be kept in the meetings hard file for review.

Motion to approve was made by Vice Chair Wolfe, seconded by Commissioner Jamison.

ROLL CALL VOTE

Ayes: Espino, Jamison, Wolfe

Motion passed, 3-0

4. General Plan Annual Report

Donna Decker briefly presented the General Plan Annual Report and advised the Commission to submit any questions or comments to her before she brings it forward to City Council at their next meeting.

5. Consideration of a General Plan Amendment to amend all residential land use designations under one use as Residential

Commission approved that Planning Director, Donna Decker, move forward to submit to the City Council acceptance.

6. Information Report – East Gridley Plaza

Donna provided Commission with an informational report amending CUP 2-21 for the East Gridley Plaza explaining that after a sight distance analysis was provided, 4 proposed parking spots on East Gridley Road needed to be removed.

CITY STAFF AND COMMISSION INFORMATIONAL UPDATES-None

ADJOURNMENT

With no items for further discussion, the Commission adjourned to the next regular meeting on August 17th, 2022.

Donna Decker, Planning Director

Planning Commission Item #2
Staff Report

Date: November 16, 2022
To: Chair and Planning Commissioners
From: Donna Decker, Planning Department
Subject: **Planning Commission Orientation**

X	Regular
	Special
	Closed
	Emergency

SUMMARY:

The Planning Commission is comprised of five members appointed by the City Council. The term of each Planning Commissioner is four years and is subject to reapplication and appointment.

The Planning Commission advises the City Council on legislative policy decisions and is the decision-making body for quasi-judicial land use matters.

The Commission insures the implementation of the General Plan through the planning process. Additionally, it also insures that all development within the City, the Area of Concern, the Planned Growth Area, and the Sphere of Influence (2030 General Plan) will keep the community goals and vision in mind. Some of the decisions are recommendations to the City Council to take action. The Planning Commission acts in an advisory capacity to the City Council.

Staff believed that the Planning Commission would find it informative to have an orientation of what the roles and responsibilities are as you serve in the capacity of a Planning Commissioner.

ROLES AND RESPONSIBILITIES:

Attendance

The Planning Commission meets every third Monday of each month at 6:00 p.m. The City Council has adopted attendance requirements for appointed Planning Commissioners. Some of these include the following:

1. If a member is absent from three consecutively regularly scheduled meetings, ceases to be a qualified elector of the City, the office shall become vacant.
2. A commission, committee, or board member shall be required to attend 70 percent of all scheduled meetings during a fiscal year.
3. Excused absences shall be recognized for illness, family emergencies, and business conflicts.
4. An attendance record is maintained by staff. The City Clerk may submit an annual report to the City Council. If non-compliance with attendance requirements is determined, the City Clerk may submit a recommendation to the City Council for appropriate action.

Public Hearings

Public Notices for any public hearing on an agenda (Use Permit, Variance, etc.) are mailed a minimum of 10 days before the scheduled hearing date to land owners within 100 or 300 feet of a proposed project. The notice is published in the Gridley Herald, is posted on the bulletin board outside City Hall and placed on the Planning counter.

Other open meetings may only require a 72 hour notice in conformance with the Brown Act. These meetings do not have land use decisions made.

Commissioners are provided a packet that generally includes the meeting agenda, a staff report with attachments for each hearing item, and minutes from the previous hearing. The packet is distributed the Friday before the scheduled hearing date and posted on the city's website for the public.

Preparing for the meeting

When you receive your packet on the Friday before the scheduled hearing, it is beneficial to the efficiency of the hearing, to have spent time reviewing the information in the packet:

1. Review meeting agenda
2. Review staff report
3. Review applicable documents
 - a. Zoning code
 - b. General plan
 - c. Land use maps (<http://gridley.chicomapworks.com>)
4. Visit site/area
5. Communicate with city staff
6. Public contact

At the Meeting

The rules for conducting a hearing are based on "Rosenberg's Rules of Order". Some of the procedure has been streamlined. The Planning Commission Chair conducts the meeting, opens and closes items, and responds to other commissioners:

1. Chair opens meeting & notes any agenda changes
2. Chair identifies item under consideration
 - a. Chair leads public hearing, deliberations, discussions
3. Chair can limit public speaking time. It is generally accepted that each speaker has 3 minutes to convey their concerns and comments

Each hearing item is conducted:

1. Receive staff report
 - a. Questions posed to staff
2. Open public hearing
 - a. Questions posed to applicant
 - b. Clarification and questions to staff
3. Hear public testimony
4. Close public hearing
5. Commission discussion and questions to staff
6. Motion made determining the application of CEQA and the project findings
7. Vote taken

Staff presentations and answers to questions are directed to the Commissioners. When a public member has a question to the Commission, the Commission may then request that staff answer the question.

Types of Decisions

There are three types of decisions made in local government; Ministerial which are mandatory approval if conditions are met, Quasi-judicial which are factually based, and Legislative which are based on policy and ordinances.

Findings

Findings are the rationale used in making a decision and are developed for the general public, interested parties, the governing body (City Council), other governmental entities, and the courts should a decision be questioned.

Appeal Process

Some projects may be appealed to another decision-making body if an applicant, a commissioner or a city council member does not support the decision made.

1. Some staff decisions may be appealed to the Planning Commission
2. Planning Commission decisions may be appealed to City Council
3. City Council decisions may be appealed to the Courts

Planning Framework

Planning Framework

1. General Plan
2. Specific Plans
3. Zoning
4. Subdivisions
5. Development Agreements
6. Design Review
7. Dedication & Fees
8. Environmental Review
9. Permit Streamlining Act

After the hearings

Minutes from the previous meeting are submitted to the Planning Commission in draft form. The adopted minutes will then be printed for record.

Planning Commission Item #3
Staff Report

Date: November 16, 2022
To: Chair and Planning Commissioners
From: Donna Decker, Planning Department

X	Regular
	Special
	Closed
	Emergency

Subject: **GPA 2-22;** General Plan Amendment to amend the land use designation from the various residential land use designations of Residential, Very Low Density, Residential, Low Density, Residential, Medium Density, Residential, High Density 1, and Residential, High Density 2 to Residential providing consistency related to recent state legislation supporting increased housing densities in all zones creating non-conformance to the General Plan. (City wide)

Recommendation

City staff respectfully recommends the Planning Commission:

1. Determine the project is categorically exempt per the California Environmental Quality Act, California Environmental Quality Act, Section 15061(b)(3); and,
2. Recommend the City Council adopt a resolution to approve the General Plan Amendment

Summary

On July 20, 2022 the Planning Commission was presented with the opportunity to consider a General Plan Amendment to designation all lands as “Residential” and rely on Title 17, Zoning, of the Gridley Municipal Code to define the density and use of the residential districts, similar to other land use designations. This project returns for action as a recommendation to the City Council to adopt a resolution amending the General Plan residential land use designations.

Discussion

Recent State legislation has continued to ratify new laws to promote the development of housing. These bills have allowed an overall increase to densities that creates an inconsistency with the existing General Plan land use designations particularly in the Residential, Very Low and Residential, Low, land use designations. This, combined with the existing four, single-family residential zoning districts to legalize all lots in the existing Gridley core area and the use of these designations for new housing developments has created an unintended consequence of inconsistent zoning to General Plan land use designations. Each project then requires a General Plan Amendment. The state allows only four such amendments. The recommendation by the Planning Commission to the City Council to designate all residential uses as one under the General Plan will remove inconsistencies created by SB9 and other legislation.

Legislation

SB9 is a supportive housing bill to allow single family homes to be renovated into duplexes and to allow existing lots to be subdivided as a non-discretionary action (staff level review). These projects subdivide a lot with or without buildings from one lot to two effectively doubling the density over time. In addition, these lots are also allowed to have a second-unit (aka accessory dwelling unit) as well. Therefore a lot can end up having a total number of six units where there was one.

Environmental Review

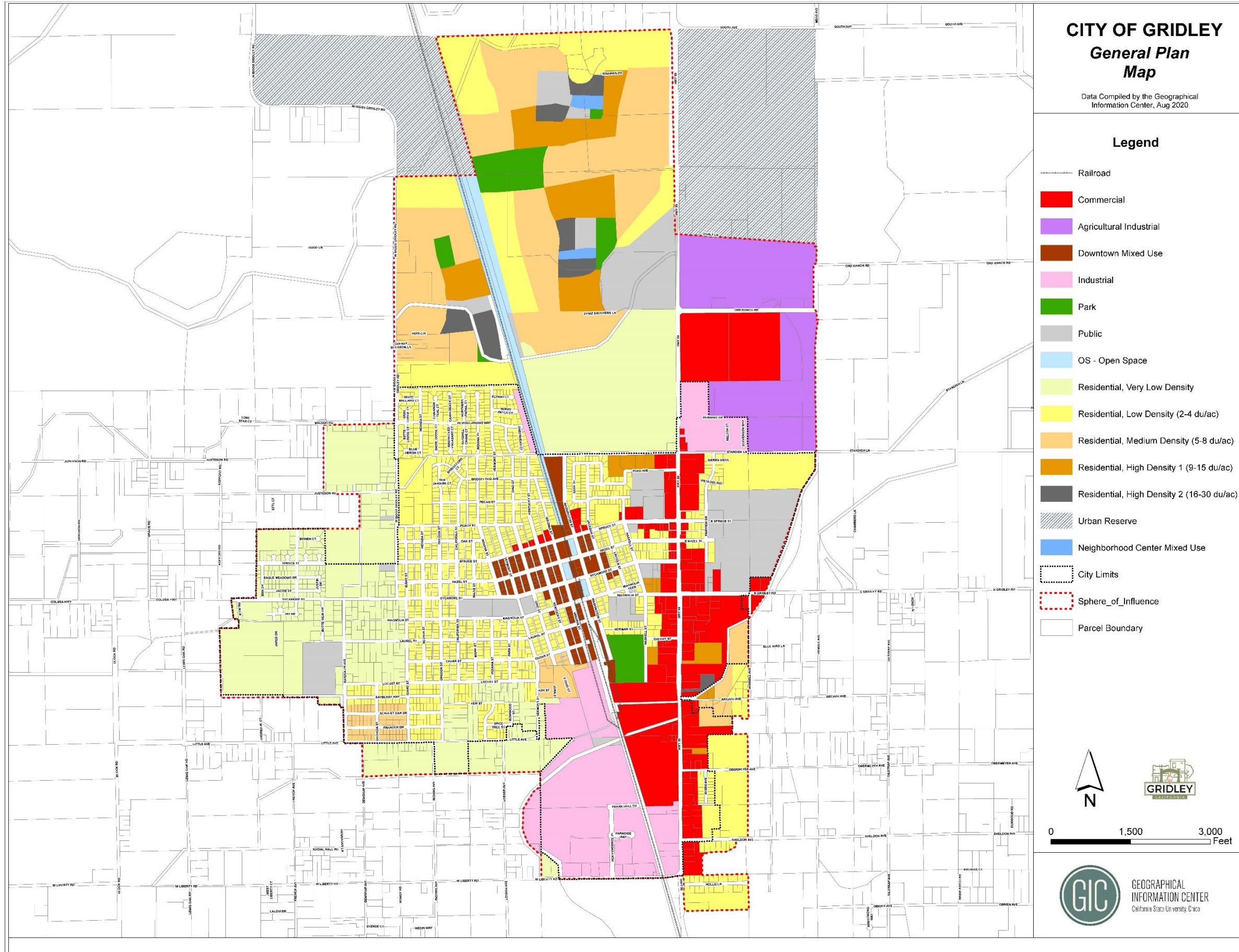
The project is exempt per the California Environmental Quality Act, California Environmental Quality Act, Section 15061(b)(3).

Public Notice

A notice was posted in the Gridley Herald 10 days in advance of the Planning Commission meeting, posted at City Hall, made available at the Administration public counter, and placed on the city website for review.

Attachments –

1. Exhibit A- General Plan – Existing map
2. Exhibit B- General Plan –Amended map



Attachment 1:
Exhibit B: General Plan -Existing







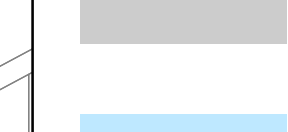







CITY OF GRIDLEY

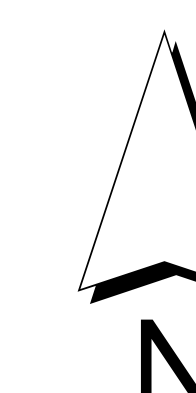
General Plan

Map

Data Compiled by the Geographical Information Center, Nov 2022

Legend

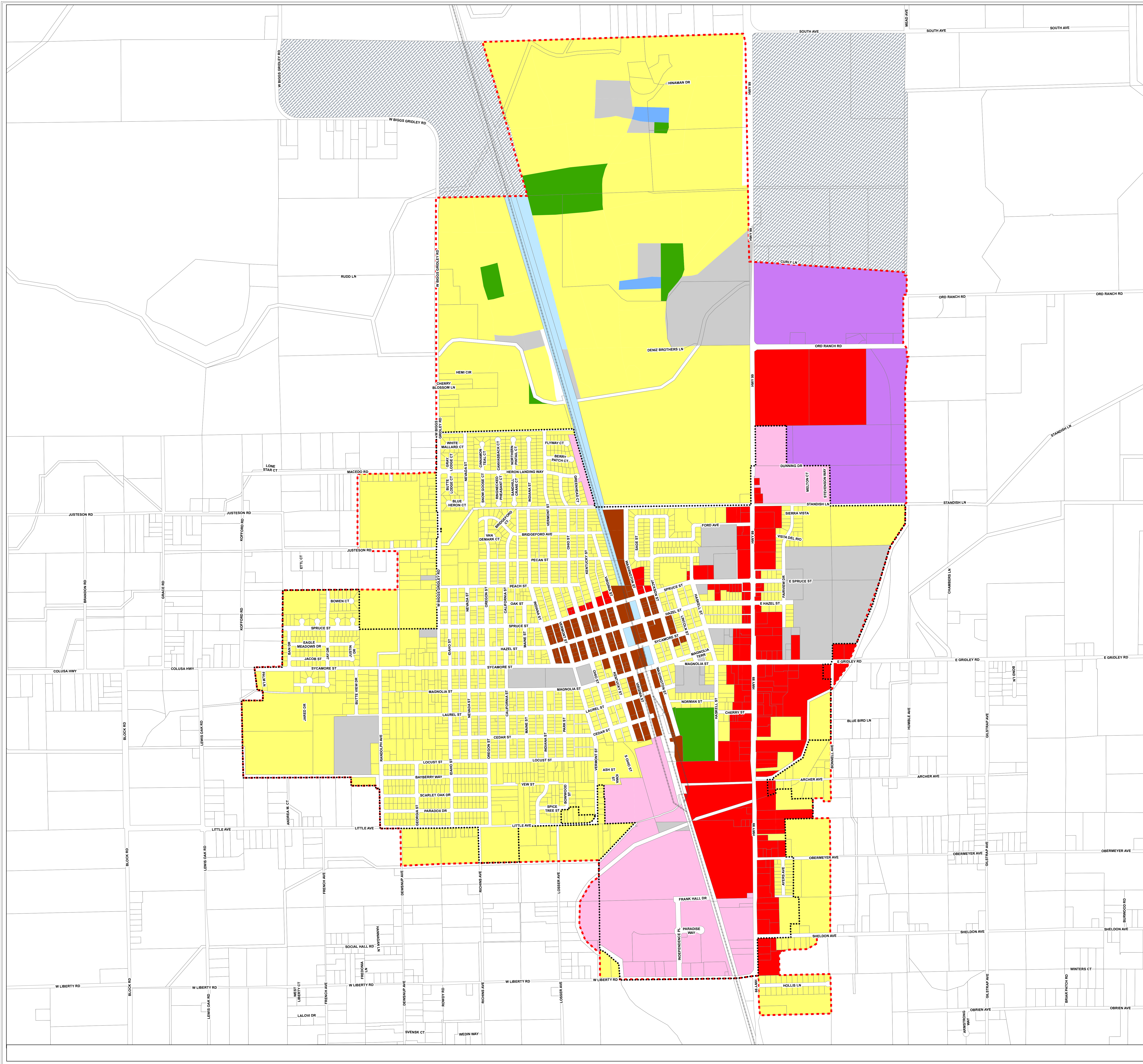
-  Railroad
-  Commercial
-  Agricultural Industrial
-  Downtown Mixed Use
-  Industrial
-  Park
-  Public
-  OS - Open Space
-  Residential
-  Urban Reserve
-  Neighborhood Center Mixed Use
-  City Limits
-  Sphere_of_Influence
-  Parcel Boundary



0 1,500 3,000 Feet



GEOGRAPHICAL INFORMATION CENTER
California State University, Chico



Planning Commission Item #4
Staff Report

Date: November 16, 2022

To: Chair and Planning Commissioners

From: Donna Decker, Planning Department

<input checked="" type="checkbox"/>	Regular
<input type="checkbox"/>	Special
<input type="checkbox"/>	Closed
<input type="checkbox"/>	Emergency

Subject: **Site Development Plan Review No. 1-22;** Application for a site development plan to develop a 5,200 square foot convenience market, a 16-pump fuel canopy for autos, a 4-pump fuel canopy for tractor/trucks/semis, a 1,344 square foot carwash, and an 824-square foot coffee kiosk with 2 drive access; and,

General Plan Amendment 1-22; A general plan amendment to amend the land use designation of two parcels from Industrial (I) to Commercial (C); and,

Rezone 1-22; An application to rezone two parcels from Limited Industrial (M-1) to General Commercial (C-2); and,

Reversion to Acreage/Lot Merger 1-22; An application to merge two parcels consisting of approximately 3.41-total acres, located on the northwest corner of West Liberty Road and State Route 99. (APN 021-270-043 and -044)

Recommendation

City staff respectfully recommends the Planning Commission:

1. Recommend the City Council adopt a resolution to amend the General Plan land use designation from Industrial to Commercial and to adopt a Mitigated Negative Declaration; and,
2. Recommend the City Council adopt an ordinance to rezone the approximately 3.41-acres consisting of two parcels being merged from Limited Industrial (M-1) to General Commercial (C-2); and,
3. Approve Site Development Plan Review 1-22 to develop the 3.41-acre site with a fuel station, convenience market, and a coffee kiosk; and,
4. Approve the merger of two existing parcels for a combined area of 3.41-acres.

Summary

The applicant, Julio Tinajero, Milestone Engineering, on behalf of the owner, J & S Hospitality, submitted applications to develop two parcels into a commercial development located at 1225 Hwy 99.

The applicant has submitted an application to merge APN 021-270-043 consisting of 2.41-acres with APN 021-270-044 consisting of 1.0-acre in order to meet the Caltrans request to have the driveway on State Route 99 at the most northern location. The proposed development requires a General Plan amendment and rezone to allow the commercial development. The development includes a convenience market, fueling canopies for both autos and commercial trucks (tractor-trailers) and a coffee drive-thru kiosk.

Discussion

Location and existing uses

The subject site is a combined total of 3.41 acres consisting of two parcels being merged into one. The site is located at the northwest corner of SR 99 and West Liberty Road. This location recently had a street light installed at the time FEMA improved the Industrial Park for the Camp Fire emergency housing.



Figure 1: Location Map

The development is bounded by UPRR to the west, industrial uses to the north, State Route 99 to the east and vacant land to the south. Further east the uses consist of vacant land, residential housing and orchards.

General Plan and Zoning

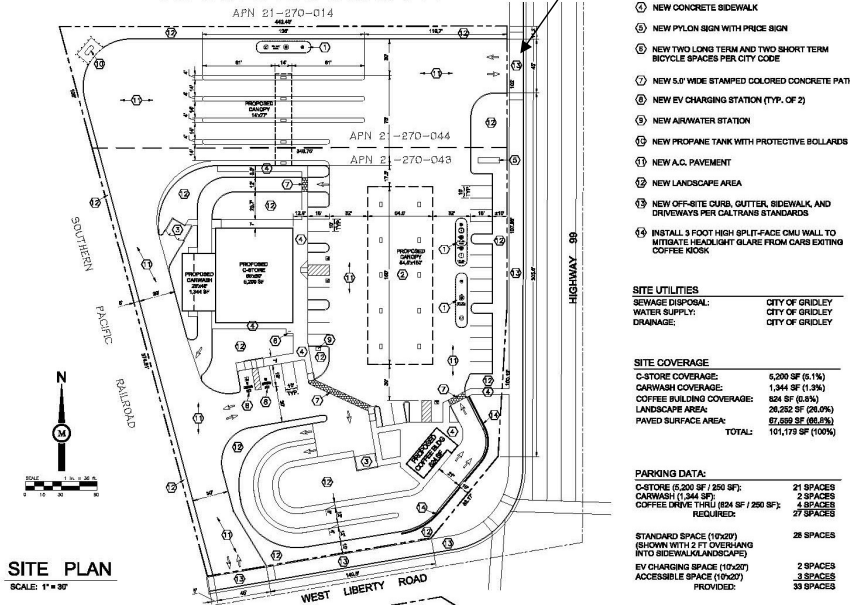
The existing General Plan land use designation for the parcels is Industrial. The existing zoning designation is Limited Industrial (M-1). The proposed use for a fuel station, convenience market, and drive-thru coffee kiosk are not allowed uses in the zoning and general plan land

use designations. The applicant is requesting an amendment to the General Plan from Industrial to Commercial and a rezone from Limited Industrial to General Commercial. The change in land use would allow the development to move forward. Generally, the properties contiguous to State Route 99 are considered to be in the Gridley Highway 99 Commercial Corridor and the city has supported new commercial growth on the north-south state route. The existing land use designation of Industrial was considered when the Industrial Park was created with the Redevelopment Agency. At the time, the city believed that a connection across the UPRR right-of-way was feasible. As potential developments were proposed to city planning over time, it became apparent that UPRR would not allow an additional crossing to occur to join the two industrial areas resulting in the separation of the industrial uses. Commercial uses on the SR 99 corridor are consistent with the direction of city growth and to maximize the city's commercial development.

Site Design

HIGHWAY 99 RETAIL CENTER

1225 HIGHWAY 99, GRIDLEY, CA 95948
A.P.N. 21-270-043 &-044



- CONSTRUCTION**
- ① NEW UNDERGROUND FUEL TANKS
 - ② NEW FUEL DISPENSER (20 FUELING SPACES)
 - ③ NEW COVERED SMALL TRASH ENCLOSURE WITH METAL ACCESS GATES
 - ④ NEW CONCRETE SIDEWALK
 - ⑤ NEW Pylon SIGN WITH PRICE SIGN
 - ⑥ NEW TWO LONG TERM AND TWO SHORT TERM BICYCLE SPACES PER CITY CODE
 - ⑦ NEW 5.0' WIDE STAMPED COLORED CONCRETE PATH
 - ⑧ NEW EV CHARGING STATION (TYP. OF 2)
 - ⑨ NEW AIRWATER STATION
 - ⑩ NEW PROPANE TANK WITH PROTECTIVE BOLLARDS
 - ⑪ NEW A.C. PAVEMENT
 - ⑫ NEW LANDSCAPE AREA
 - ⑬ NEW OFF-SITE CURB, GUTTER, SIDEWALK, AND DRIVEWAYS PER CALTRANS STANDARDS
 - ⑭ INSTALL 3 FOOT HIGH SPLIT-FACE CMU WALL TO MITIGATE HEADLIGHT GLARE FROM CARS EXITING COFFEE KIOSK
- SITE UTILITIES**
- | | |
|------------------|-----------------|
| SEWAGE DISPOSAL: | CITY OF GRIDLEY |
| WATER SUPPLY: | CITY OF GRIDLEY |
| DRAINAGE: | CITY OF GRIDLEY |
- SITE COVERAGE**
- | | |
|---------------------------|-------------------|
| C-STORE COVERAGE: | 5,200 SF (4.1%) |
| CARWASH COVERAGE: | 1,344 SF (1.1%) |
| COFFEE BUILDING COVERAGE: | 154 SF (0.1%) |
| LANDSCAPE AREA: | 26,232 SF (21.6%) |
| PAVED SURFACE AREA: | 97,899 SF (80.2%) |
| TOTAL: | 121,778 SF (100%) |
- PARKING DATA:**
- | | |
|--|-----------|
| C-STORE (5,200 SF / 250 SF): | 21 SPACES |
| CARWASH (1,344 SF): | 2 SPACES |
| COFFEE DRIVE THRU (154 SF / 250 SF): | 4 SPACES |
| REQUIRED: | 27 SPACES |
| STANDARD SPACE (10x20') (SHOWN WITH 2 FT OVERHANG INTO SIDEWALK/LANDSCAPE) | 28 SPACES |
| EV CHARGING SPACE (10x20') | 2 SPACES |
| ACCESSIBLE SPACE (10x20') | 3 SPACES |
| PROVIDED: | 33 SPACES |

Figure 2: Site Plan

Development

The site is configured with the following constructed elements:

• Building Footprint-Convenience Market	5,200 Sq. Ft.	3.5%
• Car Wash	1,344 Sq. Ft.	0.9%
• Fuel Canopy Area (Trucks)	1,078 Sq. Ft.	0.7%
• Fuel Canopy Area (Autos)	8,175 Sq. Ft.	5.5%
• Coffee Kiosk	824 Sq. Ft.	0.6%
• Landscaping	26,252 Sq. Ft.	18%
• Other paving	148,540 Sq. Ft.	70.8%

The areas described above may vary when actual construction drawings are prepared for submittal and does not include the paving for curb, gutter, and sidewalk.

Access

The site is entered at the Highway 99 driveway entry close to the north property line when traveling either northbound or southbound.

The proposed development will construct curb, gutter, and sidewalk on the SR 99 frontage and West Liberty Road. The project was routed to Caltrans for preliminary comment. Originally, the site was designed on the south 2.41 acres. Caltrans requested that a driveway for joint access to both parcels be designed in order to limit the number of access points along SR99. In response to this comment, the applicant revised the plans to incorporate the north 1-acre parcel and place the driveway in its most northerly position. This design locates the SR 99 entry drive at the furthest distance from the intersection of SR 99 and West Liberty Road which was a concern of Caltrans as well.

An access drive has also been designed at the south property with ingress and egress from West Liberty Road. The traffic study evaluated both points of entry. The West Liberty Road driveway could currently accommodate autos and trucks that are not STAA trucks. West Liberty Road is not currently rated as an STAA roadway; however, the applicant is looking into what the requirements are to facilitate internal circulation. It would be optimum to have it designated as such to prevent conflicts of auto and truck traffic at the SR 99 entry. In the event that STAA trucks were to use the south driveway as access for entering or leaving the site, the driveway would need to be increased from its current 45-foot width to 84-foot width. Widening the driveway would allow better right turn into the site with the larger trucks.

New curb, gutter, and sidewalk will be constructed along the frontage of both SR 99 and West Liberty Road. The traffic study considered the impacts of the end of pedestrian connections at these points and suggested that a pedestrian connection should be considered in the future between the terminus of the sidewalk on West Liberty Road to the Industrial Sports Complex at Independence Place. This is somewhat problematic in that the terminus is very close to the UPRR crossing and the entire crossing would need to be reconstructed to accommodate a pedestrian crossing. This may be possible in the future; however, the costs currently outweigh the feasibility of constructing the pedestrian crossing. The city is considering its options and may incorporate traffic mitigation fees for projects to accomplish the improvements needed

such as the UPRR rail crossing for bicyclists and pedestrians.

Parking

The site has multiple uses as a fuel station, retail market, coffee drive-thru, and a car wash. In accordance with Chapter 17.76, the applicant has determined the minimum required number of spaces and is providing 33 spaces on-site. Of these spaces, two electric charging spaces are being provided; one regular space and one ADA space. Additionally, four spaces are located adjacent to the coffee drive-thru with one space reserved for ADA parking for walk-up service.

Building Design

The building design offers a contemporary design that reflects typical architecture. The design provides for a stucco finish, detailing at the parapet, and screened roof mount equipment. The fuel canopy is typical of current designs and is attractive. The trash enclosure is designed to meet the requirements of Section 17.72.100 of the Gridley Municipal Code.

Landscaping

The landscaping plan provides color, texture and the required landscape documentation package needed in accordance with Title 13 of the Gridley Municipal Code. The project will be conditioned to provide, a water audit at the completion of the project.

Signage

The project will need to submit plans for planning review for signage. This should also include the “pylon” sign referenced in the plans. The sign code allows for monument signs to be up to 12 feet in height along the SR 99 corridor. Building signage shall be reviewed with a future application.

Public Notice

A notice was posted in the Gridley Herald 10 days in advance of the Planning Commission meeting, posted at City Hall, made available at the Administration public counter, and placed on the city website for review. At the time this report was prepared no comments had been received.

Environmental Review

The proposed project requires a Mitigated Negative Declaration. At the time of this report, no significant impacts had been identified.

Attachments –

1. Exhibit A- Draft Conditions of Approval
2. Exhibit B- Project Rendering
3. Exhibit C- Project Plans.

(due to the size of exhibit B and exhibit C, these will be placed at City Hall for review)

Exhibit A
DRAFT CONDITIONS OF APPROVAL
Site Development Plan Review No. 1-22
1225 Highway 99
APN 021-270-043 and 021-270-044

Approved Use:

Site Development Plan Review No. 1-22(GPA 1-22, RZ 1-22, LM 1-22); Application for a site development plan to develop a 5,200 square foot convenience market, a 16-pump fuel canopy for autos, a 4-pump fuel canopy for tractor/trucks/semis, a 1,344 square foot carwash, and an 824-square foot coffee kiosk with 2 drive access.

Conditions of Approval:

General

1. The approved use for SDP 1-22 shall be substantially as described within this staff report, submitted site plans, narratives, and applications on file in City Hall except as modified by the following conditions. Minor changes to the use, areas, and etc. shall be subject to the review and approval by the Planning Department.
2. The applicant shall submit for review samples of colors and material to the Planning Department for review and approval at the time of building permit submittal.
3. The applicant/property owner shall file a Declaration of Acceptance of the Final Conditions of Approval within 30 days of Planning Commission/City Council approval. The application shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date. If no permit has been secured, the applicant/owner or his/her successor may apply for an extension of the Site Development Plan review. The proposed extension will meet all current requirements at the time of the request and shall be reviewed and approved by the Planning Commission.
4. All construction shall be in accordance with all of the City of Gridley and the County of Butte currently adopted Building Codes; including but not limited to the Plumbing Code, Mechanical Code, Electrical Code, and the California Green Building Standards Code. The applicant shall submit an electronic file for review by city staff to obtain the authorization to proceed for application to Butte County for a building permit.
5. The applicant shall apply separately for a grading permit to the city of Gridley. The deposit application fee is \$2,500 and the applicant shall be responsible for the payment of all plan check review costs.
6. The applicant/owner shall pay permit fees to the County to obtain all building permits. The applicant/owner shall pay fees directly to the City of Gridley for: Development Impact Fees, Electrical Fees, Grading Permit fees, Drainage Fees, and site inspection

fees. The applicant/owner is responsible to reimburse the City of Gridley for plan check costs and inspection costs that accrue for the project.

Caltrans

7. The applicant shall provide the necessary permit application materials and bear all costs to apply to Caltrans to request West Liberty Road be designated as a STAA truck route for ingress and egress of STAA trucks into the site. All signage required shall be installed at the cost of the project applicant/owner.
8. Provide a turning radius analysis for all movements from street frontage through the project site and exiting back out to the streets. A site plan shall be provided that provides STAA truck/truck turning movements into and out of the site and on-site circulation. The turning movements shall show that there is no conflict with the truck circulation with other auto fueling and parking on the site.
9. Prior to construction, the applicant shall have all required approvals and an encroachment permit from Caltrans prior to performing any work within the state right-of-way.
10. A Landscape Maintenance Agreement shall be recorded between the City of Gridley and the property owner for the installation and maintenance of landscaping and other off-site improvements in a form suitable for recordation with the Butte County Recorder binding upon the property owner and his/her successor(s) in interest. All plants shall be maintained in a healthy, disease-free condition. Water and fertilizer shall be applied as necessary to maintain their normal color and growth rate. Weak or broken branches shall be removed by pruning. Dropped or faded flowers, seed pods, dead foliage and leaves shall not be allowed to accumulate. Dead plant materials shall be replaced with healthy plants promptly throughout the life of the project development. Annual and perennial planting beds shall be weed and litter free.
11. The site design has been reviewed and comments provided by Caltrans related to turning movement into the site. Caltrans has noted that there are no restrictions of turning movement into the site entry on State Route 99 northbound or southbound.

City of Gridley/County of Butte

12. Plans for submittal shall incorporate all required 2016 California Green Building Standards Code or the most recently adopted code by the State of California and its revisions and requirements.
13. All site and building signage shall be submitted for review and approval by the Planning Department prior to placement on any structure or site location. A sign permit application will be submitted prior to any review and approval by the city.
14. Complete off-site improvements shall be designed, reviewed and approved by the City Engineer and Caltrans prior to permit issuance. Off-site improvements shall be

submitted for review and approval by the City of Gridley and Caltrans and shall include the construction of curb, gutter, sidewalk, plan and profile of in right-of-way utilities being tied into (sewer, water, and storm drain, manholes as required), landscaping buffer, irrigation components, fire hydrants, and all electrical connections. Relocation of any utilities or lighting or signalization shall also be shown on the plan and shall show existing location and the proposed new location.

The applicant shall provide a Title report and confirm boundaries are accurate.

15. The property owner shall enter into a written agreement for the maintenance of the on-site building, site, and site amenities, paving, and walkways in a form suitable for recordation with the Butte County Recorder binding upon the property owner and his/her successor(s) in interest. This agreement, at a minimum, shall state that all facilities and related equipment, including lighting, fences building facades, and materials shall be maintained in good repair, free from trash, debris, litter and graffiti, and other forms of vandalism, and any damage from any cause shall be repaired as soon as reasonably possible to minimize occurrences of dangerous conditions or visual blight. All pavement markings shall be maintained so as to be clearly visible throughout the life of the development. Trash, debris, litter or graffiti shall be removed from the site and any facility or equipment as soon as practicable and in no instance more than forty-eight hours from the time of notification by the City. The agreement shall acknowledge that any costs incurred by City staff due to non-responsiveness by the owner or manager of the site will be the responsibility of the property owner not taken care of, the costs of any cleanup by City staff will be a fee born by the owner and his/her successor(s) in interest.
16. The applicant/owner shall receive approval and filing of the Lot Merger/Certificate of Compliance recorded with Butte County prior to the Certificate of Occupancy.
17. Prior to construction, the applicant shall obtain an encroachment permit or other instrument to work on City utilities within the state right-of-way. All work on utilities shall be coordinated with the City Engineer and the Public Works Department. Electrical service is provided by PG & E.
18. Decorative lighting in conformance to the Highway 99 corridor lighting requirements shall be provided and installed as determined by the Planning Department and the City of Gridley Electrical Superintendent. The applicant shall provide a minimum of two decorative style 16-foot LED lights per driveway and on the site perimeter.
19. A separate water meter shall be provided to serve the landscape irrigation supply. All site metering shall be located as reviewed and approved by the Gridley Municipal Utility Department.

~~19-20.~~ Abandon the existing 2" water service on the Highway 99 frontage. This will require exposing the existing 10" water main, remove the corp stop, and place a repair

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[band around the tap. The applicant/owner is responsible for all required permits from the City and Caltrans and provide all required traffic control in accordance with the Standard Specifications \(Caltrans\).](#)

Site Design

- ~~20-21.~~ An exterior lighting plan shall be submitted for review and approval prior to permit issuance. The plan shall ensure that lighting is shielded or recessed to prevent direct glare and reflection is confined to the maximum extent possible to the site and does not go beyond the property boundaries. Exterior lighting shall be considerate of “Dark Sky” design and direct all lighting downward. Light foot-candles shall be at the lowest levels allowed and shall be placed on photovoltaic cells and sensor switches in conformance to the Green Building Code.
- ~~21-22.~~ Outdoor refuse collection area location and design shall comply with 17.72.100. A cover shall be provided the design of which shall be reviewed and approved by the Planning Department.
- ~~22-23.~~ Bicycle racks and an enclosed bicycle storage area for employees shall be provided on the site.
- ~~23-24.~~ The driveways shall be reviewed for consistency with the required ADA standards thus requiring removal and replacement. The contractor shall protect all Caltrans and City infrastructure, signaling and all utilities from damage. If damage occurs, the cost to repair and/or replace is born by the applicant/owner/contractor. No reimbursements of costs are available from the City, State, or County.
- ~~24-25.~~ All infrastructure demolished/removed shall be off-hauled and not stored on site. The site shall be cleaned and all debris, vegetation, and weeds shall be removed resulting in a clean site prepared for construction.
- ~~25-26.~~ A SWPPP shall be required and all BMPS installed prior to the commencement of work. Weekly site inspections are required per the GCP to ensure BMPs are correctly placed. Should there be measureable rain forecasted 24 hours in advance of such event, a REAP shall be prepared in accordance with the requirements of the State of California Water Resources Dept. (waterboards.ca.gov)

Engineering

- ~~26-27.~~ Provide adequate fuel delivery vehicle turning area.
- ~~27-28.~~ Provide a Geotechnical Report for the project site. (2 sets required upon submittal)
- ~~28-29.~~ Civil Improvement Plans shall be prepared by a Civil Engineer licensed in the State of California.
- ~~29-30.~~ Improvement plans shall include: Title Sheet, Existing Topographic Plan, Demolition Plan, Calculated Site Plan, Grading Plan, Drainage Plan, Utility Plan, Water

Pollution Control Plan (Erosion Control Plan), appropriate details and Construction Notes. (5 sets requires upon submittal)

~~30-31.~~ The topographic survey shall include streets to the opposite side of the project site and include 100 feet outside the boundary on the west and north sides.

~~31-32.~~ Provide all right of way widths including UPRR, SR 99 and West Liberty Road.

~~32-33.~~ Provide a hydrology report in accordance with the City's current Public Works Construction Manual. Request the template from the city prior to beginning work. Coordinate with Reclamation District RD 2056. (2 sets required upon submittal)

~~33-34.~~ The grading plan shall show the location or locations that provide 100-year overland release to natural drainage in the event any onsite drop inlet is plugged.

~~34-35.~~ Vehicle overhang shall not infringe into any walkway limiting pedestrian access per Title 24. This may require parking bumpers.

~~35-36.~~ Up to 30% of the site parking stalls may be designed as compact. Standard stall size is 10 ft x 20 ft.

~~36-37.~~ All water connections will require back flow preventer devices. Provide a conceptual on-site water distribution plan.

~~37-38.~~ An on-site hydrant may be required. Confirm the requirements with the Fire Department.

~~38-39.~~ Provide City Engineer signature block on Title Sheet. Use "Accepted by" instead of "Approved by".

Provide an Engineer of Work Certificate:

ENGINEER OF WORK'S CERTIFICATE

I, _____, hereby declare that I am the Engineer of Work for this project, that I have exercised responsible charge over the design of the project as defined in Section 6703 of the Business and Professions Code, and the design is consistent with current standards of the City of Gridley and Special Districts having jurisdiction within the city. I understand that the check of project drawings and specifications by the city of Gridley and/or its contract City Engineer or their representative is confined to a review only and does not relieve me of responsibilities for project design.

Signed:

Date:

RCE No.:

Firm:

Address:

Telephone No.:

~~39-40.~~ Provide signature block for Jeff Spence, Reclamation 2056.

~~40-41.~~ Gridley is not a "Small MS4" as defined by the State Water Board. A SWPPP number will need to be provided and on the plans prior to the completion of the review by the city. However, the project may be subject to the post construction stormwater

quality requirements (section XIII) of the State General Construction Permit (Order 2009-0009). The post construction water balance calculator is provided in SMARTS. An excel spreadsheet based on the SMARTS calculations can be found at https://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml (see Appendix 2). If a general permit is required provide 2 sets of calculations.

41-42. Include Landscape Documentation Package and plans with the Civil Improvement Plans.

42-43. No work or commencement of construction shall be allowed until the plans have been accepted as complete by the city of Gridley, Reclamation District 2056, and Caltrans.

43-44. All drainage and sewer lines shall be designed in accordance with the state water main separation requirements of Chapter 22, Section 64572 of the California Code of Regulations. If separation is not attainable, the applicant shall submit an application to the state for variances as required. The application package shall be submitted to the city for review and for forwarding to the State for approval. All costs shall be the responsibility of the developer.

Building

44-45. The project shall ensure that all interior noise levels are met by construction practices.

45-46. Plans shall reflect the placement of all gutters and downspouts.

46-47. Provide required Title 24 Energy Calculations. All measures in the calculations shall be reflected on the plans.

47-48. Provide a Mechanical Plan for duct layout, system equipment requirements that conform to ACCA Manual J, S, and D analysis and calculations for heat loss and gain as required by the Building Code.

48-49. During construction, all Butte County Air Quality mitigation measures shall be complied with.

49-50. Prior to construction, BMP for storm water pollution control shall be in place. The applicant shall provide verification of all General Construction Permit requirements are met and in place.

Fire Department

50-51. Plans for submittal shall comply with all Fire Department requirements. The applicant shall contact the City of Gridley Fire Department/CalFire for review and approval of site development plans and fire sprinkler systems. Clearly show the fire riser location on the plans for review and approval. Verify the number and location for fire hydrants that may be required.

~~51.52.~~ The site shall provide all special equipment as required to mitigate fuel fires. Any areas related to fire safety or access shall provide keys to the Gridley Fire Department.