PLANNING COMMISSION AGENDA

City Council Chambers

66 North Lassen Street, Susanville, CA 96130
Phone (530) 252-5118 Fax (530)257-4725

Tuesday January 22, 2019 – 6:30 P.M.

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPOINTMENT OF CHAIR/VICE CHAIR

BUSINESS FROM THE FLOOR (NO ACTION TO BE TAKEN)

APPROVAL OF MINUTES:
May 8, 2018

PUBLIC HEARING ITEMS
Consider Use Permit 18-007 for a thrift store to operate at 705 Cottage Street

NON-PUBLIC HEARING ITEMS:
None

CORRESPONDENCE: None

CITY ATTORNEY REPORT: None

COUNTY REFERRALS: None

COMMISSION ITEMS: Update regarding Planning Commissioner Recruitment

ADJOURNMENT

The Planning Commission's action on Use Permit (including Planned Development Use Permits) and Variance items may be appealed to the City Council within 5 business days of action. The Planning Commission's action on Tentative Subdivision items may be appealed to the City Council within 10 business days of action. Appeals of the Planning Commission's action must be made in writing on the form provided by the City and must be accompanied by a fee adopted by the City Council. Appeals of Planning Commission actions must be based on comments made known (either through written or verbal comment) at the Planning Commission Meeting. Please contact the Community Development Department for more information regarding appeals.
ACCESSABILITY: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

SUSANVILLE PLANNING COMMISSION
VICE-CHAIR Linda Robinette
COMMISSIONERS ~ Dan Foster, Alan Dowdy, Wayne Jambois

Susanville Planning Commission Minutes
Tuesday May 8, 2018 – 6:30 p.m.
City Council Chambers
66 N. Lassen St. Susanville CA 96130

Call to order at 6:30pm

Roll Call of Commissioners Present:
Commissioner Wayne Jambois, Commissioner Dan Foster, Commissioner Alan Dowdy, Vice Chair Robinette and Chair Lozano **Absent:** None

City Staff present: Dan Newton, Holly Hill-Young and Anthony Hanner

Approval of the Agenda: Motion by Commissioner Jambois, Second by Commissioner Foster. **All in Favor:** Jambois, Dowdy, Foster, Robinette and Lozano **Absent**: None

Business from the Floor: None

Approval of Minutes:
January 9, 2018 Minutes approved Motion by Commissioner Foster Second by Commissioner Dowdy **Abstain:** Vice Chair Robinette and Chair Lozano
February 13, 2018 Minutes approved Motion by Commissioner Dowdy Second by Commissioner Jambois, with corrections adding Commissioner Dowdy present at February 13, 2018 meeting

PUBLIC HEARING ITEMS: NONE

NON PUBLIC HEARING ITEMS:
Appeal 18-003; Applicant McHale Sign Company and Owner Ramish Turin & Rajinder Singh submitted for a building permit to install new signs advertising the businesses located at 2750 Main Street which included the Shell gas station, carwash and convenience mart. The businesses are located on two parcels with the gas station and car wash on APN 105-320-04 and the convenience mart on APN 105-310-02. After reviewing the submitted plans, staff determined that the proposed sign area exceeds the area permitted by code on March 2018. A letter of determination was mailed to McHale Sign Company and the owner on the same day. The letter stated that Staff's determination was that the graphics of mountains, trees and lake are being included in the area calculation of the sign. As per the City of Susanville definition of "Signs" the picture would be included in the sign area computation.
Staff also based the determination on the fact that the graphics and the sign copy are printed as a single image on a metal backing that forms a single surface that will be mounted as a separate structure to the buildings.

Staff noted within the letter that APN 105-320-04 (carwash) the allowable sign square footage is 150 square feet of free standing (75 square feet per sign face) and 90 square feet of building mounted sign area which is based on 1.5 square feet of sign area per linear foot of the building width which is 60 feet. The proposed sign area on this parcel is 150 square feet of freestanding sign which conforms, however

there is an additional 183.5 square feet of building sign area and this does not conform. The graphics depicting a lake, mountains and trees was included. For APN 105-310-02 (convenience mart), allows 150 square feet of free standing sign area which none was proposed. The sign proposed for the west side of the building (the entrance side) is approximately 225 square feet, and sign calculation includes the graphics of the lake, mountains and trees did not conform.
McHale Sign Company and the Owner Ramish Turin & Rajinder Singh chose to appeal to the Planning Commission. The appeal application and payment, and a letter from the applicant outlining their reasoning for excluding the graphics area from the sign are computation and pictures of the proposed signs and pictures of similar installed McHale Signs was received and the Planning Commission shall hear the appeal and make its own determination regarding the application. Upon such determination the Planning Commission shall uphold, modify or reverse the planning director's decision. The Planning Commission's determination may be appealed to the City Council at no additional fee.

Bascon Greisham, of Ed Staub and Sons, spoke in favor for the applicant.

Commissioners spoke amongst each other and agreed that Staff's interpretation of the sign's definition was correct and chose to uphold the determination of Staff.

Motion was made by Commissioner Jambois, Second by Vice Chair Robinette to deny the appeal made by the applicant and owner. **All in Favor:** Jambois, Robinette, Dowdy, Lozano **Abstain:** Foster

Correspondence: None
City Attorney Report: None
County referrals: None
Commission Items: None

Adjournment:
Motion made by Commissioner Jambois, Second made by Commissioner Foster to adjourn the meeting; motion carried. **All in Favor:** Jambois, Dowdy, Foster, Robinette and Lozano

Meeting adjourned at 7:04 p.m.

_____
Signed, Vice Chair Linda Robinette

Respectfully submitted by,
Holly Hill-Young
Holly Hill-Young

_____ _____
Gwenna MacDonald, City Clerk Approved On:

CITY OF SUSANVILLE PLANNING COMMISSION
STAFF REPORT
January 22, 2019 Meeting

City File Number	U-18-007		
Applicant / Representative	Mountain Circle Family Services, Inc./Seth Shepard		
Property Owner	Brooks Family Trust		
Location:	705 Cottage St.		
Request:	Use Permit to allow a thrift store to operate in the UBD		
Property Size:	0.210 acres		
Assessor's Parcel No.	103-321-19-11		
Zoning:	UBD – Uptown Business District		
General Plan Designation:	Commercial Mixed Use		
Surrounding Zoning and Land Use		**ZONING**	**LAND USE**
	North	UBD	Commercial
	South	UBD	Residential/Commercial
	East	UBD	Commercial Office
	West	UBD	Commercial
Environmental Determination	Categorically Exempt, Class 1, Section 15301, Existing Building		

COMMENTS:

Building Official: Applicant cannot use back parking lot as an unloading area/staging area. Building Permits required for construction.

Fire Department: None

Public Works: Curb and gutter repair as required by City for construction over $25,000.00.

PROJECT DESCRIPTION:

Mountain Circle Family Services, Inc. (Applicant) is proposing to move its offices and thrift store into a three-level building at 705 Cottage St. The applicant has applied for a Use Permit because one is required to operate a thrift store in the Uptown Business District, in accordance with Sections 17.40.030.M and 17.112.020 of the City Municipal Code. Remodeling the main entry is the only work to be done on the main building exterior or site.

The applicant currently operates its non-profit thrift store from 732 Main/10-20 S. Gay St. Upon approval of U-18-007, the thrift store will close down at that location and be entirely relocated to 705 Cottage St. The move will be pending completion of the improvements.

ANALYSIS:

Access, Circulation & Parking: The business will be mostly visible and accessible from Cottage Street with street parking available directly in front of the building and along Cottage Street. Additional parking could be utilized on the adjacent South Lassen and South Gay streets. There is also a small parking area in the back of the building.

Uses occurring within existing businesses or structures within the UBD zone are exempt from providing additional parking per City Code Section 17.40.040.E.2.

The facility was formerly used as a gym/physical fitness center. This new project would not generate traffic volumes that are not customary for the area and would not require additional traffic or roadway improvements.

Landscaping and Buffering: None. There is no landscaping on site as it is surrounded by asphalt and neighboring buildings.

Water Quality and Drainage. No change to the drainage on the lot is proposed or required.

Signage: No signage has been proposed in conjunction with this use permit. All signs erected or re-faced on the site must meet City requirements. A sign permit shall be required for any new or re-faced signs.

RECOMMENDATION: Adoption of Resolution 19-1066 approving the Use Permit application U-18-007 for a thrift store to be located at 705 Cottage St.

ATTACHMENTS:

1. Resolution 19-1066
2. Environmental Questionnaire
3. Site Plan

RESOLUTION NUMBER 19-1066
A RESOLUTION OF THE SUSANVILLE PLANNING COMMISSION APPROVING A THRIFT STORE AT 705 COTTAGE STREET USE PERMIT APPLICATION NUMBER U-18-007

WHEREAS, Mountain Circle Family Services, Inc., has applied for a use permit to allow the operation of a thrift store in the UBD/Uptown Business District on that property known as Assessor's Parcel Number 103-321-19-11 located at 705 Cottage St.

WHEREAS, the Susanville Planning Commission at a public hearing held during its regular meeting on January 22, 2019 considered both written and oral comments presented concerning the proposed project as required by City Code Section 17.112.20 E; and

WHEREAS, the City of Susanville Planning Division has determined that the project is Categorically Exempt under Article 19, Section 15301, Class 1 (Existing Facilities) of the CEQA guidelines.

NOW THEREFORE, the City of Susanville Planning Commission:

A. Makes the following findings:
   1. That the proposed project is consistent with the General Plan and Zoning Ordinance.

   2. That the establishment, maintenance, or operation of the subject use, building or facilities applied for will not, under the circumstances be detrimental to or contrary to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of the proposed use and will not be injurious or detrimental to property or improvements in the neighborhood or the general welfare of the City.

   3. The conditions imposed upon approval of this use are necessary to further the public health, safety, peace and general welfare of the City.

B. Approves the use permit (U-18-007) for Mountain Circle Family Services, Inc., in accordance with the site plan, "RECEIVED OCTOBER 11, 2018 CITY OF SUSANVILLE, CALIF." and included in the attached staff report, except as modified by the following terms, agreements and conditions contained in this Resolution:

AREA/SITE SPECIFIC CONDITIONS

1. No donation items shall be stored outside of the building and no items for sale shall be displayed outside the building unless they are located in a secured and screened area with inside contents not visible from the public rights of way. Any outdoor screened enclosures or containers shall be approved by the city for adherence to Building and Fire codes and standards for the UBD historical district prior to erection. A sign shall be placed inside the front window stating that donations are only accepted during business hours and that no donations are to be left outside.

2. The applicant will be responsible for removing and properly storing all donation items in a safe, clean, orderly and timely manner with items no visible from the public right of way, at all times. The applicant has the responsibility to ensure strict adherence to this condition. The accumulation of donated items outside of the building during nonbusiness hours shall be cause for the revocation of this use permit.

3. No outdoor display or sale of merchandise shall be allowed.

4. The business owner shall obtain and maintain refuse service from the local franchisee. Refuse containers must be large enough for refuse and emptied regularly to prevent overflow and trash enclosures shall be designed and constructed to City standards.

5. Any changes in occupancy to existing buildings or changes requiring a building permit shall require Building Division approval. Contact the Building Division for more information.

6. Fire inspection shall be required prior to occupancy.

7. This permit shall become null and void if approved use has not begun within one year from the date of adoption of this resolution unless an extension of the life of the permit is approved by the Planning Commission. It is the applicant's responsibility to request an extension within a reasonable time frame, if needed.

8. Obtain a sign permit from the City Building and Planning Division for all advertising signs associated with the business.

GENERAL

9. Approval of this use permit is contingent upon the establishment, maintenance, and operation of the subject use not being detrimental or contrary to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of the proposed use and not being injurious or detrimental to property or improvements.

10. The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.

11. The applicant, all contractors and sub-contractors involved in the project shall obtain a City of Susanville Business License and maintain said license in force for the duration of the project.

Dated: January 22, 2019

Approved: _____

Linda Robinette, Vice Chair

Planning Commission
City of Susanville, State of California

Attest: _____
Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

The foregoing Resolution 19-1066 was introduced and adopted at a regular meeting of the Susanville Planning Commission held on the 22nd day of January, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

_____
Jessica Ryan, City Attorney

CITY OF SUSANVILLE
RECEIVED
OCT 11 2018
BUILDING & PLANNING

This form is available on line at www.cityofsusanville.org

CITY OF SUSANVILLE
PLANNING DIVISION
PROJECT & ENVIRONMENTAL QUESTIONNAIRE

This document will assist the Planning Divisions evaluation of the proposed project and its potential environmental impacts. Complete and accurate information will facilitate the City's environmental assessment of the project and will minimize future requests for additional information. Please contact the Planning Division at 66 N. Lassen Street, Susanville, CA 96130-3904, Phone: (530) 252-5117, Fax: (530) 257-4725, if you have any questions regarding this document, environmental review or your project. ***Please attach additional sheets and/or information as necessary.***

I. GENERAL INFORMATION

A. Applicant' Statement of Intent and Description of Project: The applicant is remodelling the existing building into a thrift store on the main level and office space on the upper level. The remodel of the main entry is the only work to be done on the building exterior or site

B. Common name of Proposed Project or Subdivision: Mountain Circle Family Services

C. Property Owner's Name: Brooks Family Trust, et al

Mailing Address: 1447

Telephone: Business (____) ____ Home (____) ____

Fax (____) ____ E-Mail ____

D. Applicant's Name/Authorized Representative: Mountain Circle Family Services, Inc.

Mailing Address: P.O. Box 1954, 965 Main St. Greenville, Ca. 95947

Telephone: Business (530) 260-3910 Home (____) ____

Fax (____) ____ E-Mail sshepard@mountaincircle.org

E. ~~Applicant's~~ Engineer. Name/Authorized Representative: NST Engineering, Inc.

Mailing Address: 1495 Riverside Drive, Susanville, Ca. 96130

Telephone: Business (530) 257-5173 Home (____) ____

Fax (530) 257-6272 E-Mail nst@frontiernet.net

F. Who is Your Main Contact Person: Seth Shephard

Name: Seth Shepard

Mailing Address: P.O. Box 1554, Greenville, Ca. 95947

Telephone: Business (530) 260 3910 Home (_____) _____

Fax (_____) _____ E-Mail _____

G. Would you like us to provide copies of correspondence (review comments, staff reports, approval letters, etc.) to persons on this application who are not the main contact person? ☒ YES ☐ NO (check one). If no preference is given we will only correspond with the main contact person.

II. PROJECT SITE INFORMATION:

A. Physical Characteristics:

1. Address or Location: 705 Cottage Street
2. Assessor's Parcel Number: 103-321-19
3. Property Area: 8,400 square feet 0.19 acres
4. Site Dimensions: 60 feet by 140 feet

B. Land Use Characteristics

1. Current Land Use (check one): ☐ Undeveloped ☒ Developed
2. If developed, describe the existing land use: Building is presently vacant. It housed the "Iron Horse Gym" for years and previously was a furniture/flooring store
3. Are there any existing structures on the project site? (If yes, include description, present use, proposed use, and square footage of all structures): Yes ± 4800 sf footprint on main level, ± 3900 sf upper level, and a full basement (± 4800 sf). As stated above, it was a gym for years and was a furniture/floor retail store. The proposed use - thrift store on main level, office space above
4. Will any structures be moved or demolished? No

   Please attach a plan showing the location of all existing structures on the project site and if they are to be moved or demolished. The plan should describe the age, condition, size and architectural style of all existing on-site structures. Photos of the existing structures should be included

C. Zoning Information: *(Contact the Planning Department for this information)*

1. Zoning District(s): UBD uptown business district
2. General Plan Land Use Designation: Commercial mixed use
3. Proposed Zoning (if applicable): N/A
4. Proposed General Plan Land Use Designation (if applicable): N/A

D. Adjacent Zoning and Existing Land Uses Within 300 Feet of the Project site: *(Contact the Planning Department for this information)*

	Zoning	Existing Land Use
North	UBD	commercial
South	UBD	Commercial and residential
East	UBD	commercial
West	UBD	commercial

E. Environmental Settings:

1. Describe the project site's existing topography, soil stability, plant and animal life, scenic vistas, cultural, historical or archaeological resources or any other outstanding site characteristics: Site is full developed with building and rear parking. No plant or animal life encountered Building is ± 70 years old.

2. Will any significant views be obstructed by the project? (If yes, please describe): NO

3. What will the visual impact of the project be in relation to its location: NO

4. Is the project in the vicinity of any historical or archaeological resources? (If yes, please describe): NO

5. Vegetation:

   a. Are there any trees, bushes or shrubs on the project site? (If yes, please describe location, size and species): NO

   b. Will any trees, bushes or shrubs be removed or otherwise disturbed by the project? NO

   c. Is any of the vegetation on the site wetlands or riparian (streamside) in nature? NO

6. Are there any natural bodies of water, including intermittent bodies of water, within 300 feet of the project site? (If yes, please describe location and nature): _____

NO

7. Is the project site within either of the following?

☐ Floodway ☐ 100-year floodplain ☐ 500-year floodplain

III, PROJECT INFORMATION:

NOTE: Check project type and proceed to and fill in the appropriate section then continue to Section IV.

☐ **Residential Project** ☒ **Commercial/Industrial Project**

A. RESIDENTIAL PROJECTS:

1. Type of residential project: _____
2. Is this a: ☐ subdivision (5 or more lots); ☐ Parcel Map (1-4 lots); ☐ Single Lot Development
3. Total number of lots: _____. Total number of dwelling units: _____.
4. Total acreage: _____. Total dwelling units per acre: _____.

BREAKDOWN OF PROPOSED RESIDENTIAL UNITS				
	Single Family	Duplex / Triplex/ Fourplex	Multi-Family Apartments	Multi-Family Condominiums
Number of Units				
Square Feet Per Unit			N/A	
For Sale or Rent				
Price Range				
Type of Unit				
Studio				
1 Bedroom				
2 Bedroom				
3 Bedroom				
4 + Bedroom				

5. Provide the type, number of stories, gross floor area (square feet), height and dimensions of all proposed structures: _____

6. What will be the finished floor elevation? _____

7. Will the finished floor be higher than the existing topography of the site? _____

8. What is the height of building appurtenances (measured from ground to highest point) such as antennas, mechanical equipment, and light poles? _____

9. Project Site Coverage: N/A

Building Coverage:		(s.f.)		%
Landscaped Area:		(s.f.)		%
Paved Surface Area:		(s.f.)		%
Other ( ):		(s.f.)		%
Total:		**(s.f.)**	**100**	**%**

10. Exterior Building Materials and Colors: _____

11. Roof Materials and Colors: _____

12. Total Number of Off Street Parking Spaces Provided: _____
(If off-street parking spaces are not on the project site, attach a recorded easement, a signed lease agreement or a letter of agency for off-site off-street parking spaces)

13. Type of exterior lighting proposed for the project (height, intensity, coverage, sheilding):
Building: _____

Parking: _____

14. Is the proposed project a component of an overall larger plan or project? (If yes please describe the overall project and its various pahses and show the overall project on a site plan.): _____

15. Estimated date to begin construction: _____

16. Estimated date to complete construction: _____

B. COMMERCIAL,INDUSTRIAL, MANUFACTURING, OR OTHER PROJECTS:

1. Type of project: Remodel Existing Building
2. Type of Use(s): Proposed thrift store and office space
3. Customer Base (check one): ☒ Regional ☒ Citywide ☐ Neighborhood
4. Employee Base (check one): ☐ Regional ☒ Citywide ☐ Neighborhood
5. Overall Influence (check one): ☒ Regional ☒ Citywide ☐ Neighborhood
6. Days and Hours of Operation: 9:00 am to 6:00 pm.
7. Total Occupancy/Capacity of Building(s): 20 people (10 employees, 10 shoppers)
8. Total Number of Fixed Seats: 0 Total Number of Employees: 10 max.
   Anticipated Number of Employees Per Shift: 8 employees.
9. Square footage of: Office Area 3500 s.f.; Warehouse Area 0 s.f.; Sales Area 4800 s.f.; Storage Area 4800 basement s.f.; Loading Area 0 s.f.
10. Total Number of Visitors/Customers on site at any one time: 10 maximum.
11. Other Occupants (If applicable): office staff (see above)
12. Will the proposed use involve any toxic or hazardous materials or waste? (If yes, please explain): NO
13. Is this a: ☐ Subdivision (5 or more lots), ☐ Parcel Map (1-4 lots), or ☐ Single Lot Development (check one).

14. Total number of lots: N/A Total number of units: _____

15. Total acreage: _____ Total units per acre: _____

16. Provide the type, number of stories, gross floor area (square feet), height and dimensions of all proposed structures:
60' x 80' Building footprint. Two story with basement.
± 8300 sf. floor area with ± 4800 sf basement
± 30' feet high

17. What will be the finished floor elevation? existing

18. Will the finished floor be higher thatn the existing topography of the site? yes

19. What is the height of building apprutenances (measured from ground to highest point) such as antennas, mechanical equipment, and light poles? ± 30 feet high

20. Project Site Coverage:

Building Coverage:	(exist.) 4800	(s.f.)	57	%
Landscaped Area:	100	(s.f.)	1	%
Paved Surface Area:	–	(s.f.)		%
Other ( ):		(s.f.)		%
Total:	8400	**(s.f.)**	**100**	**%**

11. Exterior Building Materials and Colors: stucco Beige / Brown off white in rear

12. Roof Materials and Colors: flat roof (asphalt or single ply)

13. Total Number of Off Street Parking Spaces Provided: 5 at rear, 4 on-street spaces in front of bldg.
(If off-street parking spaces are not on the project site, attach a recorded easement, a signed lease agreement or a letter of agency for off-site off-street parking spaces)

14. Type of exterior lighting proposed for the project (height, intensity, coverage, sheilding):
Building: NONE

Parking: NONE

15. Is the proposed project a component of an overall larger plan or project? (If yes please describe the overall project and its various phases and show the overall project on a site plan.): No

16. Estimated date to begin construction: Dec. 2018

17. Estimated date to complete construction: April, 2019

IV. ENVIRONMANTAL IMPACTS:

A. Surface Water runoff and Water Quantity:

1. Will the project alter exisrting drainage patterns on the site? ☐ Yes ☒ No (see #5 below)
2. Will the project increase the amount of surface water runoff leaving the site? Yes (No) (see #5 below)
3. Will surface water runoff from the site enter a stream, pond or other natrual drainage facility? ☐ Yes ☒ No (see #5 below)
4. Will the project affect ground waters in terms of quality or quantity? ☐ Yes ☒ No (see #5 below)
5. If you answered yes to any of the above, please explain the specific situation and any proposed water treatments: N/A

B. Traffic:

1. What street(s) provide primary access to the site? Cottage St. and alley.
2. Projected vehicle trips per day (see appendix for details regarding this calculation): exist. use 100/day proposed - 245 store 42 office = 287/day
3. Projected truck trips per day: 1
4. Proposed street improvements (if any): None

C. Water Consumption:

1. Estimated gallons of water consumed per day (please see appendix for details regarding this calculation): exist 830 gal/day - new use will be the same

2. Source of Water: City of Susanville

D. Fire Protection:

1. What is the location of the fire hydrant(s) nearest the project site? There are 4 hydrants within 700 feet of the site (SE corner Lassen & Cottage and at alley, SE corner Cottage/Gay sts and at alley)

2. Are any new fire hydrants proposed? (If yes, please describe the proposed location): No

3. If new buildings are proposed, will sprinkler systems be installed? (Please describe): No new buildings proposed

4. Type of building construction: VB

5. Occupancy load: office - 3600/100 + 4800/60 (store) = 115 max.
100 sf/person 60 sf/person

E. Natural Gas Consumption:

1. Indicate the approximate number of gas appliances per residential unit:
Furnace _____, Water Heater _____, Range _____, Dryer_____.
Number of residential units _____.

2. Indicate the approximate number of gas appliances per commercial unit:
existing Furnace ✓, Water Heater ✓, Range _____, Dryer_____.
Number of commercial units 2.

F. Sewage Disposal:

1. Estimated amount (gallons per day) of sewage to be generated by the project (please see appendix for details regarding this calculation): 830 gal./day

3. Describe the type of sewage to be generated: standard

4. Will any special or unique sewage wastes be generated by this development? (If yes, please describe): No

G. **Solid Waste:**

1. Amount of solid waste to be generated by this project (please see appendix for details regarding this calculation): 890 lbs / day

2. Type(s) of solid waste to be generated: cardboard and broken items received as donations

3. How will the solid waste be stored: In basement or dumpster.

4. Where will solid waste be disposed of: in dumpster

H. **Hazardous Waste Concerns:**

1. Are there any buried tanks or riser pipes on the project site? (If yes, please describe location and nature): Not to my knowledge

2. Is there any evidence of surface contamination on the project site? (If yes, please describe location and nature): No

I. **Public Controversy:**

1. Is there any known public controversy or individual objections related to the project or the project location? (If yes, please describe: No

V. ATTESTATION:

As applicant/agent for this proposal, I hereby state that, to the best of my knowledge, the above answers and statements are true and complete.

Jeffery Morris — 10/11/10

Signature of Applicant/Agent — Date

JEFFERY MORRISH, Project Engineer, NST Engineering, Inc.

Print Name and title of Applicant/Agent

NOTE: If the project site is on or near a historical site, archaeological site, landfill site, river, floodplain, freeway, railroad, or airport, then specific technical studies may be required. Applicants are encouraged to contact the Community Development Department at the earliest possible opportunity to determine the possible need and scope of such studies.

City of Susanville
Planning Division
66 North Lassen Street
Susanville, CA 96130-3904
Fax: (530) 257-4725
Contacts:

PROJECT & ENVIRONMENTAL QUESTIONNAIRE

1. TRAFFIC TRIP GENERATION RATES: To be used for completion of Section IV.B.

Land Use	Weekday Trip end Generation Rates (at 100% Occupancy)
Single Family	10.0 trips per dwelling unit
Patio Homes/Townhomes	7.9 trips per dwelling unit
Condominiums	5.1 trips per dwelling unit
Apartments	6.0 trips per dwelling unit
Mobile Homes	5.4 trips per dwelling unit
Retirement Communities	3.3 trips per dwelling unit
Motel/Hotel	11 trips per room
Fast-Food Restaurant	553 trips per 1,000 s.f. of building area
Retail Commercial	51.3 trips per 1,000 s.f. of building area
Shopping Center	115 trips per 1,000 s.f. of building area
Sit-Down Restaurant	56 trips per 1,000 s.f. of building area
General Office	12.3 trips per 1,000 s.f. of building area
Medical Office	75 trips per 1,000 s.f. of building area
Institutions (Schools/Churches)	10.2 trips per student or 9.4 trips per 1,000 s.f. of building area
Industrial Plant	7.3 trips per 1,000 s.f. of building area or 3.8 trips per employee
Industrial Warehouse	5.0 trips per 1,000 s.f. of building area or 4.2 trips per employee

2. WATER CONSUMPTION RATES

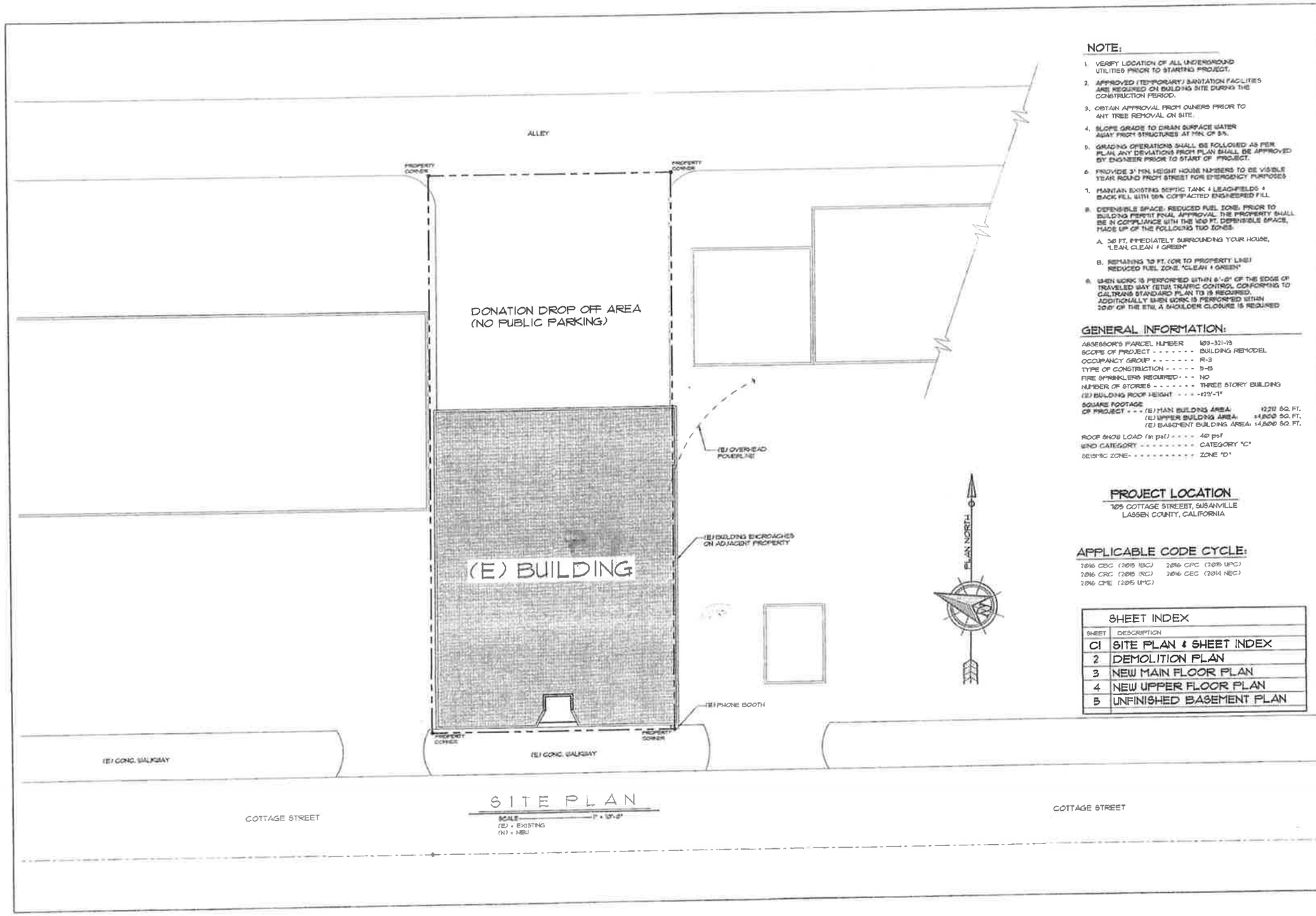
Land Use	Estimated Water consumption Rates (gallons per day)
Single-Family Residential	800 gallons per day
Multi-Family Residential	800 gallons per 3 bedroom unit; 533 gallons per 2 bedroom unit; 267 gallons per 1 bedroom unit
Offices	100 gallons per day per 1,000 s.f. of floor area
Retail Commercial	100 gallons per day per 1,000 s.f. of floor area
Service Commercial/Industrial	The water consumption rate for service commercial and industrial land uses is variable. Please describe the expected levels of water consumption for your project based upon either the water requirements of other similar service commercial or industrial uses or your own calculations (please show your calculations).

3. SEWAGE GENERATION RATES

Land Use	Estimated Sewage Generation Rates (gallons per day)
Single-Family Residential	300 gallons per day per unit
Multi-Family Residential	200 gallons per day per unit or 100 gallons per day per resident
Commercial	100 gallons per day per 1,000 s.f. of floor area
Office	100 gallons per day per 1,000 s.f. of floor area
Industrial	Generally, the sewage generation rate for industrial projects is approximately 2,500 gallons per day per acre. However, the generation rate of variable. Please describe the sewage requirements for any industrial uses in your project.

4. SOLID WASTE GENERATION RATES

Land Use	Estimated Solid Waste Generation (pounds per day)
Single-Family Residential	10.96 lbs. per day per unit
Multi-Family Residential	7.37 lbs. per day per unit
Commercial	50 lbs. per day per 500 s.f. of floor area
Industrial	The solid generation rate for industrial land uses is variable. Please describe the expected levels of solid waste consumption for your project based upon either the amount of solid waste generated by other similar industrial uses or you own calculations (please show your calculations).



SITE PLAN

SCALE 1" = 10'-0"
(E) = EXISTING
(N) = NEW

NOTE:

1. VERIFY LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO STARTING PROJECT.
2. APPROVED (TEMPORARY) SANITATION FACILITIES ARE REQUIRED ON BUILDING SITE DURING THE CONSTRUCTION PERIOD.
3. OBTAIN APPROVAL FROM OWNERS PRIOR TO ANY TREE REMOVAL ON SITE.
4. SLOPE GRADE TO DRAIN SURFACE WATER AWAY FROM STRUCTURES AT MIN. OF 5%.
5. GRADING OPERATIONS SHALL BE FOLLOWED AS PER PLAN. ANY DEVIATIONS FROM PLAN SHALL BE APPROVED BY ENGINEER PRIOR TO START OF PROJECT.
6. PROVIDE 3" MIN. HEIGHT HOUSE NUMBERS TO BE VISIBLE YEAR ROUND FROM STREET FOR EMERGENCY PURPOSES
7. MAINTAIN EXISTING SEPTIC TANK & LEACHFIELDS & BACK FILL WITH 95% COMPACTED ENGINEERED FILL
8. DEFENSIBLE SPACE: REDUCED FUEL ZONE: PRIOR TO BUILDING PERMIT FINAL APPROVAL THE PROPERTY SHALL BE IN COMPLIANCE WITH THE 100 FT. DEFENSIBLE SPACE, MADE UP OF THE FOLLOWING TWO ZONES:
   A. 30 FT. IMMEDIATELY SURROUNDING YOUR HOUSE, "LEAN, CLEAN & GREEN"
   B. REMAINING 70 FT. (OR TO PROPERTY LINE) REDUCED FUEL ZONE "CLEAN & GREEN"
9. WHEN WORK IS PERFORMED WITHIN 8'-0" OF THE EDGE OF TRAVELED WAY (ETW) TRAFFIC CONTROL CONFORMING TO CALTRANS STANDARD PLAN T3 IS REQUIRED. ADDITIONALLY WHEN WORK IS PERFORMED WITHIN 20'-0" OF THE ETW, A SHOULDER CLOSURE IS REQUIRED

GENERAL INFORMATION:

ASSESSOR'S PARCEL NUMBER 109-321-19
SCOPE OF PROJECT - - - - - - - BUILDING REMODEL
OCCUPANCY GROUP - - - - - - - R-3
TYPE OF CONSTRUCTION - - - - - V-B
FIRE SPRINKLERS REQUIRED- - - NO
NUMBER OF STORIES - - - - - - THREE STORY BUILDING
(E) BUILDING ROOF HEIGHT - - - -±29'-7"
SQUARE FOOTAGE OF PROJECT - - - (E) MAIN BUILDING AREA: 12,211 SQ. FT.
(E) UPPER BUILDING AREA: ±1,800 SQ. FT.
(E) BASEMENT BUILDING AREA: 14,600 SQ. FT.

ROOF SNOW LOAD (in psf) - - - - 40 psf
WIND CATEGORY - - - - - - - - - CATEGORY "C"
SEISMIC ZONE- - - - - - - - - - ZONE "D"

PROJECT LOCATION

109 COTTAGE STREEET, SUSANVILLE
LASSEN COUNTY, CALIFORNIA

APPLICABLE CODE CYCLE:

2016 CBC (2015 IBC) 2016 CPC (2015 UPC)
2016 CRC (2015 IRC) 2016 CEC (2014 NEC)
2016 CMC (2015 UMC)

SHEET INDEX

SHEET	DESCRIPTION
C1	SITE PLAN & SHEET INDEX
2	DEMOLITION PLAN
3	NEW MAIN FLOOR PLAN
4	NEW UPPER FLOOR PLAN
5	UNFINISHED BASEMENT PLAN

Revisions:

Engineer:

NST ENGINEERING, INC.
1495 Riverside Drive • Susanville, CA 96130
Engineering • Planning • Surveying
Phone: (530) 257-5713 Fax: (530) 257-6272

PROJECT TITLE:
BUILDING REMODEL for
SETH SHEPARD
109 COTTAGE STREET, SUSANVILLE
COUNTY OF LASSEN, CALIFORNIA

Date: 9/11/2018
Drawn: SB
Checked: JM

Sheet No.
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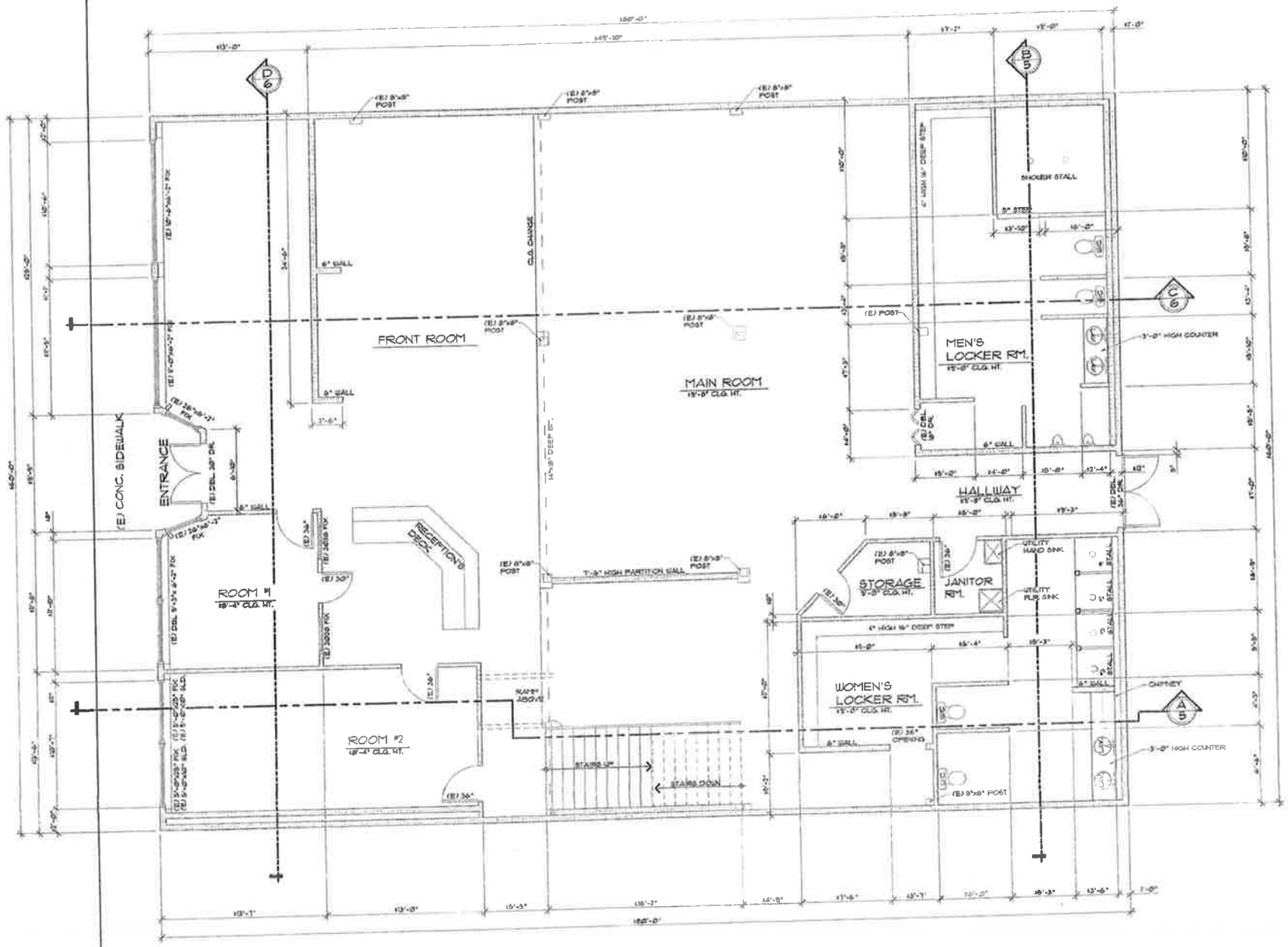
Job No. 2018-34
File No. SITE



(E) MAIN FLOOR PLAN

SCALE : ¼" = 1'-0"

PLAN NORTH

Revisions:

Engineer:

Project Title:
AS BUILTS FOR:
SETH SHEPARD
765 COTTAGE STREET, SUSANVILLE
COUNTY OF LASSEN, CALIFORNIA

A.P.N. 103-321-15

NST ENGINEERING, INC.
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Date: 1/10/2018
Drawn: SB
Checked: JM

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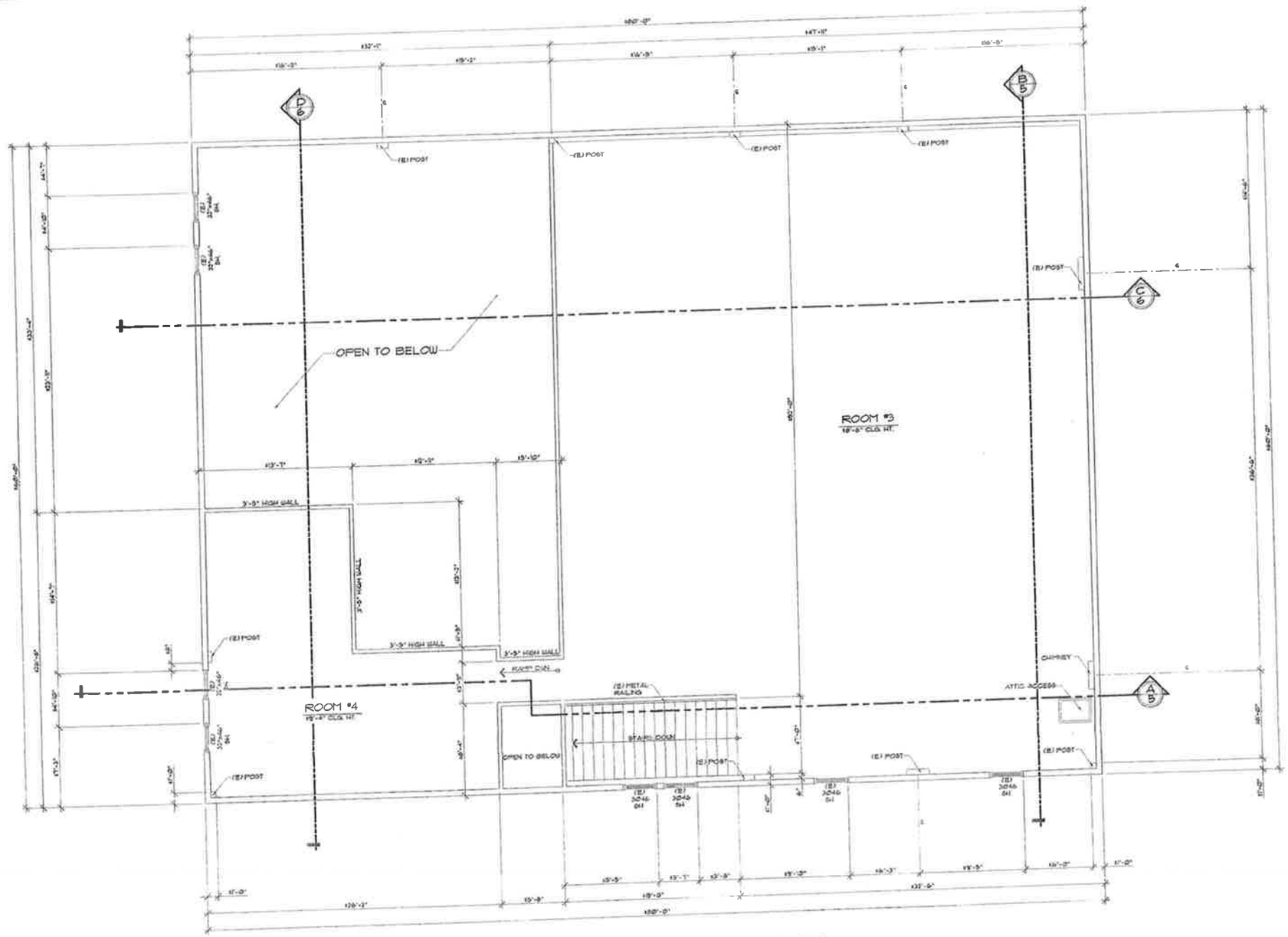
Job No. 2018-34
File No. MAIN



(E) UPPER FLOOR PLAN

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

Revisions:

Engineer:

Project Title:
AS BUILTS FOR:
SETH SHEPARD
705 COTTAGE STREET, SUSANVILLE
COUNTY OF LASSEN, CALIFORNIA

APN: 103-321-18

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Date: 1/10/2018
Drawn: SB
Checked: JM

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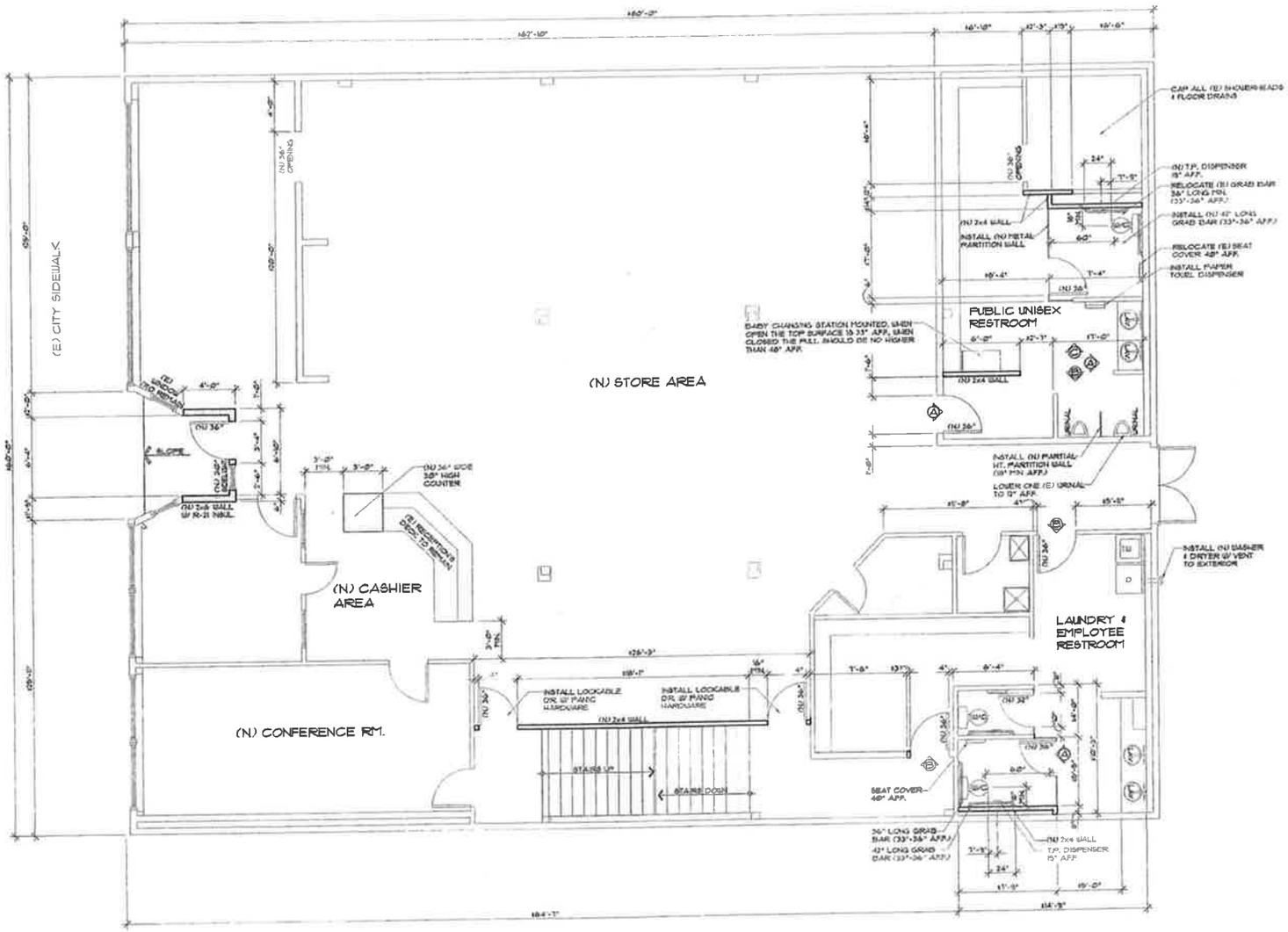
Job No. 2018-54
File No. UPPER

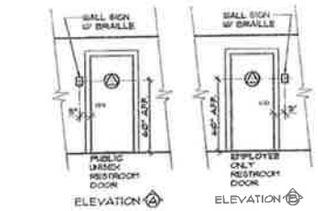


(N) FLOOR PLAN

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

WALL SCHEDULE

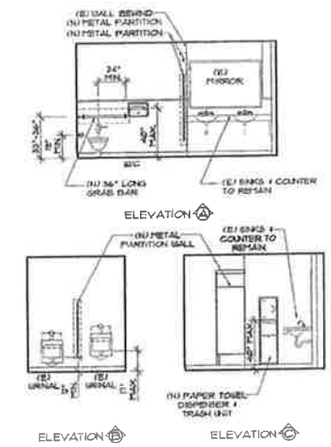
- EXISTING STUD WALL
- WALL TO BE REMOVED
- NEW 2x STUD WALL



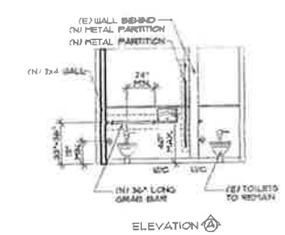
ADA RESTROOM ELEVATIONS

DOOR HARDWARE

(N) LEVER TYPE DOOR HARDWARE SCHLAGE SERIES, OR EQUAL. INSTALL NEW DOOR CLOSERS, NORTON 7500 SERIES, OR EQUAL. PUSH/PULL FORCE NOT TO EXCEED 5 LBS.



PUBLIC UNISEX RESTROOM ELEVATIONS



EMPLOYEE ONLY RESTROOM ELEVATIONS

Revisions:

Engineer:

A.P.N. 103-321-19

Project Title:
AS BUILTS FOR
SETH SHEPARD
108 COTTAGE STREET, SUSANVILLE
COUNTY OF LASSEN, CALIFORNIA

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Date: 1/10/08
Drawn: SB
Checked: JM

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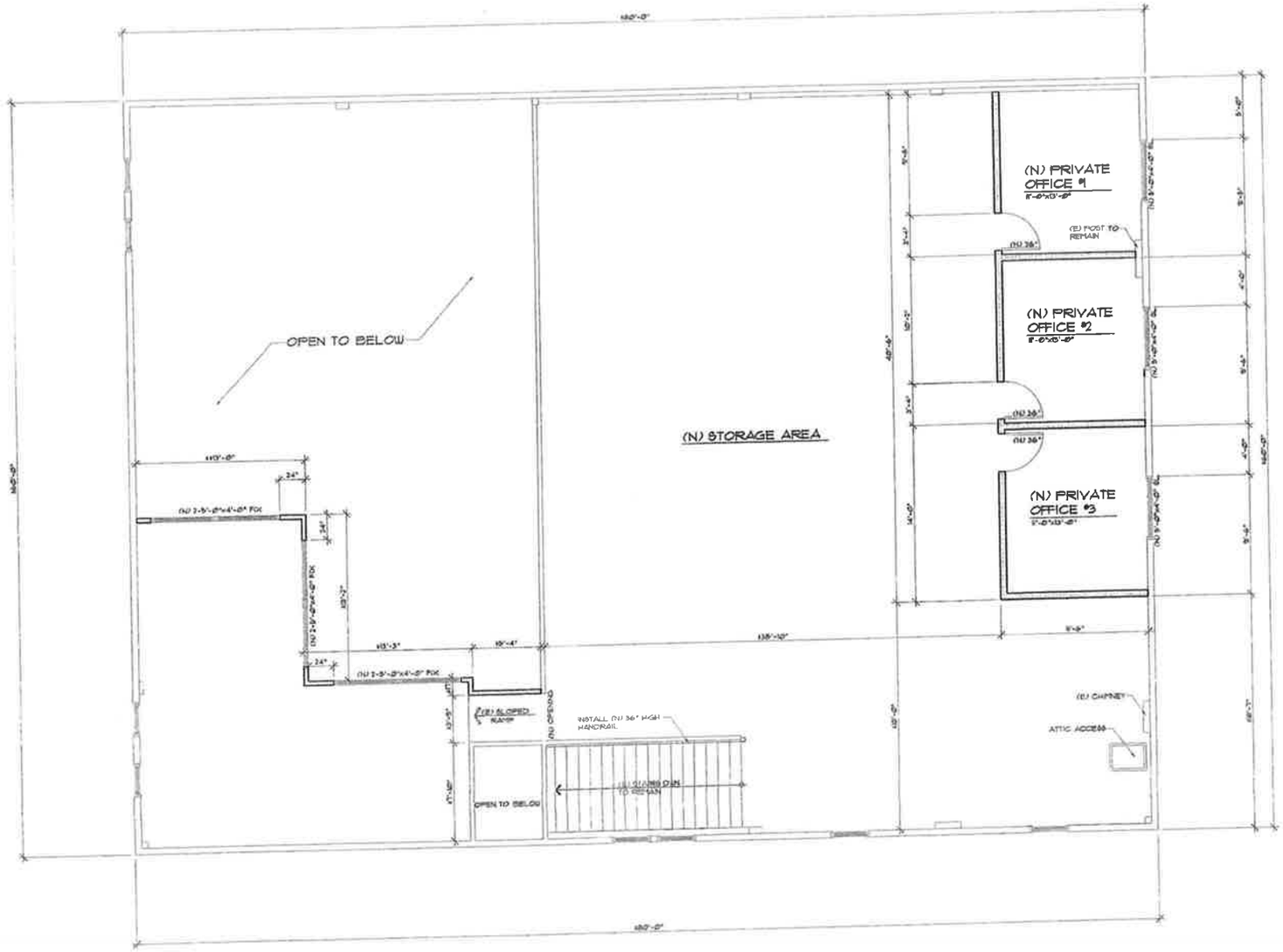
Job No. 108-54
File No. MAIN



WALL SCHEDULE

- EXISTING STUD WALL
- WALL TO BE REMOVED
- NEW 2x STUD WALL

(N) UPPER FLOOR PLAN

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

Revisions

Engineer

APN: 103-321-18

Project Title:
AS BUILTS FOR:
SETH SHEPARD
100 COTTAGE STREET, SUSANVILLE
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Date: 1/10/2018
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Checked: JM

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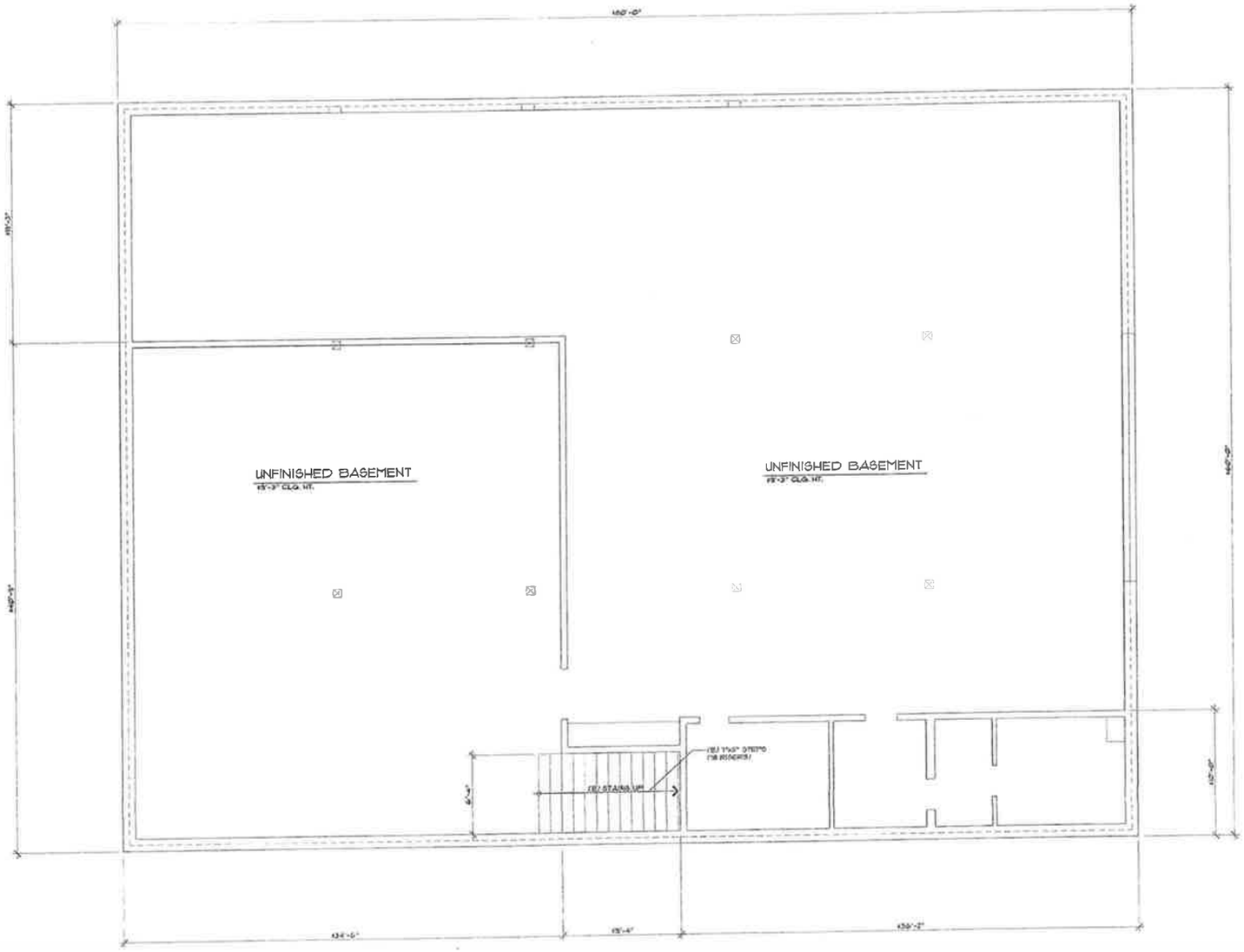
Job No. 2016-54
File No. UPPER



UNFINISHED BASEMENT FLOOR PLAN

SCALE : ¼" = 1'-0"

Revisions:

Engineer:

Project Title:
AS BUILTS FOR:
SETH SHEPARD
705 COTTAGE STREET, SUSANVILLE
COUNTY OF LASSEN, CALIFORNIA
APN: 123-321-19

NST ENGINEERING, INC.
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Date: 7/10/2018
Drawn: SB
Checked: JH

Sheet No.
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Of 6 Sheets

Job No. 2018-54
File No. BASEMENT