

**COUNTY OF EL DORADO
PLANNING AND BUILDING DEPARTMENT
ZONING ADMINISTRATOR
STAFF REPORT**



Agenda of: November 6, 2019
Item No.: 4.a.
Staff: Emma Carrico

TENTATIVE PARCEL MAP

FILE NUMBER: P18-0010/Robert J Matthews

APPLICANT: Timothy G. Blair P.L.S.

REQUEST: Tentative Parcel Map application dividing a 3.76-acre parcel into four separate parcels, creating an individual parcel for each existing building.

LOCATION: Northwest side of the intersection of Robert J Matthews Parkway and Investment Boulevard, in the El Dorado Hills Community Region, Supervisorial District 2. (Exhibit A)

ASSESSOR'S NUMBER: 117-084-016 (previously APN 117-084-16) (Exhibit B)

ACREAGE: 3.761 acres

GENERAL PLAN DESIGNATION: Research & Development (R&D) (Exhibit D)

ZONING DESIGNATION: Research & Development-Design Control (R&D-DC) (Exhibit E)

ENVIRONMENTAL DOCUMENT: Categorically Exempt pursuant to Section 15315, Minor Land Divisions, and 15304(f), Minor Alterations to Land, of the California Environmental Quality Act (CEQA).

RECOMMENDATION: Staff recommends the Zoning Administrator take the following actions:

1. Find the project is exempt from CEQA pursuant to Sections 15315 and 15304(f) of the CEQA Guidelines; and

2. Approve P18-0010 based on the Findings and subject to the Conditions of Approval as presented.

EXECUTIVE SUMMARY

Approval of this tentative parcel map would create four new parcels ranging in size from .83 acres to 1.05 acres from the existing 3.76 acre parcel. The existing lot is zoned Research & Development (R&D), and is currently fully developed with four 11,500 square foot (sf) buildings as well as associated parking, landscaping, and utilities (Exhibit C). No development is proposed as a part of this project, however some minor trenching will be necessary to replace the two existing water meters with four meters so that each parcel has a separate meter. Staff has determined that the proposed project is consistent with minimum parcel size requirements, land use and zoning designations, and all other applicable El Dorado County General Plan policies and Zoning Ordinance requirements, as discussed in the Findings.

OTHER PROJECT CONSIDERATIONS

Long Range Planning has determined that no Transportation Impact Study (TIS) or On Site Transportation Review (OSTR) is needed (Exhibit G).

CEQA Guidelines Section 15315, Minor Land Divisions, requires that the subject parcel be within an urbanized area. The El Dorado Hills Community Region was declared an urbanized area in the 2010 United States Census. The parcel must also not have been involved in a division of a larger parcel within the previous two years. The existing parcel was created in 1985 as a part of the El Dorado Hills Business Park under Parcel Map application P85-0020. No division activity has occurred involving the subject parcel since creation.

BACKGROUND / HISTORY

The building permits for the four existing research & development buildings were finalized on September 24, 1996. A series of tenant improvement permits have been completed since the buildings were constructed for projects including remodeling office space, adding restrooms, and replacing an HVAC unit.

The project parcel is mapped within a Community Design Review (-DC) combining zone district. However, under Title 130 Section 130.27.050.D.1 development within an R&D zone that is combined with a (-DC) designation are exempt from County Design Review.

EXISTING CONDITIONS

The project site is located in the El Dorado Hills Community Region within the El Dorado Hills Business Park. El Dorado Hills Fire Department, El Dorado County Sheriff, El Dorado Irrigation, and PG&E provide services to the site. Surrounding land uses include developed R&D parcels to the north, east, and south. To the west of the site is the Carson Creek Specific Plan. The specific parcel to the west of the project site is zoned Industrial (I) and is currently vacant.

The existing lot is currently fully developed with four 11,500 square foot buildings as well as associated parking, landscaping, and utilities, all of which comply with the current development standards as prescribed in the Zoning Ordinance.

PROJECT DESCRIPTION

Approval of this tentative commercial parcel map would create four new parcels ranging in size from .83 acres to 1.05 acres from the existing 3.76 acre parcel. The existing lot is currently fully developed with four 11,500 square foot (sf) research and development buildings as well as associated parking, landscaping, and utilities (Exhibit F). The resultant lots would vary in size and configuration as follows:

Robert J. Matthews Tentative Parcel Map-Parcel Sizes

Development Attribute	R&D Requirement	Parcel 1 (NE)	Parcel 2 (SE)	Parcel 3 (SW)	Parcel 4 (NW)
Lot Size (in square feet)	10,000	37,117	44,352	45,935	36,255
Lot Width (in feet)	60	157.5	180	180	157.5
Setbacks: (in feet) Front Secondary Front	20 20	67.5	90 67.5	71.25	30
Sides	5	52.5 56.25	30	97.5 11.25	75 11.25
Rear	10	10	11.25	30	60
Floor Area Ratio (FAR)	0.50 (maximum)	.31	.26	.25	.32
Parking	Dependent on Active Use Area	26	40	51	38

The four existing buildings are currently served by two 1-inch water meters. EID has determined the two 1-inch meters will need to be replaced with four ¾-inch meters so that each parcel will have a separate meter. Some minor trenching would be necessary to install the four new meters.

To ensure off-street parking, vehicle access, and emergency vehicle circulation remain fully accessible between all existing buildings, a reciprocal parking and access agreement has been recorded in the CC&Rs for the complex.

No new development or changes to site access, landscaping or lighting are proposed as a part of this project.

ANALYSIS

General Plan Consistency: The project is consistent with all applicable General Plan policies including: Policy 2.2.1.2. land use designations, Policy 5.1.2.1 adequacy of public services and utilities, Policy 5.7.1.1 fire protection in Community Regions and Policy 6.2.3.2 adequate access for emergencies.

Zoning Ordinance Consistency: Staff has determined that the proposed project, as conditioned, is consistent with all applicable standards and requirements of the El Dorado County Zoning Ordinance Title 130. The project parcel is zoned Research & Development (R&D) and the project has been analyzed in accordance with all applicable development standards for this zone district. The proposed parcels would meet the required minimum lot size and lot width, and the existing buildings would meet required setbacks and Floor Area Ratio (FAR) within the new lots.

Subdivision Ordinance Consistency: The project is consistent with Title 120, “Subdivisions; Subpart II-Minor Land Divisions,” of the El Dorado County Code of Ordinances including Chapter 120.44 Conditions and Requirements and Chapter 120.58 Tentative Maps.

AGENCY COMMENTS/CONDITIONS OF APPROVAL:

The project was distributed to all applicable local, County and state agencies for review and comment. Comments were received from El Dorado Irrigation District (EID), El Dorado County Department of Transportation (DOT), El Dorado Hills Fire Department, and the County Surveyor’s office. None of these agencies expressed any issues or concerns regarding this project. Applicable conditions of approval provided by these agencies have been incorporated into the project.

PUBLIC OUTREACH:

Physical notifications for this project will be mailed in accordance with State notification requirements, as well as via newspaper through a legal advertisement.

ENVIRONMENTAL REVIEW:

Tentative parcel map P18-0010 has been found Categorically Exempt pursuant to Section 15315-Minor Land Divisions, see Other Project Considerations, and 15304(f)-Minor Alterations to Land, the ground surface will be restored after the minor trenching needed to replace the water meters is complete.

A \$50.00 processing fee is required by the County Recorder to file the Notice of Exemption (NOE). The filing of a NOE is optional; however, not filing a NOE extends the statute of limitations for legal challenges under CEQA to the project from 35 days to 180 days.

SUPPORT INFORMATION

Attachments to Staff Report:

Findings

Conditions of Approval

Exhibit A.....Location Map

Exhibit B.....Aerial Imagery

Exhibit C.....Assessor's Parcel Page

Exhibit D.....General Plan Land Use Map

Exhibit E.....Zoning Map

Exhibit F.....Tentative Parcel Map

Exhibit G.....Transportation Impact Study Initial Determination

FINDINGS

Tentative Parcel Map P18-0010/Robert J. Mathews Zoning Administrator/November 6, 2019

1.0 CEQA FINDINGS

- 1.1 Tentative parcel map P18-0010 has been found Categorical Exempt pursuant to Section 15315, Minor Land Divisions, and 15304(f), Minor Alterations to Land.
- 1.2 The documents and other materials which constitute the record of proceedings upon which this decision is based are in the custody of the Planning and Building Department, Planning Services Division, at 2850 Fairlane Court, Placerville, CA, 95667.

2.0 GENERAL PLAN FINDINGS

2.1 The project is consistent with General Plan Policy 2.2.1.2.

General Plan Policy 2.2.1.2 identifies that the purpose of the Research & Development (R&D) land use designation is to provide areas for the location of high technology, nonpolluting manufacturing plants, research and development facilities, corporate/industrial offices, and support service facilities in a rural or campus-like setting which ensures a high quality, aesthetic environment. Lands designated as R&D can be located in Community Regions and in Rural Centers.

Rationale: The project proposal includes the subdivision of one R&D parcel into four R&D parcels that would contain one each of four existing buildings. No new structures or uses are proposed that would be in conflict with the R&D land use designation.

2.2 The project is consistent with General Plan Policy 2.2.5.2.

This policy requires that all applications for discretionary projects or permits shall be reviewed to determine consistency with the policies of the General Plan.

Rationale: Staff has prepared this section on General Plan findings to document the project's consistency with the policies of the General Plan.

2.3 The project is consistent with General Plan Policy 5.1.2.1.

General Plan Policy 5.1.2.1 requires a determination of the adequacy of the public services and utilities to be impacted by that development.

Rationale: The project parcel is currently served by all applicable public services and utilities. No concerns regarding inadequacy of public services or utilities were received from consulting agencies. No new development is proposed.

2.4 The project is consistent with General Plan Policy 5.2.1.2.

General Plan Policy 5.2.1.2 requires that adequate quantity and quality of water for all uses, including fire protection, be provided with proposed development.

Rationale: All proposed lots will be served by existing public water service through the El Dorado Irrigation District (EID). Two existing 1-inch water meters will be replaced with four ¾-inch meters so that each parcel will have a separate meter.

2.5 The project is consistent with General Plan Policy 5.7.1.1.

General Plan Policy 5.7.1.1 (Fire Protection in Community Regions) requires the applicant to demonstrate that adequate emergency water supply, storage, conveyance facilities, and access for fire protection would be provided concurrent with development.

Rationale: The El Dorado Hills Fire Department (EDH FD) currently provides fire protection service to the project site. EDH FD has imposed standard conditions of approval to ensure adequate water flow, emergency vehicle access and circulation, and vegetation clearance is preserved on all parcels.

3.0 ZONING FINDINGS

3.1 The project is consistent with Section 130.23.030.

Section 130.23.030 (Industrial/R&D Zone Development Standards) prescribes site-specific development standards for new lots, allowed uses and associated structures within the R&D Zone District.

Rationale: The proposed parcels, including existing structures/improvements, meet the required minimum lot size, lot width, building setbacks and Floor Area Ratio (FAR) as required in Section 130.23.030.

4.0 PARCEL MAP FINDINGS

4.1 The proposed tentative map, including design and improvements, is consistent with the General Plan.

Rationale: See Findings Section 2.0.

4.2 The proposed Parcel Map conforms to the applicable standards and requirements of the County zoning regulations and Minor Land Division Ordinance.

Rationale: See Finding 3.1

4.3 The site is physically suitable for the proposed type and density of development.

Rationale: No additional development is proposed as part of the project. The existing buildings would meet the building setbacks and Floor Area Ratio (FAR) standards of the R&D Zone District on the new parcels.

4.4 The proposed subdivision is not likely to cause substantial environmental damage.

Rationale: The project has been found Categorically Exempt pursuant to Section 15315, Minor Land Divisions, and 15304(f), Minor Alterations to Land. The proposed tentative parcel map will not result in substantial environmental damage and is consistent with existing and planned development in the El Dorado Hills Community Region.

CONDITIONS OF APPROVAL

Tentative Parcel Map P18-0010/Robert J. Mathews Zoning Administrator/November 6, 2019

1. This Tentative Parcel Map is based upon and limited to compliance with the project description, Conditions of Approval set forth below, and the hearing exhibits marked:

Exhibit F.....Tentative Parcel Map

Any deviations from the project description, exhibits, or conditions must be reviewed and approved by the County for conformity with this approval. Deviations may require approved changes to the permit and/or further environmental review. Deviations without the above described approval would constitute a violation of permit approval.

The project description is as follows:

The project consists of a Tentative Parcel Map to create four new parcels ranging in size from .83 acres to 1.05 acres from the existing 3.76 acre parcel and the replacement of two existing 1-inch water meters with four ¾-inch meters.

The development, use, and maintenance of the property, the size, shape and the protection and preservation of resources shall conform to the project description above and the hearing exhibits and conditions of approval below. The property and any portions thereof shall be sold, leased or financed in compliance with this project description and the approved hearing exhibits and conditions of approval hereto. All plans must be submitted for review and approval and shall be implemented as approved by the County.

Planning Services Division

2. **Permit Time Limits:** This Tentative Parcel Map shall expire 36 months from the date of approval unless a timely extension has been filed consistent with Section 120.74.020 (Expiration Period of Approved or Conditionally Approved Maps) of the Subdivision Ordinance.
3. **Notice of Exemption (NOE) Recording Fee:** The applicant shall submit to the Planning Services Division a \$50.00 recording fee for the County Recorder to file the Notice of Exemption. Checks shall be payable to El Dorado County. No permits shall be issued or parcel map filed until said fees are paid.

4. **Archeological Resources:** In the event of the discovery of human remains, all work shall cease and the County coroner shall be immediately notified pursuant to subdivision(c) of Section 7050.5 of the Health and Safety Code and Section 5097.98 of the Public Resources Code. The coroner shall make his or her determination within two working days from the time the person responsible for the excavation, or in his or her authorized representative, notifies the coroner of the discovery or recognition of the human remains. If the coroner determines that the remains are not subject to his or her authority and if the coroner recognizes the human remains to be those of a Native American, he or she shall contact, by telephone within 24 hours, the Native American Heritage Commission. The Native American Heritage Commission will immediately notify the person it believes to be the most likely descendant of the deceased Native American.

Upon the discovery of the Native American remains, the landowner shall ensure that the immediate vicinity, according to generally accepted cultural or archaeological standards or practices, where the Native American human remains are located, is not damaged or disturbed by further development activity until the landowner has discussed and conferred, as prescribed in Section 5097.98 of the Public Resources Code, with the most likely descendants regarding their recommendations. The descendants shall complete their inspection and make their recommendation within 48 hours of their notification by the Native American Heritage Commission. The recommendation may include the scientific removal and nondestructive analysis of human remains and items associated with Native American burials or other proper method(s) for handling the remains in accordance with Section 5097.98(b-h). Any additional costs as a result of complying with this section shall be borne by the project applicant. Grading and construction activities may resume after appropriate measures are taken.

5. **Indemnity:** In the event of any legal action instituted by a third party challenging the validity of any provision of this approval, the developer and landowner agree to be responsible for the costs of defending such suit and shall hold County harmless from any legal fees or costs County may incur as a result of such action.

The developer and land owner shall defend, indemnify, and hold harmless El Dorado County and its agents, officers, and employees from any claim, action, or proceeding against El Dorado County or its agents, officers, or employees to attack, set aside, void, or annul an approval of El Dorado County concerning a Parcel Map.

The County shall notify the applicant of any claim, action, or proceeding, and the County shall cooperate fully in the defense.

6. **Shared Parking and Vehicular/Emergency Vehicle Access:** Prior to recordation of the Tentative Parcel Map, the applicant shall record an irrevocable reciprocal parking and vehicular/emergency vehicle access agreement upon both proposed parcels to ensure adequate shared vehicular/emergency vehicle access is maintained in perpetuity. The document shall be approved by the Planning and Building Department Director and County Counsel as to form and content.

Office of the County Surveyor

7. All survey monuments shall be set prior to filing the Parcel Map.
8. Situs addressing and suite numbering for the project shall be coordinated with the County Surveyor's Office prior to filing the Parcel Map.
9. Prior to filing the Parcel Map, a letter shall be required from all agencies that have placed conditions on the map. The letter shall state that "all conditions placed on P18-0010 by (that agency) have been satisfied." The letter is to be sent to the County Surveyor and copied to the consultant and applicant.

El Dorado Irrigation District

10. The applicant shall work with El Dorado Irrigation District for the replacement of the two existing 1-inch water meters with four $\frac{3}{4}$ -inch meters.

El Dorado Hills Fire Department

11. **Annexation:** The project shall be required to confirm annexation into the El Dorado Hills County Water District (El Dorado Hills Fire Department) and pay all associated fees for all legal parcels based on Final Map recordation and the El Dorado Hills Business Park Joint Venture Annexation Agreement signed and dated December 23, 1983.
12. **Fire Department Access:** Approved fire apparatus access roads and driveways shall be provided for every facility, building, or portion of a building. The fire access roads and driveways shall comply with the requirements of Section 503 of the CA Fire Code and the current El Dorado Hills County Water District Ordinance, as well as State Fire Safe Regulations. Conformance with this condition shall be verified during review of the improvement plans.
13. **Parking and Fire Lanes:** All parking restrictions as stated in the current California Fire Code and the current El Dorado Hills County Water District Ordinance shall be in effect. Conformance with this condition shall be verified during review of the improvement plans.

14. **Roadway Surface:** Roadways shall be designed to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide all-weather driving conditions. All-weather surfaces shall be asphalt, concrete or other approved driving surface. Conformance with this condition shall be verified during review of the improvement plans.
15. **Traffic Calming:** This development shall be prohibited from installing any type of traffic calming device that utilizes a raised bump/dip section of roadway. All other proposed traffic calming devices shall require approval by the fire code official. Conformance with this condition shall be verified during review of the improvement plans.
16. **Turning Radius:** The required turning radius of a fire apparatus access road/driveway shall be determined by the fire code official. Current requirements are forty (40) foot inside radius and a fifty-six (56) foot outside radius on through streets, and a minimum fifty (50) foot radius from center point to face of curb for Cul-De-Sacs and Hammerhead turnarounds. If requested, the fire code official may reduce the minimum turning radius to a thirty (30) foot inside radius and a fifty (50) foot outside radius on a case-by-case basis. Conformance with this condition shall be verified during review of the improvement plans.
17. **Turnouts & Turnarounds:** Turnouts are required on driveways that exceed one-hundred fifty (150) feet in length and shall be placed near the midpoint of the driveway. If the driveway extends beyond eight-hundred (800) feet in length, then turnouts shall be required every four-hundred (400) feet. Turnouts shall be designed to be ten (10) feet wide and thirty (30) feet in length with a minimum twenty-five (25) taper on each end. Dead-end fire apparatus access roads in excess of one-hundred fifty (150) feet in length shall be provided with an approved area for turning around fire apparatus. Turnarounds shall be located within fifty (50) feet of the structure(s) to be protected and shall have a minimum 50-foot radius. Conformance with this condition shall be verified during review of the improvement plans.
18. **Gates:** All gates shall meet the El Dorado Hills Fire Department Gate Standard #B-002. Gate plans shall be submitted and reviewed for compliance by the Fire Code Official. Conformance with this condition shall be verified during review of the improvement plans.
19. **Fire Service Components:** Any Fire Department Connection (FDC) to the sprinkler system and all Fire Hydrant(s) outlets shall be positioned so as not to be obstructed by a parked vehicle. All FDC's and PIV's shall have signage affixed to them indicating the building they serve. There shall be one (1) fire service component set per building. Conformance with this condition shall be verified during review of the improvement plans.

- a. Due to the parcel splits, there shall be an agreement made, and verified by the Fire Department, for the responsibility of all Fire Components on the properties and their affected fire suppression systems and connections as they relate to inspection, testing and maintenance.
20. **Knox Box and Keys:** All Commercial or Public occupied buildings shall install a Knox Box and building keys including, but not limited to, main entry doors, utility closets, roof accesses, alarm panels, fire sprinkler locks and all other keys required by the fire code official for emergency access. It is recommended, but not required, that residential buildings also add a Knox box and main front door key for improved emergency access. Conformance with this condition shall be verified during review of the improvement plans.
 21. **Knox Key Shunt:** A Knox Key Shunt system shall be installed to terminate power to all back-up power generators. Conformance with this condition shall be verified during review of the improvement plans.
 22. **Vegetative Fire Clearances:** Prior to June 1st each year, there shall be vegetation clearance around all EVA's (Emergency Vehicle Access), buildings, up to the property line as stated in Public Resources Code Section 4291, Title 19 as referenced in the CA Fire Code. Conformance with this condition shall be verified during review of the improvement plans.
 23. **Funding Mechanism for Vegetative Clearances and Emergency Fire Access Components:** This development shall provide or confirm a funding mechanism to ensure the maintenance of all emergency access roadways, gates, vegetative clearances as required and other required fire access components. Compliance with this condition shall be verified during review of Final Map for the subdivision.