

**EL DORADO COUNTY DEVELOPMENT SERVICES
ZONING ADMINISTRATOR
STAFF REPORT**



Agenda of: March 1, 2017

Item No.: 4.a.

Staff: Rob Peters

TENTATIVE PARCEL MAP TIME EXTENSION

FILE NO.: P09-0005-E/Haar Parcel Map Extension

APPLICANT: James Haar

OWNER: James and Sheryl Haar

ENGINEER: Bob Olson

REQUEST: Request for a one-year time extension to the approved Haar Tentative Parcel Map P09-0005 creating four residential lots, resulting in a new expiration date of October 21, 2017.

LOCATION: East side of Forebay Road approximately 0.25 mile north of the intersection with Pony Express Trail, in the Pollock Pines area, Supervisorial District 5. (Exhibit A)

APN: 009-260-05 (Exhibit B)

ACREAGE: 3.54 acre

GENERAL PLAN: High Density Residential (HDR) (Exhibit C)

ZONING: Single-Unit Residential (R1) (Exhibit D)

ENVIRONMENTAL DOCUMENT: Previously adopted Negative Declaration

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

1. Determine that pursuant to the California Environmental Quality Act (CEQA) Guidelines Sections 15162 and 15164, there is no substantial evidence requiring the preparation of a Subsequent Mitigated Negative Declaration or an Addendum to the

existing Negative Declaration, adopted by the Zoning Administrator on October 21, 2009, as described in the CEQA Findings; and

2. Approve P09-0005-E extending the expiration of the approved tentative parcel map for one year to October 21, 2017, based on the Findings and subject to the Conditions of Approval as presented.

BACKGROUND

The tentative parcel map (P09-0005/Haar Parcel Map) was approved by the Zoning Administrator on October 21, 2009. The approved parcel map consisted of 4 residential lots ranging in size from 0.77 acres to 0.98 acres (Exhibit F).

Since approval, the applicant has not recorded a parcel map and no residential development has occurred. The tentative parcel map had an original expiration date of October 21, 2012, which was automatically extended to October 20, 2016 as a result of recent state legislations including Subdivision Map Act (SMA) Sections 66452.23 (Assembly Bill AB 208) and 66452.24 (Assembly Bill AB 116) (Exhibit G). The applicant filed this discretionary tentative parcel map time extension request on October 14, 2016, prior to the expiration of the approved tentative parcel map.

ANALYSIS

This time extension request is for one additional year, pursuant to SMA Section 66452.6 and the County Subdivision Ordinance Section 120.74.030. If approved, the expiration of the approved tentative parcel map would be extended to October 21, 2017. There would still be an additional five one-year discretionary extensions available for the approved tentative parcel map.

The applicant states that the delay in recording the parcel map is a result of economic conditions resulting from the economic recession, including slow land and home sales in the Pollock Pines area, and availability of the general contractor hired to do the work (Exhibit H). The applicant has obtained approval of the road improvement plans and has started construction of the required improvements; has installed the required water main, fire hydrant, and has obtained a meter award letter from the El Dorado Irrigation District (EID) (Exhibit I); and has submitted a draft final map to the County Surveyor's Office for review. The one year extension should allow the applicant the time needed to complete the on-site improvements and record the parcel map.

As there are no new environmental impacts and this tentative parcel map time extension application is consistent with California Environmental Quality Act (CEQA) Guidelines Sections 15162 and 15164. There is no substantial evidence requiring the preparation of a Subsequent Negative Declaration or an Addendum to the adopted Negative Declaration and a Notice of Determination (NOD) will be filed. A \$50.00 filing fee for the NOD is required and the NOD must be filed within five working days from the project approval.

The filing of the NOD begins the statute of limitations time period for when litigation may be filed against the County’s CEQA determination on the project. If the NOD is filed the statute of limitations ends 30 days from its filing. If no NOD is filed, it ends 180 days from the date of final action by the County.

As discussed in the Findings, the map remains consistent with the applicable policies under the current 2004 General Plan and the Zoning Ordinance, and the County Subdivision Ordinance. Therefore, Planning Services is recommending approval of this one-year time extension to P09-0005/Haar Parcel Map. All applicable original conditions of approval shall remain in effect.

SUPPORT INFORMATION

Attachments to Staff Report:

Findings
Conditions of Approval

- Exhibit A.....Location Map
- Exhibit B.....Assessor’s Parcel Number Map
- Exhibit C.....Land Use Map
- Exhibit D.....Zoning Map
- Exhibit E.....Aerial Map
- Exhibit F.....Approved Tentative Subdivision Map
- Exhibit G.....Parcel Map Timeline and Expiration
- Exhibit H.....Extension Request
- Exhibit I.....Meter Award Letter

FINDINGS

Tentative Parcel Map Time Extension P09-0005-E/Haar Parcel Map Zoning Administrator/March 1, 2017

1.0 CEQA FINDINGS

- 1.1 Pursuant to CEQA Section 15162(b), it has been determined that no subsequent mitigated negative declaration is required because there is no substantial evidence that the conditions described in Section 15162(a) have occurred, including: (1) substantial changes to the project which would require major revisions to the previous mitigated negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; (2) substantial changes occurred with respect to the circumstances under which the project has been undertaken which would require major revisions of the previous mitigated negative declaration due to the involvement of new significant environmental effects; or (3) a substantial increase in the severity of previously identified significant effects; or new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time of the previous mitigated negative declaration was adopted, shows the project will (a) have one or more significant effects not discussed in the previous mitigated negative declaration.

The proposed project is an extension to a previously approved Tentative Parcel Map for which a negative declaration was adopted by the Zoning Administrator on October 21, 2009. The proposed project was reviewed against the environmental analysis and negative declaration. It was determined that the project does not involve any substantial changes in circumstances that result in a new significant impact or significant impacts that are substantially more severe than those previously disclosed in the mitigated negative declaration. In addition, there is no new information of substantial importance showing that the project would have one or more significant effects not previously discussed or that any previously examined significant effects would be substantially more severe than significant effects shown in the mitigated negative declaration. Further, there is no new information of substantial importance showing (i) that mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative or (ii) that mitigation measures or alternatives considerably different from those analyzed in the mitigated negative declaration would substantially reduce one or more significant effects, but the proponents decline to adopt the mitigation measures or alternatives.

- 1.2 Pursuant to CEQA Section 15164(b) it has been determined that there is no substantial evidence requiring an addendum to the negative declaration because no minor technical changes or additions are necessary and none of the conditions described in Section 15162 calling for the preparation of a subsequent negative declaration have occurred.

- 1.3 The documents and other materials which constitute the record of proceedings upon which this decision is based are in the custody of the Development Services Division - Planning Services at 2850 Fairlane Court, Placerville, CA, 95667.

2.0 TENTATIVE PARCEL MAP TIME EXTENSION FINDINGS

- 2.1 The request for extension of the approved tentative parcel map complies with County Subdivision Ordinance Section 120.74.030.A.**

Section 120.74.030.A allows the subdivider to request up to six one-year extensions from the expiration date of an approved or conditionally approved tentative map, as allowed by Government Code Sections 66452.6(e) and 66463.5, by timely written application to the Development Services Division of the Community Development Agency. The subdivider may request more than one time extension at a time, up to the maximum allowed by this subsection or a development agreement applicable to the map for which the extension request is filed, but in no event shall the total time extension requested exceed six years. Each application shall be filed before the approved or conditionally approved tentative map expires and shall state the reasons for requesting the extension.

Rationale: The applicant is requesting a one-year time extensions and appropriate processing fees were submitted on October 14, 2016, prior to the expiration date of the tentative parcel map of October 21, 2016. The one-year time extension request complies with Section 120.74.030.A.

The applicant states that the delay in recording the parcel map is a result of economic conditions resulting from the economic recession including slow land and home sales in the Pollock Pines area, and availability of the general contractor hired to do the work (Staff Report Exhibit H). The applicant has obtained approval of the road improvement plans and has started construction of the required improvements; has installed the required water main, fire hydrant, and has obtained a meter award letter from the El Dorado Irrigation District (EID) (Staff Report Exhibit I); and has submitted a draft final map to the County Surveyor's Office for review. The one year extension should allow the applicant the time needed to complete the on-site improvements and record the parcel map.

- 2.2 The request for extension of the approved tentative subdivision map complies with County Subdivision Ordinance Section 120.74.030.B.**

Section 120.74.030.B. requires that the Development Services Division review the request and submit the application for the extension, together with a report, to the approving authority for approval, conditional approval, or denial. In approving, conditionally approving, or denying the request for extension, the approving authority shall make findings supporting its decision.

Rationale: The Development Services Division has reviewed the time extension request for Tentative Parcel Map P09-0005-E/Harr Parcel Map, along with all submitted materials, and has submitted this staff report with recommendations for approval based on the Findings provided in compliance with Section 120.74.030.B.

CONDITIONS OF APPROVAL

Tentative Parcel Map Time Extension P09-0005-E/Haar Parcel Map Zoning Administrator/March 1, 2017

(The following are the original Conditions of Approval for Haar Tentative Parcel Map, as approved by the Board of Supervisors on October 21, 2009, with modifications for this time extension shown in underlines and strikethroughs.)

CONDITIONS OF APPROVAL

Project Description

1. This Tentative Parcel Map time extension is based upon and limited to compliance with the project description, the Zoning Administrator hearing exhibits marked Exhibits AF through ~~KG~~ and conditions of approval set forth below. 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:

A one-year time extension to the Tentative Parcel Map approved by the Zoning Administrator on October 21, 2009, extending the map expiration date from October 21, 2016 to October 21, 2017 in accordance with Section 120.74.030 of the El Dorado County Subdivision Ordinance.

The project would allow the creation of four parcels, two 0.98, acre and two 0.77 acre, from a 3.54-acre acre site. All four parcels shall be served by domestic water service meters and onsite septic wastewater systems. Access improvements shall include construction of the on-site roadway and the encroachment from the proposed road onto Forebay Road. Parcel 3 will include the existing single family dwelling and detached garage. Design Waivers shall be granted for a) allow an on-site road width of 20 feet with one-foot shoulders; b) allow the removal of the curb, gutter and sidewalk requirement; c) allow the existing 25-foot driveway easement for access to the parcel identified by Assessor's Parcel Number 009-330-11 to remain a driveway easement; and d) allow the existing encroachment onto Forebay Road to remain in the current location.

The grading, development, use, and maintenance of the property, the size, shape, arrangement, and location of structures, parking areas and landscape areas, 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 Site Specific and Standard Conditions

2. A meter award letter or similar document to provide water service to each parcel by the El Dorado Irrigation District shall be submitted to Planning Services for review and approval prior to filing the Parcel Map.
3. If human remains are discovered at any time during the subdivision improvement phase, the County Coroner and Native American Heritage Commission shall be contacted per Section 7050.5 of the Health and Safety Code and Section 5097.89 of the Public Resources Code. The procedures set forth in Supplementary Document J, Section VIII, of the California Environmental Quality Act (CEQA) Guidelines concerning treatment of the remains shall be followed. If archaeological sites or artifacts are discovered, the subdivider shall retain an archaeologist to evaluate the resource.

If the resource is determined to be important, as defined in Appendix K of the CEQA Guidelines, mitigation measures, as agreed to by the subdivider, archaeologist, and Planning Services shall be implemented. Treatment of Native American remains and/or archaeological artifacts shall be the responsibility of the subdivider and shall be subject to review and approval by Planning Services.

4. The map shall remain in effect for three years from the date of approval. If the map has not been filed within this timeframe, an extension may be requested prior to expiration of the map. Appropriate fees shall be paid to process the time extension.
5. The applicant shall make the actual and full payment of Development Services Department processing fees for the tentative Parcel Map application prior to filing the Parcel Map.
6. The applicant shall submit to Planning Services a \$50.00 recording fee and a \$1,993.00 Department of Fish and Game fee prior to filing of the Notice of Determination by the County. No permits shall be issued or parcel map filed until said fees are paid.
7. The applicant shall implement the approved *Haar Parcel Split Wildland Fire Safe Plan*, dated September March 30, 2009, as approved by the El Dorado County Fire Protection District and California Department of Forestry and Fire Protection (Cal Fire).
8. The applicant shall submit a request for Park-in-Lieu fee appraisal to Planning Services, with a check for \$150.00 made out to the El Dorado County Assessor. Upon completion of appraisal, the applicant must pay the park fee to the Development Services Department. A receipt showing compliance with this condition shall be submitted by the applicant to the Planning Services prior to filing the parcel map.

9. 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, as provided in *Section 66474.9(b)* of the *Government Code*.

The subdivider 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, which action is brought within the time period provided for in *Section 66499.37*.

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

El Dorado County Department of Transportation

10. **Road Design Standards:** The applicant shall construct all roads in conformance with the Design and Improvements Standard Manual (DISM), as shown in Table 1. The improvements shall be completed to the satisfaction of the Department of Transportation (DOT) or the applicant shall obtain an approved improvement agreement with security, prior to the filing of the final map: (the requirements outlined in Table 1 are minimums)

ROAD NAME	DESIGN STANDARD PLAN	ROAD WIDTH* / SHOULDER WIDTH	RIGHT OF WAY**	DESIGN SPEED	EXCEPTIONS/ NOTES
Proposed Roadway	Modified Std Plan 101C	20ft / 1 ft	50 ft	25 mph	No sidewalk, curb and gutter

* Road widths are measured from curb face to curb face or edge of pavement to edge of pavement if no curb (traveled way). Curb face for rolled curb and gutter is 6” from the back of the curb.

** Non-exclusive road and public utility easements included

11. **Road & Public Utility Easements:** The applicant shall irrevocably offer to dedicate a 50-foot wide non-exclusive road and public utility easement for the on-site roadways, prior to the filing of the Parcel Map. The roadway and public utility easement shall extend to the easterly property line for future access of the easterly lot. Slope easements shall be included as necessary. This offer will be rejected by the County.
12. **Vehicular Access Restriction:** A Vehicular access restriction (VAR) shall be placed along the 25-foot driveway easement along the entire on-site portion of Parcel 2, prior to the filing of the parcel map. This easement shall be restricted for access use serving Parcel Number 009-330-11.

13. **Offer of Dedication (In Fee):** The applicant shall irrevocably offer to dedicate in fee, a 30- foot right-of-way along the entire frontage of Forebay Road, in fee, as determined by EDC DOT, prior to the filing of the map. Slope easements shall be included as necessary. This offer will be accepted by the County.
14. **Snow Removal / Storage Area & Curbing:** The applicant shall provide a snow removal and storage area easily accessible to snow removal equipment.
15. **Encroachment Permit:** The applicant shall obtain an encroachment permit from DOT and shall construct the roadway encroachment from the proposed Road onto Forebay Road to the provisions of County Design Std 103D. The improvements shall be completed to the satisfaction of the Department of Transportation or the applicant shall obtain an approved improvement agreement with security, prior to the filing of the map.
16. **Turnaround:** The applicant shall provide a turn around on the proposed roadway to the provisions of County Standard Plan 114 or approved equivalent. The improvements shall be completed to the satisfaction of the Department of Transportation or the applicant shall obtain an approved improvement agreement with security, prior to the filing of the Parcel Map.
17. **Off-site Easements:** Applicant shall provide all necessary recorded easements for any drainage, slope and road improvements crossing the property line prior to approval of the improvement plans.
18. **Sight Distance:** The sight distance from a vehicle parked at the edge of traveled way of proposed road with the driver's eye no more than 15 feet from the edge of pavement, shall be a minimum of 550 feet in either direction, consistent with Caltrans AASHTO standards. Sight distance easements, if necessary, must be obtained by the applicant and included on the map prior to approval of improvement plans.
19. **Easements:** All applicable existing and proposed easements shall be shown on the project plans.
20. **Parcel Map Improvement Agreement & Security:** If improvements are necessary, the developer shall enter into a Parcel Map Improvement Agreement (PMIA) with the Department of Transportation for onsite roadway, drainage infrastructure, grading, etc. The developer shall complete the improvements to the satisfaction of DOT or provide security to guarantee performance of the PMIA as set forth within the County of El Dorado Subdivision Division Ordinance, prior to filing of the map. This condition shall appear as a note on the recorded parcel map.
21. **Import/Export Grading Permit:** Any import, or export to be deposited or borrowed within El Dorado County, shall require an additional grading permit for that offsite grading.

22. **Soils Report:** At the time of the submittal of the grading or improvement plans, the applicant shall submit a soils and geologic hazards report (meeting the requirements for such reports provided in the El Dorado County Grading Ordinance) to, and receive approval from the El Dorado County Department of Transportation. Grading design plans shall incorporate the findings of detailed geologic and geotechnical investigations and address, at a minimum, grading practices, compaction, slope stability of existing and proposed cuts and fills, erosion potential, ground water, pavement section based on TI and R values, and recommended design criteria for any retaining walls.
23. **Grading Permit / Plan:** If more than 50 cubic yards of earth movement are required for improvements, the applicant shall submit a site improvement/grading plan prepared by a professional civil engineer to the Department of Transportation for review and approval. The plan shall be in conformance with the County of El Dorado “*Design and Improvement Standards Manual*”, the “*Grading, Erosion and Sediment Control Ordinance*”, the “*Drainage Manual*”, the “*Off-Street Parking and Loading Ordinance*”, and the State of California Handicapped Accessibility Standards. All applicable plan check and inspection fees shall be paid at the time of submittal of improvement plans. The improvements and grading shall be completed to the satisfaction of DOT prior to occupancy clearance.
24. **Grading Plan Review:** Grading and improvement plans shall be prepared and submitted to the El Dorado County Resource Conservation District (RCD) and the Department of Transportation. The RCD shall review and make appropriate recommendations to the County. Upon receipt of the review report by the RCD, the Department of Transportation shall consider imposition of appropriate conditions for reducing or mitigating erosion and sedimentation from the project. Grading plans shall incorporate appropriate erosion control measures as provided in the El Dorado County Grading Ordinance and El Dorado County Storm Water Management Plan. Appropriate runoff controls such as berms, storm gates, detention basins, overflow collection areas, filtration systems, and sediment traps shall be implemented to control siltation, and the potential discharge of pollutants into drainages.
25. **Drainage, Cross-Lot:** Cross lot drainage shall be avoided. When concentrated cross lot drainage does occur or when the natural sheet flow drainage is increased by the project, it shall be contained within dedicated drainage easements, and included in the County Service Area Zone of Benefit (ZOB), Home Owners Association, or other entity acceptable to the County. Any variations shall be approved by the County Engineer. This drainage shall be conveyed via closed conduit or v-ditch, to either a natural drainage course of adequate size or an appropriately sized storm drain system within the public roadway. The site plans shall show drainage easements for all on-site drainage facilities. Drainage easements shall be provided where deemed necessary prior to the filing of the map.
26. **Drainage Easements:** Pursuant to Section 4.D of the DISM, the site plans shall show drainage easements for all on-site drainage courses and facilities and shall be included on all improvement plans and / or on the map.

27. **Signage:** The applicant shall install all necessary signage such as stop signs, street name signs, and/or "not a county maintained road" sign as required by the Department of Transportation prior to the filing of the parcel map. The signing and striping shall be designed and constructed per the latest version of the California Manual Uniform Traffic Control Devices (MUTCD).
28. **NPDES Permit:** At the time that an application is submitted for improvement plans or a grading permit, and if the proposed project disturbs more than one acre of land area (43,560 square feet), the applicant shall file a "Notice of Intent" (NOI) to comply with the Statewide General NPDES Permit for storm water discharges associated with construction activity with the State Water Resources Control Board (SWRCB). This condition is mandated by the Federal Clean Water Act and the California Water Code. A filing form, a filing fee, a location map, and a Storm Water Pollution Prevention Plan (SWPPP) are required for this filing. A copy of the Application shall be submitted to the County, prior to building permit issuance, and by state law must be done prior to commencing construction.
29. **Construction Hours:** Construction activities shall be conducted in accordance with the County Health, Safety, and Noise Element and limited to the daylight hours between 7:00 a.m. and 7:00 p.m. on any weekday, and 8:00 a.m. and 5:00 p.m. on weekends and federal holidays.
30. **DISM Consistency:** The developer shall obtain approval of project improvement plans and cost estimates consistent with the Subdivision Design and Improvement Standards Manual (as may be modified by these Conditions of Approval or by approved Design Waivers) from the County Department of Transportation, and pay all applicable fees prior to filing of the final map.
31. **Electronic Documentation:** Upon completion of any improvements required, and prior to acceptance of the improvements by the County, the developer will provide a CD to DOT with the drainage report, structural wall calculations, and geotechnical reports in PDF format and the record drawings in TIF format.
32. **TIM Fees:** The applicant shall pay the traffic impact mitigation fees in effect at the time a building permit is deemed complete.

El Dorado County Fire Protection District

33. The applicant shall submit a review fee to the District of \$150.00 prior to filing the Parcel Map.
34. Fire flow for this project shall be 1,000 gpm @ 20 psi for two hours. The applicant shall provide documentation to the District from the El Dorado Irrigation District (EID), that the water system will meet fire flow requirements, prior to filing the Parcel Map.

35. A fire hydrant shall be required for this project. The hydrant must be within 500 feet of each new parcel. Final location of the hydrant shall be approved by the District prior to issuance of a grading permit for the improvements.
36. In the event a fire hydrant cannot provide the minimum fire flow of 1,000 gallons per minute at 20 lbs. for 2 hours, a NFPA 13D home sprinkler systems shall be required for each newly constructed residence on each parcel. This shall appear in the form of a deed restriction that shall be reviewed and approved by the District prior filing the Parcel Map. The deed restriction shall be recorded concurrently with the Parcel Map.
37. El Dorado County DOT standards shall be met at a minimum and will supersede Fire District minimum requirements.
38. The *Haar Parcel Split APN 009-260-05 Wildland Fire Safe Plan* dated March 30, 2009 is approved and shall be attached to the filed Parcel Map. Documentation shall be provided to the District that this requirement has been met, prior to filing the Parcel Map.
39. Pursuant to the *Haar Parcel Split APN 009-260-05 Wildland Fire Safe Plan* dated March 30, 2009, a Homeowner's Association (HOA) shall be formed that shall be responsible for enforcement of the Covenants Codes and Restrictions (CC&Rs) which shall be recorded for each parcel. Said CC&Rs shall, at a minimum, include the following provisions:
 - a. Implementation of all provisions of the *Haar Parcel Split APN 009-260-05 Wildland Fire Safe Plan* dated March 30, 2009.
 - b. Ongoing maintenance and monitoring of the shared roads.

The Covenants, Conditions and Restrictions (CC&Rs) shall be submitted to El Dorado County Fire Protection District for review, and subsequent approval, prior to filing of the Parcel Map. Any future changes in the aforementioned provisions of the final District approved version of the CC&Rs shall require further District approval.

El Dorado County Agriculture Department

40. The Parcel Map shall have a 50-foot non-building setback shown along the eastern parcel boundary, measured from the property line west into the subject parcel, with a note that explains it shall apply to incompatible uses including residential structures. The Department shall review and approve the inclusion of this requirement on the map prior to filing the Parcel Map.

County Surveyor's Office

41. All survey monuments shall be set prior to filing the Parcel Map.

42. The roads serving the development shall be named by filing a completed Road Name Petition, with the County Surveyors Office. Proof of any signage required by the Surveyor's Office must be provided to our office prior to filing the Parcel Map.
43. Prior to filing the Parcel Map, a letter will be required from all agencies that have placed conditions on the map. The letter will state that "all conditions placed on P09-0005 by (that agency) have been satisfied." The letter is to be sent to the County Surveyor and copied to the Consultant and the Applicant.