
MEMORANDUM

Date: January 14, 2010
To: TRPA Hearings Officer
From: TRPA Staff
Subject: Change In Use - Commercial to Public Service, 7717 North Lake Boulevard, Placer County, California, Assessor's Parcel Number (APN) 117-150-038, TRPA File Number ERSP2009-3547

Requested Action: Hearings Officer action on the proposed project and a finding of no significant environmental effect.

Staff Recommendation: Staff recommends that the Hearings Officer make the required findings and approve the proposed project.

Project Description: The proposed project would change the use of an existing building in Placer County from a commercial Professional Office space to a public service Government Office. At this time Placer County is proposing to staff the office with employees from the County's Department of Public Works. There are no exterior building modifications proposed for the project.

Site Description/Background: The subject site is approximately 18,750 square feet in area and is developed with an existing 3,392 square foot office building and a 15 space vehicle parking lot. Access to and from the site is via two one-way points of ingress and egress off State Route 28. The property slopes at approximately five percent grade from the north to the south towards North Lake Boulevard (State Route 28). The existing building and parking lot was constructed in 1989.

Regional Plan Compliance: The proposed project complies with all requirements of the Kings Beach Community Plan, TRPA's Goals and Policies, and Code of Ordinances, including all required findings in Chapters 6 and 18 of the TRPA Code of Ordinances (see attachments A and D for details).

Required Actions: Staff recommends that the Hearings Officer approve the project by making the following motions and findings based on this staff summary and the evidence contained in the record:

- I. Approve the findings contained in this staff summary, including a finding of no significant environmental effect.
- II. Approve the project, based on the staff summary, subject to the conditions contained in the attached Draft TRPA permit.

Contact Information: For questions regarding this project please contact Patrick Dobbs at (775) 589-5215 or pdobbs@trpa.org.

Attachments:

- A. Required Findings/Rationale
- B. Draft Permit
- C. Plans
- D. Regional Plan Compliance Analysis

Required Findings/Rationale

Required Findings: The following is a list of the required findings as set forth in Chapters 6 and 18 of the TRPA Code of Ordinances. Following each finding, Agency staff has summarized the evidence on which the finding can be made.

1. **Chapter 6.3.A – Threshold-Related Findings:**
 - a. **The project is consistent with and will not adversely affect implementation of the Regional Plan, including all applicable Goals and Policies, Plan Area Statements and maps, the Code and other TRPA plans and programs.**

Land Use: The proposed Government Office use is a permissible special use within the Kings Beach Community Plan, Special Area #2. The proposed change in use is consistent with the Community Plan, including planning considerations and special policies.

Transportation: According to the ITE Trip Generation Manual, Government Offices generate more vehicle trips than the previous Professional Office use. Based on the gross floor area of the building (3,392 square feet), multiplied by the Government Office trip rate of 68.93 daily vehicle trip ends (DVTE), the proposed public service Government Offices will generate 233 DVTE. When TRPA approved construction of the existing building in 1988 (TRPA File #19880962), the AAA professional office was calculated to generate fifty-nine (59) DVTE. The previously mitigated 59 DVTE is what staff used to determine the existing vehicle trips associated with the previous use. Based on these calculations, the proposed change in use will result in an additional 174 DVTE. Air quality emissions generated by the additional vehicle trips shall be mitigated through payment of an air quality mitigation fee. The number of additional vehicle trips is not considered significant enough to require further traffic analysis. Parcel ingress and egress and vehicle parking will remain unchanged, and is sufficient for the proposed use.

Conservation: This project will not adversely affect implementation of the Conservation Element of the Regional Plan. Best Management Practices (BMPs) will capture storm runoff and infiltrate the volume of water onsite. No site disturbance is proposed for this change in use. There are no known cultural or historic resources that would be affected by this project.

Recreation: There is no aspect of the project which would impact implementation of the Recreation Element of the Regional Plan.

Public Service and Facilities: This project area is adequately served by existing public services and facilities.

Implementation: The project requires no additional development allocations and is consistent with the Implementation Element of the

Regional Plan. Existing Commercial Floor Area (3,392 square feet of CFA) that was previously allocated to the project area will be considered banked on-site upon acknowledgement of this permit because Government Offices do not require CFA.

- b. The project will not cause the environmental threshold carrying capacities to be exceeded.

The applicant has completed an Initial Environmental Checklist (IEC) in order to assess the potential environmental impacts of the project. No significant environmental impacts were identified and staff has concluded that the project will not have a significant effect on the environmental threshold carrying capacities. A copy of the completed IEC will be made available at the Hearings Officer meeting and at TRPA.

- c. Wherever federal, state or local air and water quality standards applicable for the Region, whichever are strictest, must be attained and maintained pursuant to Article V(g) of the TRPA Compact, the project meets or exceeds such standards.

(Refer to paragraph 1.b., above.)

2. Chapter 18.1.B – Special Use Findings:

- a. The project, to which the use pertains, is of such a nature, scale, density, intensity and type to be an appropriate use for the parcel on which, and surrounding area in which, it will be located.

The proposed Government Office use will be consistent with the character of the surrounding area, which consists of commercial, tourist, and residential uses. There are no exterior building changes proposed. The change in use will allow employees of Placer County's Department of Public Works to relocate offices from Nevada County to Placer County. Government Offices typically include employees conducting office work and field work which is of a similar scale and intensity when compared to the previous automobile insurance (AAA) office.

- b. The project to which the use pertains, will not be injurious or disturbing to the health, safety, enjoyment of property, or general welfare of persons or property in the neighborhood, or general welfare of the region, and the applicant has taken reasonable steps to protect against any such injury and to protect the land, water, and air resources of both the applicant's property and that of surrounding property owners.

The project does not involve any activities that could potentially be injurious or disturbing to the health, safety, enjoyment of property, or general welfare of persons or property in the neighborhood.

- c. The project, to which the use pertains, will not change the character of the neighborhood detrimentally affect or alter the purpose of the applicable planning area statement, community plan and specific or master plan, as the case may be.

The mixed use character of the surrounding area will not appreciably change with the building occupation by a public agency. No exterior building modifications are proposed at this time.

Draft Permit

PROJECT DESCRIPTION: Change In Use – Commercial to Public Service

APN: 117-150-038

FILE: ERSP2009-3547

PERMITTEES: County of Placer Department of Facility Services, and the California State Automobile Association (AAA).

COUNTY/LOCATION: Placer County / 7717 North Lake Boulevard, Kings Beach, California

Having made the findings required by Agency ordinances and rules, TRPA Hearings Officer approved the project on **January 21, 2010**, subject to the standard conditions of approval attached hereto (Attachment Q) and the special conditions found in this permit.

This permit shall expire on **January 21, 2013**, without further notice unless the construction has commenced prior to this date and diligently pursued thereafter. Diligent pursuit is defined as completion of the project within the approved construction schedule. The expiration date shall not be extended unless the project is determined by TRPA to be the subject of legal action which delayed or rendered impossible the diligent pursuit of the permit.

NO ACTIVITY SHALL COMMENCE UNTIL THE PERMITTEE OBTAINS A COUNTY PERMIT (IF REQUIRED). THE COUNTY PERMIT AND THE TRPA PERMIT ARE INDEPENDENT OF EACH OTHER AND MAY HAVE DIFFERENT EXPIRATION DATES AND RULES REGARDING EXTENSIONS. NO ACTIVITIES SHALL COMMENCE UNTIL ALL PRE-ACTIVITY CONDITIONS OF APPROVAL ARE SATISFIED AS EVIDENCED BY TRPA'S ACKNOWLEDGEMENT OF THIS PERMIT. IN ADDITION, NO ACTIVITIES SHALL COMMENCE UNTIL TRPA RECEIVES A COPY OF THIS PERMIT UPON WHICH THE PERMITTEE HAS ACKNOWLEDGED RECEIPT OF THE PERMIT AND ACCEPTANCE OF THE CONTENTS OF THE PERMIT. TRPA'S ACKNOWLEDGEMENT IS NECESSARY TO OBTAIN A COUNTY PERMIT.

TRPA Executive Director/Designee

Date

PERMITTEES' ACCEPTANCE: I have read the permit and the conditions of approval and understand and accept them. I also understand that I am responsible for compliance with all the conditions of the permit and am responsible for my agents' and employees' compliance with the permit conditions. I also understand that if the property is sold, I remain liable for the permit conditions until or unless the new owner acknowledges the transfer of the permit and notifies TRPA in writing of such acceptance. I also understand that certain mitigation fees associated with this permit are non-refundable once paid to TRPA. I understand that it is my sole responsibility to obtain any and all required approvals from any other state, local or federal agencies that may have jurisdiction over this project whether or not they are listed in this permit.

Signature of Permittee(s)_____

Date_____

(PERMIT CONTINUED ON NEXT PAGE)

D-R-A-F-T

**APN 117-150-038
FILE NO. ERSP2009-3547**

Air Quality Mitigation Fee (1): Amount \$ 6,298.80 Paid _____ Receipt No. _____

Security Posted (2): Amount \$ _____ Type _____ Paid _____ Receipt No. _____

Security Administrative Fee (3): Amount \$ _____ Paid _____ Receipt No. _____

Notes:

- (1) See Special Condition 3.D., below.
- (2) Amount to be determined. See Special Condition 3.C., below.
- (3) \$152 if a cash security is posted or \$135 if a non-cash security is posted.

Required plans determined to be in conformance with approval: Date: _____

TRPA ACKNOWLEDGEMENT: The permittee has complied with all pre-construction conditions of approval as of this date and is eligible for a county building permit:

TRPA Executive Director/Designee

Date

SPECIAL CONDITIONS

1. This permit specifically authorizes a change in use for the existing building located at 7717 North Lake Boulevard, Kings Beach, California, and an upgrade to the existing BMPs, if necessary. The approved primary use of the project area shall be Public Service - Government Offices. Existing Commercial Floor Area allocated for the previous Professional Office use shall be considered banked on-site upon acknowledgement of this permit. No changes to the building or land coverage are authorized as a part of this permit.
2. The Standard Conditions of Approval listed in Attachment Q shall apply to this permit.
3. Prior to final permit acknowledgement the following conditions of approval shall be satisfied.
 - A. The site plan shall be revised to include:
 - (1) The following revised land coverage calculations:
 - (a) Existing Coverage = 9,904 square feet
 - (b) Proposed Coverage = 9,904 square feet

- (2) The following Commercial Floor Area calculations:
 - (a) Existing Commercial Floor Area = 3,392 square feet
 - (b) Proposed Commercial Floor Area = 0 square feet
 - (c) Banked Commercial Floor Area = 3,392 square feet
 - B. The BMP plan submitted with the application is more than 20 years old. To ensure compliance with infiltration requirements of Chapter 25 of the TRPA Code of Ordinances, the BMP plan shall be revised to include:
 - (1) Oil/grease and coarse sediment debris removal prior to infiltration. Provide manufacturer's specification for treatment prior to conveyance to parking lot infiltration system.
 - (2) The permittee shall submit calculations demonstrating that the proposed infiltration facilities are sized accordingly for the slope and soil type of the property and will capture and infiltrate a 20 year/1 hour storm event.
 - (3) The permittee shall submit a BMP maintenance and monitoring plan detailing the annual maintenance for all BMPs installed on the property.
 - C. The permittees shall submit a project security based on the cost and installation of all required BMPs for the project area. The security shall be equal to 110% of the estimated cost of the revised BMPs or \$1,500.00, whichever is more. Please submit an estimate prepared by a qualified professional. Please see Attachment J, Security Procedures, for calculations of the required Security Administrative Fee.
 - D. The permittees shall submit a \$6,298.80 air quality mitigation fee. This fee is based on the addition of 174 DVTE at \$36.20/trip.
 - E. The permittees shall provide (3) three sets of the final plans for TRPA acknowledgement.
4. The adequacy of all required BMPs as shown on the final BMP plan shall be confirmed at the time of the TRPA pre-grading inspection. Any required modifications, as determined by TRPA, shall be incorporated into the project permit at that time.

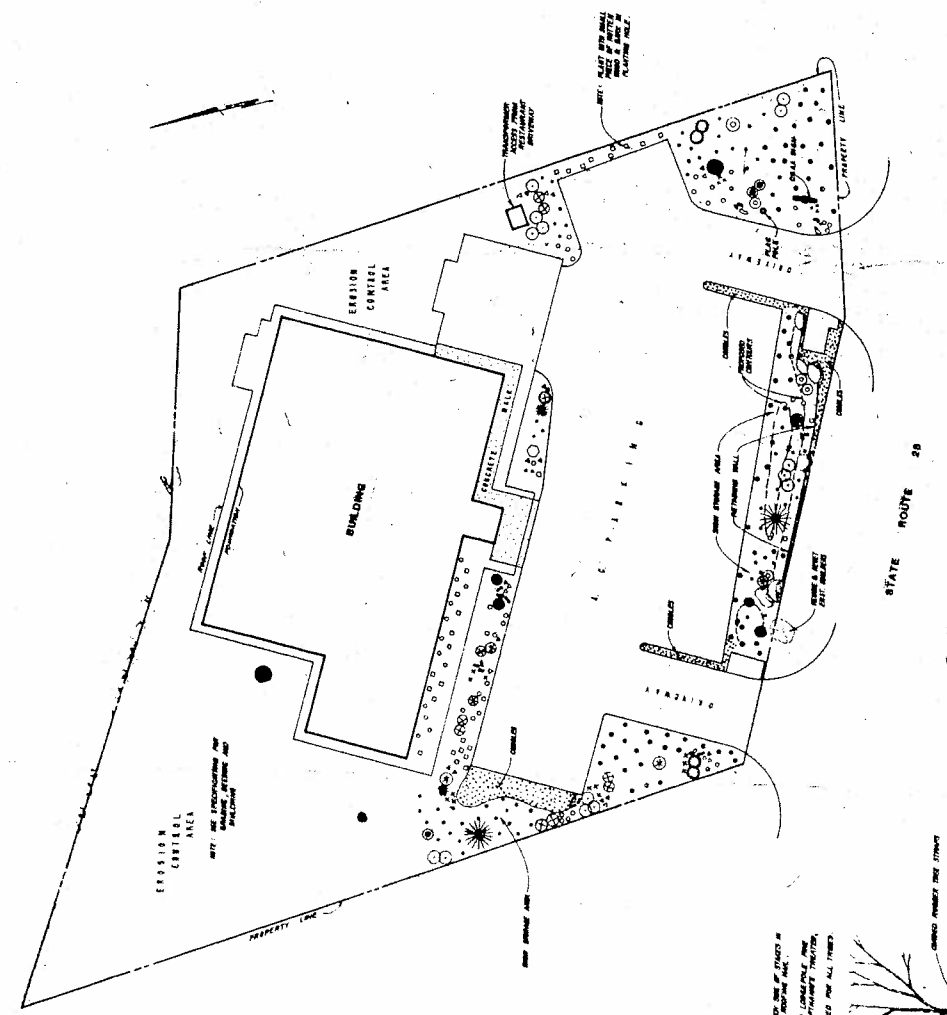
END OF PERMIT

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KINGS BEACH
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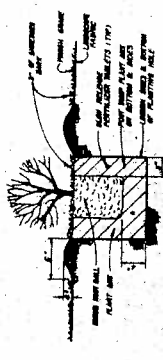
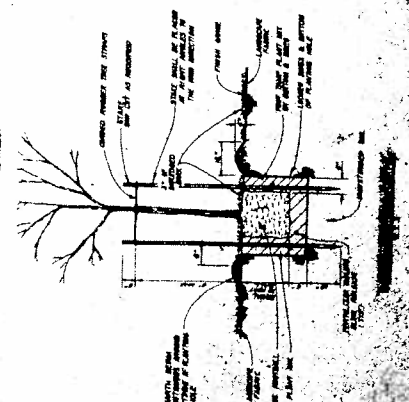
NOTES:
1. See drawings for planting, grading, irrigation, lighting, etc.
2. Plantings shall be installed in accordance with the landscape plan.
3. The landscape plan shall be maintained and updated as needed.
4. The landscape plan shall be reviewed and approved by the local jurisdiction.
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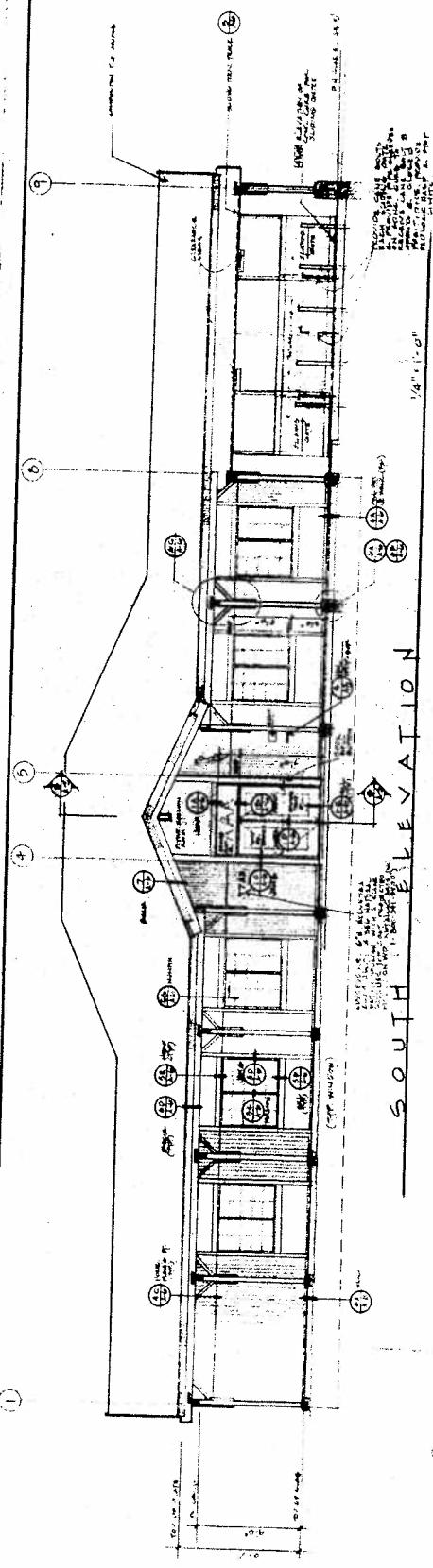
OPTIONAL: WHERE THE MAIN WALL IS TO BE LOCATED, STAIRS IN 1/4\"



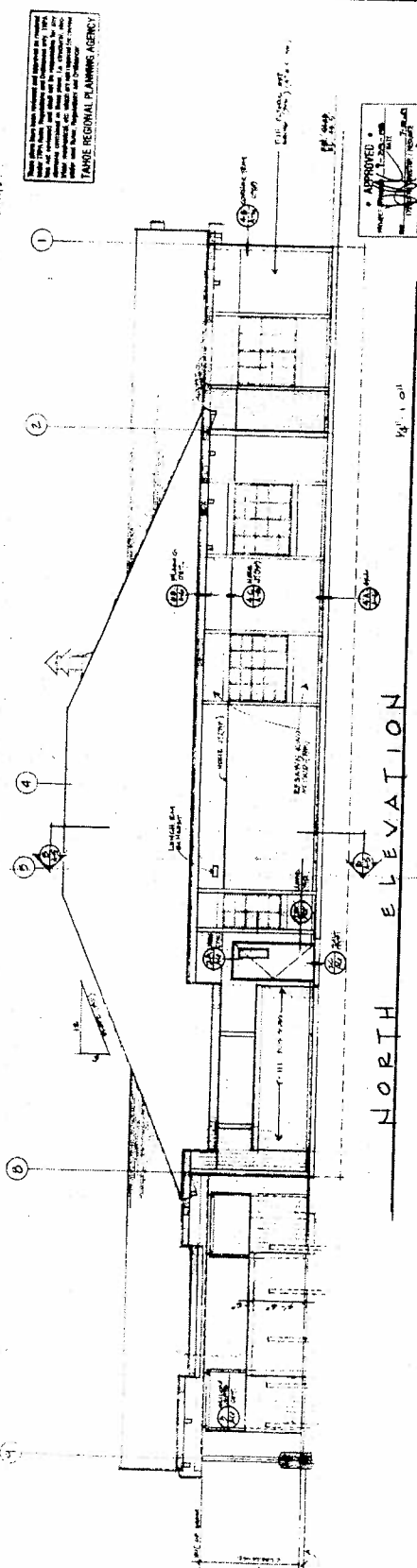
SITE PLAN

1/14/2010

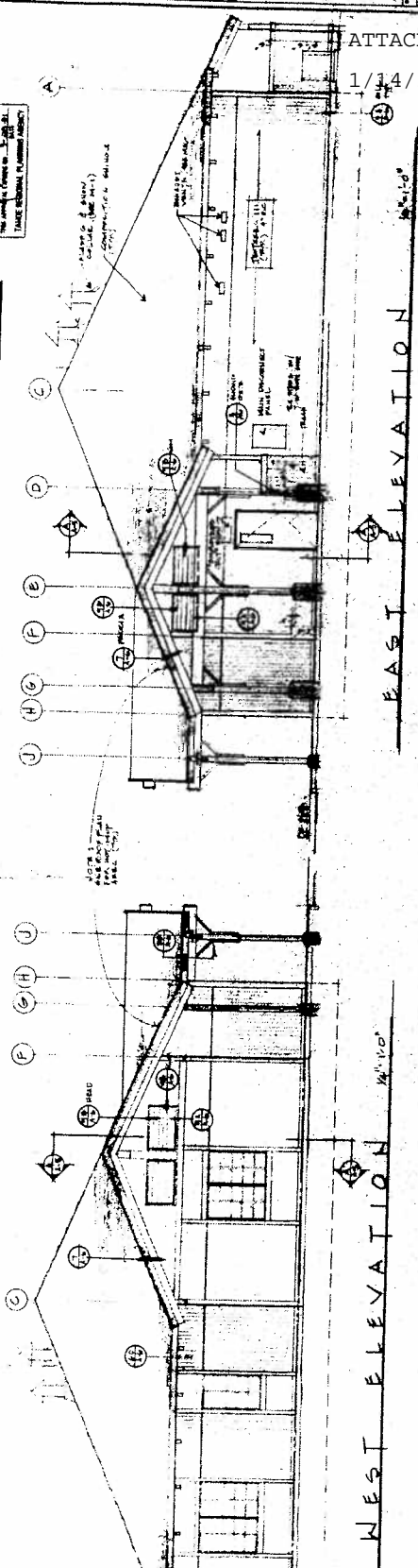
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SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION

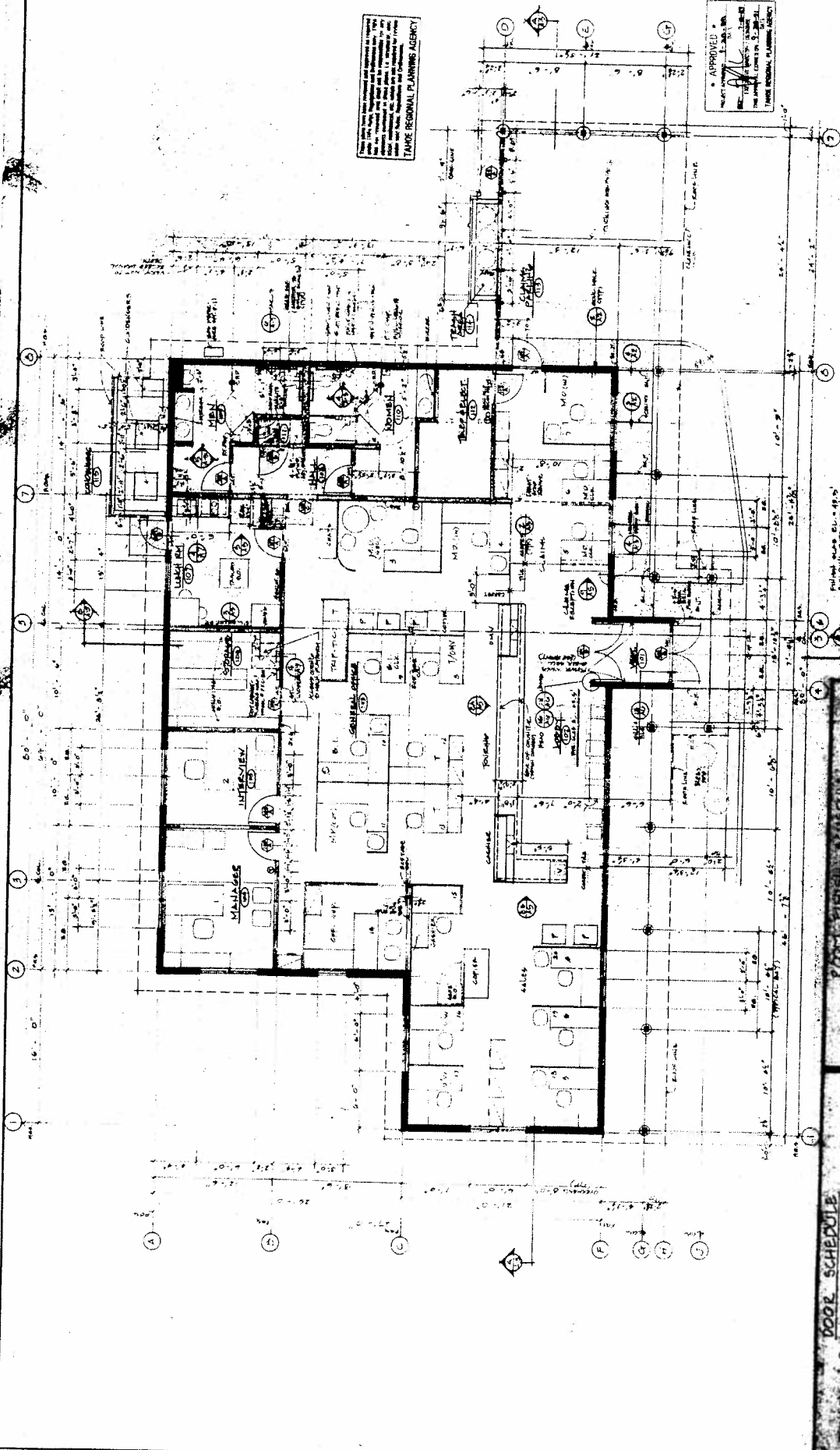
APPROVED
 [Signature]
 ARCHITECT
 ROLLER AND MASEN, INC.
 1000 S. GARDEN ST. SUITE 100
 ANAHEIM, CA 92805
 PHONE: (714) 771-1100
 FAX: (714) 771-1101
 WWW.ROLLERMASEN.COM

APPROVED
 [Signature]
 ARCHITECT
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ATTACHMENT C
 1/14/2010

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 TAMPE REGIONAL PLANNING AGENCY



APPROVED
 [Signature]
 TAMPE REGIONAL PLANNING AGENCY

FINISH SCHEDULE (NOT INCLUDING WINDOW FINISHING)
 ALL SYSTEMS, MATERIALS AND FINISHES SUBJECT TO CHANGE

FLOOR PLAN

NO.	DESCRIPTION	UNIT	QTY	PRICE	TOTAL
1	WOOD				
2	CERAMIC TILE				
3	PAINT				
4	GLASS				
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10	...				

DOOR SCHEDULE

NO.	DESCRIPTION	UNIT	QTY	PRICE	TOTAL
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2	...				
3	...				
4	...				
5	...				

2007 FINISH SCHEDULE

NO.	DESCRIPTION	UNIT	QTY	PRICE	TOTAL
1	...				
2	...				
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4	...				
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1/14/2010

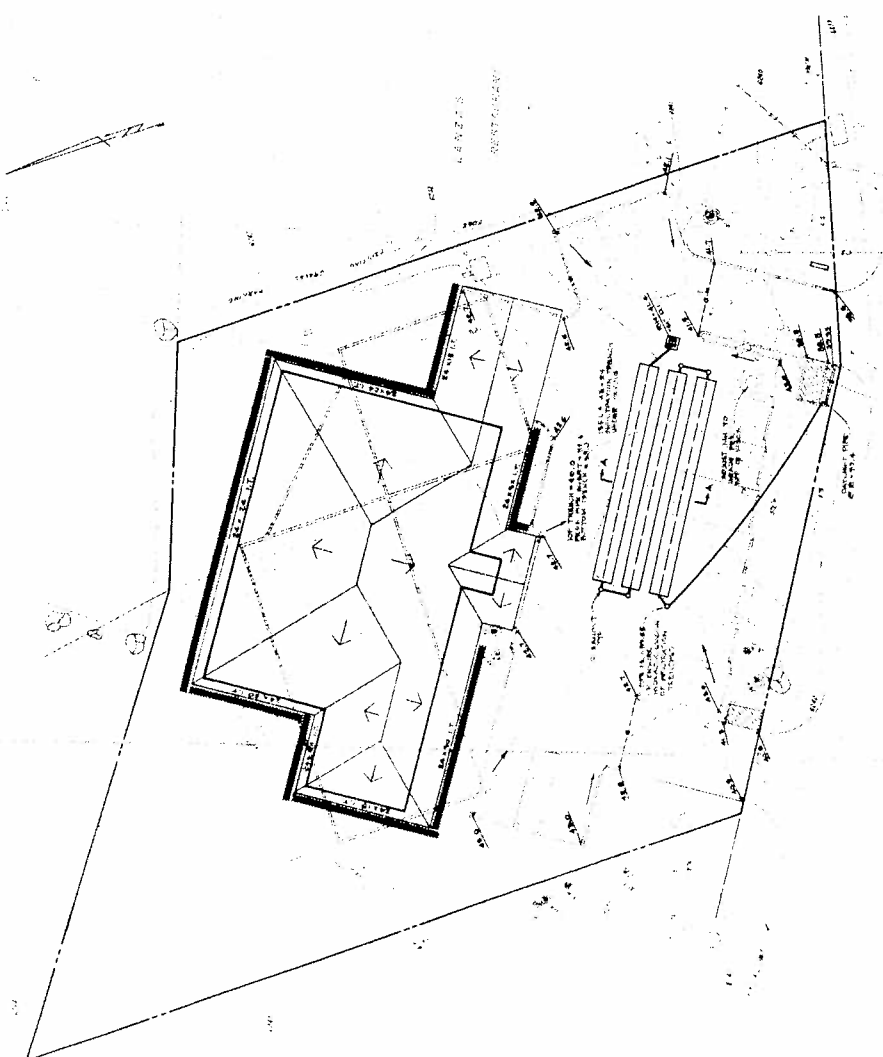
PRELIMINARY
GRADING, DRAINAGE
& EROSION
CONTROL PLAN

CALIFORNIA STATE
KINGS BEACH
DISTRICT OFFICE

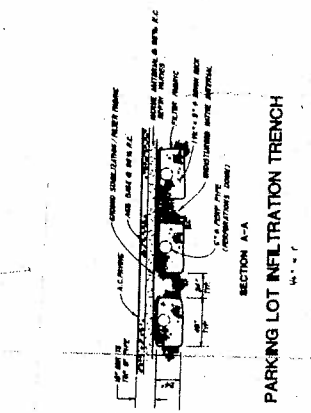
ARCHITECTS AND PLANNERS
ROLLER AND MASSEN, INC.

- COVERAGE CALCULATION**
- LOT SIZE
 - SOIL TYPICAL CAPABILITY
 - ALLOWABLE COVERAGE
 - EXISTING COVERAGE
 - PROPOSED LAND COVERAGE
 - PERCENT

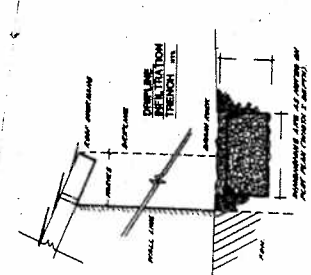
- LEGEND**
- FINISH ELEVATION (AS NOTED)
 - FINISH ELEVATION (AS NOTED)
 - CONCRETE CURB
 - GRADE BREAK
 - IDENTIFIER OF SURFACE RUNOFF



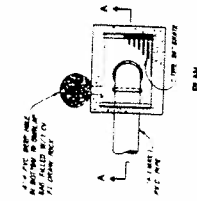
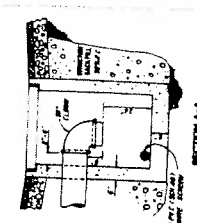
STATE ROUTE 28



PARKING LOT INFILTRATION TRENCH



'GI' DI W/GREASE & SEDIMENT TRAP



Regional Plan Compliance Analysis

- A. Environmental Documentation: The applicant has completed an Initial Environmental Checklist (IEC) in order to assess the potential environmental impacts of the project. No significant environmental impacts were identified and staff has concluded that the project will not have a significant effect on the environment. A copy of the completed IEC will be made available at the Hearings Officer meeting and at TRPA.
- B. Community Plan: The project area is located within Special Area #2 of the Kings Beach Community Plan (KBCP). The Land Use Classification for KBCP is Commercial/Public Service and the Management Strategy is Redirection. Agency staff has determined that the project is consistent with the applicable planning statement, planning considerations and special policies. The proposed Government Office use is listed as a special use within Special Area #2 of the KBCP.
- C. Land Coverage:
1. Land Capability District: The land capability of the project area is Class 5. The total project area is approximately 18,750 square feet.
 2. Existing Coverage: TRPA File #19880962 authorized 9,904 square feet of existing coverage.
 3. Proposed Coverage: No changes to land coverage are proposed. Existing and proposed coverage remains 9,904 square feet.
 4. Base Allowable Coverage: The total project area (18,750 square feet multiplied by 0.25% (Class 5) equals a base allowable coverage of 4,688 square feet.
 5. Excess Land Coverage: The project area contains 5,216 square of excess coverage (existing coverage beyond base allowable coverage). Since there will be no structural modifications with the change of use there is no requirement for excess coverage to be mitigated with this project.