



# City of Nevada City

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PLANNING COMMISSION AGENDA  
THURSDAY, May 19, 2016 1:30 PM  
Council Chambers – City Hall  
317 Broad Street - Nevada City, CA 95959

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**•AUDIENCE MEMBERS DESIRING TO ADDRESS THE PLANNING COMMISSION ON ITEMS ON THE AGENDA:** After recognition by the Chair, state your name, address and your comments or questions. Please direct your remarks to the Commission. So that all interested parties may speak, please limit your comments to the item under discussion. All citizens will be given the opportunity to speak, consistent with Constitutional rights. Time limits are at the discretion of the Chair. **•If you challenge** the Commission's decision on any matter in court, you will be limited to raising only those issues you or someone else specifically raised or delivered in writing to the Planning Commission at or prior to the meeting. **•Requests for disability-related modifications or accommodations** may be made by contacting the City Planner and should be made at least 72 hours prior to the meeting.

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## Mission Statement

*The City of Nevada City is dedicated to preserving and enhancing its small town character and historical architecture while providing quality public services for our current and future residents, businesses and visitors.*

## PLEDGE OF ALLEGIANCE

**ROLL CALL** Chair Brad Croul, Vice-Chair Pamela Meek, Commissioners Dan Thiem, John Parent, Stuart Lauters

**APPROVAL OF MINUTES** March 17, 2016 and April 21, 2016

**HEARING FROM THE PUBLIC:** Comments on items not on the agenda are welcome and are limited to three minutes. However, action or discussion by the Commission may not occur at this time.

## PROJECT UPDATE

1. 475 Spring Street - Nevada Garden Apartments status update

## TREE REMOVAL

1. 521 Searls Avenue, LaVonne Mullin, owner – removal of six redwood trees along the street-side of the building.
2. 107 Clark Street, Kenneth Nourse, owner – removal of four cedar trees from the backyard

## SIGN APPLICATION

1. 417 D Broad Street (Ghidotti Building) – Katia Nestrova, tenant – Continued from the February 18, 2016 meeting, proposed second sign to hang from front porch plane, facing street

## ARCHITECTURAL REVIEW

1. 504 Silva Avenue – Eric Bennett, owner – Architectural Review applications for the construction of a new residence and detached garage on vacant property

**USE PERMIT**

1. **112 Nevada City Highway, Nevada County Superintendent of Schools c/o Holly Hermansen, owner** – proposal to move the Earle Jamieson School to the subject location.

**COMMISSION LIAISON REPORTS** – Reports on previously approved projects – **informational only:**

1. The appointed liaison, Meek approved a slight revision to 442 S. Pine St. accessory building.

**TRAINING / DISCUSSION:**      **City Planner Reports - informational only and no action will be taken**

1. Appoint ARC representative – Tuesday, May 24, 2016 at 10a.m.
2. Vape lounge zoning regulation – Council direction

**STAFF APPROVALS AND DETERMINATIONS – (for information only):**

315 Jordan Street- like-for-like window/door replacement, enlarge porch by 36 sq. ft.  
310 Gethsemane Street – like-for-like window replacement  
216 S. Pine Street - like-for-like re-roof  
120 Grove Street - like-for-like re-roof  
610 Zion Street - like-for-like re-roof  
302 Gethsemane Street – tree removal of dead Walnut

**CORRESPONDENCE:**

**ANNOUNCEMENTS:** **Next Regular Meeting – June 16, 2016**



# City of Nevada City

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## PLANNING COMMISSION SUMMARY MINUTES THURSDAY, MARCH 17, 2016 1:30 PM

Council Chambers – City Hall  
317 Broad Street - Nevada City, CA 95959

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### PLEDGE OF ALLEGIANCE

ROLL CALL Chair Brad Croul, Vice-Chair Pamela Meek, Commissioners Dan Thiem, John Parent, Stuart Lauters

### APPROVAL OF MINUTES

February 18, 2016 Regular Meeting;

**Motion by P. Meek to approve as presented**

**Seconded by D. Thiem**

**Vote: 5/0, motion carries**

**HEARING FROM THE PUBLIC: Comments on items not on the agenda are welcome and are limited to three minutes. However, action or discussion by the Commission may not occur at this time.**

Gail Damsky: Frustrated regarding a second dwelling being constructed at an adjacent property at 315 Clay Street and with the permitting process; concerned about drainage and prefers to have rain gutters; French drain and dry well attempt are inadequate; no straw wattles or hay; recent rains have rendered all runoff mitigation inadequate; basement now floods and affects her property values.

Mathew Coulter: Recycling buy-back center would be preferable in Nevada City

Niel Locke: Happy St. Patrick's Day!

### TREE REMOVAL APPLICATION

1. **800 Hoover Lane – Nevada City School District** – Proposed removal of 50 Pine Trees Infested with Bark Beetle

**Public:** None

**Discussion:** Some commissioners were concerned that there is no mitigation plan, which could include on-site preservation. The Commission approved the tree removal request for 55-trees based on an arborist report by Zeno Acton, which explained the subject trees are afflicted with bark beetle and other maladies and their death is imminent in the coming years. Approval was conditioned with a requirement that the applicant return after tree removal is completed to provide an arborist report on appropriate mitigation.

**Motion by D. Thiem to approval the removal of 55 pine trees as marked by the arborist with the added condition that a mitigation report be provided after tree removal, as outlined below.**

**Seconded by P. Meek**

**Vote: 5/0, motion carries**

**Condition of Approval:**

After the subject trees have been removed, an arborist shall evaluate the loss and provide a report back to the Planning Commission which outlines a mitigation plan for the loss of the trees. The mitigation plan may include any of the following strategies: 1) natural regeneration with no human manipulation, 2) protection of existing seedlings at a rate determined by the Arborist, 3) replanting of trees at a rate determined by the Arborist. The report shall provide clear justification for the recommended strategy. This report shall be submitted to the City Planner by August 1, 2016, and will be placed on the next available Planning Commission meeting agenda as a public hearing item.

### **ARCHITECTURAL, DEMOLITION, TREE REMOVAL REVIEW**

1. **114 Silva Avenue** – Aisling O’Brennan & Stephen Dunne, Owners – Proposed Tree Removal, Shed Demolition and Remodel and Addition of an existing Residence (outside Historical District)

**Applicant Representative:** Richard Baker, Sitrine Architecture

**Public:** None

**Discussion:** The Commission asked the applicant if he felt constrained with the exiting footprint and whether he would have designed differently if he wasn’t trying to retain the house. Richard Baker explained that the design was based on his clients’ very particular vision. When asked if he was salvaging much of the existing material he indicated that most would not be usable.. The roof style was discussed and the Commission indicated a preference to retain the metal roof, though D. Thiem indicated that a metal roof on such a complicated roof design will be strange looking. Some discussion ensued about breaking up the massing along the southern elevation. Baker offered to break it up with a belly band to define the gable. Commissioners had no issue with the tree removal. They expressed a desire for the material from the shed to be made available to other contractors.

**(Tree) Motion by S. Lauters to remove the, 30-inch dbh Cedar, the 36-inch dbh Cedar, and the 42-inch Ponderosa Pine located within or near the proposed house footprint**

**Seconded by P. Meek**

**Vote: 5/0, motion carries**

**(Demolition) Motion by P. Meek to demolish the existing accessory shed**

**Seconded by D. Thiem**

**Vote: 5/0, motion carries**

**(Arch Rev.) Motion by D, Thiem to approve the Architectural Review for the addition to the existing residence as conditioned below.**

**Seconded by J. Parent**

**Vote: 4/1 (P. Meek opposed to composite roof), motion carries**

**Condition of Approval:** A “belly band” shall be incorporated in a manner that articulates the gables, particularly along the south elevation, in order to break up the massing.

## **ARCHITECTURAL REVIEW**

### **1. 109 North Pine Street – CONTINUED Architectural Review Application for Proposed Rooftop-mounted Communication Antennae (within Historical District)**

**Project Representative: Mark Lobaugh, Epic Wireless**

**Public:** Paula Orloff is concerned about health effects of microwave emissions  
Glenda Burack is concerned about how large the enclosures are and is concerned with the National Register status; would prefer to them setback from the parapet edge.  
Donna Stewart indicated that better cell coverage will bolster tourism

**Discussion:** Revised application includes an elimination of the microwave dish and includes a reduced stealth enclosure footprint for each of the three remaining enclosures. Applicant indicated that the purpose of the antennae is to make up for a gap in coverage. He defended the location and size, citing that they are necessary to serve this need. Radio frequency is not being considered as part of design review but applicant will provide an RF study in order to evaluate the health effects as part of the Use Permit review. There is currently a coverage and capacity breakdown, whenever there are events held downtown or during high intensity weekends. The Commission indicated that the community would be better served with a co-location facility and prefers a structure that is higher in elevation. The subject intersection is a historic place and should be visually preserved. Commissioners discussed the technical “line-of-site” requirement that is needed by the antennae. Some discussion ensued regarding the modern era of the existing building and the prevalence of antennae and mechanical equipment on other rooftops in the downtown area (i.e. UHF antenna at the National). Applicant indicated that it may be possible to add stealth enclosures at a later time if they were determined to provide a better aesthetic for the Historic District. Commissioners agreed that the Stealth enclosures call more attention to the infrastructure than the antennae without enclosures. The public is used to seeing this type of modern infrastructure. Commissioners considered placing a time period in which we would re-evaluate at a public hearing to determine whether or not a screening enclosure would be beneficial. Verizon is agreeable to breaking up the antennae on the southeast corner and agreeable to removing equipment should technology advance to a point that they can be reduced in size or eliminated altogether.

**Motion by D. Thiem approve the eight antennae without the Stealth enclosures and as conditioned below.**

**Seconded by S. Lauters**

**Vote: 5/0, motion carries**

#### **Conditions of Approval:**

1. The antennae and any exposed infrastructure shall be painted gray in a shade that effectively recedes into the background.
2. The four antennae shown in the southeast corner of the rooftop shall be separated in pairs, with one pair relocated in a northwesterly direction.

**Liaison appointment: B. Croul and S. Lauters**

**PLANNING COMMISSION LIAISON REPORTS** – Reports on previously approved projects – **informational only**

None

**TRAINING / DISCUSSION:** City Planner Reports - informational only and no action will be taken

**STAFF APPROVALS AND DETERMINATIONS – (for information only):**

114 Main Street – Foundation Repair  
202 Prospect Street – Interior Remodel  
242 Jordan Street – Re-roof  
402 Lower Grass Valley Road – Removal of 1 tree  
107 Mill Street – Residential Solar  
471 Searls Avenue (Woodbridge Townhomes) – Removal of two trees

**CORRESPONDENCE:**

**ANNOUNCEMENTS: Next Regular Meeting – April 21, 2016**

**ADJOURNMENT:**

**Motion by P. Meek to adjourn**

**Seconded by D. Thiem**

**Vote: 5/0, motion carries**

**Adjournment: 4:00 pm**



# City of Nevada City

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## PLANNING COMMISSION SUMMARY MINUTES

**THURSDAY, April 21, 2016 1:30 PM**

**Council Chambers – City Hall**

**317 Broad Street - Nevada City, CA 95959**

### Mission Statement

*The City of Nevada City is dedicated to preserving and enhancing its small town character and historical architecture while providing quality public services for our current and future residents, businesses and visitors.*

### PLEDGE OF ALLEGIANCE

**ROLL CALL** Chair Brad Croul, Vice-Chair Pamela Meek, Commissioners Dan Thiem, John Parent, Stuart Lauters

### APPROVAL OF MINUTES

March 17, 2016 Regular Meeting; commissioners postponed minutes approval to next meeting

**HEARING FROM THE PUBLIC: Comments on items not on the agenda are welcome and are limited to three minutes. However, action or discussion by the Commission may not occur at this time.**

N. Locke: 1980 “California Gold” book

P. Meek: read for record a summary of the Planning Commission’s position on the denial of the Dewar barn porch façade and offered that sliding barn doors might be an appropriate compromise

N. Locke: previous owners have indicated the barn is original to the property and only remodeled in the 1960s.

### TREE REMOVAL APPLICATION

1. **235 Commercial Street (Coopers) – Phil Graham, owner** – Removal of patio tree (within Historical District)  
Commissioners deliberated on options ranging from building a planter box around the existing tree fully replacing the tree, or not providing any replacement. Also discussed relocating to a more out-of-the way location within the patio. Commissioners settled on allowing the replacement with a replacement container tree.

Motion by D. Thiem to remove the existing maple tree from the patio

Second by P. Meek

Vote: 5/0, motion carries

Motion by P. Meek to replace the tree with a Japanese maple in a redwood container as shown in the exhibit

Second by J. Parent

Vote: 4/1, motion carries (B. Croul dissented on basis of preferring no condition)

Condition: 1) Nursery personnel shall be consulted to determine the appropriate variety and size.

### SIGN REVIEW

1. **236 Broad Street (Nevada City Chocolate Shop), Linda Hansen** — **Replace existing sign with new logo**  
(within Historical District)

Public: None

Commissioners were generally in favor of the sign design and color choices with the exception of the center starburst feature, which the applicant claimed would be simplified on the actual sign.

Motion by S. Lauters

Seconded by J. Parent

Vote: 5/0, motion carries

## **ARCHITECTURAL REVIEW**

1. **426 Broad Street (Broad Street Bistro)** – Donald & Theresa Vojtech, Owners – Proposed window replacement and paint color change (within Historical District)

Public: None

All commissioners were in favor of the paint color choices. Some discussion took place regarding whether the window would have true divided lites. Determined that the spec sheet identified a mullion, which will include a bar between the glass panes to appear to be divided lites but retains efficiency.

Motion by P. Meek to approve the proposed paint scheme as provided on the exhibits.

Seconded by D. Thiem

Vote: 5/0, motion carries

Motion by S. Lauters to approve the window replacement provided final approval is made by an appointed liaison to ensure the mullions are outside and carry through the glass, or mimics this design effectively.

Seconded by P. Meek

Vote: 5/0, motion carries

Liaison: D. Thiem

2. **107 Sacramento Street (Stonehouse)** – Jonathan Rowe, owner – Proposed 3rd story deck addition, landscaping between parking and patio area, window and door replacement on 3<sup>rd</sup> story, and demolish existing door on third floor (within Historical District).

Public: None

Representatives: Noam Halpert, designer and Jonathan Rowe, owner

Halpert and Rowe explained their vision for the space and philosophy of not wanting to “fake” historic authenticity and instead intend to blend modern with historic features harmoniously.

Commissioners expressed concern over lighting placement and direction and also had concerns about the deck enlargement and the proposed deck French door replacement. Applicant explained that the lights on the parking side would illuminate a sign in the future and that the door and deck were added in the 1970s. These features are also not very visible and the deck will be entirely for residential use. Discussion ensued about the modern look of the planters and trellis, but agreed the aging patina that occurs will soften the contrast. Halpern explained that she does not want people to be confused about which features are historic and which are new and that this is a more authentic approach. Overall, commissioners were supportive of the color choices. Some discussion occurred over the lighting and the applicant asked about gas lights. N. Locke indicated that the City had special permission for their own gas lights and this may not extend to private parties. B. Croul indicated that the applicant should be sensitive about the patio lighting choices.

Motion by P. Meek to approve the Architectural Review proposal as presented.

Second by D. Thiem

Vote: 5/0, motion carries.

## **RECOMMENDATION TO STAFF**

1. Mobile Food Vending

Commissioner asked that a future ordinance consider the following:

- Limited parking availability downtown
- Public input via a questionnaire
- Brick and mortar business hours
- Limit until the late evening in the Historical District
- Chamber sponsored events would require a separate permit through their office
- Include a permitting/fee process to offset costs
- Include additional facility license when parked in public parking area
- Provide a more relaxed approach within the Seven Hills district
- Consider allowance on private property for businesses so long as required parking is not compromised

- Prohibit push-carts in the Historic District
- Require multiple garbage receptacles within a specified distance of the food truck.

**PLANNING COMMISSION LIAISON REPORTS** –Previously approved projects – **informational only**  
None

**STAFF APPROVALS AND DETERMINATIONS – (for information only):**

89 Mine Rock Road – Foundation Repair  
204 Clay Street – Tree Removal  
509 Dean Ally – Re-roof  
819 Zion Street – Re-roof  
518 State Hwy 49 (Elks Lodge) – Re-stripe/add accessible parking  
107 Sacramento Street (Stonehouse) – Interior remodel  
422 Jordan Street – Rooftop solar

**CORRESPONDENCE:**

**ANNOUNCEMENTS:** Next Regular Meeting – May 19, 2016

**ADJOURNMENT:**

Motion by P. Meek to adjourn

Seconded by D. Thiem

Vote: 5/0, motion carries, adjourned at 4:02 p.m.



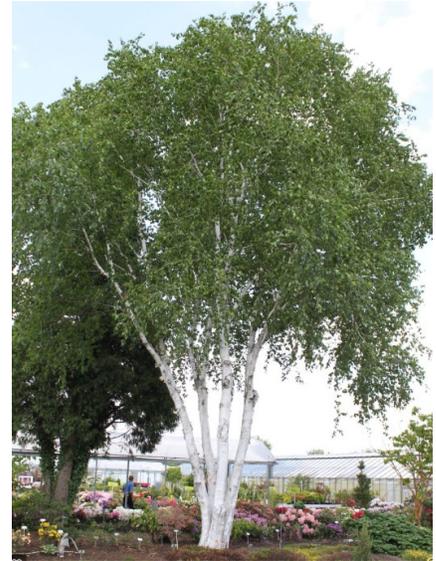
# City of Nevada City

TO: Planning Commission  
FROM: Amy Wolfson, City Planner  
HEARING DATE: May 19, 2016  
RE: Tree Removal Application – 521 Searls

ATTACHMENT: 1. Site Map  
2. Photos of Existing Trees

## APPLICATION:

**Tree Ordinance:** The owner of the commercial building located at 521 Searls Avenue, LaVonne Mullin is requesting removal of six California redwood trees (*Sequoia sempervirens*) located along the front, western face of the building. Ms. Mullin is concerned that the tree roots are elevating the building in several areas and is concerned about potential damage to a sewer lateral located five feet east of the front of the building. She is proposing to replace each of the redwood trees with three Jacquemontii birch trees (*Betula utilis* var. *jacquemontii*), for a total of 18 replacement trees. The Jacquemontii birch is native to the Himalayas and grows well in higher elevations. Its form can be that of a shrub or a tree reaching up to 20 m (66 ft) tall.



*Betula utilis* var. *jacquemontii*

When considering tree removal the Planning Commission may consider the following:

- A. Whether or not the preservation of the tree(s) would unreasonably compromise the owner's development of the land under current zoning and development regulations;
- B. The condition of the tree(s) with respect to disease or danger of falling;
- C. The age of the tree(s), the relative scarcity or rarity of the species within the city limits, and the number of trees remaining in the immediate area;
- D. The number of healthy trees that the given parcel of land can reasonably support;
- E. The effect of tree removal on soil stability and erosion, and on increased runoff;
- F. The potential for the tree to be a public nuisance or to interfere with utility service, and its proximity to existing structures;
- G. Present and future potential for the tree(s) to shade and provide natural cooling and warming;
- H. Whether or not any alternatives have been presented that would allow for the preservation of the tree, such as paving with a permeable substance, relocating proposed structures, driveways or sidewalks, the use of standard tree care practices, landscaping with the existing native vegetation, etc.

## MITIGATION CONSIDERATION

Pursuant to Section 18.01.070 of the City Municipal Code, the Planning Commission may impose mitigation on the loss of any protected tree(s). The total replacement requirement shall be based on the number of tree(s) removed. Mitigation replanting or seedling protection shall be provided with the intent to reflect the character of the site prior to tree removal.

**Scenic Corridor:** The subject property is designated with a scenic corridor (SC) combining district. This designation is applied to land areas which are adjacent to roads and highways which are indicated on the General Plan with the symbol for scenic corridors, and as may be designated by the city council. The Planning Commission may impose special conditions or design features, including the location and effectiveness of landscaping and natural features.

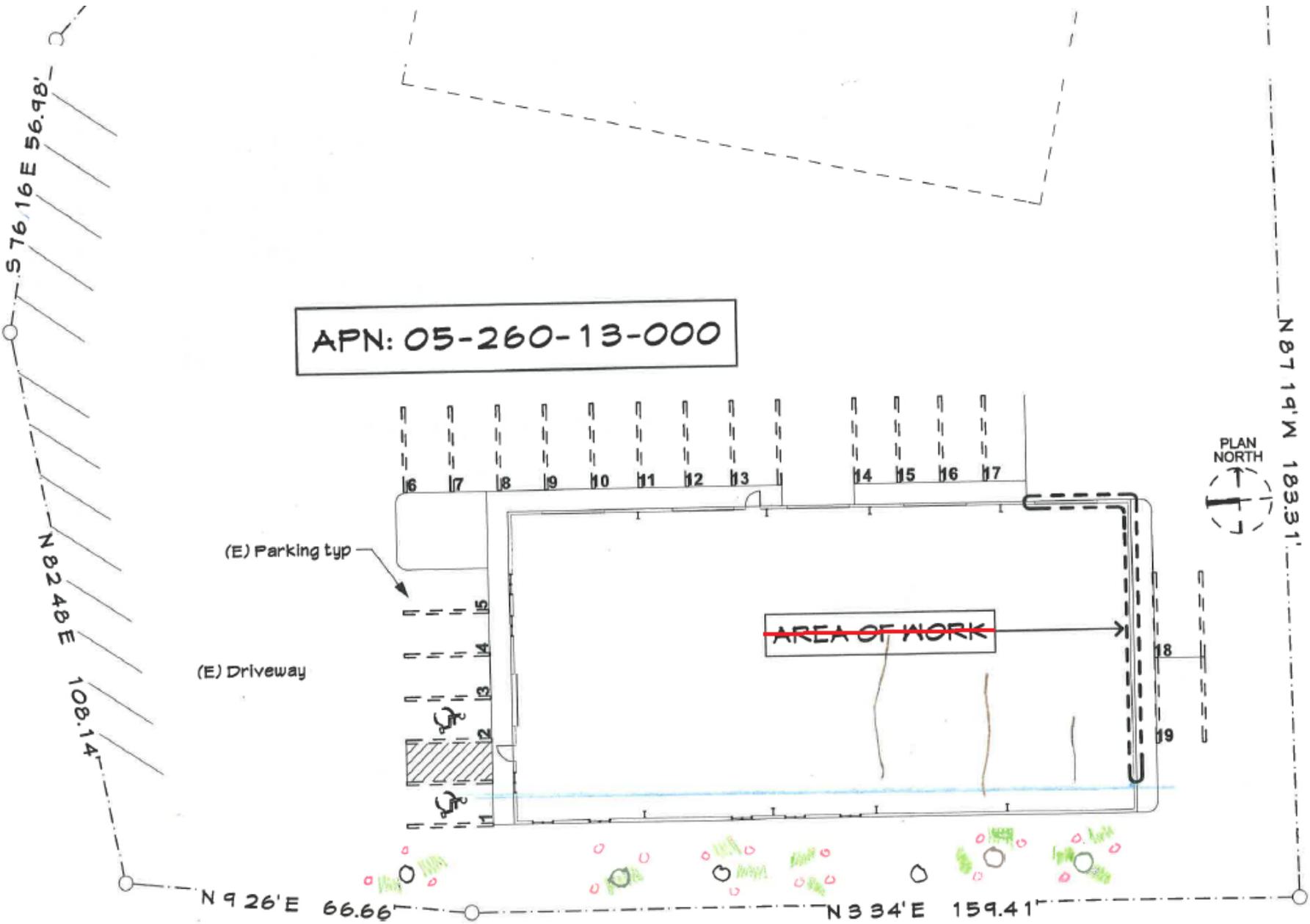
This project has been deemed exempt from environmental review pursuant to the California Environmental Quality Act Guidelines (CEQA) Section 15304 (Minor Alterations to Lands).

**RECOMMENDED MOTION**

1. In approving/denying the Tree Removal application, as conditioned, located at 521 Searls Avenue, Nevada City, CA, the Planning Commission (acting as Architectural Review Committee) finds:
  - a. That the removal of six California redwood trees is/is not necessary for reasonable use of the property; and

**CONDITIONS OF APPROVAL**

1. The approval for the tree removal shall expire sixty 180-days from the issuance of the permit.
2. Any firm or person removing the trees shall obtain a business license from City Hall.
3. Mitigate the loss of trees by replacing each removed tree with three Jacquemontii birch trees, for a total of 18 replacement trees.



• Sewer  
 • BIRCH TREES  
 • Small Plants + ground cover  
 / approx location of upheaves

1

SITE PLAN

Scale: 1" = 20'-0"

NTS





# City of Nevada City

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TO: Planning Commission

FROM: Amy Wolfson, City Planner

HEARING DATE: May 19, 2016

RE: Tree Removal Application – 107 Clark Street

ATTACHMENTS: 1. Site Map and Vicinity  
2. Photos

## **APPLICATION:**

The owner of the residence located at 107 Clark Street, Kenneth Nourse is requesting removal of four Cedar trees (*Cedrus deodara*) located in the property's rear yard, northeast of the residence. Mr. Nourse has expressed concern that the trees are structurally compromised either due to multi-trunking or significant leans. He is concerned that they are susceptible to falling and also believes their removal will facilitate fuel reduction for increased fire safety. The four trees have the following approximate diameters: 1) double-trunk each at 12-inches, 2) double-trunk each at 12-inches, 3) single-trunk at 10-inches, and 4) a single-trunk at 6-inches.

**Scenic Corridor:** The subject property is designated with a scenic corridor (SC) combining district. This designation is applied to land areas which are adjacent to roads and highways which are indicated on the General Plan with the symbol for scenic corridors, and as may be designated by the city council. The Planning Commission may impose special conditions or design features, including the location and effectiveness of landscaping and natural features.

When considering tree removal the Planning Commission may consider the following:

- A. Whether or not the preservation of the tree(s) would unreasonably compromise the owner's development of the land under current zoning and development regulations;
- B. The condition of the tree(s) with respect to disease or danger of falling;
- C. The age of the tree(s), the relative scarcity or rarity of the species within the city limits, and the number of trees remaining in the immediate area;
- D. The number of healthy trees that the given parcel of land can reasonably support;
- E. The effect of tree removal on soil stability and erosion, and on increased runoff;
- F. The potential for the tree to be a public nuisance or to interfere with utility service, and its proximity to existing structures;
- G. Present and future potential for the tree(s) to shade and provide natural cooling and warming;
- H. Whether or not any alternatives have been presented that would allow for the preservation of the tree, such as paving with a permeable substance, relocating proposed

structures, driveways or sidewalks, the use of standard tree care practices, landscaping with the existing native vegetation, etc.

### **MITIGATION CONSIDERATION**

Pursuant to Section 18.01.070 of the City Municipal Code, the Planning Commission may impose mitigation on the loss of any protected tree(s). The total replacement requirement shall be based on the number of tree(s) removed. Mitigation replanting or seedling protection shall be provided with the intent to reflect the character of the site prior to tree removal.

This project has been deemed exempt from environmental review pursuant to the California Environmental Quality Act Guidelines (CEQA) Section 15304 (Minor Alterations to Lands).

### **RECOMMENDED MOTION**

1. In approving/denying the Tree Removal application, as conditioned, located at 107 Clark Street, Nevada City, CA, the Planning Commission (acting as Architectural Review Committee) finds:
  - a. That the removal of the four Cedar trees identified in the exhibits provided by the applicant are/are not necessary for reasonable use of the property; and

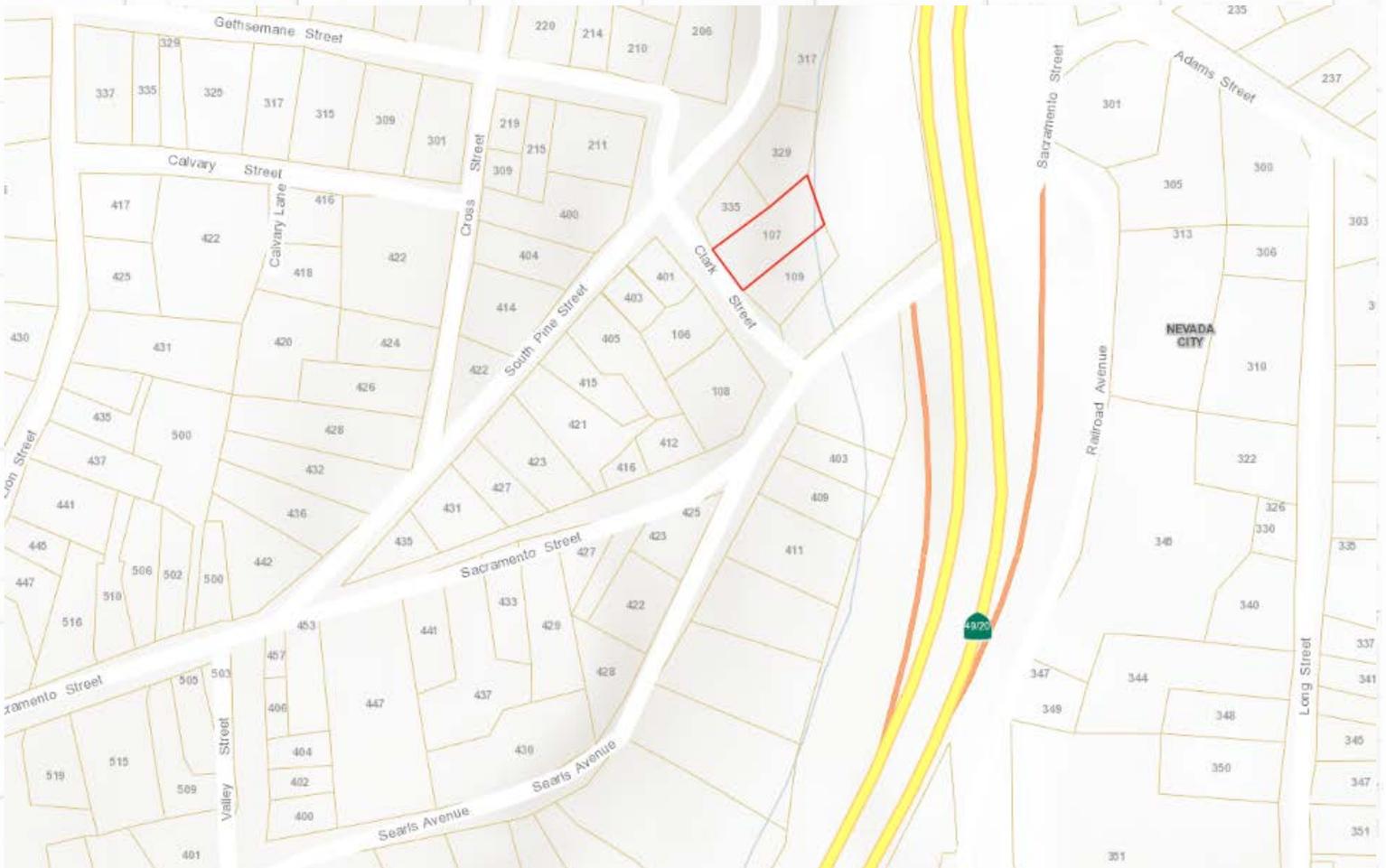
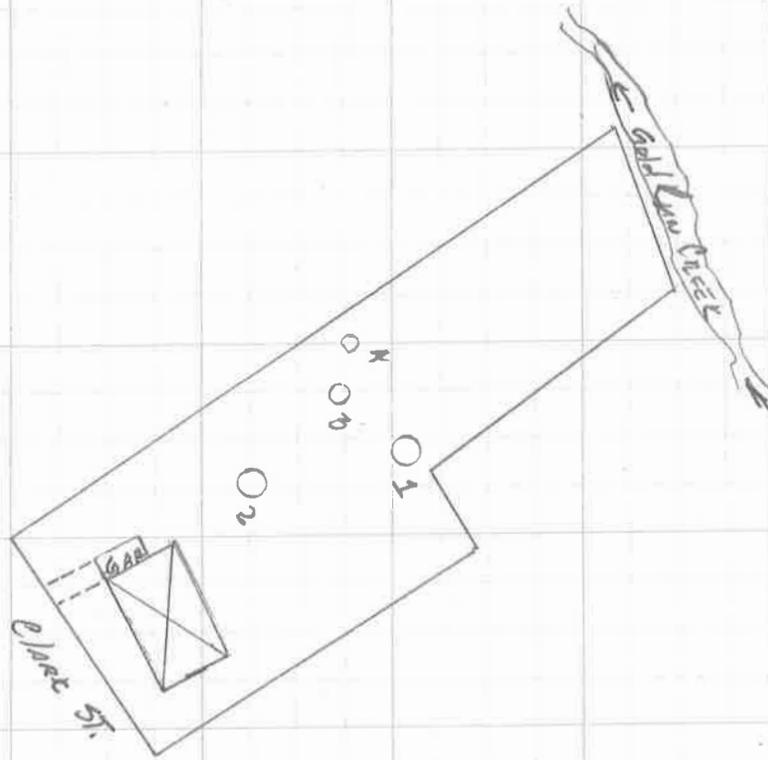
### **CONDITIONS OF APPROVAL**

1. The approval for the tree removal shall expire sixty 180-days from the issuance of the permit.
2. Any firm or person removing the trees shall obtain a business license from City Hall.

107 CLARK ST.



200' = 1"





1



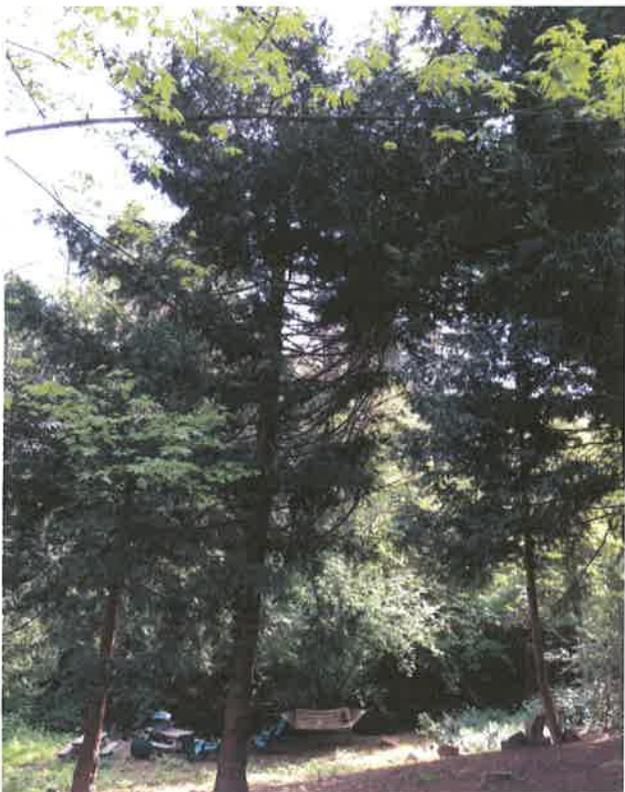
Attachment 2.1



2



107 Clark St



3 & 4





*Looking toward property from Highway*



*Looking at property from Clark Street*



# City of Nevada City

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TO: Planning Commission  
FROM: Amy Wolfson, City Planner  
HEARING DATE: May 19, 2016  
RE: Continued Sign Application – 417 Broad Street, Ste. D – ‘Beautiful with Katia’  
**ATTACHMENT:** 1. Proposed signage exhibit  
2. Previously approved signage exhibit

## **APPLICATION:**

On February 18, 2016 the Planning Commission considered an application for signage at 417 Broad Street, Suite D, for ‘Beautiful with Katia,’ a women’s clothing retail store. At that time the tenant of the building, Katia Nestrova, proposed two signs: 1) one to hang from the existing porch ceiling, above the business entry, and 2) another to hang from an iron yard post adjacent to the existing building kiosk sign located in the front yard of the property. The Planning Commission approved sign 1 but did not approve sign 2, the yard post sign and directed the applicant to work with staff, the building owner, and other building tenants to come up with an alternative solution.

Staff reached out to building owner, Dr. Kenneth Stasun, to ask that he consider prioritizing the top two spaces on the kiosk sign for those tenant spaces that are around the corner which do not have viewable advertising area directly from their entrance faces. After speaking with Dr. Stasun on the telephone, it is clear that he is unwilling to enforce any kind of signage prioritization.

With this information, Ms. Nestrova, has revised sign no. 2 to be a second hanging sign which will hang from the building porch plane that faces the street. Staff’s only concerns is that the other tenant around the corner may want a similar sign at this location. Staff is recommending condition 4, which requires the signage to be placed near one of the supporting posts in order to allow at least one other sign, of similar size on that same porch plane. The proposed sign will be identical in size and design to the previously approved sign. Details of the sign are as follows:

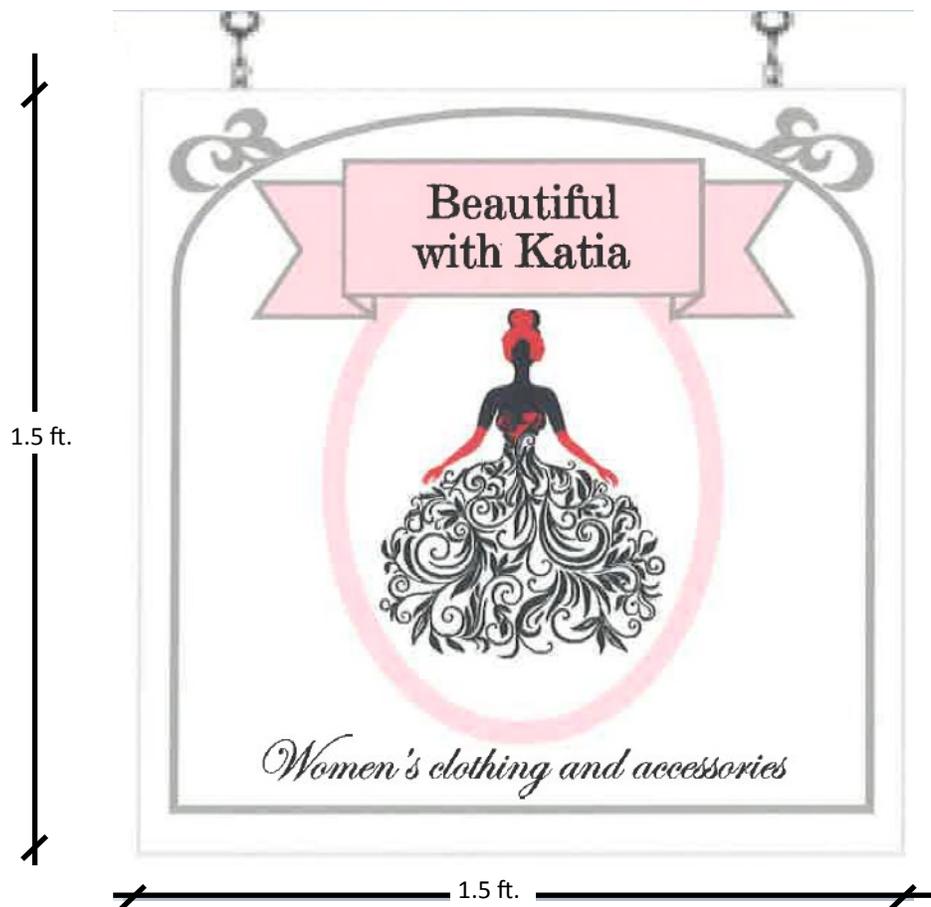
1. The sign material will be wood
2. The sign will be painted in colors as provided on the exhibit.
3. Two sided
4. Square design of 1.5 x 1.5 feet for a total of 2.25 Square feet (Aggregate sign area of both signs is 4.5 square feet).

## **RECOMMENDED MOTION**

1. After discussion and hearing from the public, the Commission can make a motion to approve/deny the sign application, as conditioned, making the following finding:
  - a. That the exterior appearance of the proposed signage is/is not consistent with the Mother Lode type of architecture (17.68.080).

## **CONDITIONS OF APPROVAL:**

1. No neon or tube-like signage is permitted.
2. No banners are permitted.
3. Signage shall be located in such a manner that it is near one of the supporting posts in order to allow at least one other sign, of similar size on that same porch plane.
4. Obtain owner’s authorization for the proposed signage location and submit to city planner.
5. Prior to sign installation, written authorization from the property owner shall be provided to the city planner.





Porch Sign  
(Approved)

Yard ~~Post~~ Sign  
(Denied)

**NEVADA CITY PLANNING COMMISSION**  
**STAFF REPORT**

**APPLICANT:** Nevada County Superintendent of Schools  
c/o Holly Hermansen

**HEARING DATE:** May 19, 2016

**OWNER:** Same

**File Type:** Use Permit

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**PROJECT DESCRIPTION:** Application to the Planning Commission for a Conditional Use Permit to operate an alternative educational program at an existing facility currently used as administrative offices for the Nevada County Superintendent of Schools. The administrative office use will no longer occur at the subject site. The facility is currently used in evenings and on weekends as community meeting space (i.e. Boy Scouts) and training space (i.e. First Aid training) and will continue to be used for community purposes during non-school operating hours. Public and quasi-public uses, including schools, are allowed within the Local Business (LB) Zoning Designation with an approved Use Permit.

**LOCATION:** Intersection of Ridge Rd. and Nevada City Hwy.; 112 Nevada City Highway

**ASSESSOR'S PARCEL NO.:** 35-210-52

**PROJECT PLANNER:** Amy Kesler-Wolfson, Assistant Planner

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<b>General Plan:</b>	SC	<b>Water:</b>	NID
<b>Zoning:</b>	LB-SC-OS	<b>Sewage:</b>	City
<b>Flood Map:</b>	Panel 369, Zone X	<b>Fire:</b>	Nevada City Fire Dist.
<b>Parcel Size:</b>	1.09 ac.	<b>Schools:</b>	Nevada City School Dist
<b>Prev. File #(s):</b>		<b>Recreation:</b>	Nevada City Park & Rec District
		<b>Date Filed:</b>	March 15, 2016

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**ATTACHMENTS:**

1. Recommended Conditions of Approval
2. Applicant's Site Plan
3. Vicinity and Public Notice Map
4. Draft Notice of Exemption
5. Project Comment Letters
6. Guide to School Site Analysis and Development (excerpt pages 13-14)
7. Site Photos

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**RECOMMENDATION:**

1. Environmental Action: Find Exempt pursuant to CEQA Guidelines 15301
  2. Project Action: Conditional Approval of the Use Permit
- 

**SITE DESCRIPTION:** The property has a base zoning district of Local Business and is just over 1-acre. The project site is located at the southern edge of City limits at the intersection of Ridge Road and the Nevada City Highway at 112 Nevada City Highway. The majority of the property is bounded by roadways on its northern, eastern, and western boundaries. The southerly adjacent property is located outside the City limits and is residentially zoned and used. The site is already developed with two buildings and a parking lot. Building one is 2,712 square feet and building two is 2,830 square feet. The parking lot currently provides 36 parking spaces to serve the existing administrative use of the facility. There are no waterways traversing the site and the property is not located in a flood hazard zone as designated on the Flood Insurance Rate Map (FIRM) for this area. Access to the site is off of Nevada City Highway at an existing 25-foot wide driveway encroachment.

Other properties in the immediate vicinity of the project site are zoned Public, serving an existing Historical Society non-profit group, and a fire station. A church is located on a property zoned for residential use across Nevada City Highway, and a vacant lot, located northwest of the site is zoned "Service-Lodge" which allows for a variety of uses including residential or hotel use.

**BACKGROUND:** The two existing buildings were both constructed with permits in 1990 (permit nos. 90-22707 and 90-020928). Both were constructed, and originally used for retail service. The Superintendent of Schools purchased the building in 1994 and began using the facility for administrative office use at that time. Both retail use and office use are permitted within the LB zoning designation without a discretionary Use Permit.

**PROJECT DESCRIPTION:** The applicant is proposing to use the existing two buildings, totaling 5,542 square feet, to operate an alternative education school serving up to 20 students. The school program serves a maximum of 20 students ranging in grades between 7 and 12. The school is administered by six staff members, comprised of two teachers, a transitional assistant, a counselor, a principal, and an administrative assistant. The school will operate a traditional school calendar with 180 school days a year with hours from 8:00 a.m. to 2:00 p.m., Monday through Friday.

Students are generally driven to/from the school grounds by parents, though some students rely on public transportation. No parent drop-off areas are proposed because students are escorted into the building directly from their parked vehicles.

The only physical changes being proposed to the exterior site will involve a change in signage and a conversion of 12 of the 37 existing parking spaces to a recess yard and half-basketball court. The signage will use the same color scheme and lettering style as the existing signage and will only change to reflect the new use. The applicant has proposed to enclose the recess/recreation area with a 6-foot high chain link fence. However, staff is recommending Condition No.A.7, which would require fencing material that is more compatible with Nevada City architecture such as wood or iron.

The facility is currently used in evenings and on weekends as a community meeting space (i.e. Boy Scouts) and training space (i.e. first aid training). These community uses will continue to be available only during hours that the school is not in operation (See Condition A.1).

### **ANALYSIS OF ISSUES:**

**Use Permit:** In considering an application for a conditional use, the commission shall give due regard to the nature and condition of all adjacent uses and structures. In authorizing a conditional use, the commission may impose such requirements and conditions with respect to location, construction, maintenance, and operation, in addition to those expressly stipulated in the Municipal Code for the particular use, as they may deem necessary for the protection of adjacent properties and the public interest.

**Traffic:** The project site is accessed from Nevada City Highway, a City-maintained roadway. The existing administrative use employs 26 full-time staff and also accommodates ancillary school business and traffic stemming from the 30+ school programs it oversees throughout the County. The proposed use as an alternative education school will accommodate up to 20 students and six staff members. According to the applicant, the majority of students are driven to/from school by parents. An average of 3-5 students rely on public transportation. The Gold Country Stage operates a bus stop at the corner of Nevada City Highway and Ridge Road, located in front of the Nevada County Historical Society property at 161 Nevada City Highway. The Engineering/Public Works Department is recommending that a crosswalk be installed in front of the stop sign at Nevada City Highway in order to provide a safe walking path for those students who do rely on public transportation (Condition C.1). It should be noted that the site of the proposed crosswalk is near an existing ingress/egress easement used by Robinson Timber. The ingress/egress encroachment is located at the intersection and can cause confusion to drivers when in use. The crosswalk is intended to help inform users of this easement, as well as other drivers utilizing the intersection, of the potential student presence. While the crosswalk may not be required by the State, because of the awkward and busy nature of this particular intersection, staff feels a crosswalk is a prudent improvement. Staff anticipates that traffic impacts will not intensify with the proposed use and will likely reduce in impact because there will no longer be impacts related to ancillary school business, and because some of the students will rely on public transportation.

A start time of 8:00a.m., as proposed by the applicant will adequately stagger the traffic impact when considering the other schools in the area of the project. Deer Creek Elementary and Seven Hills Middle School, located ¼ mile and ¾ miles from the subject site respectfully, both have start times of 8:20a.m. Nevada Union High School currently has a start time of 7:30a.m. but will soon move to an 8:30 start time. Similarly, the school end-time will occur a half -hour to forty-five minutes before the end-times of these other schools. Because the start and end times of the Earle Jamieson School will occur before other schools in the area, and due to the small number of student enrollment, peak hour traffic congestion is not anticipated to be intensified.

**Parking:** Section 17.80.030 of the Zoning Ordinance outlines general parking requirements for specified uses. There are no parking requirements specified for school use. For any use not listed, the number of parking spaces shall be determined by the planning commission upon the basis of comparable use for which parking requirements are specified, or upon information presented by the applicant. Staff has relied on the California Department of Education's "Guide to School Site Analysis and Development," an excerpt of which is provided as Attachment 5, in order to make an informed recommendation as to the required parking. This analysis identifies a need for secondary schools to provide student parking at a ratio of 50 percent of the student enrollment in addition to parking for visitors and staff. A current formula for staff and visitor parking is 2.25 parking spaces for each teaching station. However, staff feels it is appropriate to accommodate each staff member with a parking space due to potential inadequacies in the analysis for addressing schools of this small scale. This amounts to a total of 19 required parking spaces based on two teachers and visitor accommodation (2.25/teaching station), four additional staff (one per additional staff member) and 20 students (50%).

The existing developed site currently has 36 available parking spaces, including three accessible spaces. The applicant is proposing to enclose a portion of the parking lot to create a recreation area to be utilized by students during recess and lunch breaks. The applicant is proposing to remove 12 of the spaces in order to accommodate this use. Based on the drawing, staff also anticipates that a 13<sup>th</sup> space will practically be lost in order to accommodate gate access and vehicle maneuverability. The preserved parking availability will be 23 spaces and is anticipated to adequately serve the proposed school use.

**Noise:** Section 17.80.140 of the Zoning Ordinance outlines noise control provisions and incorporates Section 8.2 of the Municipal Code by reference. The primary noise source in the vicinity of the project can be attributed to traffic along Ridge Road and along the Nevada City Highway and their intersection which culminates at the northern end of the property. The nearest noise-sensitive receiving properties are those residences located to the south of the project site, the closest of which is approximately 95-feet from the facility. The applicant is proposing an outdoor recess/recreation area, which will likely be the school feature with the highest potential for generating noise. This area is located at the northern end of the facility, at the furthest point from the residential properties. The school will not operate during night time hours, defined by the Municipal Code as being between 9p.m. to 7a.m. The limit for daytime noise is 75dBA, although section 8.20.070 if the City Municipal Code includes an exception from this limit for events on public school grounds which are part of a public school's general program and are approved by the governing board or administration of the school. The project applicant has indicated that Earle Jamieson does not hold after-school programs such as student productions and events, or parent-teacher nights and therefore will not invoke this exception. The applicant has indicated that students utilizing the outdoor areas will be heavily supervised, in part to control noise levels.

**Lighting:** The applicant is not proposing any new lighting. Existing outdoor lighting consists of recessed lights in the overhangs around the buildings and six parking lot pole lights that were approved with the original development proposal. All lighting is required to use energy efficient fixtures/lamps pursuant to 17.80.215 of the Municipal Code and reinforced as Condition A.6.

**Recess/Recreation Area:** As previously discussed, the applicant is proposing to remove 12 parking spaces in order to accommodate a recreation area to be utilized by students during recess and lunch break. The site plan diagram provided by the applicant locates the basketball hoop at the western side of the enclosed area, adjacent to an accessible parking space that serves building 1. Condition A.10 has been included to clarify that the hoop backboard will align with this western plane of the fence enclosure in order to minimize the

potential for errant basketball shots to enter into the roadway. Staff is also recommending Condition A.11 to disallow basketball shooting when the adjacent accessible parking space is in use.

**ZONING AND GENERAL PLAN CONSISTENCY:** The Service Commercial (SC) General Plan designation and Local Business (LB) base zoning district in which the project is located is intended to provide a neighborhood shopping zone where retail business or service establishments supply commodities or perform services which accommodate the daily needs of the residential neighborhoods or meet the unique commercial demands placed upon Nevada City. Public and quasi-public uses, including schools, are allowed with an approved Use Permit. The proposed alternative education school is considered compatible with the LB designation provided that it complies with site specific Conditions of Approval.

The zoning map includes an OS combining district. However, no such combining district has been adopted by the City and therefore there are no goals or standards to implement. Staff believes this to be mapping error as it is the only site to be designated with an OS combining district.

The scenic corridor (SC) combining district is intended to be applied to land areas which are adjacent to roads and highways which are indicated on the General Plan with the symbol for scenic corridors, and as may be designated by the city council. The Planning Commission may impose special conditions or design features which generally have to do with initial development such as massing of buildings, setbacks, colors, and materials, parking lot location, and existing vegetation. Because the site is already developed there is little opportunity to impose further design direction. However, as previously discussed, the applicant is proposing to fence the northern area of the parking lot per the design shown on the site plan. Staff recommends that the fencing material be compatible with Nevada City style of architecture, such as wood or iron. Setbacks will be enforced pursuant to the LB site development standards including 25-feet in the front yard (northern intersection) and 10-feet along the street side-yards (see Figure 1). The fence will be limited in height to 6-feet pursuant to Section 17.80.150 of the Zoning Ordinance.

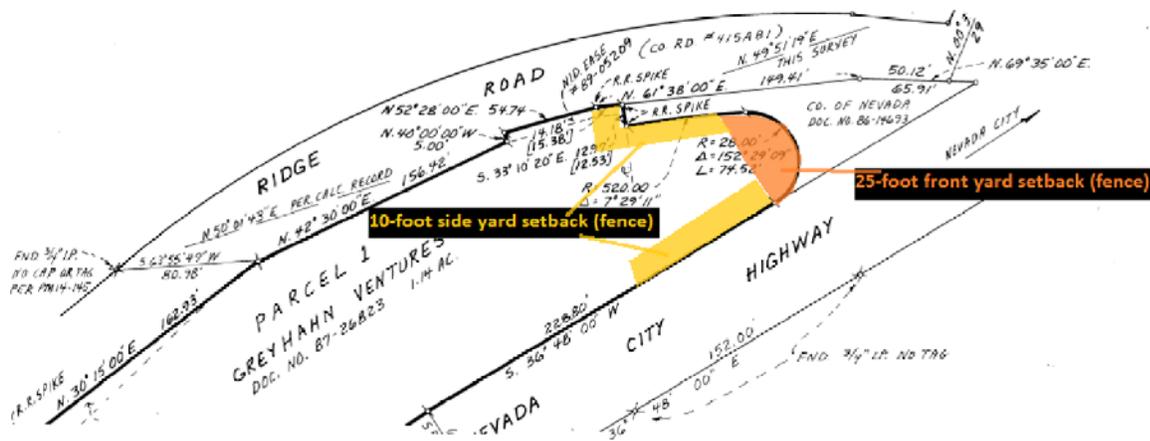


Figure 1: Fence setback illustration

**ENVIRONMENTAL REVIEW:** The proposed project is for an alternative education school to be established in two existing buildings, totaling 5,542 square feet. Staff has determined that the project is exempt from environmental review pursuant to §15301 of the California Environmental Quality Act (CEQA) guidelines. The CEQA Guidelines for Categorical Exemption §15301, “consists of operation, repair maintenance of existing public or private structures or facilities...involving no or negligible expansion of use beyond that existing at the time of the lead agency’s determination.” Consistent with this exemption, the school use will serve no more than 20 students and will have up to six staff members. Staff recognizes the parking requirement as having a direct correlation with the intensity of a particular use. Therefore staff recognizes the reduced parking requirement, discussed further in the “parking” section of this report, as a reduction in the intensity of use for the site.

**SUMMARY:** The project proposal is for an alternative school facility serving up to 20 students, which will operate a traditional school schedule. With implementation of Conditions of Approval concerns with noise and aesthetics are not anticipated to significantly impact the surrounding community. The school use is considered compatible in the LB district provided that conditions are implemented in order to allow proper integration into the surrounding community. Staff has prepared recommended findings for approval of the Use Permit below.

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**RECOMMENDATION:** Staff recommends the Planning Commission take the following actions:

- I. Determine this project categorically exempt from environmental review pursuant to Section 15301 of the California Environmental Quality Act Guidelines, which exempts operation, repair, maintenance of existing public or private structures or facilities...involving no or negligible expansion of use beyond that existing at the time of the lead agency's determination.
- II. Approve the proposed Use Permit subject to the attached Conditions of Approval shown in Attachment 1, or as may be modified at the public hearing, making findings, A-E, pursuant to Sections 17.88.20 of the Nevada City Municipal Code:
  - A. That this project as conditioned is consistent with the Service Commercial (SC) General Plan land use designation applicable to this project site;
  - B. The proposed use, as conditioned is consistent with the purposes of the Local Business (LB) base zoning district which allows public and quasipublic uses with an approved use permit and is consistent with the Scenic Corridor (SC) combining district with adequate aesthetic protection of designated scenic roads and highways;
  - C. The proposed use as conditioned will not jeopardize, adversely affect, or be detrimental to public health, safety, and welfare or to the surrounding property and residents;
  - D. Adequate public facilities and public services exist within the project area and are available to serve the project without decreasing service levels to other area;
  - E. The conditions provided in Attachment 1 are deemed necessary to protect the public health, safety, and general welfare.

**EARLE JAMIESON SCHOOL – USE PERMIT**  
**Recommended Conditions of Approval**

**A. PLANNING DEPARTMENT**

1. This Use Permit approval authorizes the use of the existing two buildings, located at 112 Nevada City highway, Nevada City, totaling 5,542 square feet, to operate an alternative education school serving up to 20 students, ranging in grades between 7<sup>th</sup> and 12<sup>th</sup>. The school shall be administered by six staff members, and shall operate a traditional school calendar with 180 school days a year with hours from 8:00 a.m. to 2:00 p.m., Monday through Friday. Community meeting space may continue at the site provided that use in that manner does not take place during school operating hours.
2. The existing vegetation surrounding the facility shall be kept intact in order to maintain the scenic corridor associated with adjacent roadways.
3. Any new signage associated with the facility shall require a sign permit administered by staff and shall comply with the standards outlined in Section 17.080.190 of the City Municipal Code.
4. Parking areas shall be designated pursuant to the site plan submitted with this Use Permit and in accordance with the design standards of the City Parking Ordinance, Section 17.80.030 of the City Municipal Code.
5. All garbage shall be disposed of in compliance with Chapter 8.12 of the City Municipal Code.
6. All outdoor lighting shall be in compliance with Section 17.80.215, including use of energy-efficient (high pressure sodium, low pressure sodium, hard-wired compact fluorescent, light emitting diodes (LED) or other lighting technology that is of equal or greater efficiency) fixture/lamps.
7. The proposed fence enclosure to surround the recreation area shall substantially comply with Nevada City Architecture, characterized by many of the design features typical of the Mother Lode era, such as wood, iron, and/or brick. Prior to erection of the fence the applicant shall submit the final details of the fencing material to the City Planner for final approval.
8. The proposed fence shall comply with setbacks applicable to buildings in the LB zoning district outlined in Section 17.36.060 and as depicted in Figure 1 of the Staff Report.
9. A Planning Commissioner(s) shall be appointed to act as liaison with the project applicant and to review and approve any minor modifications to the project, and to approve the final fence enclosure detail. If the changes are beyond the scope of the liaison, the matter shall be referred to the Planning Commission for their approval.
10. The basketball hoop backboard shall align along the western plane of the recreation area fence enclosure so as to minimize the potential for errant basketball shots to enter into the roadway.
11. The applicant shall prevent basketball shooting activity when the adjacent accessible space, located directly behind the backboard, is in use.

**B. BUILDING DEPARTMENT**

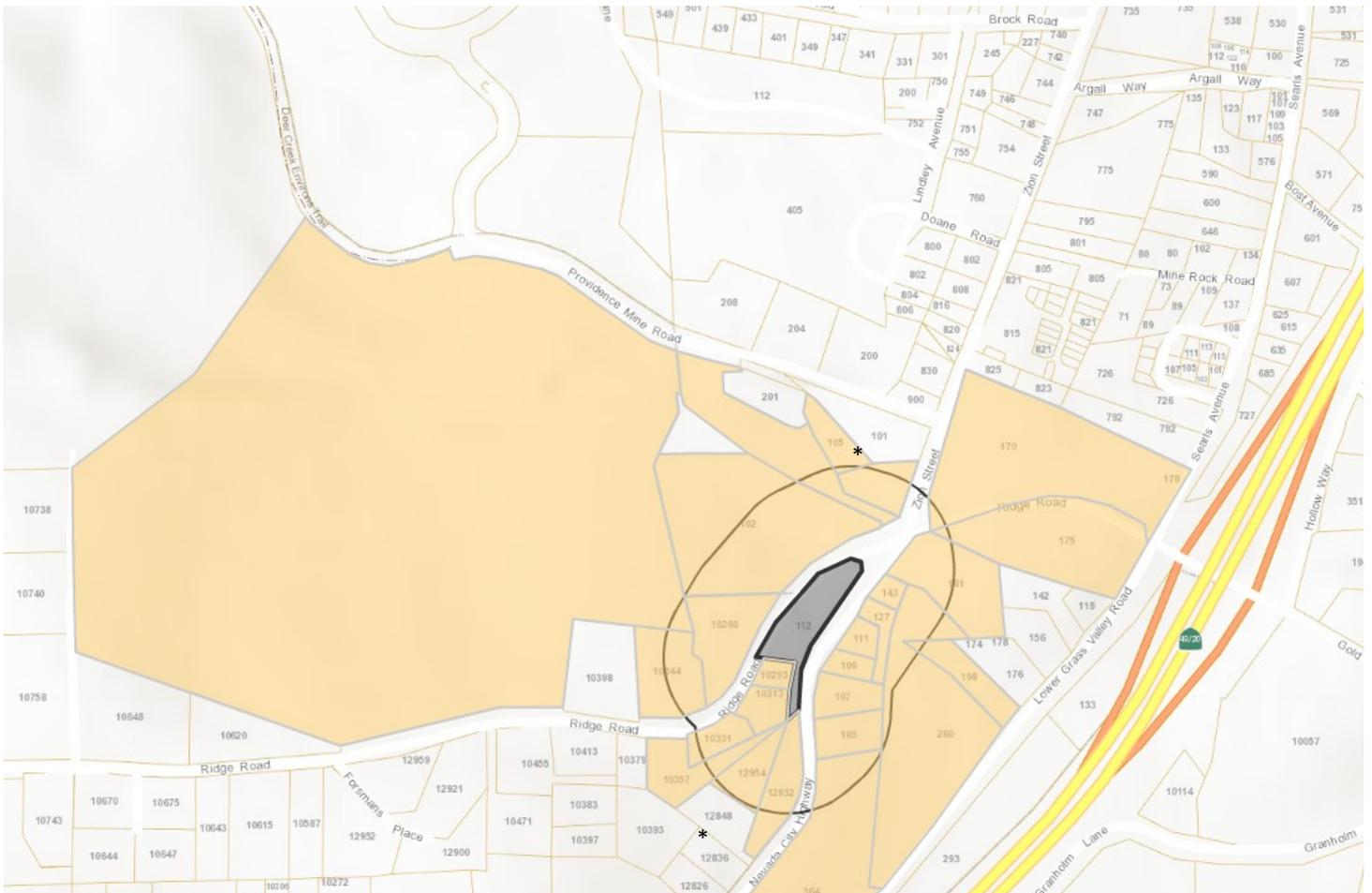
1. The school facility shall be subject to the regulations of local, State, and Federal agencies applicable to the conduct of such business, including compliance with the California Building Code, California Fire Code and Health and Safety standards, and including accessibility standards for parking, restroom facilities, and access from parking or bus stop location.

**C. ENGINEERING/PUBLIC WORKS**

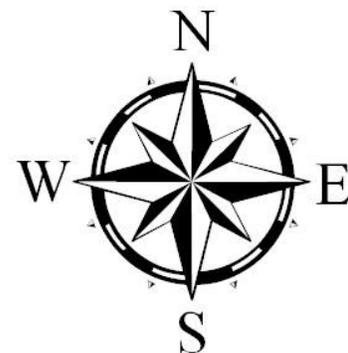
1. A crosswalk shall be installed at the applicant's expense to facilitate student crossing from the bus stop to the school grounds and designed in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) prepared by the US Department of Transportation, Federal Highway Administration.
2. The final plans for the fence enclosure surrounding the recreation area shall be evaluated by the Engineering/Public Works Department to ensure that the fence will not block site distance or have any adverse impact on the existing Ridge Road/Nevada City Highway intersection.



**Vicinity and Public Notice Map**  
112 Nevada City Highway  
**Use Permit: Earle Jamieson School**  
**Applicant: Superintendent of Schools**



-  Noticed parcels within 300-feet of the project site
-  Additional noticed parcels
-  Project site, 112 Nevada City Highway
-  300-foot radius boundary



**NOTICE OF EXEMPTION**

TO:  **Office of Planning and Research** FROM: **City of Nevada City**  
**1400 Tenth Street** **317 Broad Street**  
**Sacramento, CA 95814** **Nevada City, CA 95959**

**Nevada County Clerk/Recorder's Office**  
**Environmental Filings**  
**Eric W. Rood Administrative Center**  
**950 Maidu Avenue, Nevada City CA 95959**

**Project Title:** Earle Jamieson School Relocation

**Project Location:** Intersection of Ridge Rd. and Nevada City Hwy.; 112 Nevada City Highway; Latitude, Longitude: 39.2478, -121.0294

**Project Location – City:** City of Nevada City  
**Project Location – County:** Nevada

**Project Description:** The Nevada County Superintendent of Schools is to proposing to operate an alternative educational program at an existing facility currently used as administrative offices. The administrative office use will no longer occur at the subject site. The school program serves a maximum of 20 students in grades 7 through 12. The school is administered by six staff members. The school will operate a traditional school calendar with 180 school days a year with hours from 8:00 a.m. to 2:00 p.m., Monday through Friday.

**Name of Public Agency Approving Project:** City of Nevada City

**Name of Person or Agency Carrying Out Project:** City of Nevada City

**Exempt Status: (Check One)**

- Ministerial (Section 21080(b)(1); 15268);
- Declared Emergency (Section 21080(b)(3); 15269(a));
- Emergency Project (Section 21080(b)(4); 15269(b)(c));
- General Rule Exception (14 CCR 15061(b)(3))
- Categorical Exemption. Type and section number: Existing Facilities, §15301
- Statutory Exemptions. State code number:

**Reasons why project is exempt:** The CEQA Guidelines for Categorical Exemption §15301, “consists of operation, repair maintenance of existing public or private structures or facilities...involving no or negligible expansion of use beyond that existing at the time of the lead agency’s determination.” Consistent with this exemption, the school use will serve no more than 20 students and will have up to six staff members. The existing administrative use serves 26 employees along with ancillary school business stemming from the 30+ school facilities the Superintendent of Schools oversees. The parking requirement will be reduced from 36 spaces, originally required for the historic retail use, to 19 spaces, required to accommodate two teachers (2.25 spaces/teaching station), four additional staff (one space per additional staff member) and 20 students (50%). Staff is recognizing the reduction in the required parking as a reduction in the intensity of use for the site.

**Lead Agency Contact Person:** \_\_\_\_\_ **Number:** \_\_\_\_\_

**Signature & Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed by Lead Agency**  **Signed by Applicant** **Date received for filing:** \_\_\_\_\_

**From:** [Rosalie Baker](#)  
**To:** [Amy Wolfson](#)  
**Subject:** Fw: Resident - Rosalie Baker  
**Date:** Wednesday, April 20, 2016 4:35:29 PM

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first EMail sent without a period in the address.

On Wednesday, April 20, 2016 4:20 PM, Rosalie Baker <rosaliebryed@sbcglobal.net> wrote:

Re: Proposal to locate a Juvenile Delinquent Court School at 112 Nevada City Hwy, Nevada City, CA 95959

We reside at 16047 Kate Vincent Court, Nevada City, CA 95959, off Ridge Road and up the hill from the proposed school.

**We are strongly opposed to the school relocating from McCourtney Road to a neighborhood location with many elderly and small children.** We currently cope with a high school of students who travel down Ridge throwing trash as they speed by, hoping they will not kill our animals. I understand from neighbors that there is smoking, and more trash, on their Ridge Road properties by students from the 4 school locations.

The proposed students are on probation for reason(s) - many times for drugs or more serious offenses. Individually they might be ok. It is more probable that an offense would occur when there is a gathering such as at school. Federal and State laws, and lawyers, have taken away any authority educators had, so they cannot discipline or even stop a student from leaving the premise.

We travel and I do not wish to expose my property or animals, not to mention the devaluation of my home.

I understand establishing the school is a State of California mandate and not controlled by the County or City. However, what value is this school adding? There is 9 months to implant behavior modification, while daily this student returns to the same parents/home environment and after the school year to his/her previous school. While the program is state mandated, it seems the 2-1 student resources could be better used to educate those that want to learn.

We currently deal with the homeless just a short distance away, the Brunswick Basin issues and 3 other schools. Please do not add more for this neighborhood to cope with.

Our backgrounds: (1) I was in Human Resources management and later my own HR consulting business, and (2) Dr. Billerbeck was a practicing physcian.

After the April 19 meeting on this issue, I believe the instructors are quite dedicated and feel they can make a difference. I commend them but do not want this experiment near my home.

Thank you for your time and consideration of this issue while it is being reviewed.

Rosalie Jean Baker & Ralph Bryed Billerbeck (MD) 530 265-8350 or cell 530 559-0255

2. Multiply the number of classrooms by 1,000 square feet (this figure is based on a 960-square-foot classroom; the actual area is slightly more than 1,000 square feet with overhangs and circulation area included).
3. Divide this product by 43,560 square feet to determine the acreage.

Example:

1. Assume that 300 pupils are in grades one through three and that CSR is in effect for a class of 30 pupils per classroom, reducing the enrollment to 20 pupils per classroom. (Practice class loading has varied widely - some classes numbered more than 30; some, less than 20. Prior to Senate Bill 50, the accepted loading standard for grades one through three was 20 pupils per classroom daily attendance (a.d.a.), where a.d.a. was computed at 97 percent of enrollment. A class of 29 equals 29.9 enrollment. Therefore, for practical purposes, an enrollment of 30 pupils is used in this example.)
  - a. The regular educational program requires 15 classrooms (300 divided by 20).
  - b. The CSR program requires 15 classrooms (300 divided by 30).Therefore, five additional classrooms are required.
2. Using the 2 to 1 ratio of developed ground to classroom area, multiply as follows:  
5 times 1,000 square feet times 3 = 15,000 square feet
3. 15,000 square feet divided by 43,560 square feet = 0.34 acre

Table 3 for kindergarten-through-grade schools has been revised to include an increase in area due to CSR for buildings and grounds and parking and roads. No revision is needed for kindergarten because acreage in that table is already based on the number of classrooms. It can easily be added to acreage for grades one through three to determine a total kindergarten-through-grade three figure.

Example:

Refer to Table 3. Assume 300 students are in grades one through three in a school where CSR is in effect. In the "Enrollment 151 to 300," 1.2 acres is indicated for the regular educational program on the "Building and grounds" line. On the line "Added acreage for buildings and grounds" for CSR, 0.3 acre is indicated. The added parking and roads acreage under CSR may be found in a similar manner. In this example the total acreage for grades one through three without CSR is in effect 2.8. The total acreage with CSR in effect is 3.2. (CSR has no effect on acreage for physical education.)

Data on schools with CSR in effect for grades six through twelve are shown in Tables 4, 5, and 6.

### Land for Parking and Access Roads

Typically, areas for parking and bus loading, access roads, and fire and service roads are required of most schools. The minimum parking provided for a one-classroom school is generally space for five to six cars, or five parking spaces for the public and one space for the teacher. Parking areas for small schools are arranged so that these schools use a combined parking area and bus loading area. The minimum space required for this arrangement is about 0.3 acres plus 380 square feet for each auto stall and access roads.

Parking at elementary and middle schools. When this guide was first published, larger elementary schools and middle schools generally provided one and one-half parking spaces for each teacher and each staff member. Under the former formula, an 18-classroom elementary school would have parking for 18 teachers, one principal, one office support staff member, and ten extra spaces for visitors and teacher aides, or 30 spaces.

In recent years the number of teacher aides and other staff members has increased so that the former formula is outmoded. A more up-to-date formula that better reflects current practice would provide 2.25 parking spaces for each teaching station. This would include space for staff members and visitors. Under

this new formula an elementary school of 18 classrooms would have 40 parking spaces. These additional ten spaces are the minimum needed to accommodate the increased number of teacher aides, staff members, and visitors at schools today.

**Required area for parking and buses.** If the parking and bus loading areas for a school are designed separately, the architect may plan to use about 15,000 square feet for the bus loading areas plus 380 square feet for each parking space and access roads. A kindergarten-through-grade-six school requiring 30 parking spaces would therefore require about 15,000 square feet plus 11,400 square feet, or a total of 26,400 square feet. This total is approximately 0.6 acre. Included in this figure is the land around parking lots, the land between the parking lots, the turn-arounds, drop-off areas, service areas, and the frontal street. The parking acreage requirements developed for kindergarten and grades one through eight in any combination include those elements (see Tables 3, 4, and 5).

**Student parking at secondary schools.** Secondary schools generally provide additional land for student parking. This provision allows students who drive cars to park on the school site rather than occupy street parking throughout a neighborhood. When student parking areas are located to permit use by the public attending athletic events or community events, more land than is needed for student parking must be provided as determined by the capacity of the gymnasium, stadium, or auditorium. In the past many school districts provided student lots with a minimum parking capacity calculated on 50 percent of the school enrollment. Thus a high school of 2,000 students would provide parking for 1,000 cars at 380 square feet per car - an area of 380,000 square feet or about 8.7 acres of land - in addition to the space needed for staff and visitor parking. The number of students driving cars differs for each school, but this amount of land is usually adequate for all school purposes.

The recommended total area requirements for secondary school parking include student parking, staff parking, access roads, land around and between parking lots, turnarounds, drop-off areas, service areas, and the frontal street (see Table 6).

#### **Back to top**

#### **Percentage Factor for Layout**

Usually, it is not possible to lay out requirements such as playfields, which have special dimensions and also critical relationships to other elements. The architect must plan, in such a way that the elements fit together neatly as pieces in a jigsaw puzzle. Even if it were possible, it would be impractical. Rectangular elements would require a rectangular site of the same proportions. Any irregularity in the site, such as trees or knolls, would be sacrificed. There would be no room for safety areas for safety lanes or buffer areas to permit large groups of children to move. Every site should have free space for the small, undefined activities that invariably begin when the school is used. Outdoor instruction areas and nature study activities are valuable as well. Children need garden spaces, digging areas, and other space for imaginative and creative play.

The tables for determining site requirements include a percentage factor that takes into account the various requirements and permits the layout of the site. This factor varies from 30 percent for very small schools to 10 percent for large schools. The percentage varies because schools tend to grow and because the more elements that are included on a site, the less is the efficiency possible in placing these elements within the site boundaries.

#### **How to Use the Tables and Outputs**



①



Existing exterior lighting on eaves around building.

②



Existing exterior lighting in parking lot

③

Existing exterior lighting  
on eaves around building.



④



Existing entrance to parking lot

5



Existing exterior lighting to lower parking lot.

6



proposed walk gate and existing pathway to sidewalk

Proposed site of outdoor recreation area to include 6' chain link fencing, 10' drive gate, walk gate.

⑦



⑧



Existing outdoor eating area to remain.

9



Existing parking lot

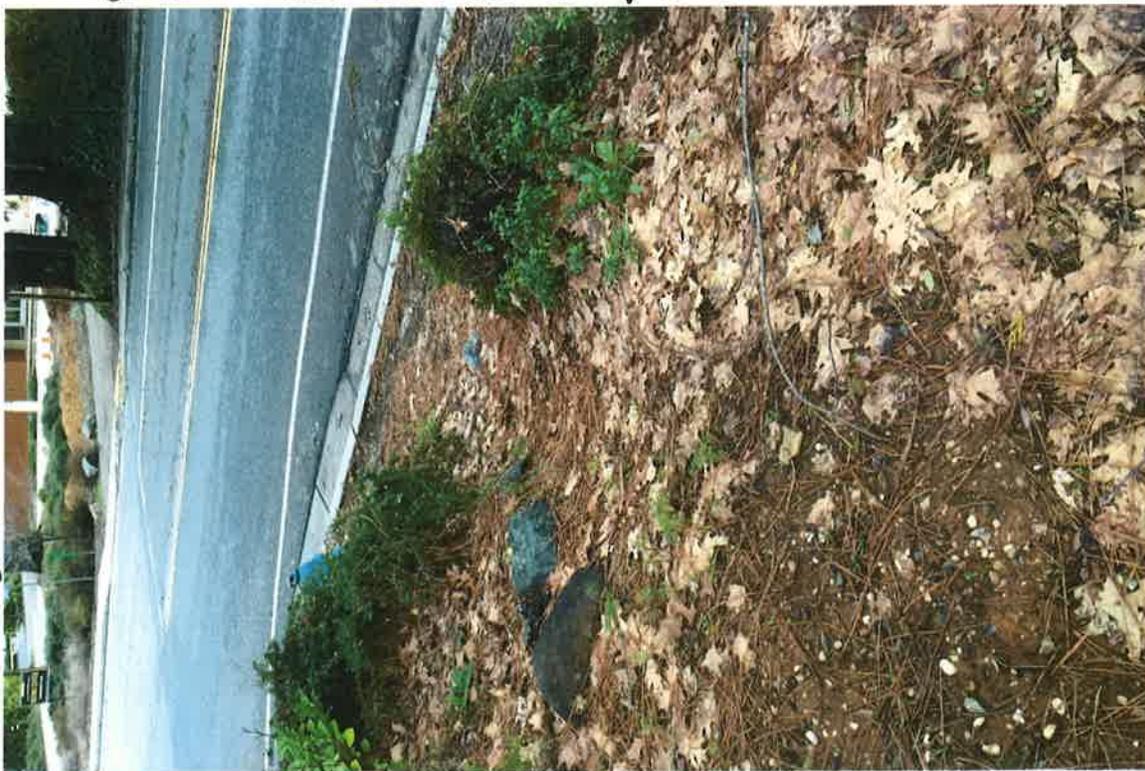
10



Existing signage to remain. Current sign will have "Earle Jamieson Educational Options" added.

11

existing bus stop  
↙



Current walking path to sidewalk and bus stop. Will add stepping stones and decomposed granite.