



Staff Report to the Zoning Administrator

Application Number: **06-0062**

Applicant: Leif Rideout, Architect
Owner: Santa Cruz Montessori School
APN: 037-241-19

Agenda Date: February 2, 2007
Agenda Item #: **3**
Time: After 10:00 a.m.

Project Description: Proposal to recognize the use of an existing group home on parcel 037-241-37 (2960 Willowbrook Ave.) as a classroom and tutorial facility for the Santa Cruz Montessori School, construct an 520 square foot addition and remodel to add one additional classroom in order to facilitate the move of an existing classroom from a multi-use building on parcel 037-241-19 (6230 Soquel Drive), and to extend the expiration date of the master plan by one year. Requires an Amendment to Commercial Development Permits 79-903-U, 81-0509-U, 85-1169, and 97-0202, a roadside exception, and a time extension.

Location: Property located on the south side of Soquel Drive, about 900 feet east of Park Avenue (at 6230 Soquel Drive), and at 2960 Willowbrook Lane.

Supervisory District: 2nd District (District Supervisor: Ellen Pirie)

Permits Required: Amendment

Staff Recommendation:

- Certification that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 06-0062, **based** on the attached findings and conditions.

Exhibits

- | | | | |
|----|--|----|----------------------------------|
| A. | Project plans | F. | Zoning and General Plan map |
| B. | Findings | G. | Urban Designer's comments |
| C. | Conditions | H. | Program Statement (dated 1/5/06) |
| D. | Categorical Exemption (CEQA determination) | I. | Comments & Correspondence |
| E. | Assessor's parcel map | | |

County of Santa Cruz Planning Department
701 Ocean Street, 4th Floor, Santa Cruz CA 95060

Parcel Information

Parcel Size: 1.8 acres (037-241-19) and 1 acre (037-241-37)
Existing Land Use - Parcel: School
Existing Land Use - Surrounding: Multi-family residential, health club
Project Access: Soquel Drive and Willowbrook Lane
Planning Area: Aptos
Land Use Designation: P, R-UM (Public Facilities, Urban Medium Residential)
Zone District: PF, R-1-6 (Public Facilities, Single-family residential)
Coastal Zone: ☐ Inside ☒ Outside
Appealable to Calif. Coastal Comm. ☐ Yes ☒ No

Environmental Information

Geologic Hazards: Not mapped/no physical evidence on site
Soils: Watsonville Loam
Fire Hazard: Not a mapped constraint
Slopes: Site is relatively flat
Env. Sen. Habitat: Not mapped/no physical evidence on site
Grading: No grading proposed
Tree Removal: No trees proposed to be removed
Scenic: Not a mapped resource
Drainage: Existing drainage adequate
Archeology: Not mapped/no physical evidence on site

Services Information

Urban/Rural Services Line: ☒ Inside ☐ Outside
Water Supply: Soquel Creek Water District
Sewage Disposal: Santa Cruz County Sanitation District
Fire District: Aptos/La Selva Fire Protection District
Drainage District: Zone 5

History

Montessori School Site

The original use **permit** for the Montessori School was issued in 1966 under permit 2724-U to establish a pre-school/nursery. Since then, the school site at 6230 Soquel Drive has expanded steadily with the benefit of permits. In 1986 the County approved a master plan for the development of the site in five phases, under permit 85-781-CDP. These phases included the construction of a four classroom "core" building (constructed in 1990), additions to an existing classroom building at the southwest corner of the site, construction of a multi-use building (1999), construction of an office building to replace an existing temporary mobile office, and the construction of a new classroom building south of the core building to replace a mobile classroom installed in 1981.

In 1988, the County approved an amendment to the master plan phasing under 85-781-CDP, resulting in a reduction in the number of phases from five to three. The phases of construction were not implemented sequentially, with portions of phase 3 (such as the construction of the core building) being implemented prior to phase 2, the construction of the multi-use building. Elements of Phase 3 not completed include the construction of a classroom building to the south of the core building, and the construction of an office building to replace the temporary mobile structure currently used as an office. The proposed project includes amendments to this phasing, as discussed under "Project Scope."

Willowbrook Lane Site

The Willowbrook Lane site was previously used as a group home (Halloran Hall), operated under use permits allowing an occupancy of 6 to 10 children (use Permit 79-903-U). In 1981, use permit 81-0509-U approved the construction of an 800 square foot addition and an increase in the number of students to 22 (16 live-in students and 6 day students).

The property was purchased by the adjacent Santa Cruz Montessori School in 2004, with the intent of using the existing building as classroom space.

Project Setting

The project site consists of two parcels: APN 037-241-19 is the main Montessori school campus at 6230 Soquel Drive and APN 037-241-37 is the former group home (Halloran Hall) at 2960 Willowbrook Lane. Both parcels share an interior lot line, with pedestrian access maintained between the two.

The surrounding neighborhood consists of townhomes to the east and west of the project site (Willowbrook Village and Willowcreek Village, respectively), Soquel Drive to the north, and a neighborhood park to the south. Immediately west of the Soquel Drive parcel is an athletic club and two duplexes.

Project Scope and Master Plan Changes

The purpose of ~~this~~ application is to amend the approved Master Plan ~~to~~ accommodate two classrooms in the remodeled and expanded structure previously used as a group home at the Willowbrook Lane site. One classroom will be transferred from the existing multi-use/classroom building constructed in 1999(under building permit application 31137L), which will be converted back into a multi-purpose building. The master plan proposes the construction of one additional classroom building as part of the final phase of development, and this proposal will amend the final phase ~~to~~ construct the additional classroom as an addition to the existing structure at the Willowbrook Lane site. To accommodate two classrooms, an addition of about 520 square feet is proposed.

The amended master plan to move two classrooms from the Soquel Avenue to the Willowbrook Lane site will not result in an increase in the number of classrooms above that approved under the master plan and subsequent amendments. The multi-use building was approved with one classroom, and the removal of that classroom to the Willowbrook Lane site will allow for space in the multi-use building for assemblies and other events. *Also*, moving the proposed classroom

building in the final phase to the Willowbrook Lane site will preserve an existing playground area. The project has been reviewed by the County Buildings Plan Checker for compliance with accessibility requirements, and the preliminary plans have been deemed to comply with these requirements.

Subsequent to the implementation of this permit, the only remaining portion of the original master plan to be implemented is the construction of the administrative/office building at the north end of the Soquel Avenue site. A final time extension request is included in this permit to extend the expiration date from May 10, 2006 to May 10, 2007.

Zoning & General Plan Consistency

The Soquel Drive property is zoned PF (Public Facilities), while the Willowbrook Lane property is zoned R-1-6 (single-family residential). Schools are permitted uses in both the PF and R-1-6 zone districts, with the appropriate use approvals. Use permits have already been obtained for both parcels (see History section, above), and the proposed amendment is only to expand the Montessori School's master plan (85-781-CDP) to encompass the recently purchased Willowbrook Lane parcel and to move one existing and one proposed classroom approved under this plan to the Willowbrook Lane property. All R-1-6 site standards will continue to be met on the Willowbrook Lane property, including lot coverage and floor area ratio.

Parking

Under section 13.10.552 of the County Code, elementary schools are required to have 0.3 parking spaces per employee. As the primary function of the facility is as an elementary school, the school standards apply rather than the more stringent day care standards.

Currently, 27 parking spaces are provided at the Soquel Avenue site, and five parking spaces are proposed at the Willowbrook Lane site. Under current parking regulations, the parking provided will be more than adequate for the school use and after school day care operation.

Traffic

The majority of traffic generated by the project occurs in the mornings and afternoons, when parents drop off and pick up their children. No increase in this type of traffic is anticipated with this project, as it will not result in an increase in the number of classrooms from the previously approved master plan. Due to potential traffic impacts along Willowbrook Lane, all drop off and pick up traffic will be encouraged to remain at the Soquel Avenue site unless a drop off and loading zone is established along Willowbrook Lane (rather than the "no parking" red zone that exists there now). If the school wishes to establish a loading zone on Willowbrook Lane, then approval of the Department of Public Works must be obtained.

Time Extension

Condition of approval LC. for application 97-0202 (A minor variation to 91-0444 to allow the construction of a temporary mobile office) required the final phase of the approved Master Plan (85-1169) be completed by May 10, 2002. The final phase involves the construction of a classroom/daycare facility on the southeast end of the site and a new office building to replace an existing office on the northwest end of the site.

Four time extensions have been granted previously (permits 01-0510, 03-0163, 04-0087, and 05-0115), with May 10,2006 **as** the last expiration date. This application includes the final time extension allowed under County Code, and if granted will extend expiration date **of** the final phase (construction **of** an office building to replace an existing office trailer) until May 10,2007. No additional time extensions can be granted.

Site conditions have not changed since the approval of the previous permits (01-0510, 03-0163, 04-0087, and 05-0115), **so** all conditions of approval will remain the same as those on file for 97-0202 with the exception that the expiration date originally extended under application 01-0510 will be extended by an additional year to May 10,2007. The expiration date for other construction related to this permit will be two years from the effective date of this permit.

Conclusion

As proposed and conditioned, the project is consistent with all applicable codes and policies of the Zoning Ordinance and General Plan/LCP. Please see Exhibit "B" ("Findings") for a complete listing of findings and evidence related to the above discussion.

Staff Recommendation

- Certification that the proposal is exempt from further Environmental Review under the California Environmental Quality **Act**.
- **APPROVAL** of Application Number **06-0062**, based on the attached findings and conditions.

Supplementary reports and information referred to in this report are on file and available for viewing at the Santa Cruz County Planning Department, and are hereby made a part of the administrative record for the proposed project.

The County Code and General Plan, as well as hearing agendas and additional information are available online at: www.co.santa-cruz.ca.us

Report Prepared By: David Keyon
Santa Cruz County Planning Department
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Santa Cruz CA 95060
Phone Number: **(831)** 454-3561
E-mail: david.keyon@co.santa-cruz.ca.us

Development Permit Findings

1. That the proposed location of the project and the conditions under which it would be operated or maintained will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public, and will not result in inefficient or wasteful use of energy, and will not be materially injurious to properties or improvements in the vicinity.

This finding can be made, in that the project is located in an area designated for classrooms by previous permit approvals. The layout complies with accessibility standards for schools, and the remodeled Willowbrook Avenue structure with addition will be required to comply with all applicable building, plumbing, electrical, and fire codes. Any increase in utility usage will be minimal, as the number of students across both sites will not be increased. Finally, the proposed addition at the Willowbrook Avenue building will not encroach closer to residential properties to the east of the project site, minimizing any increased noise impacts from schoolchildren.

2. That the proposed location of the project and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the zone district in which the site is located.

This finding can be made, in that the proposed amendment to the master plan and addition of two classrooms to the Willowbrook Lane site is ~~an~~ allowed use in the R-1-6 zone district with the necessary use approvals. All site standards for both zone districts will be complied with, and adequate off-street parking will be provided for an elementary school.

The proposal complies with the intent of previous approvals, as the number of classrooms across both sites will not be increased beyond that approved in the master plan for the Montessori school and the Willowbrook Lane site.

3. That the proposed use is consistent with all elements of the County General Plan and with any specific plan which has been adopted for the area.

This finding can be made, in that the proposed Public Facilities use is consistent with the use and density requirements specified for the Public Facilities, Urban Medium Residential (P, R-UM) land use designation in the County General Plan.

A specific plan has not been adopted for this portion of the County.

4. That the proposed use will not overload utilities and will not generate more than the acceptable level of traffic on the streets in the vicinity.

This finding can be made, in that utility service will continue to be available to both sites. The level of traffic will remain at a level anticipated by the previous use approvals, as the amendment will not result in an overall increase in the number of classrooms. Parent drop off and pick up will be required at the Soquel Avenue site unless a Department of Public Works drop off and loading zone is established along Willowbrook Lane (Condition of approval IV.A).

5. That the proposed project will complement and harmonize with the existing and proposed land **uses** in the vicinity and will be compatible with the physical design aspects, land use intensities, and dwelling unit densities of the neighborhood.

This finding can be made, in that a school and group care facility have existed on site for more than 30 years, and the proposed alteration to the master plan will be compatible with the surrounding residential land uses as two classroom buildings proposed for the Soquel Avenue site will be moved into an existing facility on Willowbrook Lane, at a location further away from the adjacent Willowbrook Village development. While the intensity of the Willowbrook Lane site will increase by one additional classroom (the site already has previous use approval for one classroom), this will negate the requirement for an additional classroom building on the Soquel Avenue site, dispersing the intensity of the school use across both sites.

6. The proposed development project is consistent with the Design Standards and Guidelines (sections 13.11.070 through 13.11.076), and any other applicable requirements of this chapter.

This finding can be made, in that the proposed addition and remodel of the Willowbrook Lane building will be compatible with the surrounding neighborhood, as it will be one story and the project site.

Conditions of Approval

Exhibit A: Project plans, six sheets, drawn by Leif Rideout, Architect, dated **2/2/06** and revised 9/19/06.

- I. This permit authorizes the amendment of the approved master plan for the Santa Cruz Montessori school to include two classrooms on the Willowbrook Lane site, replacing two classrooms on the Soquel Avenue site. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:
 - A. Sign, date, and return to the Planning Department one copy of the approval to indicate acceptance and agreement with the conditions thereof.
 - B. Obtain a Building Permit from the Santa ~~Cruz~~ County Building Official.
 - C. Obtain an Encroachment Permit from the Department of Public Works for all off-site work performed in the County road right-of-way.
- II. Prior to issuance of a Building Permit the applicant/owner shall:
 - A. Submit proof that these conditions have been recorded in the official records of the County of Santa Cruz (Office of the County Recorder).
 - B. Submit final architectural plans for review and approval by the Planning Department. The final plans shall be in substantial compliance with the plans marked Exhibit "A" on file with the Planning Department. Any changes from the approved Exhibit "A" for this development permit on the plans submitted for the Building Permit must be clearly called out and labeled by standard architectural methods to indicate such changes. Any changes that are not properly called out and labeled will not be authorized by any Building Permit that is issued for the proposed development. The final plans shall include the following additional information:
 1. Identify finish and color of exterior materials and roof covering for Planning Department approval. Any color boards must be in 8.5" x 11" format.
 2. Drainage and erosion control plans
 3. Improvement plans showing the construction of a sidewalk along Willowbrook Lane along the frontage of the subject property, per the requirements of DPW, Road Engineering.
 4. Details showing compliance with ~~fire~~ department requirements

5. Details showing compliance with current accessibility standards, including walkways between the Soquel Avenue site and the Willowbrook Lane site.
 6. The site plan shall remove references to “classroom” from the multi-purpose building.
- C. Submit four copies of the approved Discretionary Permit with the Conditions of Approval attached. The Conditions of Approval shall be recorded prior to submittal, if applicable.
 - D. Meet all requirements of and pay Zone 5 drainage fees to the County Department of Public Works, Drainage, if applicable. Drainage fees will be assessed on the net increase in impervious area.
 - E. Meet all requirements and pay any applicable plan check fee of the Central Fire Protection District.
 - F. Pay the applicable Child Care fees for private schools the proposed addition. Currently, this fee is \$0.12 per new square foot.
 - G. Provide required off-street parking for five cars at the Willowbrook Lane site. Parking spaces must be 8.5 feet wide by 18 feet long and must be located entirely outside vehicular rights-of way. Parking must be clearly designated on the plot plan.
- III. All construction shall be performed according to the approved plans for the Building Permit. Prior to final building inspection, the applicant/owner must meet the following conditions:
- A. All site improvements shown on the final approved Building Permit plans shall be installed.
 - B. All inspections required by the building permit shall be completed to the satisfaction of the County Building Official.
- IV. Operational Conditions
- A. All drop off and pick up activities shall remain at the existing drop off/loading zone at the Soquel Avenue site unless a Public Works approved drop off/loading zone is established along Willowbrook Lane.
 - B. The multi-use building must not be **used** as a permanent classroom after construction of the construction of the new classroom on the Willowbrook Lane site, as this will result in an increase in the number of classrooms above that allowed under the previously approved master plans. Use of this building as a permanent classroom will require an amendment to the master plan, and may require the provision of additional parking spaces.

- C. The number of students accommodated on the Willowbrook Lane site shall not exceed 60, absent an amendment to this permit.
 - D. In the event that future County inspections of the subject property disclose noncompliance with any Conditions of this approval or any violation of the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement actions, up to and including permit revocation.
- V. As a condition of this development approval, the holder of this development approval (“Development Approval Holder”), is required to defend, indemnify, and hold harmless the COUNTY, its officers, employees, and agents, from and against any claim (including attorneys’ fees), against the COUNTY, its officers, employees, and agents to attack, set aside, void, or annul this development approval of the COUNTY or any subsequent amendment of this development approval which is requested by the Development Approval Holder.
- A. COUNTY shall promptly notify the Development Approval Holder of any claim, action, or proceeding against which the COUNTY seeks to be defended, indemnified, or held harmless. COUNTY shall cooperate fully in such defense. If COUNTY fails to notify the Development Approval Holder within sixty (60) days of any such claim, action, or proceeding, or fails to cooperate fully in the defense thereof, the Development Approval Holder shall not thereafter be responsible to defend, indemnify, or hold harmless the COUNTY if such failure to notify or cooperate was significantly prejudicial to the Development Approval Holder.
 - B. Nothing contained herein shall prohibit the COUNTY from participating in the defense of any claim, action, or proceeding if both of the following occur:
 - 1. COUNTY bears its own attorney’s fees and costs; and
- _____
- D. Successors Bound. “Development Approval Holder” shall include the applicant and the successor(s) in interest, transferee(s), and assign(s) of the applicant.

Application #: 06-0062
AFN 037-241-19
Owner: Santa Cruz Montessori School

Please note: This permit expires on the expiration date listed below unless you obtain the required permits and commence construction. The expiration date for the final phase of the master plan construction (for the new office building) is May 10,2007.

Approval Date: _____

Effective Date: _____

Expiration Date: _____

Don Bussey
Deputy Zoning Administrator

David Keyon
Project Planner

Appeals: Any property owner, or other person aggrieved, or any other person whose interests are adversely affected by **any** act or determination of the **Zoning** Administrator, **may** appeal the act or determination to the Planning Commission in accordance with chapter 18.10 of the **Santa Cruz** County Code.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOTICE OF EXEMPTION

The Santa Cruz County Planning Department has reviewed the project described below and has determined that it is exempt from the provisions of CEQA as specified in Sections 15061 - 15332 of CEQA for the reason(s) which have been specified in this document.

Application Number: 06-0062

Assessor Parcel Number: 037-241-19

Project Location: 6230 Soquel Drive (-19) and 2960 Willowbrook Lane (-37)

Project Description: Construct a 520 square foot addition and remodel an existing classroom building previously used as a group home

Person or Agency Proposing Project: Leif Rideouf Architect

Contact Phone Number: (831) 454-0791

- A. ☐ The proposed activity is not a project under CEQA Guidelines Section 15378.
B. ☐ The proposed activity is not subject to CEQA as specified under CEQA Guidelines Section 15060(c).
C. ☐ **Ministerial Project** involving only the use of fixed standards or objective measurements without personal judgment.
D. ☐ **Statutory Exemption** other than a Ministerial Project (CEQA Guidelines Section 15260 to 15285).

Specify type:

- E. ☒ **Categorical Exemption**

Specify type: Minor Addition to existing structures (15301)

F. Reasons why the project is exempt:

Addition of less than 2,500 square feet or 50% of existing structure

In addition, none of the conditions described in Section 15300.2 apply to this project.

David Keyon, Project Planner

Date: _____

FOR TAX PURPOSES ONLY

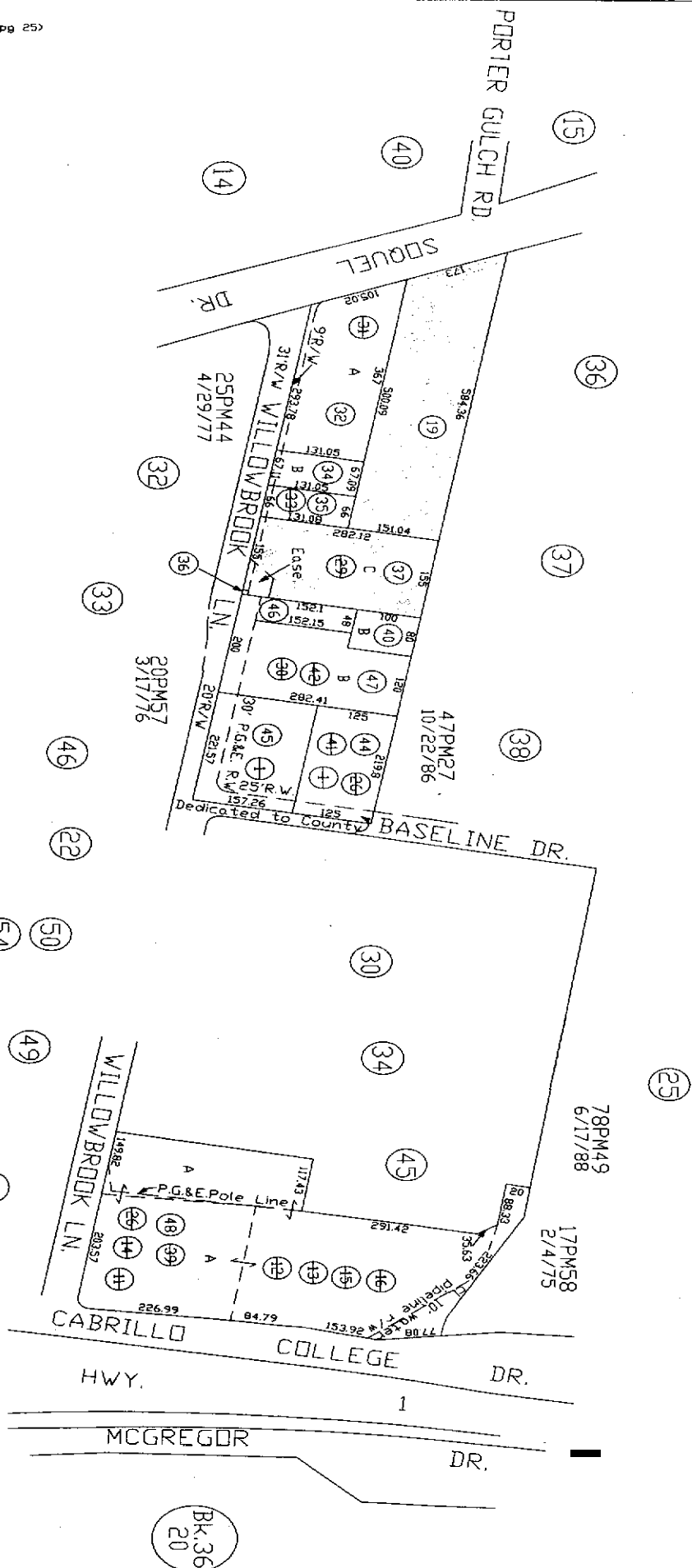
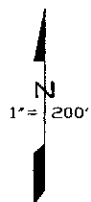
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POR. SOQUEL RANCHO

SEC. 11, T.11S, R.1W., M.D.B. & M.

Tax Area Code
96-101

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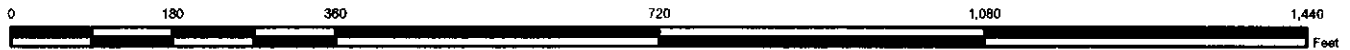
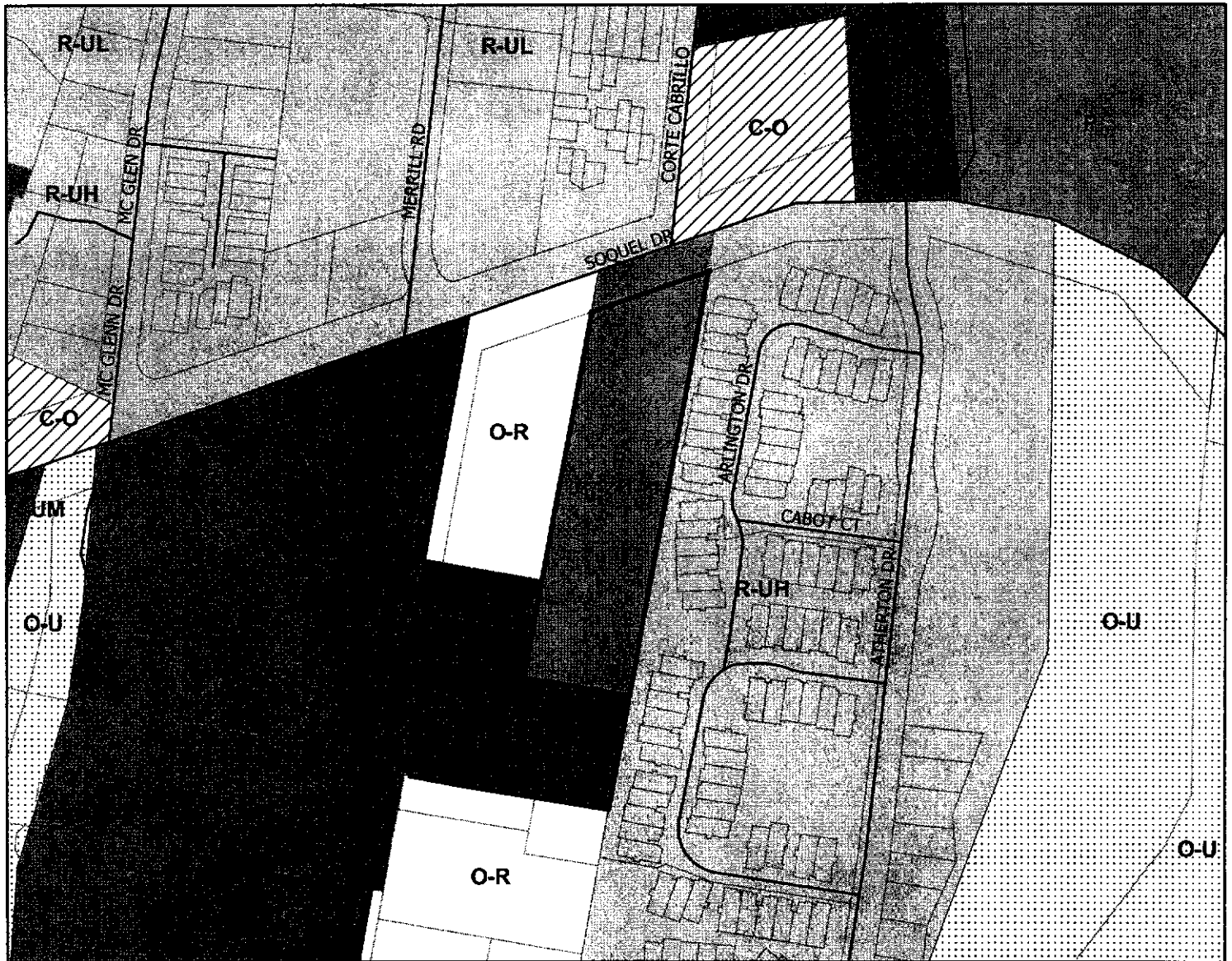
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1/24/03 DB (2-0098551 LBA, por to pg 25)

Note - Assessor's Parcel & Block

Assessor's Map No. 37-24
County of Santa Cruz, Calif

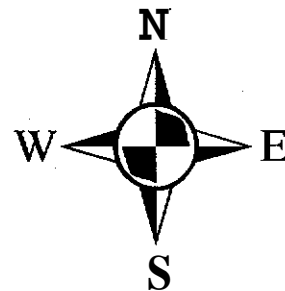


General Plan Designation



Legend

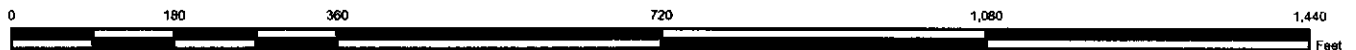
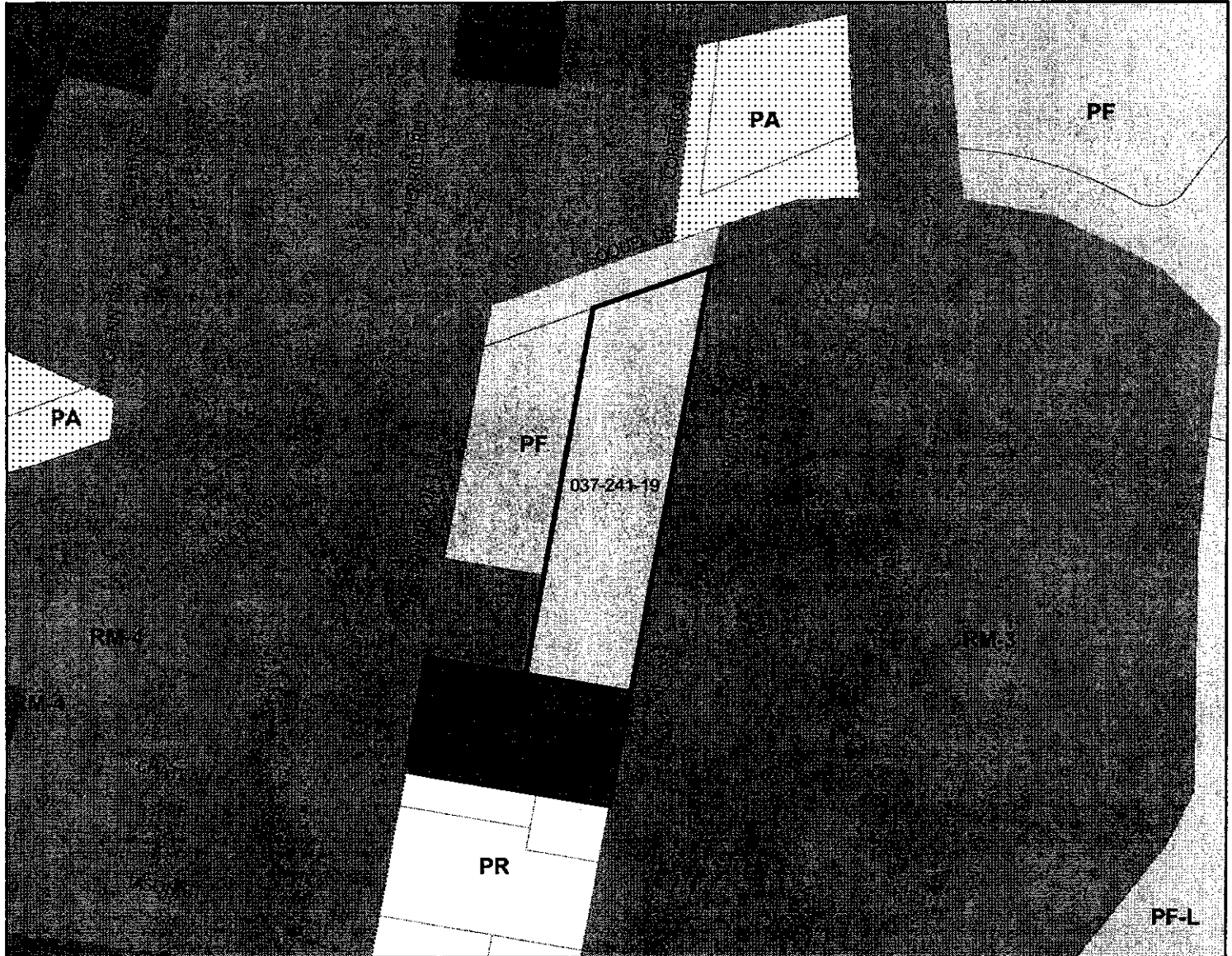
- Project Parcels
- Assessors Parcels
- streets
- Public Facilities (P)
- Parks and Recreation (O-R)
- Residential-Urban High Density (R-UH)
- Residential- Urban Medium Density (R-UM)
- Urban Open Space (O-U)
- Commercial-Office (C-O)











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February 2006

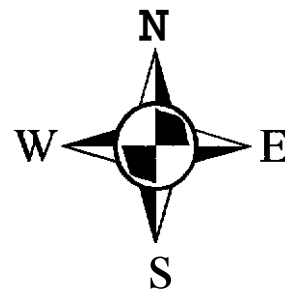


Zoning Map



Legend

-  Project Parcels
-  Assessors Parcels
-  Streets
-  PUBLIC FACILITY (PF)
-  RESIDENTIAL-MULTIFAMILY (RM)
-  RESIDENTIAL-SINGLE FAMILY (R-1)
-  COMMERCIAL-PROF OFFICE (PA)
-  PARK (PR)



Map Created by
County of Santa Cruz
Planning Department
February 2006

INTEROFFICE MEMO

APPLICATION NO **06-0062**

Date: February 27, 2006

To: David Keyon, Project Planner

From: Larry Kasparowitz, Urban Designer

Re: Design Review for an addition and remodel to add one classroom at a private school at 2960 Willowbrook Lane and 6230 Soquel Drive, Soquel

GENERAL PLAN/ ZONING CODE ISSUES

Design Review Authority

13.11.040 Projects requiring design review

(e) All commercial remodels ~~or~~ new commercial construction.

Design Review Standards

13.11.072 **Site** design.

Evaluation Criteria	Meets criteria in code(✓)	Does not meet criteria(✓)	Urban Designer's Evaluation
	▼		
Building siting in terms of its location and orientation	✓		
Building bulk, massing and scale	✓		
Parking location and layout	✓		
Relationship to natural site features and environmental influences	✓		
Landscaping	✓		
Streetscape relationship			N/A
Street design and transit facilities			N/A
Relationship to existing structures	✓		
Relate to surrounding topography	✓		
Retention of natural amenities	✓		

Siting and orientation which takes advantage of natural amenities	✓		
Ridgeline protection			N/A
Views			
Protection of public viewshed	✓		
Minimize impact on private views	✓		
Safe and Functional Circulation			
Accessible to the disabled, pedestrians, bicycles and vehicles			N/A
Solar Design and Access			
Reasonable protection for adjacent properties	✓		
Reasonable protection for currently occupied buildings using a solar energy system	✓		
Noise			
Reasonable protection for adjacent properties	✓		

13.11.073 Building design.

Evaluation Criteria	Meets criteria In code (✓)	Does not meet criteria (✓)	Urban Designer's Evaluation
Compatible Building Design			
Massing of building form	✓		
Building silhouette	✓		
Spacing between buildings	✓		
Street face setbacks			N/A
Character of architecture	✓		
Building scale	✓		
Proportion and composition of projections and recesses, doors and windows, and other features	✓		
Location and treatment of entryways	✓		
Finish material, texture and color	✓		
Scale			
Scale is addressed on appropriate levels	✓		
Design elements create a sense of human scale and pedestrian	✓		

Building Articulation			
Variation in wall plane, roof line, detailing, materials and siting.	✓		
Solar Design			
Building design provides solar access that is reasonably protected for adjacent properties..	✓		
Building walls and major window areas are oriented for passive solar and natural lighting.	✓		

13.11.074 Access, circulation and parking.

Parking			
Minimize the visual impact of pavement and parked vehicles.	✓		
Parking design shall be an integral element of the site design.	✓		
Site buildings toward the front or middle portion of the lot and parking areas to the rear or side of the lot is encouraged where appropriate.	✓		
Lighting			
All site, building, security and landscape lighting shall be directed onto the site and away from adjacent properties.			<i>Suggest as Condition of Approval</i>
Area lighting shall be high-pressure sodium vapor, metal halide, fluorescent, or equivalent energy-efficient fixtures.			<i>Suggest as Condition of Approval</i>
All lighted parking and circulation areas shall utilize low-rise light standards or light fixtures attached to the building. Light standards to a maximum height of 15 feet are allowed.			<i>Suggest as Condition of Approval</i>
Building and security lighting shall be integrated into the building design.			<i>Suggest as Condition of Approval</i>
Light sources shall not be visible from adjacent p.r.p.m.s.			<i>Suggest as Condition of Approval</i>
Loading areas			
Loading areas shall be designed to not interfere with circulation or parking, and to permit trucks to fully maneuver on the property without backing from or onto a public street.	✓		

Landscape			
A minimum of one tree for each five parking spaces should be planted along each single or double row of parking spaces.	✓		
A minimum of one tree for each five parking spaces shall be planted along rows of parking.	✓		
Trees shall be dispersed throughout the parking lot to maximize shade and visual relief.	✓		
At least twenty-five percent (25%) of the trees required for parking lot screening shall be 24-inch box size when planted; all other trees shall be 15 gallon size or larger when planted.	✓		
Parking Lot Design			
Driveways between commercial or industrial parcels shall be shared where appropriate.	✓		
Avoid locating walls and fences where they block driver sight lines when entering or exiting the site .	✓		
Minimize the number of curb cuts	✓		
Driveways shall be coordinated with existing or planned median openings .	✓		
Entry drives on commercial or industrial projects greater than 10,000 square feet should include a 5-foot minimum net landscaped median to separate incoming and out going traffic, where appropriate.	✓		
Service Vehicles/Loading Space. Loading space shall be provided as required for commercial and industrial uses .	✓		
Where an interior driveway or parking area parallels the side or rear property line, a minimum 5-foot wide net landscape strip shall be provided between the driveway and the property line.	✓		
Parking areas shall be screened from public streets using landscaping, berms, fences, walls , buildings, and other means , where appropriate.	✓		
Bicycle parking spaces shall be provided as required in. They shall be appropriately located in relation to the major activity area.	✓		
Reduce the visual impact and scale of interior driveways, parking and paving.	✓		

Parking Lot Landscaping			
It shall be an objective of landscaping to accent the importance of driveways from the street, frame the major circulation aisles, emphasize pedestrian pathways, and provide shade and screening.	✓		
Parking lot landscaping shall be designed to visually parking from public streets and adjacent uses	✓		
Parking lots shall be landscaped with large canopy trees.	✓		
A shall be provided at the end of each parking aisle	✓		
A minimum 5-foot wide landscape strip (to provide necessary vehicular back-out movements) shall be provided at dead-end aisles.	✓		
Parking areas shall be landscaped with large canopy trees to sufficiently reduce glare and radiant heat from the asphalt and to provide visual relief from large stretches of pavement.	✓		
Variation in pavement width, the use of texture and color variation is paving materials, such as stamped concrete, stone, brick, pavers, exposed aggregate, or colored concrete is encouraged in parking lots to promote pedestrian safety and to minimize the visual impact of large expanses of pavement.	✓		
As appropriate to the site use, required landscaped areas next to parking spaces or driveways shall be protected by a curb or wheel stop, such as concrete, or durable materials.	✓		

Pedestrian Travel Paths			
On-site pedestrian pathways shall be provided from street, sidewalk and parking areas to the central use area. These areas should be delineated from the parking areas by walkways, landscaping, changes in paving materials, narrowing of roadways, or other design techniques.	✓		
Plans for construction of new public facilities and remodeling of facilities shall incorporate both architectural barrier removal and physical building design and parking area features to achieve access for the physically disabled.	✓		
Separations between bicycle and pedestrian circulation routes shall be utilized where appropriate.	✓		



January 5, 2006

David Keyon, Project Planner
County of Santa Cruz
Planning Department
701 Ocean Street
Santa Cruz, CA 95060

Subject: Proposed **Change** to **Use** Permit 81-509-U on Parcel #037-241-37
& Use Permits 85-781-CDP and 85-1169-CDP on Parcel #037-241-19

Dear David,

Santa Cruz Montessori School currently **has** a time extension (approved application #01-0510) to complete the final **phase** of construction **on** Parcel #037-241-19 under **Use** Permit 89-1169-CDP. This final phase includes the construction of a permanent office **building** and one additional classroom. When the **school's** multi-use room was constructed in 1999 under this use permit, the County granted permission for the school to temporarily house a class of children in the MU room until **this final** additional classroom was built.

In the last year, the school purchased the property (Parcel #037-241-37) adjacent to our original campus and operates under an existing use permit allowing a class of 22 children to occupy this property.

Rather ~~than~~ constructing **a** new classroom as provided in our **use permit** for our original property, we propose to remodel the existing building **on** the new parcel to accommodate one more classroom. Upon completion of the classroom, the class of children in the multi-use room would move into the new classroom, and our multi-use room would **no** longer be a classroom, but serve as a much **needed** multi-use space for the school. This plan would not add any additional classrooms to the school.

The building **on** the new parcel would then house two classrooms. We would request ~~that~~ the use permit be amended to allow 60 students **on this parcel**. The parcel is approximately 1.2 acres. There would be a total of 5 employees working in the building with our **parking** lot marked for five cars.

Although we do not wish to combine the two parcels into one parcel, we request that the Planning Department consider the two parcels together for this project. We are not requesting any additional classrooms be added, but rather a ~~better~~ distribution of the classes allowing for more playground space. Also, a major portion of the building on the recently purchased parcel is currently not being used, and a remodel of this building rather than the construction of a completely new building would be less expensive for the school and preserve open space. Neighbors will experience no increase in activity at the school.

[REDACTED] you [REDACTED] consideration of our proposal.

Sincerely,

Kathy % h u t
Director