



## Staff Report to the Zoning Administrator

Application Number: **05-0439**

**Applicant:** Ron Powers for Powers Land Planning  
**Owner:** Ledyard Properties  
**APN:** 026-311-49, 58, 65

**Agenda Date:** May 30, 2008  
**Agenda Item #:** 1  
**Time:** After 10:00 a.m.

**Project Description:** A proposal to create a Master Occupancy Program for the Ledyard Campus to include two main warehouse buildings, one operations building and one corporate office building; and to recognize the conversion of a warehouse/manufacturing use with appurtenant offices to a corporate office building. Includes a review of existing parking, landscaping, fencing, and entry signage. Requires an amendment to Commercial Development Permits 99-0033, 00-0198 and 04-0228 and a Variance for campus signage.

**Location:** Property located on the west side of 17<sup>th</sup> Avenue, about 200 feet north of the Union Pacific railroad tracks. Site addresses are 1047, 1005, and 1053 17<sup>th</sup> Avenues and 1332 Brommer Street.

**Supervisory District:** First District (District Supervisor: Janet Beautz)

**Permits Required:** Commercial Development Permit - Master Occupancy Program and Sign Variance

### Staff Recommendation:

- Certification that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 05-0439, based on the attached findings and conditions.

### Exhibits

- |   |   |
|---|---|
| A. Project plans                              | F. Assessor's parcel map                |
| B. Findings                                   | G. Location, Zoning & General Plan maps |
| C. Conditions                                 | H. Traffic Analysis                     |
| D. Categorical Exemption (CEQA determination) | I. Comments & Correspondence            |
| E. Permit History                             |   |

### Parcel Information

Parcel Size:	Approximately 5 acres for all three parcels
Existing Land Use - Parcel:	Warehouse
Existing Land Use - Surrounding:	Warehouse & Light Industry
Project Access:	17 <sup>th</sup> Avenue & Kinsley Street
Planning Area:	Live Oak
Land Use Designation:	C-S (Service Commercial)
Zone District:	C-4 and M-1 (Service Commercial and Light Industrial)
Coastal Zone:	<input type="checkbox"/> Inside <input checked="" type="checkbox"/> Outside

### Environmental Information

Geologic Hazards:	Not mapped/no physical evidence on site
Soils:	Soils report not required
Fire Hazard:	Not a mapped constraint
Slopes:	No slopes over 30% at project site or access roads
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:	<input checked="" type="checkbox"/> Inside <input type="checkbox"/> Outside
Water Supply:	City of Santa Cruz Municipal Utilities
Sewage Disposal:	Santa Cruz County Sanitation District
Fire District:	Central Fire Protection
Drainage District:	Zone 5 – no new impervious area

### History

The Ledyard campus currently consists of three separate parcels, all containing uses in support of their food services business. Parcel 026-311-58, nearest to 17<sup>th</sup> Avenue, has one warehouse building and associated parking; Parcel 026-311-49, fronting the Kinsley Street right-of-way has a building that has been converted to house corporate offices; and Parcel 026-311-65 contains a warehouse and an operations building. There have been several permits issued since the buildings were originally constructed, including permits to reconfigure parcels and the associated parking and access. A summary of the permit history affecting the subject parcels is included as Exhibit E.

Because none of these permits addressed the final, existing configuration of structures, landscaping, parking and access, a Condition of Approval was included as part of Permit 04-0228 to require a Master Occupancy Permit that included complete, detailed plans of the area including descriptions of all uses, rights of way, circulation and operations. Because the prior permits were reviewed and approved by the Zoning Administrator and the Master Occupancy

Program is intended to clarify the general scope of the operations resulting from these approvals, it was determined that Zoning Administrator review of this application is appropriate.

As part of the Master Occupancy Program, the applicant also seeks to recognize the conversion of the building on Parcel No. 026-311-49 from a warehouse/manufacturing use with appurtenant offices to the current use as the corporate offices for the Ledyard food service operation. Building permits will be necessary to recognize this conversion, which will be required to conform to current standards relating to construction and accessibility.

### **Project Setting**

The project site consists of one, 2-acre parcel fronting on 17<sup>th</sup> Avenue, and one 0.4-acre parcel and one 2.5-acre parcel located approximately 575 feet west from 17<sup>th</sup> Avenue, fronting on the Kinsley Avenue right-of-way. Surrounding uses in the immediate vicinity include other warehouse and storage facilities, manufacturing, auto repair, a paving contractor's yard, a landscape maintenance business, offices, and a mini-storage. Further to the north and west are single-family dwellings and there is a rail line, Shoreline Middle School, the Simpkins Swim Center and Schwan Lake Park to the south and southwest. There is a variety of zoning designations in the area that reflect the different uses. Zoning and General Plan maps are included as Exhibit G.

### **Zoning & General Plan Consistency**

The three parcels are zoned as follows: Parcel 026-311-65 is zoned C-4 with a small portion zoned M-1; Parcel 026-311-49 is zoned C-4; and Parcel 026-311-58 is zoned M-1. Both of these designations allow industrial and warehouse uses, with associated accessory uses. The existing warehouses and the ancillary corporate office building are principal permitted uses within the zone district and the project is consistent with the site's (C-S) Service Commercial General Plan designation.

Sufficient parking has been designated for all Ledyard buildings, although it is not possible to provide the required parking on each parcel for its associated use. No parking is required or provided on adjacent parcels under different ownership. A full description of parking required and provided is included on Sheet A4 of Exhibit A. That description indicates that all of building 1047 is dedicated to office use, with the exception of 2,025 square feet of storage. However, approximately 2,700 square feet is devoted to conference rooms and a showroom and an additional 1,300 square feet is considered "office work" areas. Neither of these areas would consistently generate parking demand of 1 space per 200 square feet as required for office uses, although parking at that ratio has been provided. Because existing parking and circulation is different from that proposed, a Condition of Approval has been included to require striping consistent with Exhibit A.

As part of the permit process, the applicant investigated the possibility of providing accessible pedestrian access from the sidewalk on 17<sup>th</sup> Avenue to the Ledyard campus buildings. Since no construction is proposed to the two warehouse buildings, and they met building code requirements at the time they were constructed, accessible paths of travel are not required to those buildings. The corporate office building, however, represents a change of occupancy from the prior use and would generally require additional accessible pathways. The current

configuration of parking and circulation however, precludes providing safe pedestrian access along Kinsley Street, due to circulation patterns for tractor-trailer rigs and back-out parking on parcels which the Ledyard Company does not control. Unfortunately, there is no method to provide a safe, accessible path of travel without significant modification to the existing circulation system which cannot be accomplished without cooperation between all property owners in the area. Accessible parking and an accessible path of travel from accessible parking spaces to the modified building is proposed, however.

A sign plan is also included on Sheet A4 of Exhibit A. For a shopping center or group of businesses with shared sign facilities, a sign plan is required by County Code Chapter 13.10.582 that allows a center name and directory sign of up to 50 square feet and individual "shop" signs of up to 18 square feet in area. A Variance is required to recognize the existing signage as described in the proposed sign plan. Given the size of the buildings and their location, where sign visibility is constrained, the larger signs requested are appropriate and in scale with the size and massing of the buildings. In addition, the signs include not only the name, but the address and uses of the individual buildings (offices, drygoods & paper warehouse, etc.) to better direct visitors on site. All signs are pressed blue plastic letters applied individually to the building walls and are not internally illuminated. The proposed center name/directory sign, as proposed, would meet the requirements of County Code as it would be 45 square feet in area, less than the maximum allowed of 50 square feet. The height of the sign itself would be approximately 6.3 feet, less than the maximum allowed of 7 feet.

### **Design Review**

Although new commercial structures are subject to Design Review, no construction is proposed with the exception of construction necessary to meet current codes for the conversion of the warehouse/manufacturing use with appurtenant offices to the current use as the corporate offices for the Ledyard food service operation. Only minor modifications to the exterior of the structure should be required. Prior structural additions were reviewed by the Urban Designer, as applicable, and were constructed per his recommendations. The current plan has also been reviewed, and recommendations have been incorporated into the project plans.

The buildings that comprise the Ledyard campus do have a unified design. The buildings are beige stucco with a painted metal accent strip at the top, in a tan color. The overhead doors are covered with blue painted metal awnings. Individual building signage is also blue.

A landscape plan, prepared by a Landscape Architect, is included as part of Exhibit A, and a Condition of Approval has been included to require the Landscape Architect to verify the proper installation of landscaping and to assess the health of existing landscaping to assure that replacement is not needed at this time.

### **Master Occupancy Program**

The uses proposed to be allowed, with a Level 1 change of use, are described on Sheet A1 of Exhibit A, and include only those uses that could be accommodated by the existing parking. Staff has reviewed these uses and determined that, with the exception of some outdoor storage, the proposed uses are consistent with the zoning of the site and would be appropriate for Level 1

change of use, should the current use cease operations. Per the applicant's request, outdoor storage would only be allowed on the westernmost parcel, APN 026-311-65, as the adjacent parcel (026-311-49) is too small to allow for outdoor storage and the parcel fronting 17<sup>th</sup> Avenue (APN 026-311-58) is too visible from a major county arterial and outdoor storage could create a negative visual impact. Outdoor storage on Parcel No. 65 would require removal of existing parking that serves both that parcel and the adjacent Parcel No. 49. While that could conceivably be allowed, it would require a careful review and allocation of parking spaces to be approved.

The uses requested and proposed are also those that would not generate significant vehicle trips and parking demand and which are not pedestrian oriented, due to the lack of a safe, accessible pathway from 17<sup>th</sup> Avenue. Proposed uses, to be allowed with a Level 1 change of use, include commercial services, storage, manufacturing, wholesale sales, and ancillary retail sales of goods manufactured on site.

Other uses, including accessory uses not directly ancillary to existing uses on site, could potentially be allowed following review at the level required by the County Zoning Ordinance. For example, a wireless communication facility was previously proposed on site. If resubmitted, that use could potentially be allowed if fully consistent with all provisions of the Wireless Communication Facility Ordinance, Section 13.10.660, et. seq. of the County Code.

The applicant has submitted information from Ron Marques, P.E., of Marques and Marques Planning and Engineering that describes the trip generation for the proposed Master Plan (Exhibit H). Based on a comparison of the currently allowed uses and the proposed uses (including the office conversion) it was determined that the number of total vehicle trips to the site would increase by a total of 84 trips per day, of which 7 would occur in the a.m. peak hour and 12 would occur during the p.m. peak hour. Since the Ledyard campus is accessed from an arterial street (17<sup>th</sup> Avenue) the number of new trips are not significant, and would not decrease the existing Level of Service (LOS) for nearby intersections. Per information received from the Department of Public Works, nearby intersections currently function at LOS C or better. A Condition of Approval has been included to require the payment of TIA fees for the increase in the number of trips attributable to the conversion of the warehouse to offices.

Although the adjacent parcel to the west is currently used as a paving contractor's storage yard, that use is existing and non-conforming. The three parcels to the west and southwest are zoned for residential uses, and there is currently a residence on the second parcel and the third parcel is vacant. Because the existing trucking business, and several uses that would be allowed with a Level 1 change of use, have the potential to generate significant noise, a Condition of Approval has been included to require the construction of a sound attenuating wall to replace the current chain link fence on the western parcel boundary of APN 026-311-65. Plans submitted for a building permit for the conversion of the warehouse to office use are required to show the wall, a minimum of 8 feet in height, and indicate the colors, materials and incorporate a means to discourage graffiti.

### **Environmental Review**

Environmental review has not been required for the proposed project since the project, as proposed, qualifies for an exemption to the California Environmental Quality Act (CEQA). The

project is eligible for an exemption because the proposed project does not involve any new construction with the exception of the conversion of a small structure with only minor modifications to the exterior. In addition, the site is zoned for the proposed use, all necessary public services and facilities are available, and adequate parking can be provided for the converted structure. Neither the site or the surrounding area is environmentally sensitive.

### **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 **05-0439**, 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](http://www.co.santa-cruz.ca.us)**

Report Prepared By: Cathy Graves  
Santa Cruz County Planning Department  
701 Ocean Street, 4th Floor  
Santa Cruz CA 95060  
Phone Number: (831) 454-3141  
E-mail: [cathy.graves@co.santa-cruz.ca.us](mailto:cathy.graves@co.santa-cruz.ca.us)

## Commercial 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 industrial uses and is not encumbered by physical constraints to development. New construction will comply with prevailing building technology, the California Building Code, and the County Building ordinance to insure the optimum in safety and the conservation of energy and resources. The converted corporate office building will not deprive adjacent properties or the neighborhood of light, air, or open space, in that the external dimensions of the structure will not change. No additional construction or structures are proposed or approved as part of this Master Occupancy Program, with the exception of an 8-foot sound attenuating wall. The 8-foot wall, required as a condition of approval, will not have a negative impact on the light and air of abutting properties as there is sufficient area between the existing structures and the proposed wall to mitigate any impacts.

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 location of the commercial warehouses and corporate office building and the conditions under which the would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the C-4 and M-1 (Service Commercial and Light Industrial) zone district in that the primary use of the property will be two commercial warehouses, one ancillary corporate office building, and an operation building that meets all current site standards for the zone district or a Variance has previously been granted for any exceptions.

New uses allowed under a Level 1 Change of Use will be limited to those uses that do not generate significant additional traffic, can be accommodated by the existing parking on site, and will not have a negative impact on surrounding uses. Conditions of Approval have been included to specifically address the allowed uses to mitigate any potential adverse impacts from the existing or future uses.

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 industrial use is consistent with the use and density requirements specified for the Service Commercial (C-S) land use designation in the County General Plan. Conditions of Approval have been included to assure that future uses are those that will not have a negative impact on the area and will be consistent with the pattern of development in the surrounding commercial service and industrial neighborhood. Additional Conditions of Approval require installation of a sound attenuating wall adjacent to parcels zoned

for residential uses and require that the landscaping be installed and inspected under the direction of the Landscape Architect.

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 information has been submitted from Ron Marques, P.E., of Marques and Marques Planning and Engineering that describes the trip generation for the proposed Master Plan (Exhibit H). Based on a comparison of the currently allowed uses and the proposed uses (including the office conversion) it was determined that the number of total vehicle trips to the site would increase by a total of 84 trips per day, of which 7 would occur in the a.m. peak hour and 12 would occur during the p.m. peak hour. Since the Ledyard campus is accessed from an arterial street (17<sup>th</sup> Avenue) the number of new trips are not significant, and would not decrease the existing Level of Service (LOS) for nearby intersections. Per information received from the Department of Public Works, nearby intersections currently function at LOS C or better. A Condition of Approval has been included to require the payment of TIA fees for the increase in the number of trips attributable to the conversion of the warehouse to offices.

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 new uses allowed under a Level 1 Change of Use will be limited to those uses that do not generate significant additional traffic, can be accommodated by the existing parking on site, and will not have a negative impact on surrounding uses.

The buildings that comprise the Ledyard campus do have a unified design which is compatible with the surrounding service commercial and industrial uses. The buildings are beige stucco with a painted metal accent strip at the top, in a tan color. The overhead doors are covered with blue painted metal awnings. Individual building signage is also blue. A Condition of Approval has been included to require a coordinated design scheme for colors, materials, and signage for the buildings comprising the Ledyard campus.

A landscape plan, prepared by a Landscape Architect, is included as part of Exhibit A, and a Condition of Approval has been included to require the Landscape Architect to verify the proper installation of landscaping and to assess the health of existing landscaping to assure that replacement is not needed at this time.

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 buildings that comprise the Ledyard campus do have a unified design which is compatible with the surrounding service commercial and industrial uses. The buildings are beige stucco with a painted metal accent strip at the top, in a tan color. The



Application #: 05-0439  
APN: 026-311-49, 58, 65  
Owner: Ledyard Properties

overhead doors are covered with blue painted metal awnings. Individual building signage is also blue. A Condition of Approval has been included to require a coordinated design scheme for colors, materials, and signage for the buildings comprising the Ledyard campus.

A landscape plan, prepared by a Landscape Architect, is included as part of Exhibit A, and a Condition of Approval has been included to require the Landscape Architect to verify the proper installation of landscaping and to assess the health of existing landscaping to assure that replacement is not needed at this time.

## **Sign Variance Findings**

1. That because of special circumstances applicable to the property, including size, shape, topography, location, and surrounding existing structures, the strict application of the Zoning Ordinance deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification.

This finding can be made, in that the existing buildings are large and are separated from the vehicular rights-of-way (Kinsley Street and 17<sup>th</sup> Avenue) by parking and truck circulation areas. Because sign visibility is constrained, the larger signs requested are appropriate and in scale with the size and massing of the buildings, and are visible from a vehicle as there is no pedestrian-oriented business occurring on site. In addition, the signs include not only the name, but the address and uses of the individual buildings (offices, drygoods & paper warehouse, etc.) to better direct visitors on site. Without approval of the requested Variance, visitors to the site may be unable to locate the appropriate building for their needs, which is a privilege generally granted to commercial development.

2. That the granting of the variance will be in harmony with the general intent and purpose of zoning objectives and will not be materially detrimental to public health, safety, or welfare or injurious to property or improvements in the vicinity.

This finding can be made, in that the signs include not only the name, but the address and uses of the individual buildings (offices, drygoods & paper warehouse, etc.) to better direct visitors on site, a primary purpose of signage. Additionally, all signs are pressed blue plastic letters applied individually to the building walls which is consistent with the palette of colors and materials used for the Ledyard Campus. Signs are not internally illuminated.

3. That the granting of such variances shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such is situated.

This finding can be made, in that similar Variances would be granted (and have been granted) to provide signs that are easily visible to direct visitors and customers on site, when the permitted 18 square foot sign for individual buildings in a group of businesses is insufficient. The ordinance limitation for individual signs assumes a requirement for pedestrian-oriented signs. The buildings in the campus and the surrounding service and manufacturing uses, however, are not pedestrian oriented businesses and signs must be visible from a vehicle to be effective.

## Conditions of Approval

- Exhibit A: Site and Architectural Plans, 8 sheets various dates, prepared by William S. Bagnall Architects; Landscape Plans, one sheet dated 3/8/07, prepared by Gregory Lewis, Landscape Architect; Drainage Plan, one sheet dated 10/27/03, prepared by Ifland Engineers, Inc.; and Truck Turning Exhibit, dated 10/03/07, prepared by Ifland Engineers, Inc.
- I. This permit authorizes the conversion of a commercial warehouse to a corporate office building and establishes a Master Occupancy Program for the Ledyard campus. 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 for the conversion of the building on APN 026-311-49 and for the 8-foot sound wall, if required.
- 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. An elevation or elevations that indicate materials and colors consistent with other Ledyard buildings.
  2. An accessibility plan that includes the following:
    - a. A path of travel verification form.
    - b. Plans that show all accessibility modifications provided on all three parcels (including barrier removal) including Path of Travel where required.
    - c. Accessibility compliance for the corporate office conversion according to the 2007 California Building Code.
  3. Details showing compliance with fire department requirements for the conversion.

4. A plot plan that includes all three parcels, showing parking, access, landscaping and other shared facilities (if applicable).
  5. Plans for construction of a sound attenuating wall on the western parcel boundary of APN 026-311-65, including methods to discourage and remove graffiti.
  6. A drainage plan demonstrating that all drainage has been treated to remove contaminants prior to leaving the site.
- 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.
- D. Obtain an Environmental Health Clearance for this project from the County Department of Environmental Health Services, if required for the kitchen facilities in the corporate office building.
- E. Meet all requirements and pay any applicable plan check fee of the Central Fire Protection District.
- F. Pay the current fees for Roadside and Transportation improvements for 84 new trip ends. Currently, these fees are, respectively, \$236 and \$236 per trip end. This fee is subject to change if not paid prior to July 1, 2008.
- G. Provide required off-street parking for a total of 156 cars and 18 trucks. Standard parking spaces must be 8.5 feet wide by 18 feet long and compact parking spaces must be 7.5 feet wide by 16 feet long. All parking must be located entirely outside vehicular rights-of way. Parking must be clearly designated on the plot plan.
- H. Submit a written statement signed by an authorized representative of the school district in which the project is located confirming payment in full of all applicable developer fees and other requirements lawfully imposed by the school district.
- 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. The sound attenuating wall on the western parcel boundary of APN 026-311-65 shall be installed.
  - C. All inspections required by the building permit shall be completed to the satisfaction of the County Building Official.

- D. Parking and circulation shall be striped consistent with Exhibit A for this permit. The crosswalk, stop bar and legend at the driveway entrance on 17<sup>th</sup> Avenue must be restriped with thermoplastic. The crosswalk must be striped using a ladder configuration. An edge line for the traveled way of Kinsley Street shall be installed on both sides of the right-of-way.
- E. The project Landscape Architect shall verify the installation of all new landscape materials and certify that the installation is consistent with the plans submitted as Exhibit A. The Landscape Architect shall also assess the health of the existing landscaping on all three parcels, including street trees along 17<sup>th</sup> Avenue, to assure that plant materials are healthy and that irrigation has been installed where required. Any dead or diseased plants shall be replaced prior to building permit final. A letter from the Landscape Architect shall be submitted to the Planning Department verifying that all materials have been installed as noted on Exhibit A and that all existing landscaping is in good health or has been replaced with healthy specimens.

#### IV. Operational Conditions

- A. Master Occupancy Program. The following uses shall be allowed with a Level 1 Change of Use as long as all uses in the four Ledyard Campus buildings, including the proposed new use, require fewer than 156 car and 18 truck parking spaces.
  - 1. Accessory uses associated with a principal permitted use.
    - a. Outdoor storage on APN 026-311-65 only, incidental to an allowed use, screened from public view, and which does not reduce the number of parking spaces below that required for all uses on all three parcels.
    - b. Parking facilities for an off-site use, when developed consistent with County Code Section 13.10.550, et. seq.
    - c. Recycling facilities consistent with County Code Section 13.10.658, and subject to the limitation on outdoor storage.
  - 2. Agricultural service establishments not utilizing in hazardous chemicals.
  - 3. Boat and marine services, not utilizing hazardous chemicals, including:
    - a. Boat building, as an indoor use.
    - b. Boat services, not including rental and/or sales.
    - c. Boat storage, subject to the limitation on outdoor storage.
  - 4. Commercial services, community (allowed only on parcels zoned C-4), such as:
    - a. Auction rooms
    - b. Catering services
    - c. Mortuaries (not including crematories)
    - d. Rental shops for medical, clothing, household goods, etc., indoor only.

- e. Taxidermists
  - f. Upholstery shops
  - 5. Commercial services, general, indoor, such as:
    - a. Contractors shops including glass, plumbing, sheet metal, heating and ventilating shops.
    - b. Exterminators not utilizing any hazardous chemicals.
    - c. Laboratories and related facilities for research, experimentation, testing and film processing, not utilizing any hazardous chemicals.
    - d. Printing, lithographing, engraving and book binding.
    - e. Repair shops, including household and office equipment repair.
    - f. Storage buildings for household goods, such as mini-storage.
  - 6. Commercial services, general, involving outdoor use, heavy trucking or vehicle use and storage, subject to the limitation on outdoor storage, such as:
    - a. Automobile rental enterprises.
    - b. Taxi company with vehicle parking and storage.
    - c. Contractor's storage (indoor only)
    - d. Storage facilities such as cold-storage plants, ice storage warehouses, not including the storage of fuel or flammable liquids.
  - 7. Cottage industry, per the definition in County Code Section 13.10.700-C (allowed only on parcels zoned C-4).
  - 8. Office uses ancillary and incidental to a principal permitted use such as:
    - a. Administrative offices
    - b. Duplicating shops
    - c. Interior design studios
    - d. Laboratories, medical, optical and dental, not including the manufacture of pharmaceuticals or other similar products for general sale or distribution.
    - e. Photographers and photographic studios.
    - f. Retail sales of goods manufactured on site.
  - 9. Retail and wholesale sales requiring large sites (allowed only on parcels zoned C-4).
  - 10. Manufacturing uses, provided that not more than 20 persons shall be engaged in the production, repair or processing of materials on any one shift, provided further that all regulations for the M-1 district as stated in Section 13.10.345 shall apply to every use.
- B. The Master Occupancy Program constitutes a list of uses that would be allowed with a Level 1 Change of Use, if consistent with the parking availability on all three parcels, and does not constitute a list of all possible allowed uses. Other uses are subject to the requirements of the County Code, with regards to level of review and development standards.

- C. Sign Plan. This permit includes a Variance for the following signs. Changes in the number or size of signs require an Amendment to this permit.
1. Entry Sign: 46 square feet in area and a maximum of 7 feet in height.
  2. Building 1005: Two signs with a total area equal to or less than 66 square feet.
  3. Building 1047: One sign with a total area equal to or less than 32 square feet.
  4. Building 1053: Three signs with a total area equal to or less than 143 square feet.
  5. Building 1053.5: Two signs with a total area equal to or less than 35 square feet.
- 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
  2. COUNTY defends the action in good faith.

- C. Settlement. The Development Approval Holder shall not be required to pay or perform any settlement unless such Development Approval Holder has approved the settlement. When representing the County, the Development Approval Holder shall not enter into any stipulation or settlement modifying or affecting the interpretation or validity of any of the terms or conditions of the development approval without the prior written consent of the County.
- D. Successors Bound. "Development Approval Holder" shall include the applicant and the successor(s) in interest, transferee(s), and assign(s) of the applicant.

---

Minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff in accordance with Chapter 18.10 of the County Code.

**Please note: This permit expires two years from the effective date listed below unless a building permit (or permits) is obtained for the corporate office building described in the development permit (does not include demolition, temporary power pole or other site preparation permits, or accessory structures unless these are the primary subject of the development permit). Failure to exercise the building permit and to complete all of the construction under the building permit, resulting in the expiration of the building permit, will void the development permit.**

Approval Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

\_\_\_\_\_  
Don Bussey  
Deputy Zoning Administrator

\_\_\_\_\_  
Cathy Graves  
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: 05-0439

Assessor Parcel Number: 026-311-49, 58, 65

Project Location: 1047 17th Ave., Santa Cruz, CA 95062

**Project Description: Proposal to create a Master Occupancy Program for the Ledyard Camus to include two warehouse buildings, one operations building and one corporate office building.**

**Person or Agency Proposing Project: Ron Powers for Powers Land Planning**

**Contact Phone Number: (831) 426-1663**

- 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: Class 1 - Existing Facilities (Section 15301)

**F. Reasons why the project is exempt:**

Proposal to recognize the existing uses and review parking, landscaping and signage. Includes a conversion of one structure from an warehouse/industrial use to an ancillary office, with only minimal changes to the exterior of the building.

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

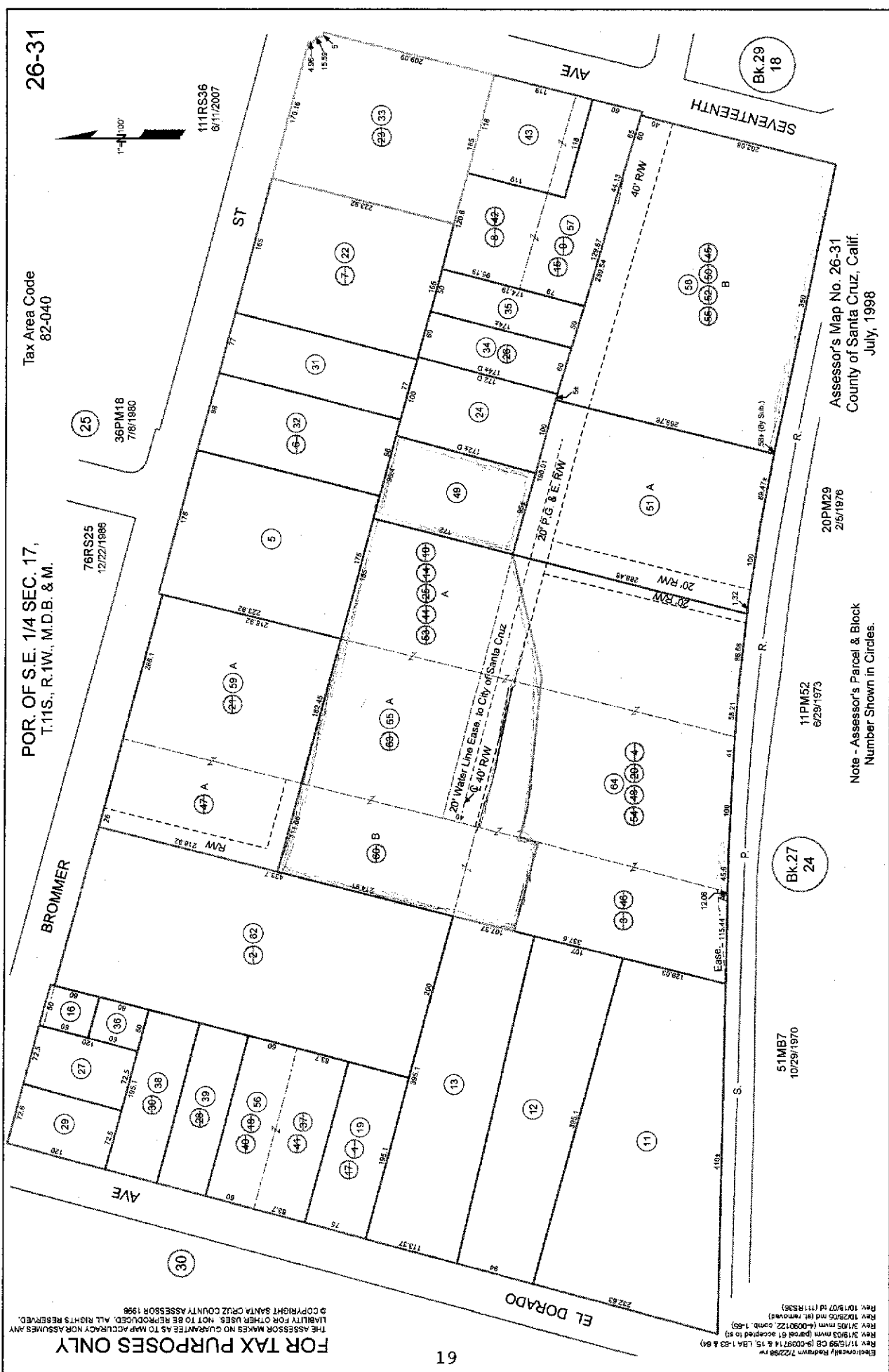
\_\_\_\_\_  
Cathy Graves, Project Planner

Date: \_\_\_\_\_

# Parcel and Permit History

Current Parcel No.	Former Parcel Nos.	Permits*	Date	Purpose
026-311-49	None	32073	12/05/1972	Construct warehouse
		D-73-12-4	01/04/1974	Install signs
		58598	12/12/1978	Office & partition walls
026-311-58	026-311-45	D-68-11-13	11/27/1968	Construct warehouse with variance
		11094	03/11/1969	Construct warehouse
	026-311-50	None		
	026-311-52	75-157-MLD	03/13/1975	Created parcels 51 & 52
	026-311-55	None		
	026-311-58	79-1433-PD	02/01/1980	Amend D-68-11-13 to construct 12,000 s.f. addition
		80-505-PD	06/20/1980	Free-standing directory sign
		81-45-PD	03/20/1981	Amend 79-1433-PD to construct a 7,200 s.f. addition
		82-188-PD	05/28/1982	Extension of 81-45-PD
		95-0128	01/02/1996	Construct 6' high chain link fence
		99-0033	05/21/1999	Construct 9,999 s.f. warehouse addition & variance
		123920	12/01/1999	Construct addition
026-311-65	026-311-10	None		Numerous permits issued under this parcel number for what is now APN 026-311-64
	026-311-14	None		Numerous permits issued under this parcel number for what is now APN 026-311-64
	026-311-25	None		Construct 1-story warehouse with office
	026-311-44	14327	10/27/1969	Construct warehouse (issued to APN 026-311-48, prior to MLD)
	026-311-53	74-758-PD	10/10/1974	Extension of 74-758-PD (clarifies that warehouse is 40,000 s.f.)
		75-1059-PD	02/17/1976	Construct 1-story warehouse
		50707	02/07/1977	Change use of portion of warehouse to woodworking
		78-1137-PD	08/18/1978	Install office & partition walls
		58598	12/12/1978	Change use of portion of warehouse to wood sailboat manufacturing
		79-53-PD	02/09/1979	Change use of portion of warehouse to bank check filing
		79-245-PD	03/09/1979	Install interior partitions in warehouse
		59497	03/19/1979	Change use of portion of warehouse for fiberglass sailboat manufacturing
		79-412-PD	04/20/1979	Change use of portion of warehouse for sailboat manufacturing
		81-911-PD	12/18/1981	Use portion of warehouse for Beach Parking Program storage
		84-0653-MV	06/22/1984	Lot Line Adjustment (with -46) & parking plan revision
		95-0822	09/15/1996	Lot Line Adjustment (with -46 & 53) & parking plan revision
		98-0344	10/09/1998	Addition to warehouse & recognize parking on -64
	026-311-63	00-0198	05/18/2001	Recognize addition
		129576	03/06/2002	Recognize addition, combine APN -60 & -63, rescind parking agreement w/APN -64
		04-0228	12/03/2004	Denied permit to construct wireless communication facility
	026-311-65	06-0701	01/23/2008	

\* Does not include minor building permits such as stand-alone re-roof, electrical and plumbing.



26-31

Tax Area Code  
82-040

POR. OF S.E. 1/4 SEC. 17,  
T.11S., R.1W., M.D.B. & M.

**FOR TAX PURPOSES ONLY**  
THE ASSessor MAKES NO GUARANTEE AS TO MAP ACCURACY NOR ASSUMES ANY  
LIABILITY FOR OTHER USES. NOT TO BE REPRODUCED. ALL RIGHTS RESERVED.  
© COPYRIGHT SANTA CRUZ COUNTY ASSESSOR 1998

Assessor's Map No. 26-31  
County of Santa Cruz, Calif.  
July, 1998

Note - Assessor's Parcel & Block  
Number Shown in Circles.

Bk 29  
18

Bk 27  
24

51MB7  
10/29/1970

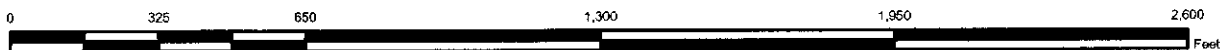
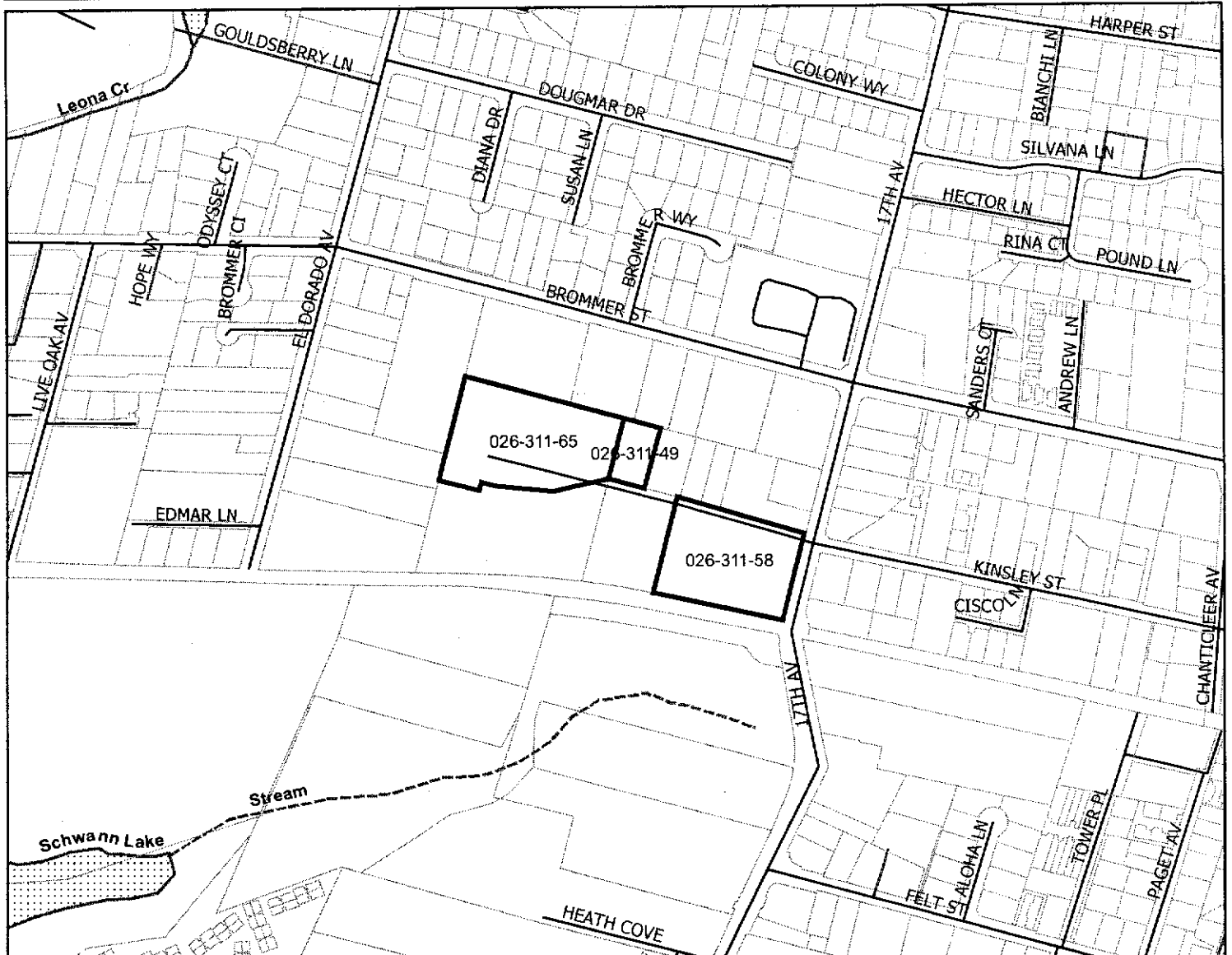
20PM29  
2/5/1976

11PM52  
6/29/1973





Electronically Redrawn 7/22/98 by  
Rev. 11/15/99 CB (9-009914 & 15, LBA 1-63 & 64)  
Rev. 3/18/03 mmm (9-009122, comp. 1-63)  
Rev. 10/28/05 and (rel. removed)  
Rev. 10/19/07 id (1118336)

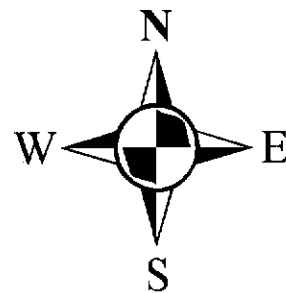


# Location Map



## Legend

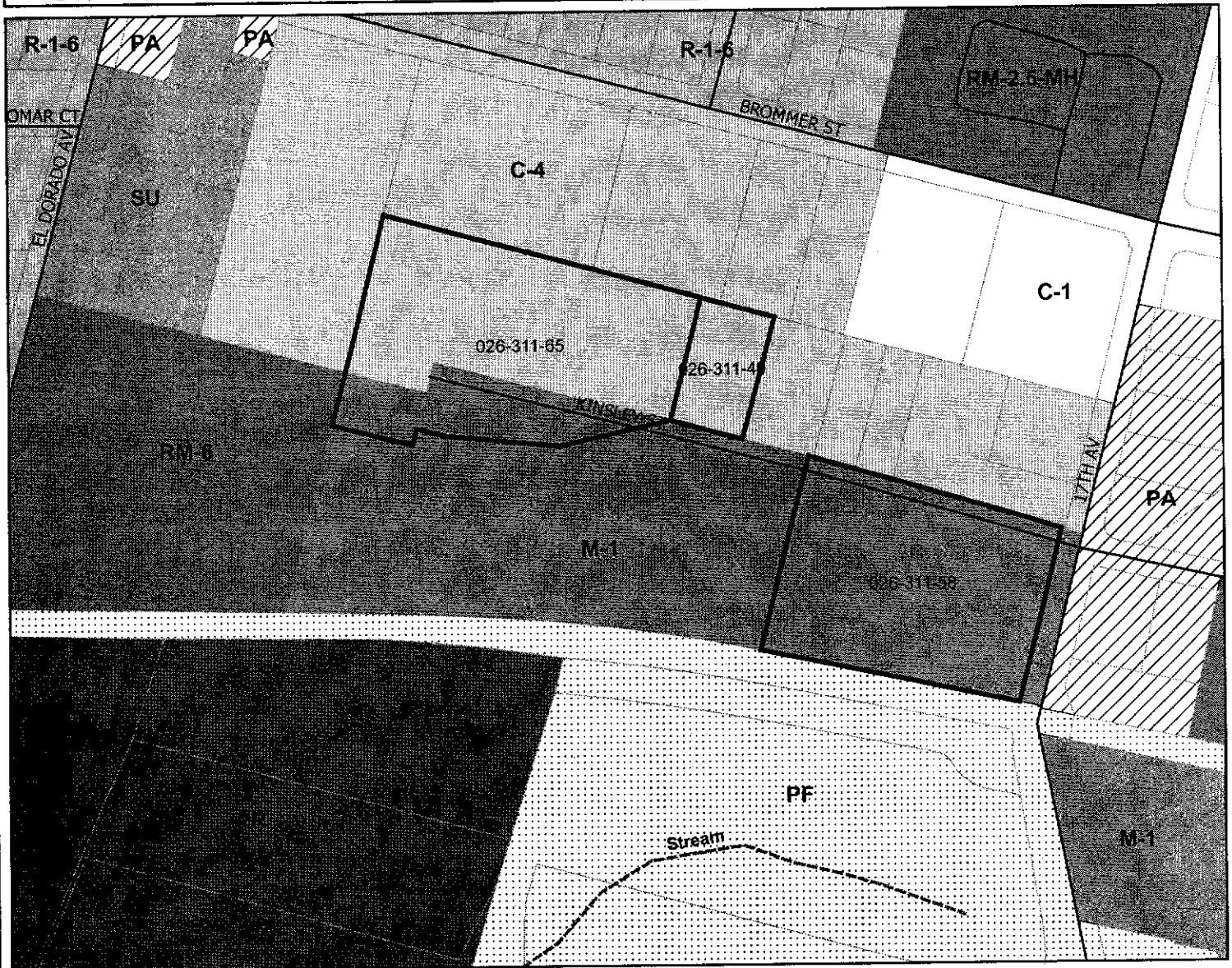
-  Assessors Parcels selection
-  Assessors Parcels
-  Streets
-  Lakes
-  INTERMITTENT STREAM



Map Created by  
County of Santa Cruz  
Planning Department  
July 2005

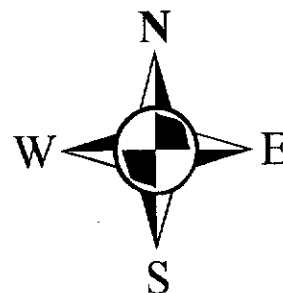


# Zoning Map



## Legend

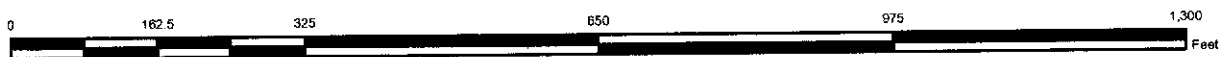
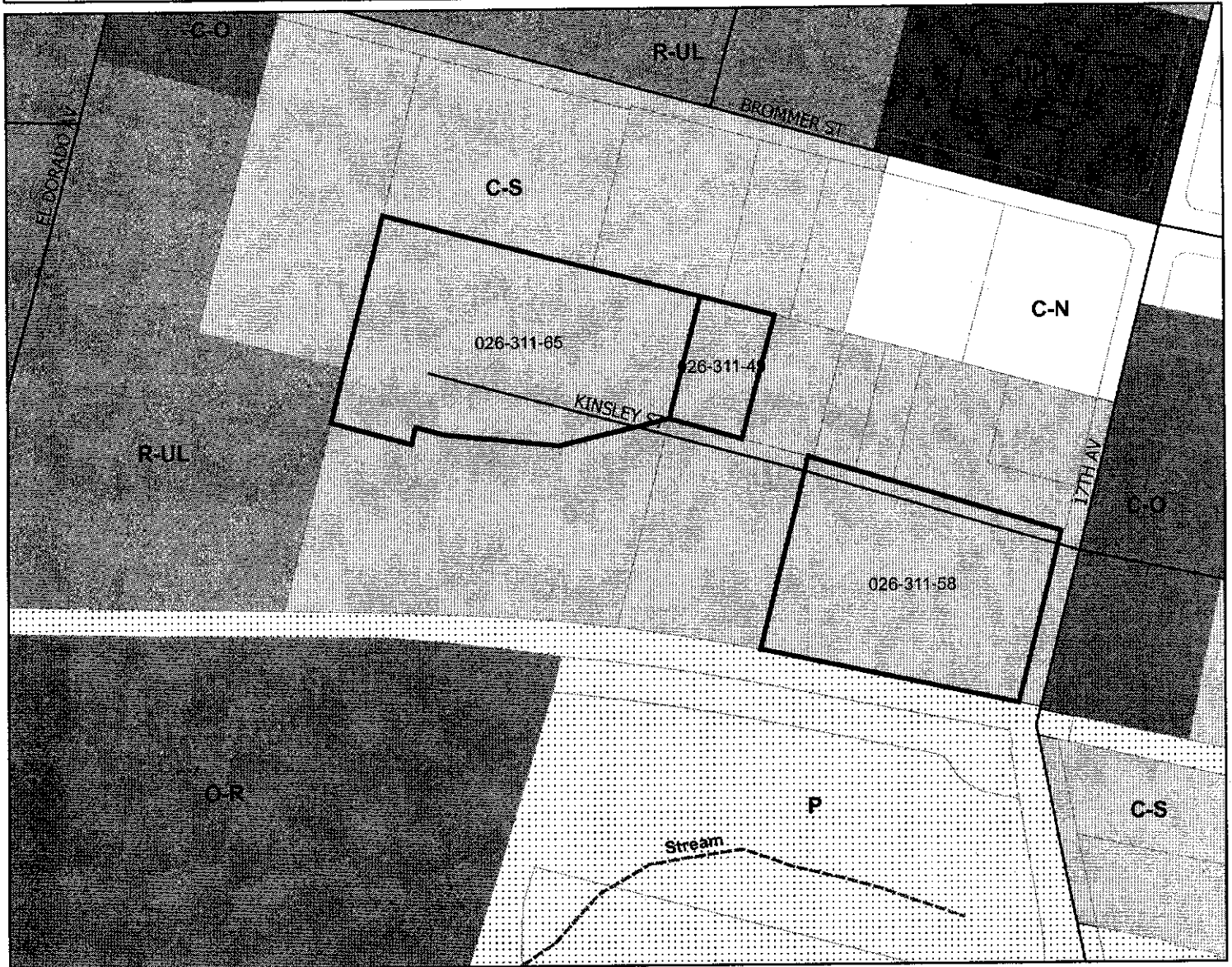
- Assessors Parcels selection
- Streets
- Assessors Parcels
- INTERMITTENT STREAM
- COMMERCIAL SERVICE (C-4)
- COMMERCIAL-NEIGHBORHOOD (C-1)
- LIGHT INDUSTRIAL (M-1)
- RESIDENTIAL-MULTI FAMILY (RM)
- COMMERCIAL-PROF OFFICE (PA)
- PARK (PR)
- SPECIAL USE (SU)
- PUBLIC FACILITY (PF)
- RESIDENTIAL-SINGLE FAMILY (R-1)



Map Created by  
County of Santa Cruz  
Planning Department  
July 2005

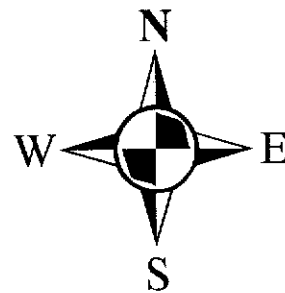


# General Plan Designation Map



## Legend

- Assessors Parcels selection
- Streets
- Assessors Parcels
- INTERMITTENT STREAM
- Commercial-Service (C-S)
- Residential - Urban Low Density (R-UL)
- Commercial-Neighborhood (C-N)
- Parks and Recreation (O-R)
- Public Facilities (P)
- Residential - Urban High Density (R-UH)
- Commercial-Office (C-O)



Map Created by  
County of Santa Cruz  
Planning Department  
July 2005

September 10, 2003

Ron Powers  
Richard Beale Land Use Planning  
100 Doyle Street, Suite E  
Santa Cruz, CA 95062

RE: Ledyard Commercial Development Permit (Master Plan)

Dear Ron:

I have prepared a trip generation estimate for the proposed Ledyard Master Plan. Attached is the spreadsheet which presents both an estimate of trip generation for approved conditions at the Ledyard site and for the Master Plan Conditions which you have described to me.

Based on those conditions the change in trip generation is minimal. I have estimated that the Master Plan conditions will increase trip generation to the site by 84 trips per day, 7 trips in the am peak hour, and 12 trips in the pm peak hour. Since the County's standard of 20 trips per hour during the pm peak is not exceeded then the project is not considered significant to warrant a full traffic analysis.

The trip generation estimates were prepared using the Institute of Transportation Engineers' "Trip Generation" wherever a County rate was not available. I have separated out the office uses from the warehouse categories to reflect the higher trip generation for this category. The single tenant office seemed the most appropriate category for this type of use.

Please let me know if you have any questions.

Sincerely,



Ron Marquez, P.E.

Ledyard  
Trip Generation Estimate  
Nov-03

**Existing Conditions**

Use	# (sq. ft.)	Trip rate/ day/1000	Total Daily Trips	Trip rate/ am/1000	Am Peak Trips	Trip rate/ pm/1000	PM Peak Trips
<b>Building 1053</b>							
Freezer and Storage	43,545	5	218	0.57	25	0.74	32
<b>Building 1053.5</b>							
Paving Contractor Yrd	21,750	1	22	0.2	4	0.2	4
Office	3,510	11.5	40	1.78	6	1.73	6
<b>Building 1047</b>							
Office	200	11.5	2	1.78	0	1.73	0
Warehouse	10,300	5	52	0.57	6	0.74	8
<b>Building 1005</b>							
Warehouse	33,756	5	169	0.57	19	0.74	25
		<b>Total daily</b>	<b>502</b>	<b>AM Peak Trips</b>	<b>61</b>	<b>PM Peak Trips</b>	<b>76</b>

**Master Plan**

Use	# (sq. ft.)	Trip rate/ day	Total Daily Trips	Trip rate/ am	Am Peak Trips	Trip rate/ pm	PM Peak Trips
<b>Building 1053</b>							
Freezer and Storage	47,145	5	236	0.57	27	0.74	35
<b>Building 1053.5</b>							
Office	1,710	11.5	20	1.78	3	1.73	3
Storage	1,800	5	9	0.57	1	0.74	1
<b>Building 1047</b>							
Office	12,701	11.5	146	1.78	23	1.73	22
Storage	2,025	5	10	0.57	1	0.74	1
<b>Building 1005</b>							
Warehouse	33,756	5	169	0.57	19	0.74	25
		<b>Total daily</b>	<b>589</b>	<b>AM Peak Trips</b>	<b>74</b>	<b>PM Peak Trips</b>	<b>88</b>

Office trip generation rate from ITE for "Single Tenant Office"



**C O U N T Y   O F   S A N T A   C R U Z**  
**DISCRETIONARY APPLICATION COMMENTS**

Project Planner: Cathy Graves  
Application No.: 05-0439  
APN: 026-311-49

Date: April 11, 2008  
Time: 11:48:24  
Page: 1

**Dpw Road Engineering Completeness Comments**

LATEST COMMENTS HAVE **NOT YET** BEEN SENT TO PLANNER FOR THIS AGENCY

===== REVIEW ON JULY 26, 2005 BY GREG J MARTIN =====

The plans are shown for the existing industrial use. Number each parking space on the plans. Provide typical dimensions and label S or C for standard and compact spaces. Non-standards spaces should be individually dimensioned. Dimension parking aisles.

Existing industrial operations are recommended to address truck circulation through a truck turn template analysis and a truck turnaround. The proposed improvements should be tied to the existing industrial operations and the Master Occupancy Plan.

The number of parking spaces required for existing industrial operations is provided on the plans. However, each individual space should be assigned to a building.

For the commercial uses listed provide a detailed listing of the parking requirements for each building on a separate plan sheet which shows the site and each numbered parking space. Provide typical dimensions and label S or C for standard and compact spaces. Non-standards spaces should be individually dimensioned. Dimension parking aisles. Each individual space should be assigned to a building.

Any commercial uses should have pedestrian facilities to current standards (which includes landscaping) from store frontages to the County pedestrian facilities on 17th Avenue. This may require parking restrictions. In a letter of response, please indicate how parking restrictions will be enforced.

If you have any questions please call Greg Martin at 831-454-2811. ===== UPDATED ON FEBRUARY 6, 2006 BY GREG J MARTIN =====

The list of potential uses includes those for which we would recommend pedestrian access. We recommend those uses be removed from the list or pedestrian facilities to current standards be constructed (which includes landscaping) from store frontages to the County pedestrian facilities on 17th Avenue.

If you have any questions please call Greg Martin at 831-454-2811. ===== UPDATED ON DECEMBER 28, 2006 BY GREG J MARTIN =====

Previous comments not addressed. ===== UPDATED ON APRIL 13, 2007 BY GREG J MARTIN =====

Completeness:

-----  
-----All applicable sheets should show the driveway and its intersection with 17th Avenue properly with sidewalks, curb and gutter, and sidewalk ramps.  
-----

-----  
-----Existi industrial operations are recommended to address truck circulation through a truck turn template analysis and a truck turnaround. The proposed improvements should be tied to the existing industrial operations and the Master Occupancy Plan. The number of parking spaces required for existing industrial operations is provided on the

Discretionary Comments - Continued

Project Planner: Cathy Graves  
Application No.: 05-0439  
APN: 026-311-49

Date: April 11, 2008  
Time: 11:48:24  
Page: 2

plans. However, each individual space should be assigned to a building.

-----For the commercial uses listed provide a detailed listing of the parking requirements for each building on a separate plan sheet which shows the site and each numbered parking space. Provide typical dimensions and label S or C for standard and compact spaces. Non-standards spaces should be individually dimensioned. Dimension parking aisles. Each individual space should be assigned to a building.

-----Miscellaneous:

Any commercial uses should have pedestrian facilities to current standards (which includes landscaping) from store frontages to the County pedestrian facilities on 17th Avenue. This may require parking restrictions. In a letter of response, please indicate how parking restrictions will be enforced.

-----Its our understanding that pedestrian improvements are required for ADA access. These improvements are required to be grade separated when adjacent to vehicle travel lanes.

-----All sheets should show the driveway and its intersection with 17th Avenue properly with sidewalks, curb and gutter, and sidewalk ramps.

The crosswalk, stop bar, and legend at the driveway entrance on 17th Avenue should be restriped with thermoplastic. The crosswalk should be a striped using a -ladder-configuration. An edge line for the traveled way is recommended on both sides of the driveway internally.

-----Plan sheets should not contain, "Possible", in their heading. ===== UPDATED ON NOVEMBER 6, 2007 BY GREG J MARTIN =====  
Completeness:

All applicable sheets should show the driveway and its intersection with 17th Avenue properly with sidewalks, curb and gutter, and sidewalk ramps.

-----Existing industrial operations are recommended to address truck circulation through a truck turn template analysis and a truck turnaround. The proposed improvements should be tied to the existing industrial operations and the Master Occupancy Plan. The number of parking spaces required for existing industrial operations is provided on the plans. However, each individual space should be assigned to a building.

-----For the commercial uses listed provide a detailed listing of the parking requirements for each building on a separate plan sheet which shows the site and each numbered parking

Discretionary Comments - Continued

Project Planner: Cathy Graves  
Application No.: 05-0439  
APN: 026-311-49

Date: April 11, 2008  
Time: 11:48:24  
Page: 3

space. Provide typical dimensions and label S or C for standard and compact spaces. Non-standards spaces should be individually dimensioned. Dimension parking aisles. Each individual space should be assigned to a building.

----- Miscellaneous: -----

Any commercial uses should have pedestrian facilities to current standards (which includes landscaping) from store frontages to

the County pedestrian facilities on 17th Avenue. This may require parking restrictions. In a letter of response, please indicate how parking restrictions will be enforced.

----- Its our understanding that pedestrian improvements are required for ADA access. These improvements are required to be grade separated when adjacent to vehicle travel lanes.

----- All sheets should show the driveway and its intersection with 17th Avenue properly with sidewalks, curb and gutter, and sidewalk ramps.

The crosswalk, stop bar, and legend at the driveway entrance on 17th Avenue should be restriped with thermoplastic. The crosswalk should be a striped using a -ladder-configuration. An edge line for the traveled way is recommended on both sides of the driveway internally. ===== UPDATED ON JANUARY 15, 2008 BY GREG J MARTIN =====

No comment.

**Dpw Road Engineering Miscellaneous Comments**

LATEST COMMENTS HAVE **NOT YET** BEEN SENT TO PLANNER FOR THIS AGENCY

===== UPDATED ON JANUARY 15, 2008 BY GREG J MARTIN =====

**Environmental Health Completeness Comments**

===== REVIEW ON AUGUST 5, 2005 BY JIM G SAFRANEK ===== No comment.  
===== UPDATED ON AUGUST 5, 2005 BY JIM G SAFRANEK =====

**Environmental Health Miscellaneous Comments**

===== REVIEW ON AUGUST 5, 2005 BY JIM G SAFRANEK =====  
If hazardous materials or hazardous waste are to be used, stored or generated on site, contact the appropriate Hazardous Material Inspector in Environmental Health at 454-2022 to determine if a permit is required.  
===== UPDATED ON AUGUST 5, 2005 BY JIM G SAFRANEK ===== Check EHS review fee

Discretionary Comments - Continued

Project Planner: Cathy Graves  
Application No.: 05-0439  
APN: 026-311-49

Date: April 11, 2008  
Time: 11:48:24  
Page: 4

---

for new fiscal year and charge applicant as needed

# COUNTY OF SANTA CRUZ

## INTER-OFFICE CORRESPONDENCE

**DATE:** November 8, 2007  
**TO:** Cathy Graves, Planning Department, Project Planner  
**FROM:** Melissa Allen, Redevelopment Agency Project Manager  
**SUBJECT:** Application **05-0439, 5<sup>th</sup> Routing**, APN 026-311-49, -58, and -65, 1047 and 1055 17<sup>th</sup> Ave. (04-0228 on APN 026-331-60, -63, & -64, 1332 Brommer St., 1053 & 1055 17<sup>th</sup> Ave., LO)

---

The applicant is proposing to create a Master Occupancy Plan for **Ledyard Campus** to include two main warehouse buildings, one operations building and one corporate office building, and includes a review of existing parking, and minor landscaping and entry signage. The project requires an Amendment to Commercial Development Permits 99-0033, 00-0198 and 04-0228. The property is located on the west side of 17th Avenue about 200 feet north of the Union Pacific Railroad tracks. Site addresses are 1047 17<sup>th</sup> Avenue, 1005 17th Avenue, 1053 17th Avenue, and 1332 Brommer Street.

This application was considered at an Engineering Review Group (ERG) meeting on July 20, 2005 and on February 1, 2006. The Redevelopment Agency (RDA) previously commented on this application on August 11, 2005 and March 3, 2006 (and previously on Development Permit application 04-0228). Attached are the previous RDA comments for this application. Some items are remaining that RDA encourages Planning to consider in the review of this application. These are reiterated below, together with additional RDA comments regarding this routing of the proposed project.

RDA encourages that the following items be addressed on the project plans or by project conditions:

### Project Access, Circulation, and Road Improvements

1. All plans relative to the 17<sup>th</sup> Avenue improvements and the campus entry should be consistent and include clear details and labeling of existing and proposed roadside improvements consistent with the County Design Criteria (e.g. paving, curb and gutter, sidewalk, sidewalk wrap around, ramps, striping, etc.), trees and landscaping to ensure there are not conflicts with existing improvements, e.g. drainage facilities, street trees, etc. (This portion of the site is not shown on the aerial photo exhibit).
2. The project should be required to re-pave or slurry the project entry/primary driveway through the campus and parking areas as needed and to stripe (pursuant to a required striping plan) in order to clearly demarcate and define the travel lanes, edge lines, and parking spaces associated with this application. The pedestrian crossing across the main entry drive at 17<sup>th</sup> Avenue shall be clearly delineated with "ladder" striping.

### Street Trees and Landscaping

3. RDA requires the existing street trees along 17<sup>th</sup> Avenue be preserved and maintained. The property owner/applicant should be required to provide in-kind (e.g. large box size) replacement trees if these trees are damaged. RDA encourages the installation of additional trees and landscaping onsite where feasible.

### Miscellaneous

4. RDA suggests that the proposed improvements shown on the "Possible Campus Improvements" plan (Sheet A9) be completed in conjunction with this project, especially the pedestrian/accessible access improvements.
5. If not done, Planning should require that maintenance agreements be created and recorded for all of the properties sharing the entry road and any other primary shared facilities.
6. As a note, future proposals on other properties in this area that involve an intensification or expansion of use should be responsible for providing additional campus improvements as needed.

Application Ledyard #05-0439

5<sup>th</sup> Routing

RDA Comments

The items and issues referenced above should be evaluated as part of this application or addressed by conditions of approval. RDA would like to see future routings of this project if there are changes related to the comments or issues of concern identified by RDA. The Redevelopment Agency appreciates this opportunity to comment.

Thank you.

cc: Betsey Lynberg, RDA Administrator  
Paul Rodrigues, RDA Capital Projects Manager  
Greg Martin, DPW Road Engineering  
Jan Beautz, District Supervisor

**Accessibility: Preliminary Project Comments for Development Review**  
**County of Santa Cruz Planning Department**

Date: January 34, 2007 *Revised: January 30, 2008*

Application Number: 05-0439

Planner: Cathy Graves

APN: 026-311-49, 58, 65

Dear Cathy,

A preliminary review of the above project plans was conducted to determine accessibility issues. The following comments are to be applied to the project design.

**Please have the applicant provide a written response to each of these comments.**

**Updated comments are dated 11-14-07. These comments do not address any response or lack of response to the code issues presented in the June 13, 2007 Special Inspection report by Sean Livingston.**

**Note: Santa Cruz County will adopt a new California Building Code, with the effective date January 1, 2008. Building Permit Applications made on or after January 1, 2008 will be subject to the new codes.**

Please refer to the attached brochure entitled Accessibility Requirements - Building Plan Check which can also be found at the County of Santa Cruz Planning Department website:

[http://www.sccoplanning.com/brochures/access\\_plancheck.htm](http://www.sccoplanning.com/brochures/access_plancheck.htm)

This document is an information source for the designer when preparing drawings for building plan check.

*Please use the terms "accessible" or "disabled access" in lieu of the words "handicapped" (negative connotation), or "ADA" (not within the county's jurisdiction) for all notations and specifications.*

**1/30/08 Resolved.**

**Project Description:** Existing Building Renovation

**Ledyard Campus Master Plan**

Please provide a thorough description of all new work to be recognized "as built". Show clearly on the plans what areas are new and require accessibility designs per CBC 11B. Existing buildings that are altered are also required to meet 1134B upgrades.

*11-14-07 Not resolved*

*1005 - Proposed work or As-Built work is not specified.*

*1047 - Proposed work or As-Built work is not specified.*

*1053 - Proposed work or As-Built work is not specified.*

**1/30/08 Resolved**

**Determination of Occupancy:** Please apply specific requirements per CBC code sections 1104B thru 1111B.

The occupancy and construction type are to be noted in the Project Data section on the cover sheet of the plans.

*Please label the construction type of each building. Please also show the specific occupancy of each building and any mixed-use areas/occupancies within each building.*

*11-14-07 Not resolved.*

*No occupancy classifications or construction types are specified.*

**1/30/08 Resolved**

**CBC Section 1103B - Building Accessibility**

Accessibility to buildings or portions of buildings shall be provided for all occupancy classifications except as modified by this section. Occupancy requirements in this chapter may modify general requirements, but never to the exclusion of them. Multistory buildings must provide access by ramp or elevator.

*Executive Office Building 1047 appears to have a compliant elevator for the second level access. Please specify if the building has a "Supervised Automatic Sprinkler" system installed, which will provide an exception to the required Area for Evacuation Assistance per CBC 1114B.2.*

**1/30/08 Conditionally resolved.** Accessibility compliance will be verified upon submittal of permit for legalization of As-Built interior renovations, at which time, the structure must demonstrate full accessibility compliance according to

Accessibility: Preliminary Comments for Discretionary Review

11-14-07 (Revised 1/30/08)

05-0439

Page 2

the 2007 California Building Code. Exterior features of the site and building do not indicate any significant obstacles to disabled access.

Cold Storage Building 1053 shows stairs to the main entrance, which are not accessible

**1/30/08 Resolved.** No renovations are proposed for this structure.

1105, 1047, 1053 –No interior accessibility details are shown on the floor plan. Provide interior accessibility details.

**1/30/08 N/A**

**CBC 1114B.1.2 Accessible Route of Travel**

At least one accessible route within the boundary of the site shall be provided from public transportation stops, accessible parking and accessible passenger loading zones, other buildings on the site, and public streets or sidewalks, to the accessible building entrance they serve. Refer also to 1127B for Exterior Routes of Travel. Where more than one route is provided, all routes shall be accessible. All spot elevations, slopes, cross slopes, ramps, stairs, curb ramps, striping, signage and any other accessible requirements are to be shown on the plans.

Please provide a Site Accessibility Plan that specifically calls out all of the required routes of travel listed above.

11-14-07 Not fully resolved

1005 - No Route of Travel is provided for the 'accessible' wheelchair lift. Provide ramp, entry wheelchair and exterior Path of Travel details from the accessible parking areas to the accessible entries. Provide documentation of the prior approval of the wheelchair lift.

1047 – Provide accessible entry and exterior Route of Travel details

1053 - The Route of Travel is not clear defined from the Operations bldg to the accessible building entry. Provide ramp, entry and Route of Travel details to both entries.

**1/30/08 Resolved.** Notes: 1005 - No work proposed except accessible parking ( barrier Removal), 1047-

Accessibility compliance will be assessed at review of building permit application for As-Built construction, 1053 – Building must maintain compliance with accessibility details and requirements applicable to building permit #123920.

**CBC 1129B Accessible Parking Required**

Each lot or parking structure where parking is provided for the public as clients, guests or employees, shall provide accessible parking as required by this section.

Even though the number of accessible spaces appears to be compliant with CBC Table 11B-6, please include this information in the parking data sections of the plans.

Please also provide dimensions, and slopes for the proposed accessible parking spaces. Include paths of travel to the building entrances served.

11-14-07 Not resolved.

Accessible parking space data, as requested, is not provided.

**1/30/08 Conditionally resolved.** The proposed accessible parking spaces will be categorized as 'Barrier Removal' (ref: CBC 1134B.2.1.3) and must comply with only those applicable features. Please note that the proposed accessible parking space located on the west side of 1053 must demonstrate access to a Path of Travel – to an entry. Current plans do not indicate this exterior Path of Travel. Also, the proposed accessible parking alterations will require a building permit application. SCC 12.10.215 (j)

**Path of Travel Verification Form** (refer to brochure)

To be submitted at the time of Building Permit application.



**CBC 1133B General Accessibility for Entrances, Exits and Paths of Travel**

Provide an Egress Plan showing maneuvering clearances at all doorways, passageways, and landings.

*Please provide a complete egress plan for the Executive Office Building 1047. Designate all exit access routes, exits, and exit discharge routes. All are to be accessible.*

*Please show occupant loads, cumulative loads, and solve intervening room problems (such as Communications 132). Exit access may not pass through storage rooms (such as Exhibit 150).*

*Some of the interior doorways do not have sufficient maneuvering clearance on the strike side (such as rooms 112, 134, 143).*

*The second floor has several similar egress problems, especially the stairways and intervening rooms. Please provide all egress design solutions for the building.*

*11-14-07 Not resolved.*

*Requested information is not provided.*

*1/30/08 Conditionally resolved. Accessibility compliance must be demonstrated in As-Built building permit application.*

**Plumbing Fixture Requirements – Accessible Restrooms**

Please refer to the 2001 California Plumbing Code, Table 4-1 for plumbing fixture requirements for this occupancy.

*Please provide a plumbing fixture schedule that shows compliance with CPC Table 4-1 based on the occupant load for the building.*

*Show complying accessible restrooms with dimensions, maneuvering clearance, and features.*

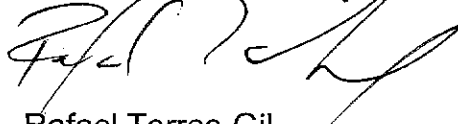
*11-14-07 Not Resolved.*

*Requested information is not provided*

*1/30/08 Conditionally resolved. See above note pertaining to 1047*

Please note that this is only a preliminary review to determine major accessibility issues. This is not a complete accessible plan check. A complete accessible plan check will be conducted at the time of building permit application review. The plans submitted for building plan check review will need to include complete details and specifications for all of the accessible issues in the California Building code. Therefore, there may be additional comments when applying for a building permit and responding to the Building Plan Check process.

Please contact me with any questions regarding these comments.



Rafael Torres-Gil  
Supervising Building Inspector  
County of Santa Cruz Planning Department  
(831) 454-3174  
pln146@co.santa-cruz.ca.us



# COUNTY OF SANTA CRUZ

## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060  
(831) 454-2580 FAX: (831) 454-2131 TDD: (831) 454-2123

TOM BURNS, PLANNING DIRECTOR

June 13, 2007

Richard Fontana, President & CEO of Ledyard  
1047 17<sup>th</sup> Avenue  
Santa Cruz, CA 95062

Subject: **Special Inspection** to determine "**As-built**" occupancy conversion requirements for Assessor's Parcel # 026-311-49, Permit # 146891  
Owner: **Ledyard Properties**

Dear Mr. Fontana,

This letter is the follow up report for the occupancy conversion inspection I conducted on June 1, 2007 for your facility at 1047 17<sup>th</sup> Avenue, Santa Cruz, CA. The intent of my report is to provide you with the current occupancy construction conversion requirements necessary, so that you may have a successful transition through the planning, construction and inspection process. The building has had extensive remodeling, an increase in occupant load, occupancy changes and has been occupied without the benefit of building permits, inspections and a certificate of occupancy. Per the requirements of the 2001 California Building Code (CBC), sec. 3405 and sec.109, this structure should not be occupied prior to the Building Officials issuance of a "**Certificate of Occupancy**". A building permit is required for this conversion Per CBC sec.109 and the conclusions in this report shall be incorporated into your building application submittal. The following is a schedule of the building occupancies and construction requirements per the currently adopted 2001 California State Codes, Building Code (CBC), Plumbing Code (CPC), Mechanical Code (CMC); the 2004 Electrical Code (NEC) and 2005 Energy Code (CEC). This report **does not** include any observations for structural requirements during the course of the "**as-built**" construction.

### Proposed structure

The original structure was a two story, concrete exterior wall tilt up, with zero setbacks on each of the east side yard and north rear yard with no penetrations, with mixed occupancy including B, F-2 and S-3. The structure is proposed as a 14,725 sq. ft., two story, **B occupancy**, type V-N, with an automatic fire sprinkler system. The base floor area for this structure is 8,000 sq. ft per floor with two stories for a total of 16,000 sq. ft.

### Inspection Conclusions

The structure as inspected at your building site, with plans provided by you is a two story, concrete tilt up, with no penetrations on either of the zero setback lot lines, with a 14,725 sq. ft., two story, **mixed occupancy**, B, A-3, M, S-1, S-3, type V-N, with an automatic fire sprinkler system throughout the building. The base floor area for this structure is 8,000 sq. ft per floor, with two stories

for a total of 16,000 sq. ft. The CBC sec. 505.3 allows the area of a building with an automatic fire sprinkler system throughout (when not used for a decrease in construction type or a height increase) to be doubled so that the maximum base floor area for this building is 16,000 sq. ft. per floor, for a total of 32,000 sq. ft. for a multi-story building.

### Actual Building Occupancies, Square footage & Occupant load

1) First story:

Use	Occupancy	Sq. Footage
Office	B	5,224
Conference	A-3	2,315
Showroom	M	1,021
Maintenance shop	S3	790
Storage	S1	875
		<u>10,225</u>

Second story:

Office	B	<u>4,500</u>
		<b>14,725 Total sq. footage.</b>

2) Calculation for allowable floor area of mixed occupancies is based on CBC Table 5-B and sec. 504.3. The total combined ratio shall be equal to or less than 1:

First story:

Occupancy	B	A-3	M	S1	S3	
Actual Sq. ft.	<u>5,224</u>	<u>2,315</u>	<u>1,021</u>	<u>875</u>	<u>790</u>	= .32 + .19 + .06 + .05 + .04 = .66
Base sq. ft.	16,000	12,000	16,000	16,000	16,000	

Second story:

Occupancy	B	
Actual Sq. ft.	<u>4,500</u>	= .28
Base sq. ft.	16,000	
<b>Total combined ratio = .66 + .28 = .94</b>		

3) Occupant load per occupancy: (based on area use within each occupancy)

First story:

Occupancy	B	A-3	M	S1	S3	
Occupant load	54.74	98.15	32.40	2.65	7.3	= 153.54

Second story:

Occupancy	B	
Occupant load	41.70	
<b>Total occupant load = 153.54 + 41.71 = 195.24</b>		

4) Minimum number of exits required from each occupancy based on CBC Table 10-A, Occupant load

First story:

Occupancy	B	A-3	M	S1	S3
Minimum number of exits:	2	2	1	1	1

Second story:

Occupancy	B
Minimum number of exits:	2

### Analysis of exiting components:

#### First story B Occupancy:

The first story office requires **two exits**. The occupant load is less than 100, with an automatic fire sprinkler system throughout the building. This precludes the requirement for 1 hour rated corridors as an exit component. However, half of the occupant load from the following areas, Outside sales (143), Corridor occupant load (134), Break room (131), and the Copy room (132) exit through the two intervening rooms, the Copy room (132) and Conference/Exhibit room (150). The occupant load from these areas of the exit access **can not** travel through more than one intervening room where two exits are required per CBC sec. 1004.2.2. ex. # 4. The exit from the Conference/Exhibit room (150) to the copy room is not required for the Conference exiting access system but does provide the required exit location for the office exiting system for this office area of the building so that the corridor from this area does not exceed the maximum twenty foot dead end rule per CBC sec.1004.2.6.

The solution would be to convert a portion of the Copy room (132) into a corridor from the Break room (131) to the Conference/Exhibit room (150). This corridor then would only be interrupted by one intervening room, the Conference/Exhibit room (150). The Conference/Exhibit room (150) will have direct access to Corridor (146) leading to the exit discharge. This could resolve exiting through these intervening rooms to the exterior exit discharge for this portion of these office areas.

Additionally all corridors shall be constructed with a minimum width of 44" unless the occupant load can be shown to be less than 50. All exit doors shall be a minimum of 36" wide and shall swing in the direction of exit travel, other than the rooms with an occupant load less than 50.

Means of egress illumination shall be readily visible from any direction of approach. Exit signs shall be located as necessary to clearly indicate the direction of egress travel.

#### Second story B Occupancy:

The second story office area requires a minimum of **two exits** based on occupant load, placed a distance apart equal to or greater than **one half** of the length of the maximum overall existing diagonal dimension of the area served measured in a straight line between the center of such exits or exit-access doorways. The existing second story stair exits have a separation of 23'. The minimum distance is **47'** apart for this exit system based on the overall existing diagonal dimension of the second story floor area per CBC sec. 1004.2.4.

No solution is readily available for this problem. Most likely the main stairway will need to be re-oriented to comply with the required separation. This could also resolve the next problem as well.

The main stairway from the second story Corridor (200) to the first floor Lobby/Reception area (101) does not meet the requirements of stair maximum rise and minimum run. The existing stairs have an approximate rise of seven inches and a run of ten inches. The code rise/run requirement for this occupancy is a maximum rise of seven inches and a minimum run of eleven inches.

Again, means of egress illumination shall be readily visible from any direction of approach.

All stairways which are part of an accessible means of egress shall have a clear width of not less than 48" between handrails, which are required on both sides of the stairways.

#### First story A Occupancy:

The A-3 occupancy Conference/Exhibit area (144) & (150), requires a minimum of **two exits**, based on occupant load, placed a distance apart equal to or greater than **one half** of the length of the maximum overall existing diagonal dimension of the area served measured in a straight line between the center of such exits or exit-access doorways. The existing separation between exits entering corridor (146) is 26'. The minimum distance is **31'** apart for this exit system. This is achieved by the exits entering Corridor (142) and Corridor (146) in the Exhibit room area (150) side of the sound wall. Therefore, the sound wall, if in use, breaks the required exit access component and required exit separation and shall be removed.

First story A Occupancy continued:

All exit doors from the Conference/Exhibit room shall be a minimum of 36" wide and shall swing in the direction of exit travel through the exit discharge to the exterior.

Panic hardware shall be required for all exit doors from the Conference room to Corridors (142) and Corridor (146) and at the exits from these corridors to the exterior exit discharge.

#### Accessibility:

Provisions to provide disabled access applicable to the occupancies within this building shall apply from the accessibility sections of the CBC, such as sec. 1103.2.3 Accessible entrances; sec. 1103.2.4.1 International symbol of accessibility; sec. 1104.1 Means of egress for the following occupancies, group A occupancies sec. 1103.1.2; group B occupancies sec. 1103.1.3; group M occupancies sec. 1103.1.8; group S occupancies sec. 1103.1.10; and Facility accessibility and van accessible parking sec. 1105.

#### Sanitary Facilities:

Existing bathroom facilities for the men include three water closets, one urinal and three lavatories. Existing facilities for the women include four water closets and four lavatories. Per the California Plumbing Code Table 4-1, a minimum of eight water closets, three urinals and five lavatories shall be provided for the men. The women shall be provided 11 water closets and five lavatories.

For accessible bathroom facilities per CBC sec. 1105.2.2, each bathroom shall be accessible and at least one of each type of fixture shall be accessible. This section requires all bathrooms regardless of first or second story location to be accessible. Further, if the required plumbing fixture units are spread out to multiple bathrooms, all bathrooms are required to be accessible with accessible features.

#### Commercial kitchens:

A full schedule for the commercial kitchen shall list the electrical, mechanical and plumbing requirements for all equipment with details for the grease hood and exhaust duct type and installation listing requirements.

#### Occupancy separations:

The Maintenance shop (S3) and Rear Storage room (S1) requires a **one hour** occupancy separation between them.

The Conference/Exhibit room (A-3), Corridor (146) and the Rear Maintenance shop (S-3) require a **three hour** occupancy separation between them.

The Corridor (146) for the A-3 occupancy, Conference/Exhibit room shall be **one hour** rated corridor, with twenty minute rated doors.

#### Title 24 Energy requirements.

All provisions of the non-residential 2005 title 24 energy requirements shall apply to this structure to include, interior and exterior lighting, heating and cooling systems, and insulation systems (cool roof systems). A 2005 title 24 non-residential Energy Certificate of Compliance shall be included with your building application submittal.

### Structural design details:

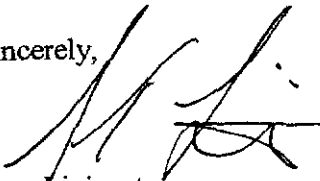
The future permit application shall include "as-built" engineering, construction details, and design for all occupancies for the entire building. I have included the brochure with this report for the as-built construction process for the County of Santa Cruz Planning Department to help answer your design submittal questions and eventual inspection process. A building permit per CBC sec.109 is required for the proposed "As-built" conversion for this building. The items addressed in this report shall be incorporated into your building permit application. We also advise that you contact the fire agency, Environmental Health and Sanitation, and other review agencies for possible requirements prior to submitting plans for a building permit.

### Summary

In summary, there is several fire and life safety violations involving exiting, fire resistive wall construction and room and corridor design within the complete re-design of the whole interior of this building. The requirement for approved structural plans, permits and inspections involving as-built construction, energy, and accessibility issues are also noted. These plans are required to be reviewed and stamped by a licensed architect.

This concludes the follow-up report for the occupancy conversion inspection. Should you have further questions concerning this report, please contact me at: (831) 454-3096, or e-mail: [sean.livingston@co.santa-cruz.ca.us](mailto:sean.livingston@co.santa-cruz.ca.us)

Sincerely,



Sean Livingston  
Senior Building Inspector



## County of Santa Cruz

PLANNING DEPARTMENT  
701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060  
(831) 454-2580 FAX: (831) 454-2131 TDD: (831) 454-2123  
TOM BURNS, PLANNING DIRECTOR

### Inspection Procedures for As-Built Structures

The department is receiving an increasing number of building permit applications for structures which have already been constructed. The permits issued for such structures are based upon approved as-built plans. The inspector signing off as-built plans is being asked to verify that the structure has been constructed in accordance with the approved plans. However, the inspector has not been able to observe the structure during the various stages of construction. This situation can be a difficult one for the inspector as well as the applicant. The procedures to be followed when inspections of such structures are performed as described below.

#### RESPONSIBILITIES OF THE PERMIT HOLDER

- There is a legitimate public expectation that when we issue a permit authorizing construction today, that the work authorized will comply with the codes and ordinances in effect today. Therefore, we review the plans as if you were applying to do the work today. The existing work is the structure as it existed before the work which was done without a permit, not the structure as it exists today.
- Plans must be legible, drawn to recognized architectural standards, and contain the information necessary in order to be reviewed by the applicable review agencies. Plans must include all items which are applicable to the project on the Department checklists for residential or commercial structures. Plans not meeting these requirements will not be accepted.

The following procedures must be followed, if applicable to the permitted work. Items to be exposed should be exposed prior to calling for inspection.

1. Take the necessary measures to verify the location of property lines so that the setbacks shown on the plans can be verified. When the setbacks are in question, a survey by a licensed surveyor will be required if the location of the property lines cannot be definitely verified.
2. If the new work includes a foundation, expose a portion of the foundation so that the size and depth can be determined.
3. If the new work includes a foundation, provide written verification from a testing agency qualified to perform such analysis that the reinforcing steel has been installed according to the approved plans. Ultrasonic, non-destructive testing is typically used for this testing.
4. Make the means of attachment of the structure to the foundation accessible for inspection. When the means of attachment are visible in a crawl space, an access opening must be within 20 feet of the means of attachment, and an access path a minimum of 18 inches in height and width must be available to the inspector. In slab construction the wall coverings must be removed to show the means of attachment.
5. Anchor bolts must comply with the presently adopted code, and their correct installation must be verified by the Building Inspector. Note: The installation instructions on listed

epoxy systems for retrofitting hold downs typically require special inspection, which will be required by the department.

6. Make the components of the electrical system visible by removing cover plates from receptacles, fixtures, sub panels, and services. Pull receptacles and switches out of all boxes.
7. Remove wall coverings from plate to plate in stud bays containing electrical service boxes and subpanels.
8. Remove exterior or interior wall coverings so that all unconventional connections (beam saddles, hold downs, straps, all-thread, etc.) are visible for inspection.
9. If there is a bathroom, remove the wall coverings so that the all supply and waste fittings in one bathroom are visible.
10. If there is a kitchen, remove the wall coverings so that the all supply and waste fittings in the kitchen are visible.
11. If there is a loop vent in the kitchen, remove material so that it is visible.
12. In all cases, at least 25% of the interior wall coverings must be removed, in areas of connections between building elements.
13. Engineered shear nailing and shear nailing at required braced wall panels must be inspected, as follows:
  - a. Trim or other coverings must be removed to accomplish this requirement if necessary.
  - b. When shear nailing is covered with portland cement plaster (stucco), a testing agency qualified to perform such analysis or a licensed engineer other than the project engineer must observe the removal of a minimum of a 4 ft. by 8 ft. section of the exterior stucco, and verify that the shear nailing meets the requirements of the building code and the approved plans. The area removed must show a minimum of 4 ft. of edge nailing of two vertical adjacent pieces of shear plywood, and if applicable to the structure, must show a minimum of 4 ft. of the connection between first and second floors. The testing agency or engineer must verify in writing that the shear plywood when first exposed met the requirements of the building code and the approved plans.
  - c. When shear nailing is covered with wood siding, a testing agency qualified to perform such analysis, or a licensed engineer other than the project engineer must observe the removal of a minimum of a 4 ft. by 8 ft. section of the wood siding, and verify that the shear nailing meets the requirements of the building code and the approved plans. The area removed must show a minimum of 4 ft. of edge nailing of two vertical adjacent pieces of shear plywood, and if applicable to the structure, must show a minimum of 4 ft. of the connection between first and second floors. The testing agency or engineer must verify in writing that the shear plywood when first exposed met the requirements of the building code and the approved plans.
  - d. When shear nailing is covered by roofing materials, a testing agency qualified to perform such analysis or a licensed engineer other than the project engineer must



observe the removal of a minimum of a 4 ft. by 8 ft. section of the wood siding, and verify that the shear nailing meets the requirements of the building code and the approved plans. The area removed must show a minimum of 4 ft. of edge nailing of two adjacent pieces of shear plywood. The testing agency or engineer must verify in writing that the shear plywood when first exposed met the requirements of the building code and the approved plans.

- e. NOTE: If the nailing on the shear exposed does not meet the requirements of the building code and the approved plans, corrective measures must be taken to make the shear plywood comply.
- 14. Make the components of the mechanical system visible by removing cover plates, access panels, and as otherwise required by the inspector. Provide a gas pressure test on all new gas lines.
- 15. Make the components of the plumbing system visible by removing cover plates, access panels, and as otherwise required by the inspector.
- 16. Remove any other wall coverings which the inspector deems necessary to inspect the structure.

Pictures of the work will NOT be accepted in lieu of the inspection procedures described above.

Letters from the project architect or engineer may be accepted in lieu of one or more of the above requirements, provided that the letter states unequivocally that the licensed professional has observed the installation of the item in question and that it complies with the approved plans and specifications, and with the applicable codes. The final determination of acceptance of such letters will be made by the Building Official.

In addition, the inspector may require that an engineer licensed by the state of California:

- Provide written verification by an electrical engineer licensed by the State of California that the electrical system meets present code.
- Provide written verification by a mechanical engineer licensed by the State of California that the mechanical system meets present code.
- Provide written verification by a mechanical engineer licensed by the State of California that the plumbing system meets present code.
- Provide written verification by an engineer licensed by the State of California that the building is structurally sound.

Inspection procedures are found in the administrative provisions of the codes and are not appealable to the Building Board of Appeals. Decisions of the Building Official relative to these procedures can be appealed to the Planning Director, whose decision is final.

#### **RESPONSIBILITIES OF THE INSPECTOR**

1. Verify the setbacks shown on the plans
2. Verify that the foundation is constructed correctly, including:

- a. Size of foundation
  - b. Depth below finished grade
  - c. Amount and placement of reinforcing steel
  - d. Other factors when specified in the approved plan
  - e. Other anchoring devices or systems as specified in the approved plans
3. Verify the attachment of the structure to the foundation, including:
  - a. Anchor bolts
  - b. Holdowns
4. Verify the structural integrity of the structure, including:
  - a. Cripple walls
  - b. Shear wall construction and nailing
  - c. Connections of structural elements
  - d. Other structural elements as specified in the approved plans
5. Verify that the electrical system is installed according to the approved plans and the presently adopted code.
6. Verify that the plumbing systems are installed according to the approved plans and the presently adopted code.
7. Verify that the mechanical systems are installed according to the approved plans and the presently adopted code.
8. Verify that the California Energy Efficiency Standards have been followed according to the approved plans and currently adopted standards.
9. Verify that the California Accessibility Standards have been followed according to the approved plans and currently adopted standards.

---

#### **ACTIVITY ANNOUNCEMENT**

The County of Santa Cruz Planning Department does not discriminate on the basis of a disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs or activities. The Planning Department is located in an accessible facility. If you wish to participate in any Planning program or activity, or wish to receive any Planning service, and you require special assistance, please call the number below at least five days in advance in order to make arrangements.

831-454-3055