

DIRECTOR REPORT

STAFF RECOMMENDATION

Staff recommends the Zoning Administrator approve, with conditions, a Tentative Parcel Map and recommends the Design Director approve, with conditions, the Site Plan and Design Review of the tentative map with deviations to the minimum required public street frontage, to the minimum required lot size, and to the minimum required lot depth for the project known as **Z24-084**. Draft Findings of Fact and Conditions of Approval for the project are included below.

REQUESTED ENTITLEMENTS

1. **Environmental Determination:** Exempt from the provisions of the California Environmental Quality Act (CEQA) under Class 32, Section Number 15332, In-Fill Development.
2. **Tentative Parcel Map** to subdivide one 0.66-acre parcel into four residential lots with one remainder lot.
3. **Site Plan and Design Review** for review of the map with deviations to the minimum required public street frontage, to the minimum required lot size, and to the minimum required lot depth in the single-unit dwelling (R-1) zone.

PROJECT INFORMATION

Location: 2652 Forrest Street, Sacramento, CA 95815

Parcel Number: 263-0163-027-0000

Council District: 2

Applicant/Property Owner: Jassi Avtar
2376 Maritime Dr.,
Elk Grove, CA 95758

Project Planner: Sarah Scott, Assistant Planner, (916) 808-2688

Hearing Date: August 7, 2025

Land Use Information

General Plan Designation: Neighborhood (N)
Community Plan Area: North Sacramento
Specific Plan: N/A
Zoning: R-1 (Single-Unit Dwelling Zone)
Special Planning District: N/A
Planned Unit Development: N/A
Design Review Area: Citywide
Parking District: Traditional
Historic District: N/A
Existing Land Use of Site: Single-Unit Dwelling

Surrounding Zoning and Land Uses

North:	R-1	Single-Unit Dwelling
South:	R-1	Single-Unit Dwelling
East:	R-1	Multi-Unit Dwelling
West:	R-1	Single-Unit Dwelling

Site Characteristics

Existing Property Area:	28,710 square feet / 0.66 acres
Topography:	Flat
Street Improvements:	Existing
Utilities:	Existing

Other Information

Previous Files:	P06-030
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ATTACHMENTS

Attachment 1: Tentative Parcel Map
Attachment 2: Driveway Variance, DRV25-0028

PROPOSED PROJECT AND ANALYSIS

Background

The project site (a portion of lot 15, Altos Acres, Section 13, Rancho Del Paso) is a L-shaped property in the Noralto neighborhood of North Sacramento. The site currently has an existing single-unit dwelling, which is not proposed to be modified. The project site fronts Forrest Street and is surrounded by existing single-unit and multi-unit dwellings.

There is no home construction proposed with this application and any future request to develop the parcels with dwellings will require review and approval of a separate Site Plan and Design Review entitlement.

A similar development was previously approved on January 11, 2007, under P06-030. The lot split had similar dimensions and layout to the currently proposed iteration. The entitlement granted under P06-030 has since expired.

Project Details

The project proposes the subdivision of one 0.66-gross-acre parcel into four residential parcels with one remainder parcel containing the existing single-unit dwelling. The remainder parcel is the only proposed parcel that will front Forrest St. The project requires entitlements for a Tentative Parcel Map (TPM), and Site Plan and Design Review with deviations to the minimum required public street frontage, to the minimum required lot depth, and to the minimum required lot size. No dwelling units or new construction is proposed with this entitlement.

This request requires a public hearing before the Zoning Administrator and Design Director.

Tentative Parcel Map (TPM) and Site Plan and Design Review (SPDR)

The applicant is proposing to subdivide the existing parcel into four new residential parcels and one remainder. Access to the new parcels is proposed through a shared driveway with reciprocal access easements. This map requires deviations to the minimum required public street frontage, the

minimum required lot depth for the R-1 zone, and the minimum required lot size for the R-1 zone. Applicable R-1 zone standards for new lots are shown in Table 1, below.

Table 1: R-1 Development Standards: Lot sizes, width, and depth (17.204.230)							
Lot	Min. Lot Size (sq. ft.): 5,200 / 6,200 (corner)		Min. Lot Width (ft.): 52 (interior) / 62 (corner)		Required Lot Depth (ft.): Min. 80 - Max. 160		Street Frontage Deviation
	Proposed	Deviation	Proposed	Deviation	Proposed	Deviation	
R	6600	N	66	N	100	N	N
1	6730	N	56/66	N	105	N	Y
2	5880	N	56	N	105	N	Y
3	4750	Y	76	N	62.50	Y	Y
4	4570	Y	66	N	62.50	Y	Y

Staff supports the deviation requests as the additional parcels can accommodate residential development at the required density and provides for additional homeownership opportunities in the city. Staff also supports the deviation requests as adequate access and turnaround areas have been provided on site through a private driveway.

Because of the narrow easement that this development will use to access the new parcels, the Fire Department and Recycling and Solid Waste have provided conditions of approval necessary to safely serve the site. The Fire Department has conditioned the shared driveway to be marked as a fire lane on both sides. Recycling and Solid Waste have conditioned a trash plan for any future development. Future development will need to place trash cans on Forrest Street for pickup.

Site Access

Access to the proposed four parcels is from Forrest Street through a 20-foot-wide easement via a driveway located immediately to the right of the existing single-unit dwelling. Because of the location of the existing home, limited space remains for an access easement for the proposed lots to the rear. Because of the narrowness of this space, a driveway variance was required by the Department of Public Works. City Code requires that driveways serving three or more units be 24-foot-wide for the first 20 feet and be located more than 10 feet away from the side property line. The approved variance (DRV25-0028) will allow the proposed 20-foot driveway, which is proposed at the property line, to serve the proposed parcels. The existing single-unit dwelling will be served by an existing driveway just to the left of the proposed driveway easement. The approved variance also allows the proposed driveway to be within 20 feet of the existing driveway.

Currently, Forrest Street permits street parking on both sides. When cars are parked on both sides of the street, it restricts vehicular traffic to a single lane and significantly impedes the turning radius for emergency vehicles. To mitigate this, Public Works has mandated fire lane striping on Forrest Street both in front of the subject property and across the street as a condition of approval. Furthermore, the applicant has incorporated a sweeping driveway design to accommodate the turning radius requirements of larger emergency vehicles, such as a fire truck.

Public Street Frontage

Per City Code Section 17.500.010(C) all subdivisions shall result in lots that can be used or built upon and except for lots within a planned unit development, all residentially zoned lots shall have not less than 20 feet of public street frontage, approved private street frontage, or alley frontage. This project includes a deviation request to create parcels without public street frontage. All of the newly proposed lots (1-4) require a deviation to this requirement. Staff is supportive of this deviation as the additional

lots will provide opportunities for more housing to be developed and additional homeownership opportunities and adequate access to the site has been provided through a private, shared driveway.

Subdivision Review Committee

The proposed map was heard at the Subdivision Review Committee on April 16, 2025. During the meeting, the proposed conditions of approval for the TPM were accepted by the applicant and forwarded by the Committee. The resulting conditions are provided in the Conditions of Approval.

PUBLIC/NEIGHBORHOOD OUTREACH AND COMMENTS

This project was routed to Preservation Sacramento, Civic Thread, Sacramento Area Bicycle Advocates, Neighbors in Action (NIA), Rancho Del Paso Neighborhood Association, North Sacramento Chamber of Commerce, Benito Juarez Neighborhood Association, Noralto-Neighbors United. Staff has not received any comments as of the drafting of this report.

All property owners and residents within 500 feet of the subject site, as well as the neighborhood association, were mailed a public hearing notification. The site was posted with project information after submittal and prior to the Public Hearing.

ENVIRONMENTAL DETERMINATION

Environmental Planning Services of the Community Development Department has reviewed this project and determined that it is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15332, In-Fill Development. The project is consistent with the Neighborhood general plan designation and the R-1 zone. The site is within city limits on a 0.66-acre parcel that is substantially surrounded by developed urban areas. The project has no value as habitat for endangered, rare, or threatened species. Lastly, the site can be adequately served by all required utilities and public services, and approval of the project would not result in any significant effects regarding traffic, noise, air quality, or water quality.

FLOOD HAZARD ZONE

State Law (SB 5) and Planning and Development Code chapter 17.810 require that the city must make specific findings prior to approving certain entitlements for projects within a flood hazard zone. The purpose is to ensure that new developments will have protection from a 200-year flood event or will achieve that protection by 2025. The project site is within a flood hazard zone and is an area covered by SAFCA's Improvements to the State Plan of Flood Control System, and specific findings related to the level of protection have been incorporated as part of this project. Even though the project site is within a flood hazard zone, the local flood management agency, SAFCA, has made adequate progress on the construction of a flood protection system that will ensure protection from a 200-year flood event or will achieve that protection by 2025. This is based on the SAFCA Urban level of flood protection plan, adequate progress baseline report, and adequate progress toward an urban level of flood protection engineer's report that were accepted by City Council Resolution No. 2016-0226 on June 21, 2016, and the SAFCA 2024 Adequate Progress Annual Report accepted by City Council Resolution No. 2024-0311 on October 22, 2024.

FINDINGS OF FACT

- A. **Environmental Exemption: Exemption, (Per California Environmental Quality Act (CEQA) Guidelines, Class 32, Section 15332, In-Fill Development).**

1. Based on the determination and recommendation of the City's Environmental Planning Services Manager and the oral and documentary evidence received at the hearing on the project, the Zoning Administrator and Design Director have determined the project is exempt from review under Section 15332, In-Fill Development of the California Environmental Quality Act (CEQA) The project qualifies for this exemption for the following reasons:
 - a. The project is consistent with the Neighborhood general plan designation and the R-1 zoning designation in that the proposed project is an allowable use under the zoning designation.
 - b. The proposed development occurs within Sacramento city limits on a project site of no more than five acres that is substantially surrounded by developed urban areas.
 - c. The project has no value as habitat for endangered, rare, or threatened species.
 - d. Approval of the project would not result in any significant effects regarding traffic, noise, air quality, or water quality.
 - e. The site can be adequately served by all required utilities and public services.

B. **Tentative Parcel Map** to subdivide one 0.66-acre parcel into four new residential lots with one remainder **is approved** based on the following Findings of Fact:

1. None of the conditions described in Government Code section 66476 exist with respect to the proposed subdivision as follows:
 - a. The proposed map is consistent with the General Plan, all applicable community and specific plans, Title 17 of the City Code, and all other applicable provisions of the City Code.
 - b. The design and improvement of the proposed subdivision is consistent with the General Plan, and all applicable community and specific plans, Title 17 of the City Code, and all other applicable provisions of the City Code.
 - c. The site is physically suitable for the type of development.
 - d. The site is physically suitable for the proposed density of development.
 - e. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidable injure fish or wildlife or their habitat.
 - f. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.
 - g. The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

2. The proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan, all applicable community and specific plans, Title 17 of the City Code, and all other applicable provisions of the City Code (Gov. Code §66473.5).
3. The discharge of waste from the proposed subdivision into the existing community sewer system will not result in a violation of the applicable waste discharge requirements prescribed by the California Regional Water Quality Board, Central Valley Region, in that existing treatment plants have a design capacity adequate to service the proposed subdivision (Gov. Code §66474.6).
4. The design of the proposed subdivision provides, to the extent feasible, for future passive or natural heating and cooling opportunities (Gov. Code §66473.1).
5. The City has considered the effect of the approval of this tentative parcel map on the housing needs of the region and has balanced these needs against the public service needs of its residents and available fiscal and environmental resources (Gov. Code §66412.3).

C. **Site Plan and Design Review** for review of the map with deviations to the minimum required public street frontage, to minimum required lot depth, and to minimum required lot size in the single-unit dwelling (R-1) zone **is approved** based on the following Findings of Fact:

1. The design, layout, and physical characteristics of the proposed development are consistent with the general plan designation of Neighborhood, in that this designation allows for single-unit dwelling subdivisions at a density of minimum three units per net acre; and
2. The design, layout, and physical characteristics of proposed development are consistent with all applicable design guidelines and with all applicable development standards or, if deviations from design guidelines or development standards are approved, the proposed development is consistent with the purpose and intent of the applicable design guidelines and development standards. This development requires deviations to reduce the minimum required lot depth and size, as well as to the minimum required street frontage. The deviations are consistent with the purpose and intent of the Planning and Development Code in that 1) the two deviating parcels are of equal size and depth and can adequately accommodate future infill development; and 2) the project otherwise meets applicable development standards within the R-1 zone; and
3. All streets and other public access ways and facilities, parking facilities, and utility infrastructure are adequate to serve the proposed development and comply with all applicable design guidelines and development standards, in that the proposed private driveway with reciprocal access easements has been reviewed by the Department of Public Works and a Driveway Variance has been processed for the driveway's narrow width, proximity to the interior side property line, and proximity to an existing driveway. Fire Department access is provided and the property can be served by the Solid Waste Division; and
4. The design, layout, and physical characteristics of the proposed development are visually and functionally compatible with the surrounding neighborhood, in that the proposed layout accounts for safe and efficient vehicle, bicycle, and pedestrian circulation; and

5. The design, layout, and physical characteristics of the proposed development ensure energy consumption is minimized and use of renewable energy sources is encouraged, in that the proposed project must comply with CalGreen Building Code regulations; and
6. The design, layout, and physical characteristics of the proposed development are not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting, or recreating in the surrounding neighborhood and will not result in the creation of a nuisance, in that this project further develops an underutilized property in an urbanized area and Fire Prevention Services and Public Works have conditioned the project for safety and emergency vehicle access.

CONDITIONS OF APPROVAL

- B. **Tentative Subdivision Map** to subdivide one 0.66-acre parcel into 4 new residential lots and one remainder **is approved** subject to the following Conditions of Approval:

NOTE: These conditions shall supersede any contradictory information shown on the Tentative Map approved for this project (Z24-084). The design of any improvement not covered by these conditions shall be to City standard.

The applicant shall satisfy each of the following conditions prior to filing the Final Map unless a different time for compliance is specifically stated in these conditions. Any condition requiring an improvement that has already been designed and secured under a City Approved improvement agreement may be considered satisfied at the discretion of the Department of Public Works.

The City strongly encourages the applicant to thoroughly discuss the conditions of approval for the project with their Engineer/Land Surveyor consultants prior to Zoning Administrator approval. The improvements required of a Tentative Map can be costly and are completely dependent upon the condition of the existing improvements. Careful evaluation of the potential cost of the improvements required by the City will enable the applicant to ask questions of the City prior to project approval and will result in a smoother plan check process after project approval:

General: All Projects

- B1. This tentative map approval expires on August 7, 2028, 36 months from its approval date.

Time extensions to extend the expiration date of the tentative map may be granted as provided in [Section 17.828.170.A](#). Time extensions are discretionary and not the automatic right of the applicant.

- B2. Pursuant to City Code Section 17.500.190, indicate easements on the Final Map to allow for the placement of centralized mail delivery units. The specific locations for such easements shall be subject to review and approval of the Department of Public Works after consultation with the U.S. Postal Service.
- B3. Private reciprocal ingress, egress, and maneuvering easements are required for future development of the area covered by this Tentative Map. The applicant shall enter into and record an Agreement For Conveyance of Easements with the City stating that a private reciprocal ingress/egress, and maneuvering easement shall be conveyed to and reserved from Parcels 1,2,3,4 and the remainder lot at no cost, at the time of sale or other conveyance of either parcel.

- B4. Show all continuing and proposed/required easements on the Final Parcel Map.

Public Works:

Alex Switzgable (916) 808-7808, JSwitzgable@cityofsacramento.org

- B5. Construct standard subdivision improvements as noted in these conditions pursuant to section 17.504.050 of the City Code. All improvements shall be designed and constructed to the satisfaction of the Department of Public Works. Improvements required shall be determined by

the city. The City shall determine improvements required for each phase prior to recordation of each phase. Any public improvement not specifically noted in these conditions or on the Tentative Map shall be designed and constructed to City standards. This shall include the repair or replacement/reconstruction of any existing deteriorated curb, gutter and sidewalk adjacent to the subject property per City standards to the satisfaction of the Department of Public Works.

- B6. The design and placement of walls, fences, signs and Landscaping near intersections and driveways shall allow stopping sight distance per Caltrans standards and comply with City Code Section 12.28.010 (25' sight triangle). Walls shall be set back 3' behind the sight line needed for stopping sight distance to allow sufficient room for pilasters. Landscaping in the area required for adequate stopping sight distance shall be limited 3.5' in height. The area of exclusion shall be determined by the Department of Public Works.
- B7. The applicant shall install adequate signage and striping to restrict parking adjacent to the subject property along Forrest Street to City standards to the satisfaction of the Department of Public Works. The applicant shall submit a Signing & Striping Plan for the parking restriction.
- B8. The applicant shall restrict parking on both sides of the proposed private access easement with adequate signage and red striping and provide a traffic turnaround at the end of the private access easement to the satisfaction of all relevant departments and entities (Public Works, Fire, SMUD, etc.).

Sacramento Municipal Utilities District (SMUD):

Ellen Springer, (916) 732-5989, Ellen.Springer@smud.org

- B9. SMUD has existing overhead 12kV and secondary facilities along Forrest Street that will need to remain. The Applicant shall be responsible for maintaining all CalOSHA and State of California Public Utilities Commission General Order No. 95 safety clearances during construction and upon building completion. If the required clearances cannot be maintained, the Applicant shall be responsible for the cost of relocation.
- B10. Any necessary future SMUD facilities located on the Applicant's property shall require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the Applicant's property
- B11. In the event the Applicant requires the relocation or removal of existing SMUD facilities on or adjacent to the subject property, the Applicant shall coordinate with SMUD. The Applicant shall be responsible for the cost of relocation or removal.
- B12. SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs.
- B13. The Applicant shall not place any building foundations within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.).
- B14. In the event the City requires an Irrevocable Offer of Dedication (IOD) for future roadway improvements, the Applicant shall dedicate a 12.5-foot public utility easement (PUE) for overhead and/or underground facilities and appurtenances adjacent to the City's IOD.

- B15. The Applicant shall comply with SMUD siting requirements (e.g., panel size/location, clearances from SMUD equipment, transformer location, service conductors). Information regarding SMUD siting requirements can be found at: <https://www.smud.org/en/Business-Solutions-and-Rebates/Design-and-Construction-Services>.
- B16. The Applicant shall provide separate SMUD service points to each parcel to the satisfaction of SMUD.
- B17. The Applicant shall locate, verify, and provide a drawing to SMUD identifying all electrical utility infrastructure for the existing structures. If necessary, any existing onsite electrical infrastructure that serves existing structures shall be relocated to the satisfaction of SMUD.
- B18. The Applicant shall dedicate a 12.5-foot public utility easement for overhead and/or underground facilities and appurtenances adjacent to all public street rights-of-ways.
- B19. The Applicant shall dedicate any private drive, ingress and egress easement, (and 10-feet adjacent thereto) as a public utility easement for (overhead and) underground facilities and appurtenances. All access roads shall meet minimum SMUD requirements for access roads.
- B20. The Applicant shall dedicate and provide all-weather vehicular access for service vehicles that are up to 26,000 pounds. At a minimum: (a) the drivable surface shall be 20-feet wide; and (b) all SMUD underground equipment and appurtenances shall be within 15-feet from the drivable surface.
- B21. Pad-mounted transformer space will be required and is not currently shown on the site plan. Please refer to SMUD's Electric Service Requirements book T007 for location, spacing, clearance, and accessibility requirements. <https://www.smud.org/Business-Solutions-and-Rebates/Design-and-Construction-Services>.

SacSewer

Robb Armstrong, (916) 876-6104, armstrongro@sacsewer.com

- B22. Before the ISSUANCE OF A BUILDING PERMIT: The owner must contact SacSewer Development Services at PermitServices@sacsewer.com or by phone at (916) 876-6100 to determine if SacSewer impact fees are due. Fees must be paid before the issuance of building permits.

Department of Utilities (DOU):

Yanelis Rios, (916) 808-8891, YRios@cityofsacramento.org

- B23. All existing easements and all existing right-of-ways shall be shown on the Final Map, except for all abandoned easements and right-of-ways.
- B24. The applicant shall grant and reserve easements, as needed, for water, drainage, and sanitary sewer facilities, and for surface storm drainage, at no cost at or before the time of sale or other conveyance of any parcel or lot. A note stating the following shall be placed on the Final Map: "Private/reciprocal easements for utilities, drainage, water and sanitary sewer facilities, and surface storm drainage shall be granted and reserved, as necessary and at no cost, at or before the time of sale or conveyance of any parcel shown in this map. A private maintenance agreement specifying future maintenance requirements and cost sharing for any common private utilities shall be recorded prior to the sale of any parcel shown on this map."

- B25. Proposed Parcel 1, 2, 3, and 4 are not contiguous to an existing public water main; therefore, the owner/developer shall provide a private common water line within the proposed private road to the satisfaction of the DOU.
- B26. Future water meters shall be placed to the satisfaction of the DOU. Easement dedication may be required for City water meters connecting to a common water line within the proposed private road and shall include language assuring unrestricted access at all times to DOU personnel and maintenance vehicles.
- B27. The proposed development is not contiguous to an existing public sewer main. The nearest existing public sewer manhole (V18MH804) is located just north of 2652 Forrest Street. The second nearest existing public sewer manhole (V18MH803) is located just south of 2640 Forrest Street. The developer may be required to construct an off-site public sewer main extension if it does not meet current California Plumbing Code requirements. The public sewer main shall be constructed per the City of Sacramento Standard Specifications and as determined by the DOU.
- B28. Proposed Parcel 1, 2, 3, and 4 are not contiguous to an existing public sewer main; therefore, the owner/applicant shall provide a private common sewer line within the proposed private road to the satisfaction of the DOU.
- B29. The onsite water, sewer, and storm drain systems shall be private systems maintained by the owner(s), homeowner association (HOA) or other approved entity. Private common water, sewer, and drainage maintenance agreements are required for any proposed common water, sewer, and drainage facilities within the proposed private access road. In addition, prior to the initiation of any water, sanitary sewer, or storm drainage services to the project, C.C. & R.s approved by the City shall be recorded that authorize and require the association to: (1) operate, maintain, and repair the onsite sanitary sewer, water, and storm drainage facilities within the project; and (2) obtain and pay for water, sewer or drainage service on behalf of all owners within the project in accordance with all applicable provisions of Title 13 of the Sacramento City Code. The CC&Rs must provide that the City-approved provisions regarding water, sewer and surface and subsurface storm drainage facilities may not be revised without City consent.
- B30. The applicant shall prepare a project specific drainage study meeting the criteria specified in the current Onsite Design Manual and/or the Design and Procedures Manual, for review and approval by the DOU. Per the current DOU Onsite Design Manual, either a static or dynamic analysis for mitigating sizing and drainage system design may be used. Using the static analysis and per the DOU onsite project storage method, an estimated 9,300 cubic feet of detention must be provided per each additional acre of impervious area. The maximum discharge rate must be limited to an estimated 0.13 cfs/acre. The drainage study shall be consistent with the latest basin 154 drainage model for the project area. The applicant is advised to contact the City of Sacramento Utilities Department Development Review Section (916-808-7890) at the early planning stages to address any drainage related requirements. Failure to submit the drainage study may delay review and approval. Note: A maintenance agreement may be required for detention and/or Low Impact Development (LID) features.

- B31. Proposed Parcel 1, 2, 3, and 4 are not contiguous to an existing public drainage main; therefore, the owner/applicant shall provide a private common drainage line within the proposed private road to the satisfaction of the DOU.
- B32. Per City Code, the applicant may not develop the project in any way that obstructs, impedes, or interferes with the natural flow of existing off-site drainage that crosses the property. The project shall construct the required public and/or private infrastructure to handle off-site runoff to the satisfaction of the DOU. If private infrastructure is constructed to handle off-site runoff, the applicant shall dedicate the required private easements, and/or, at the discretion of the DOU, the applicant shall enter into and record an Agreement for Maintenance of Drainage with the City, in a form acceptable to the City Attorney.
- B33. A grading plan showing existing and proposed elevations is required. Adjacent off-site topography shall also be shown to the extent necessary to determine impacts to existing surface drainage paths. No grading shall occur until the grading plan has been reviewed and approved by the DOU.
- B34. Finished floor elevations shall be a minimum of 6-inches above the 100-year HGL or 1-foot above the overland flow release elevation, whichever is higher or as approved by the DOU. The 100-year event HGL can be obtained from a City drainage masterplan for the appropriate basin, or if none exists the HGL can be assumed to be one-foot above the most downstream adjacent City drainage inlet. If there is no adjacent City drainage system, assume the 100-year event HGL is one-foot above the lowest adjacent street or alley surface elevation fronting the project site. Note: The 100-yr HGL at manhole 215W18 is 28.91-feet.
- B35. The applicant is required to comply with the City of Sacramento's Grading, Erosion and Sediment Control Ordinance. This ordinance requires the applicant to show erosion and sediment control methods on the construction drawings. The plans shall also show the methods to control urban runoff pollution from the project site during construction.
- B36. The project is an area not served by an existing regional water quality control facility and/or the project has less than one-acre of new or modified impervious area; therefore, only source control measures will be required. Refer to the latest edition of the "Stormwater Quality Design Manual for the Sacramento Region" for appropriate measures.

Fire Department:

King Tunson (916) 808-1358, KTunson@sfd.cityofsacramento.org

- B37. Fire Apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. California Fire Code Section 503.2.3
- B38. Provide the required fire hydrants in accordance with California Fire Code Section 507 and Appendix C, Section C102.1 as amended the Sacramento City Code Section 507.5.1.
- B39. Fire service mains shall not cross property lines unless a reciprocal easement agreement is provided.
- B40. A reciprocal ingress egress agreement shall be provided for review by City Attorney for all shared driveways being used for Fire Department access.

- B41. Maintenance agreements shall be provided for the interior roadways of the proposed complex and for the fire protection systems. The agreement shall be record with the Public Records Office having jurisdiction and shall provide for the following:
- a. Provisions for the necessary repair and maintenance of the roadway surface
 - b. Removal of vegetation overgrowing the roadway and infringing on the roadway clear vertical height of thirteen feet six inches (13'6") and/or width of twenty feet (20')
 - c. Provisions for the maintenance, repair, and/or replacement of NO PARKING-FIRE LANE signage or striping
 - d. Provisions for the necessary repair and maintenance of vehicle and pedestrian access gates and opening systems
 - e. Unrestricted use of and access to the roadways covered by the agreements.
 - f. Provisions for the control of vehicle parking in prohibited areas and a mechanism for the removal of vehicles illegally parked.
 - g. Maintenance and timely repair of all fire protection systems, including but not limited to hydrants, fire alarm systems and fire sprinklers.

Park Planning and Development Services (PPDS):

Dana Repan (916) 808-2762, DRepan@cityofsacramento.org

- B42. **Payment of In-lieu Park Fee:** Pursuant to Sacramento City Code Chapter 17.512 (Parkland Dedication) the applicant shall pay to City an in-lieu park fee in the amount determined under SCC §§17.512.030 and 17.512.040 equal to the value of land prescribed for dedication under 17.512.020 and not satisfied by dedication. (See Advisory Note)
- B43. **Maintenance District:** The applicant shall initiate and complete the formation of a parks maintenance district (assessment or Mello-Roos special tax district) or annex the project into an existing parks maintenance district. The applicant shall pay all city fees for formation of or annexation to a parks maintenance district. (*Contact Infrastructure Finance, Brent Mueller, (916)808-5715, [bmuellet@cityofsacramento.org](mailto:bmueller@cityofsacramento.org)*)

Miscellaneous

- B44. CC&R's shall be approved by the City and recorded assuring maintenance of private roadway(s), shared driveways, lights, landscaping, sewers, drains and water systems.

Advisory Notes:

The following advisory notes are informational in nature and are not a requirement of this Tentative Map:

- B45. If unusual amounts of bone, stone, or artifacts are uncovered, work, in the area within the distance required by federal and state regulations, will cease immediately and a qualified archaeologist shall be consulted to develop, if necessary, further mitigation measures to reduce any archaeological impact to a less than significant effect before construction resumes. A note shall be placed on the final improvement plans referencing this condition.

Public Works

- B46. The subject property has been granted a driveway variance permit (DRV25-0028) to allow a driveway serving more than two residential units to be less than 24-ft in width, to be located within 10-ft of the side property line, and to be located within 20-ft of an existing driveway.

Recycling and Solid Waste

- B47. There must be sufficient space to set out three containers (garbage, mixed recycling, and organics recycling) in front of each parcel and remain in compliance with City Code Chapter 13.10.100. Depending on service levels, this may mean up to 8 feet of curb space required.
- a. Applicant shall red curb the entire curb in front of APN 263-0163-027-0000 and red curb the entire curb in front of APN 263-0163-026-000 to ensure sufficient space for solid waste collection.
 - b. Applicant shall install no parking signs where it is red curbed. Restrictions will be no parking on service day.

Department of Utilities

- B48. The proposed project is located in a Zone X on the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs). Accordingly, the project site lies in an area with no requirements to elevate or flood proof.
- B49. On October 24, 2023 and November 14, 2023, City Council adopted Resolutions 2023-0338 and 2023-0368, respectively, to adjust the Water System, Sewer, and Combined Sewer Development Fees, as well as, establish the Storm Drainage Development Fee to align with updated Nexus Studies. These resolutions provide for an effective date for the new Utility Development Fees as of January 22, 2024.
- B50. Water meter boxes located in driveways shall be traffic rated per the requirements of the City Standard Specifications
- B51. Common private water systems shall have backflow devices installed at the point of service as follow: a single check valve shall be installed for residential subdivisions, common private sewer systems shall have manholes installed at the point of service, and common private drainage systems shall have manholes installed at the point of service.

SacSewer

- B52. The City of Sacramento (City) is responsible for providing local sewer service to the proposed project site via its local sanitary sewer collection system. SacSewer is responsible for conveying sewage from the City collection system to the EchoWater Resource Recovery Facility for treatment, resource recovery, and disposal.

Park Planning and Development Services

- B53. As per City Code, the applicant will be responsible to meet his/her obligations regarding:
- a. Title 17, 17.512 Park Dedication / In Lieu (Quimby) Fees, due prior to recordation of the final map. The Quimby fee due for this project is estimated at \$4,560. This is based on the subdivision to create five (5) residential lots in the Single-Unit Dwelling (R-1)

zone at an average land value of \$100,000 per acre for the North Sacramento Community Plan Area, plus an additional 20% for off-site park infrastructure improvements. Any change in these factors will change the amount of the Quimby fee due. The final fee is calculated using factors at the time of payment. The fee is due at the time of the final map.

- b. Community Facilities District 2002-02, Neighborhood Park Maintenance CFD Annexation.

- C. **Site Plan and Design Review** for review of the map with deviations to the minimum required public street frontage, to the minimum required lot size, and to the minimum required lot depth in the single-unit dwelling (R-1) zone. **is approved** subject to the following Conditions of Approval:

Planning & Design Review:

Sarah Scott (916) 808-2688, SScott@cityofsacramento.org

General

- C1. This discretionary permit expires on August 7, 2028, three (3) years from the effective date of approval

Time extensions to establish a use, construct a development project, or to demolish a structure may be granted as provided in Section 17.808.400.B. Time extensions are discretionary and not the automatic right of the applicant.

- C2. This approval is for the subdivision of one parcel into four residential lots and one remainder as shown on the approved Tentative Parcel Map.
- C3. Development of the site shall be in compliance with the approved plans and these conditions of approval. Any modification(s) to the project shall be subject to review and approval by Planning staff (and may require additional entitlements) prior to the issuance of building permits.
- C4. No building permit shall be applied for until after the expiration of the 10-day appeal period, unless approved through a concurrent review. If an appeal is filed, no permit shall be issued until final approval is received.
- C5. The applicant shall obtain all necessary building and encroachment permits prior to commencement of construction.

Sacramento Municipal Utilities District (SMUD):

Ellen Springer, (916) 732-5989, Ellen.Springer@smud.org

- C6. SMUD has existing overhead 12kV and secondary facilities along Forrest Street that will need to remain. The Applicant shall be responsible for maintaining all CalOSHA and State of California Public Utilities Commission General Order No. 95 safety clearances during construction and upon building completion. If the required clearances cannot be maintained, the Applicant shall be responsible for the cost of relocation.

- C7. Any necessary future SMUD facilities located on the Applicant's property shall require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the Applicant's property.
- C8. In the event the Applicant requires the relocation or removal of existing SMUD facilities on or adjacent to the subject property, the Applicant shall coordinate with SMUD. The Applicant shall be responsible for the cost of relocation or removal.
- C9. SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs.
- C10. The Applicant shall not place any building foundations within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.).
- C11. In the event the City requires an Irrevocable Offer of Dedication (IOD) for future roadway improvements, the Applicant shall dedicate a 12.5-foot public utility easement (PUE) for overhead and/or underground facilities and appurtenances adjacent to the City's IOD.
- C12. The Applicant shall comply with SMUD siting requirements (e.g., panel size/location, clearances from SMUD equipment, transformer location, service conductors). Information regarding SMUD siting requirements can be found at: <https://www.smud.org/en/Business-Solutions-and-Rebates/Design-and-Construction-Services>.
- C13. The Applicant shall provide separate SMUD service points to each parcel to the satisfaction of SMUD.
- C14. The Applicant shall locate, verify, and provide a drawing to SMUD identifying all electrical utility infrastructure for the existing structures. If necessary, any existing onsite electrical infrastructure that serves existing structures shall be relocated to the satisfaction of SMUD.
- C15. The Applicant shall dedicate a 12.5-foot public utility easement for overhead and/or underground facilities and appurtenances adjacent to all public street rights-of-ways.
- C16. The Applicant shall dedicate any private drive, ingress and egress easement, (and 10-feet adjacent thereto) as a public utility easement for (overhead and) underground facilities and appurtenances. All access roads shall meet minimum SMUD requirements for access roads.
- C17. The Applicant shall dedicate and provide all-weather vehicular access for service vehicles that are up to 26,000 pounds. At a minimum: (a) the drivable surface shall be 20-feet wide; and (b) all SMUD underground equipment and appurtenances shall be within 15-feet from the drivable surface.
- C18. Pad-mounted transformer space will be required and is not currently shown on the site plan. Please refer to SMUD's Electric Service Requirements book T007 for location, spacing, clearance, and accessibility requirements. <https://www.smud.org/Business-Solutions-and-Rebates/Design-and-Construction-Services>.

SacSewer

Robb Armstrong, (916) 876-6104, armstrongro@sacsewer.com

- C19. Before the ISSUANCE OF A BUILDING PERMIT: The owner must contact SacSewer Development Services at PermitServices@sacsewer.com or by phone at (916) 876-6100 to determine if SacSewer impact fees are due. Fees must be paid before the issuance of building permits.

Department of Utilities (DOU):

Yanelis Rios, (916) 808-8891, YRios@cityofsacramento.org

- C20. Proposed Parcel 1, 2, 3, and 4 are not contiguous to an existing public water main; therefore, the owner/developer shall provide a private common water line within the proposed private road to the satisfaction of the DOU.
- C21. Future water meters shall be placed to the satisfaction of the DOU. Easement dedication may be required for City water meters connecting to a common water line within the proposed private road and shall include language assuring unrestricted access at all times to DOU personnel and maintenance vehicles. Note: Location of water meters shall be to the satisfaction of the DOU.
- C22. The proposed development is not contiguous to an existing public sewer main. The nearest existing public sewer manhole (V18MH804) is located just north of 2652 Forrest Street. The second nearest existing public sewer manhole (V18MH803) is located just south of 2640 Forrest Street. The developer may be required to construct an off-site public sewer main extension if it does not meet current California Plumbing Code requirements. The public sewer main shall be constructed per the City of Sacramento Standard Specifications and as determined by the DOU.
- C23. Proposed Parcel 1, 2, 3, and 4 are not contiguous to an existing public sewer main; therefore, the owner/applicant shall provide a private common sewer line within the proposed private road to the satisfaction of the DOU.
- C24. This project is served by the Separated Sewer System. Therefore, the developer/property owner will be required to pay the Separated Sewer System Development Fee prior to the issuance of building permit per City Council Resolution 2023-0338.
- C25. The onsite water, sewer, and storm drain systems shall be private systems maintained by the owner(s), homeowner association (HOA) or other approved entity. Private common water, sewer, and drainage maintenance agreements are required for any proposed common water, sewer, and drainage facilities within the proposed private access road. In addition, prior to the initiation of any water, sanitary sewer, or storm drainage services to the project, C.C. & R.s approved by the City shall be recorded that authorize and require the association to: (1) operate, maintain, and repair the onsite sanitary sewer, water, and storm drainage facilities within the project; and (2) obtain and pay for water, sewer or drainage service on behalf of all owners within the project in accordance with all applicable provisions of Title 13 of the Sacramento City Code. The CC&Rs must provide that the City-approved provisions regarding

water, sewer and surface and subsurface storm drainage facilities may not be revised without City consent.

- C26. The applicant shall prepare a project specific drainage study meeting the criteria specified in the current Onsite Design Manual and/or the Design and Procedures Manual, for review and approval by the DOU. Per the current DOU Onsite Design Manual, either a static or dynamic analysis for mitigating sizing and drainage system design may be used. Using the static analysis and per the DOU onsite project storage method, an estimated 9,300 cubic feet of detention must be provided per each additional acre of impervious area. The maximum discharge rate must be limited to an estimated 0.13 cfs/acre. The drainage study shall be consistent with the latest basin 154 drainage model for the project area. The applicant is advised to contact the City of Sacramento Utilities Department Development Review Section (916-808-7890) at the early planning stages to address any drainage related requirements. Failure to submit the drainage study may delay review and approval. Note: A maintenance agreement may be required for detention and/or Low Impact Development (LID) features.
- C27. This project is in Drainage Basin 154 which is subject to the new Pumped Impact Fee per City Council Resolution 2023-0368.
- C28. Per City Code, the applicant may not develop the project in any way that obstructs, impedes, or interferes with the natural flow of existing off-site drainage that crosses the property. The project shall construct the required public and/or private infrastructure to handle off-site runoff to the satisfaction of the DOU. If private infrastructure is constructed to handle off-site runoff, the applicant shall dedicate the required private easements, and/or, at the discretion of the DOU, the applicant shall enter into and record an Agreement for Maintenance of Drainage with the City, in a form acceptable to the City Attorney.
- C29. A grading plan showing existing and proposed elevations is required. Adjacent off-site topography shall also be shown to the extent necessary to determine impacts to existing surface drainage paths. No grading shall occur until the grading plan has been reviewed and approved by the DOU.
- C30. Finished floor elevations shall be a minimum of 6-inches above the 100-year HGL or 1-foot above the overland flow release elevation, whichever is higher or as approved by the DOU. The 100-year event HGL can be obtained from a City drainage masterplan for the appropriate basin, or if none exists the HGL can be assumed to be one-foot above the most downstream adjacent City drainage inlet. If there is no adjacent City drainage system, assume the 100-year event HGL is one-foot above the lowest adjacent street or alley surface elevation fronting the project site. Note: The 100-yr HGL at manhole 215W18 is 28.91-feet.
- C31. The applicant is required to comply with the City of Sacramento's Grading, Erosion and Sediment Control Ordinance. This ordinance requires the applicant to show erosion and sediment control methods on the construction drawings. The plans shall also show the methods to control urban runoff pollution from the project site during construction.
- C32. The project is an area not served by an existing regional water quality control facility and/or the project has less than one acre of new or modified impervious area; therefore, only source control measures will be required. Refer to the latest edition of the "Stormwater Quality Design Manual for the Sacramento Region" for appropriate measures.

Fire Department:

King Tunson (916) 808-1358, KTunson@sfd.cityofsacramento.org

- C33. Timing and Installation. When fire protection, including fire apparatus access roads and water supplies for fire protection, is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction. California Fire Code Section 501.4
- C34. Roads used for Fire Department access that are less than 28 feet in width shall be marked "No Parking Fire Lane" on both sides; roads less than 36 feet in width shall be marked on one side.
- C35. All turning radii for fire access shall be designed as 35' inside and 55' outside. California Fire Code Section 503.2.4
- C36. Fire Apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. California Fire Code Section 503.2.3
- C37. Provide a water flow test. (Make arrangements with the Department of Utilities at 916-808-7890 or by email at DOUdevelopmentreview@cityofsacramento.org California Fire Code Section 507.4
- C38. Per the most recently adopted California Residential Code, all new residential construction including 1 and 2 family dwellings and townhouses shall be provided with an approved NFPA 13 D sprinkler system.

Park Planning and Development Services (PPDS):

Dana Repan (916) 808-2762, DRepan@cityofsacramento.org

- C39. **Payment of In-lieu Park Fee:** Pursuant to Sacramento City Code Chapter 17.512 (Parkland Dedication) the applicant shall pay to City an in-lieu park fee in the amount determined under SCC §§17.512.030 and 17.512.040 equal to the value of land prescribed for dedication under 17.512.020 and not satisfied by dedication. (See Advisory Note)
- C40. **Maintenance District:** The applicant shall initiate and complete the formation of a parks maintenance district (assessment or Mello-Roos special tax district) or annex the project into an existing parks maintenance district. The applicant shall pay all city fees for formation of or annexation to a parks maintenance district. (Contact Infrastructure, Finance, Brent Mueller, (916)808-5715, [bmuellet@cityofsacramento.org](mailto:bmueller@cityofsacramento.org)).

Recycling and Solid Waste:

Adam Roitman, (916) 808-3508, aroitman@cityofsacramento.org

- C41. Project must meet the requirements outlined in City Code Chapter 13.10.
- C42. There must be sufficient space to store a minimum of one garbage container one mixed recycling container per unit and one organics recycling container per parcel. The space needed is approximately 35 inches by 87 inches per unit. The containers shall be placed out of view from any street, sidewalk, or other public right-of-way by fence, landscaping, building, or other barrier or immediately adjacent to the residential building per City Code Chapter 13.10.100.

- C43. There must be sufficient space to set out three containers (garbage, mixed recycling, and organics recycling) in front of each parcel and remain in compliance with City Code Chapter 13.10.100. Depending on service levels, this may mean up to 8 feet of curb space required.
- a. Applicant shall red curb the entire curb in front of APN 263-0163-027-0000 and red curb the entire curb in front of APN 263-0163-026-000 to ensure sufficient space for solid waste collection.
- b. Applicant shall install no parking signs where it is red curbed. Restrictions will be no parking on service day.
- C44. Solid waste trucks must be able to safely move about the project, with minimum backing, and able to empty the bins and containers safely. Containers must be placed along the curb closest to the property for collection.
- a. All containers shall be placed on Forrest Street for collection.

Advisory Notes:

Recycling & Solid Waste

- C45. Applicant to provide a trash management plan detailing the storage of containers on each parcel and the placement of containers for collection on Forrest St. when submitting building plans.
- C46. Standard Bin and Can Dimensions

Size	Height	Depth	Width
32 gal. can	39 in.	24 in.	19 in.
64 gal. can	40 in.	30 in.	28 in.
96 gal. can	47 in.	35 in.	29 in.
1 yd. bin	4 ft.	2 ft., 9 in.	6 ft., 10 in.
2 yd. bin	4 ft., 5 in.	4 ft.	6 ft., 10 in.
3 yd. bin	5 ft., 1 in.	3 ft., 7 in.	6 ft., 10 in.
4 yd. bin	5 ft., 9 in.	4 ft., 8 in.	6 ft., 10 in.
5 yd. bin	5 ft., 3 in.	5 ft., 9 in.	6 ft., 10 in.
6 yd. bin	6 ft.	5 ft., 10 in.	6 ft., 10 in.

C47. Standard Truck Dimensions

Type	Height Clearance	Length	Width	Inside Turning Circle Diameter	Pickup Clearance
Side Loader	13 ft.	32 ft.	10 ft.	62 ft.	17 ft.
Rear Loader	13 ft.	35 ft.	10 ft.	47 ft.	13 ft.
Front Loader	14 ft.	33 ft.	10 ft.	49 ft.	25 ft.

Department of Utilities

- C48. The proposed development is located within Sacramento Area Sewer District (SacSewer). Satisfy all SacSewer requirements.
- C49. The applicant is responsible for obtaining all necessary permits, easements, and approvals from federal, state, and local agencies for the construction of this project.
- C50. On October 24, 2023, and November 14, 2023, City Council adopted Resolutions 2023-0338 and 2023-0368, respectively, to adjust the Water System, Sewer, and Combined Sewer Development Fees, as well as, establish the Storm Drainage Development Fee to align with updated Nexus Studies. These resolutions provide for an effective date for the new Utility Development Fees as of January 22, 2024.

Urban Forestry

Kevin A. Hocker (916) 808-4996, KHocker@cityofsacramento.org

Erica Allen, (916) 808-6943, EAllen@cityofsacramento.org

- C51. Any work involving a city tree, private protected tree, or within the park strip requires a tree permit. If any work involving a city tree, private protected tree, or within the park strip a tree permit shall be obtained from Urban Forestry.
- C52. Tentative Map Subdivision - Subdivision of this parcel may result in a change to how a private protected tree is defined. Native trees are protected at 12 inches in diameter on any parcel. Non-native trees on parcels that have a single-family home, or a duplex are protected at 32 inches in diameter. On a parcel without a single-family home or a duplex, non-native trees are protected at 24 inches. If this tentative map subdivision results in trees 24 inches in diameter or greater on an undeveloped lot, they will become private protected trees and will subject to the provisions in Sacramento City Code 12.56.
- C53. Trees on Adjacent Parcels - While not required by city code for unprotected trees, the applicant has an obligation to protect trees owned by others on adjacent properties and should obtain permission to perform any work such as pruning or excavation within the dripline of such tree. Case law in California requires that reasonable care be taken to protect trees owned by others.

SacSewer

- C54. The City of Sacramento (City) is responsible for providing local sewer service to the proposed project site via its local sanitary sewer collection system. SacSewer is responsible for conveying sewage from the City collection system to the EchoWater Resource Recovery Facility for treatment, resource recovery, and disposal.

Building

C55. BLDG: Projects must be submitted prior to December 12, 2025 to be reviewed under the 2022 CBC, otherwise they will be subject to the 2025 CBC. See <https://www.cityofsacramento.gov/content/dam/portal/cdd/Images/CodeAdoptionTimeline2025.jpg> for more important dates regarding 2025 CBC adoption.

Park Planning and Development Services

- C56. As per City Code, the applicant will be responsible to meet his/her obligations regarding:
- a. Title 17, 17.512 Park Dedication / In Lieu (Quimby) Fees, due prior to recordation of the final map. The Quimby fee due for this project is estimated at \$4,560. This is based on the subdivision to create five (5) residential lots in the Single-Unit Dwelling (R-1) zone at an average land value of \$100,000 per acre for the North Sacramento Community Plan Area, plus an additional 20% for off-site park infrastructure improvements. Any change in these factors will change the amount of the Quimby fee due. The final fee is calculated using factors at the time of payment. The fee is due at the time of the final map.
 - b. Community Facilities District 2002-02, Neighborhood Park Maintenance CFD Annexation.

Sarah Scott

Sarah Scott
Assistant Planner

Stacia Cosgrove

Stacia Cosgrove
Principal Planner

The decision of the Zoning Administrator and Design Director may be appealed to the Planning Commission. An appeal must be filed within 10 days of the Zoning Administrator's hearing. If an appeal is not filed, the action of the Zoning Administrator and Design Director is final.

Note: The applicant will need to contact the Public Works Department after the appeal period is over to submit for a Final Map.

A discretionary permit expires and is thereafter void if the use or development project for which the discretionary permit has been granted is not established within the applicable time period. The applicable time period is either three years from the effective date of approval of the discretionary permit; or the time specified by the decision-maker, if so stated in a condition of approval of the discretionary permit. A use or development project that requires a building permit is established when the building permit is secured for the entire development project and construction is physically commenced.

263-0163-30
MONSIEUR FAMILIY TRIST



PROJECT _____ SHEET _____
 DATE _____ 1 OF 1
 SCALE 1" = 20'

Transportation Division

*City Hall
915 I Street, 2nd Floor
Sacramento, CA
95814-2604
916-808-7808*

7/2/2025

DRV25-0028

NOTICE OF APPROVAL OF DRIVEWAY PERMIT VARIANCE FOR 2652 Forrest Street

Dear Property Owner:

This notice serves to inform you that the City of Sacramento has received a request for a variance to its "Driveway Permit Regulations" (City Code Section 17.508.040.H, 17.508.040.I, and 17.508.050.B.4) for the property located on 2652 Forrest Street. The variance will allow a driveway to be located within 20-ft of another driveway, within 10-ft of the property line, and a driveway width less than 24-ft. **This letter shall serve as notice that the City will consider this variance to be approved on 7/16/2025.**

Per City Code Section 17.508.140, approval of this variance may be appealed to the Director of Public Works. If you would like to file an appeal, you will need to pay the appeal fee of \$300.00 and submit a written letter within 10 days of receiving this notice. You can submit the written letter and pay the appeal fee by a check in the mail or at the Public Counter at 300 Richards Blvd, 3rd floor. If you choose to provide the written letter and check through mail, please send the documents to the address below.

City of Sacramento
Department of Public Works
Transportation Division
915 I Street, 2nd Floor
Sacramento, CA 95814

If you have any questions, comments or concerns regarding this notice, the requested variance, or your right to appeal, please call Alex Switzgable, Assistant Civil Engineer, at (916) 808-7808.

Sincerely,

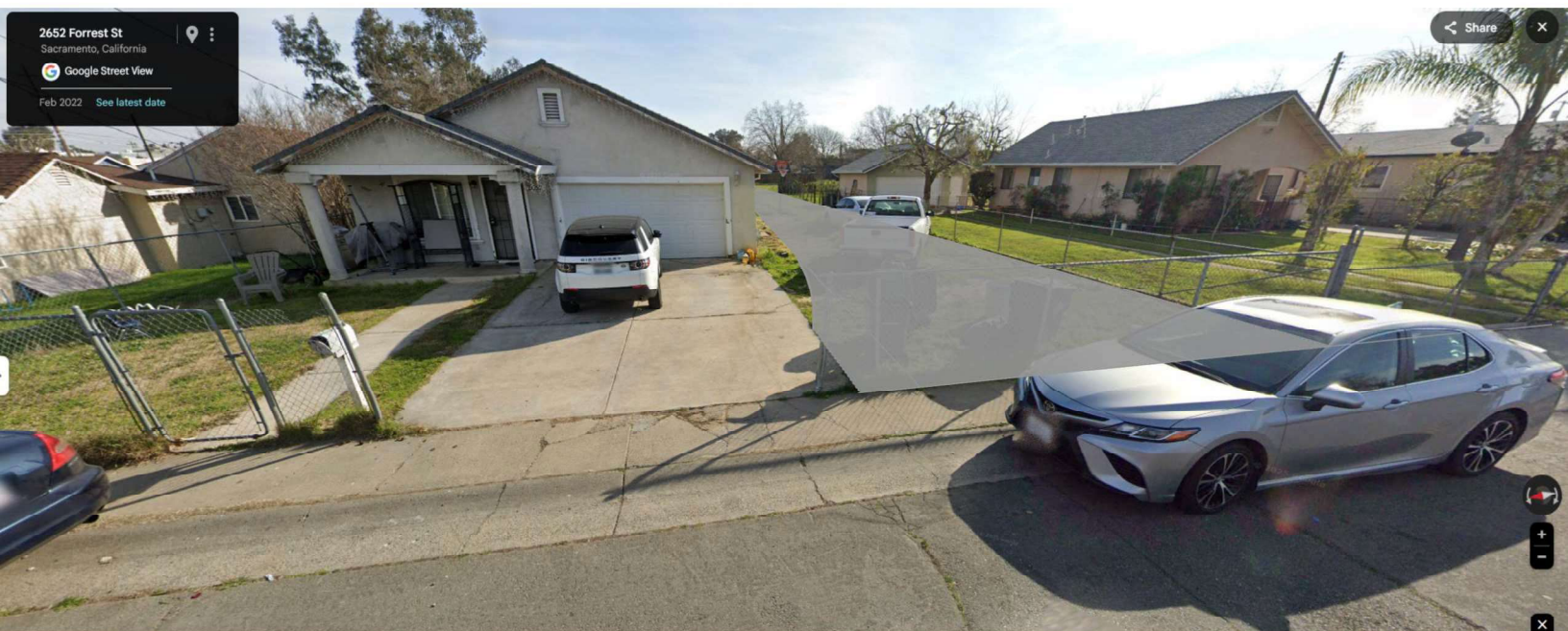
Megan Carter

City Traffic Engineer
Department of Public Works

CC: Z24-084

Attached: Site Plan and Street View Exhibit

2652 Forrest Street Proposed Driveway Site Plan



2652 Forrest Street
Street View Exhibit