

**ITEM V-A: MAJOR PROJECT PERMIT (MPP) STAGE 1 MODIFICATION AND MPP STAGE 2 – 240 CONFERENCE CENTER DR – THE FALLS EVENT CENTER (HIGHLAND VILLAGE) – NCRSP PARCEL 40C – FILE # PL14-0538**

**REQUEST**

The applicant requests approval of a Major Project Permit (MPP) Stage 1 Modification to amend the previously approved Highland Village site plan by replacing a 76,000 square foot four story hotel with a 15,224 square foot event center. The applicant also requests approval of a MPP Stage 2 for the building design and site landscaping.

Applicant – Steve Lamb, Cartwright Engineers  
Property Owner – John C. Neubauer, The Falls Event Center, LLC

**SUMMARY RECOMMENDATION**

The Planning Division recommends that the Planning Commission take the following actions:

- A. Adopt the two (2) findings of fact for the MPP Stage 1 Modification;
- B. Approve the MPP Stage 1 Modification subject to three (3) conditions of approval;
- C. Adopt the two (2) findings of fact for the MPP Stage 2; and
- D. Approve the MPP Stage 2 subject to eighty-five (85) conditions of approval.

**SUMMARY OF OUTSTANDING ISSUES**

There are no outstanding issues associated with this request. The applicant has reviewed and is in agreement with all recommended conditions of approval.

**BACKGROUND**

The subject property is located on Parcel 40 of the North Central Roseville Specific Plan (NCRSP) near the northeast corner of Roseville Parkway and Gibson Drive. The site is currently vacant and has a zoning designation of Community Commercial/Special Area-North Central Roseville Specific Plan (CC/SA-NC) and a General Plan and NCRSP land use designation of Business Professional/Community Commercial (BP/CC).

In March of 2005, a Tentative Parcel Map to subdivide Parcel 40 into four parcels (Parcels 40A, 40B, 40C, and 40D) ranging in size from 6 to 20 acres was approved. Following that approval, in January of 2008 a MPP Stage 1 & 2 was approved by the Planning Commission for the development of Parcel 40C with two hotels (164,322 square feet), two retail buildings (14,800 square feet), five restaurants (36,384 square feet), a bank building (3,500 square feet), and associated site improvements (2007PL-123). A Tentative Subdivision Map was included in that request, creating 10 separate parcels for each building located within Parcel 40C. To date, infrastructure improvements are complete for Parcel 40C and an 88,000 square foot Hyatt Place hotel is constructed on Parcel 1.

At this time, the applicant requests approval of a MPP Stage 1 to modify the approved site plan to allow a 15,224 square foot event center on Parcel 2 in place of the previously approved 123 room four story hotel, and a MPP Stage 2 to approve the building architecture and project landscaping.

**Figure 1: Vicinity Map**



## **MAJOR PROJECT PERMIT PROCESS**

The intent of the Major Project Permit (MPP) process is to streamline the review of large and diverse projects that could be constructed over a period of several years. The MPP process allows for the resolution of site issues prior to the review of more detailed architectural and landscape issues that may not be finalized at the time the site plan is ready. In accordance with the City's MPP Ordinance, the MPP review process is segregated into three separate stages. Provided below is a summary of each Stage:

- **Stage 1:** Stage 1 of the MPP application consists of the approval of a preliminary development plan. The preliminary development plan will establish the configuration of the buildings, conceptual building elevations, parking areas and ratios, landscaping and open space locations, rough grading and drainage on and off-site, vehicular and pedestrian circulation, and development phasing. The complete environmental review of the project is also performed at this stage. Stage 1 review and approval is performed by the Planning Commission.
- **Stage 2:** Stage 2 of the MPP application process consists of the review of the detailed architecture and landscaping for the project. Stage 2 review and approval is also performed by the Planning Commission.
- **Stage 3:** Stage 3 is an administrative review (Planning Manager approval) of the improvement and building plans for compliance with the conditions of the Stage 1 and 2 approvals.

## **EVALUATION**

The evaluation section of this report includes a description of the Falls Event Center, and an analysis of the requested MPP Stage 1 Modification and MPP Stage 2. Each entitlement is analyzed separately for its consistency with the goals and policies of the applicable regulations, including the General Plan, the Zoning Ordinance, the Community Design Guidelines (CDG), and the North Central Roseville Specific Plan (NCRSP).

## PROJECT DESCRIPTION

The Falls Event Center is a country club style venue that can accommodate weddings, seminars, business conferences, and banquets. The center will consist of a large main event hall in one half of the building and a large and small conference room, board room, game room, bride room and theatre in the other half. Normal operating hours will be from 7am – 12am (during events), with an average of 10 full/part time employees staffing events. Based on the operation of other facilities, the applicant expects an average of 10-15 events per week with approximately 750-1,000 patrons attending events on a weekly basis. Per the project description, the use is classified as community assembly, which is principally permitted in the CC/SA-NC zoning designation and is consistent with the NCRSP's anticipated regional commercial core planned for the area.

## MPP STAGE 1 MODIFICATION

The purpose of the Major Project Permit (MPP) Stage 1 application is to evaluate the site and building layout, access and roadway improvements, and preliminary grading and utility plans. For this project, the MPP Stage 1 Modification evaluates the changes to the overall site to ensure substantial compliance with the intent of the original approval and includes a complete MPP Stage 1 evaluation of the Falls Event Center project site.

**Site Layout:** The subject parcel is located interior to the site, furthest from the street and adjacent to the open space. The approved Master Plan anticipated development of this parcel with a 76,000 square foot hotel building and outdoor pool (see Attachment 1). With the current request, the proposed project would replace the previously approved hotel building with a 15,000 square foot event center and 1,200 square foot outdoor courtyard (located on the eastern side of the building). The building and structures will cover approximately 15% of the site, which is well below the General Plan's maximum 40% Floor Area Ratio (FAR), and will provide for sufficient parking and site landscaping. The building will be oriented to the northwest (facing away from the open space) and will have a drive aisle constructed around the perimeter of the parcel. Access to the site will be provided via three driveways, to further enhance internal circulation and to provide easy vehicular access to various areas of the parking field. The proposed site design is consistent with the CDG and is in substantial compliance with the original approval for the center. As proposed, the remaining parcels located within the center will not be impacted by this project and the previously approved circulation/roadway improvements will not be affected.

Figure 2: Site Plan



**Traffic:** The City's Engineering Division has determined that the proposed event center will result in an increase of 69 PM peek hour trips over what was anticipated for the previously approved hotel. However, the entire Highland Village project resulted in a reduction in the amount of commercial development anticipated for Parcel 40C, resulting in 557 fewer trips than the City's Traffic Model assumed. As such, by replacing the hotel with the proposed event center, the overall project will still result in 488 fewer trips than what was anticipated by the City's Traffic Model. The modification to the original approval will not impact access to other parcels within the center nor will the reciprocal access and circulation agreements be affected. Furthermore, the Public Works Division has determined that traffic impacts, based on the cumulative development of the site, will remain well below the traffic assumptions for Parcel 40's Traffic Analysis Zone (TAZ). The Engineering Division finds that the necessary roadway improvements are provided to maintain the City's existing level of service and no

additional impacts to the planned roadway infrastructure are anticipated. The City's Fire, Police, and Public Works Departments have reviewed the proposed plan and determined that it is consistent with City standards.

**Parking:** The original project provided 738 spaces for the center with 137 spaces located on Parcel 2. With the proposed modifications, the new site design will provide a total of 157 spaces on Parcel 2 to accommodate the event center. Per the Zoning Ordinance, the parking requirement for Community Assembly Uses (e.g. event centers) is based on the sum of all uses proposed for the site. However, common areas (i.e. entrances, reception areas, closets and hallways) and ancillary uses (i.e. child activity areas, restrooms and dressing rooms) are netted out as shown below.

**The Fall Event Center Parking Requirement**

Use	Square Footage	Parking Ratio	Number of Spaces Required
Lobby	1886	N/A	0
Main Hall	4758	1:50 sf	95
Storage	769	N/A	0
Serving	462	N/A	0
Floral Service	181	N/A	0
Fire Riser	25	N/A	0
Small Conference	872	1:50 sf	17
Large Conference	1324	1:50 sf	26
AV	55	N/A	0
Theatre	993 (24 seats)	1:3 fixed seats	8
Board Room	520	1:50	10
Bride Room	290	N/A	0
Bathroom	895	N/A	0
Office	122	1:250 sf	1
Janitor	99	N/A	0
Booking	31	N/A	0
Game Room*	930	N/A	0
<b>Total</b>	<b>14,215 (Net Building Area)</b>		<b>157</b>

\* A parking requirement was not calculated for the Game Room because this space does not generate an additional parking demand and will only be used by patrons already at the facility for a specific event.

The project site is required to provide 157 spaces based on the active areas that will function independent of each other. However, per the applicant, the likelihood of the main hall and the large/small conference rooms being utilized at the same time is unlikely - as the main hall will generally be used for weddings and banquets held in the evenings and on weekends, while the meeting rooms will typically be utilized throughout the week during normal business hours. Based on the operational characteristics of the facility, staff finds that adequate parking will be provided on-site and does not anticipate parking impacts to adjacent uses.

**Site Grading:** A grading and drainage plan for the entire 15 acre site was approved with the Highland Village MPP Stage 1. The modifications to the MPP Stage 1 do not include modifications to the overall grading; however, finished grading on Parcel 2 will be modified to allow for proper drainage away from the building and within parking areas. The project will tie into existing stormwater treatment facilities that were constructed with the original improvements and the Engineering Division has reviewed the grading plan and conditioned the project to ensure compliance with the City's grading standards and stormwater quality requirements. The finished grading for Parcel 2 is provided in Exhibit D to this report.

**Utilities Improvements:** A preliminary utility plan was also approved with the MPP Stage 1. The preliminary utility plan showed the location of new public water, sewer, and electric equipment and the size and location of private services based on the anticipated uses on the site. The proposed modification to the site would not cause a modification to the location and design of the planned public services, as the project will not exceed the demand for services anticipated with the previously approved project. Roseville Electric and the Environmental Utilities Department have reviewed the preliminary utility plans for Parcel 2 and determined adequate service is available to serve the project and the preliminary design meets City standards.

**Phasing:** The Highland Village Center was anticipated to be developed over 10 phases that could occur independent of each other. Development was not anticipated in any particular order as the necessary improvements are in place to ensure that the phases will be able to function independently and each phase could be developed independent of the previous development. As such, the proposed event center will not result in any changes to the phasing potential of the overall project and various City departments have reviewed this application to ensure the site will be able to function independently. Based on the review staff has determined that adequate service will be available to each phase and that traffic and circulation will function properly.

**Architecture:** The CDG suggest that projects with multiple buildings develop an architectural theme throughout the project. Therefore, the original MPP Stage 1 application established a master color and material palette that would be incorporated into future building elevations. The master palette includes three brick options and 21 color options. In order to provide for additional material contrast the applicant requests the addition of a stone material (Eldorado Cascade Rustic Ledge Stone) into the master palette. As proposed, the event center will include colors and materials from the master palette, as well as introduce a stone finish that is compatible with the materials approved for the center. Further analysis is discussed in the MPP Stage 2 section of this report.

**Landscaping:** The Highland Village conceptual landscape plan included a master landscape palette to be applied throughout the project. The approved planting plan includes street trees suggested in the North Central Roseville Design Guidelines, shade trees, accent trees, and drought tolerant plants. With this request, there are no changes to the master landscape plan proposed and the project site will incorporate the appropriate landscaping per the approved planting plan.

### **MPP Stage 1 Modification Summary**

Section 19.78.060.J of the City of Roseville Zoning Ordinance requires that two findings be made to approve a MPP Stage 1 Modification. The required findings for approval are listed in the Recommendation section below. In summary, based on the evaluation above, staff finds that The Falls Event Center has been designed to be in substantial compliance with the intent of the original approval and is consistent with the Highland Village design, the Major Project Permit provisions of the Zoning Ordinance, and the Community Design Guidelines. As proposed and conditioned, the project complies with the required findings for approval. For these reasons, staff recommends approval of the MPP Stage 1 Modification.

### **MPP STAGE 2**

Stage 2 of the Major Project Permit includes the review of the architectural design and landscape treatments for the Falls Event Center (Parcel 2) only. The project has been evaluated based upon the applicable design standards of the North Central Roseville Design Guidelines and the City's Community Design Guidelines (CDGs). The Falls Event Center is also evaluated for compliance with the Highland Village MPP Stage 1 conceptual architecture and landscaping guidelines.

**Architecture:** The proposed building will total 15,000± square feet in size and approximately 30 feet in height. Based on the size of the building, the pedestrian scale and mass will be appropriate with other development approved for the center. The building will be wood framed construction with “Interstate Earth Tone” brick and “Eldorado Cascade” stone veneer, “Tumbleweed Tan” shutters, anodized steel columns, “Concord Blend” clay flat tile roofing and glass windows. The windows will be framed with concrete boxes to add wall plane variation and detail. The exterior building materials are high quality and the proposed brick and stone finishes are consistent with the materials approved for the center (see Exhibit C).

**Figure 3: Color Rendering**



To provide further building articulation, the rooflines will be varied and the covered entries will project out to highlight main access points and create a sense of space for the building. The cantilevered overhangs will provide weather protection and constitute an architectural feature that will be incorporated throughout the center. Additionally, the building design utilizes articulated façades, massing, and enhanced entry features to break up the wall planes. Site lighting will also be integrated at key locations to accent architectural features and all building mounted mechanical equipment will be screened from public view and integrated into the roofline.

As shown in the figure below, the existing Hyatt Place Hotel design utilizes similar building materials and architectural features. However, The Falls Event Center will include a stone veneer as an accent material, which was not originally approved with the master design. This material is consistent with the overall theme for the center and will help provide additional architectural interest for the building.

**Figure 4: Hyatt Hotel Design & Falls Event Center Design**



As proposed, staff finds the building compatible with the MPP Stage 1 conceptual architecture for the center and with the applicable design guidelines. In addition, the colors and materials are compatible with the adjacent hotel, and staff does not recommend any changes to the building architecture.

**Landscaping:** The project will include a mix of evergreen and deciduous trees, consisting of nine Chinese Pistache and 14 Live Oak trees planted around the perimeter of the site to help minimize views of the parking field and buffer the open space. In addition, internal to the site, 13 Northern Red Oaks, 17 London Plane, seven Canary Island Pines, seven Flowering Pears and shrubs/groundcover will be included into the landscape design to further add visual interest. Trees provided within the parking area will provide 53% shading, consistent with the CDG fifty percent parking lot shade requirement.

Per the NCRSP, a 20 foot landscape buffer is required adjacent to the City's open space. The proposed project would maintain the landscape buffer with the exception of a few parking stall encroachments. Staff finds that the minor encroachments are necessary in order to accommodate the required parking and the project meets the intent of the setback requirement. In addition, the landscaping located within the setback will be native drought tolerant materials, consistent with the NCRSP guidelines. Overall, staff finds that the landscape plan is compatible with the Highland Village conceptual landscape concept and the applicable design guidelines. In addition, the City's Parks & Recreation-Open Space Division has reviewed the landscape plan and has found it to be acceptable.

**Figure 5: Landscape Plan**



**Site Design:** The project provides pedestrian connections from adjacent parcels and a designated location for the future pedestrian bridge to the Galleria Mall per the original site approval. The project will utilize textured paving at the pedestrian crossing and at the entrances, respectively. To further unite the complex, decorative light fixtures, trash enclosures and benches, along with brick/steel trellises will be placed throughout the site.

### **MPP Stage 2 Summary**

Section 19.82.03.C.2 of the City of Roseville Zoning Ordinance requires that two findings be made to approve a MPP Stage 2. The two findings for approval are contained in the Recommendation section of this report. In summary, staff finds that the architecture and landscaping of The Falls Event Center is consistent with the North Central Roseville Area Design Guidelines and the Community Design Guidelines and will not be detrimental to the public health and safety or welfare, as described in detail above. As proposed and conditioned, the project complies with the required findings for approval. For these reasons, staff recommends approval of the Stage 2 request.

### **ENVIRONMENTAL DETERMINATION**

Project level CEQA compliance for the Falls Event Center project was accomplished with the Highland Village Initial Study and Negative Declaration (adopted 1/9/08). The project is consistent with the previously evaluated project and no new effects would be expected to occur. Therefore, no additional CEQA action is required at this time.

### **RECOMMENDATION**

The Planning Division recommends the Planning Commission take the following actions:

- A. Adopt the two (2) findings of fact as stated below for the **MAJOR PROJECT PERMIT STAGE 1 MODIFICATION – FALLS EVENT CENTER (HIGHLAND VILLAGE) – 240 CONFERENCE CENTER DRIVE – NCRSP PARCEL 40C – FILE # PL14-0538;**

1. *The proposed modification is in substantial compliance with the intent of the original approval, prior conditions of approval, and all applicable design, development and improvement standards in effect as of the date of application for the modification.*
  2. *The proposed modification is in compliance with all standards and requirements of the City's Zoning Ordinance, with the applicable goals, policies and objectives set forth in the General Plan and the applicable Community Design Guidelines.*
- B. Approve the **MAJOR PROJECT PERMIT STAGE 1 MODIFICATION – FALLS EVENT CENTER (HIGHLAND VILLAGE) – 240 CONFERENCE CENTER DRIVE – NCRSP PARCEL 40C – FILE # PL14-0538** with three (3) Conditions of Approval;
- C. Adopt the two (2) findings of fact as stated below for the **MAJOR PROJECT PERMIT STAGE 1 MODIFICATION – FALLS EVENT CENTER (HIGHLAND VILLAGE) – 240 CONFERENCE CENTER DRIVE – NCRSP PARCEL 40C – FILE # PL14-0538**; and
1. *The Architecture and Landscaping is consistent with the General Plan, North Central Roseville Design Guidelines, and Community Design Guidelines; and*
  2. *The design shall not be detrimental to the public, health and safety, or be materially detrimental to the public welfare.*
- D. Approve the **MAJOR PROJECT PERMIT STAGE 1 MODIFICATION – FALLS EVENT CENTER (HIGHLAND VILLAGE) – 240 CONFERENCE CENTER DRIVE – NCRSP PARCEL 40C – FILE # PL14-0538** with eighty-five (85) Conditions of Approval.

**CONDITIONS OF APPROVAL FOR MPP STAGE 1 MODIFICATION (PL14-0538)**

1. This Major Project Permit Stage 1 Modification approval shall be effectuated within a period of two (2) years from the date of the prior MPP Stage 1 Extension (PL14-0538) and if not effectuated shall expire on **June 11, 2017**. Prior to said expiration date, the applicant may apply for an extension of time. (Planning)
2. The project is subject to the previously approved conditions of approval for the Highland Village MPP Stage 1 – File 2007PL-123 (Project MPP-000016), except as conditioned or modified below.
3. The site plan shall be approved as shown in Exhibit A. (Planning)

**CONDITIONS OF APPROVAL FOR MPP STAGE 2 (PL14-0538)**

1. This Major Project Permit Stage 2 approval shall be effectuated within a period of two (2) years from the date of the prior MPP Stage 1 Extension (PL14-0324) and if not effectuated shall expire on **June 11, 2017**. Prior to said expiration date, the applicant may apply for an extension of time. (Planning)
2. This Major Project Permit Stage 2 approval shall be effectuated within a period of two (2) years from this date and if not effectuated shall expire on **June 11, 2017**. Prior to said expiration date, the applicant may apply for an extension of time, provided, however, this approval shall be extended for no more than a total of one year from **June 11, 2017**.
3. The project is approved as shown in Exhibits A - F and as conditioned or modified below. (Planning)

4. The project shall comply with all required environmental mitigation identified in the North Central Roseville Specific Plan. The appropriate mitigation measures shall be included on all Civil and Building Permit plan sets. (Planning)
5. A separate Site Accessibility Plan which details the project's site accessibility information as required by California Title 24, Part 2 shall be submitted as part of the project Building Permit Plans. (Building)
6. Building permit plans shall comply with all applicable code requirements (California Building Code – CBC – based on the International Building Code, California Mechanical Code – CMC – based on the Uniform Mechanical Code, California Plumbing Code – CPC – based on the Uniform Plumbing Code, California Fire Code – CFC – based on the International Fire Code – with City of Roseville Amendments – RFC, California Electrical Code – CEC – based on the National Electrical Code, and California Energy Standards – CEC T-24 Part 6), California Title 24 and the American with Disabilities Act - ADA requirements, and all State and Federally mandated requirements in effect at the time of submittal for building permits (contact the Building Department for applicable Code editions). (Building)
7. The applicant shall pay City's actual costs for providing plan check, mapping, GIS, and inspection services. This may be a combination of staff costs and direct billing for contract professional services. (Engineering, Environmental Utilities, Electric, Finance)
8. The design and construction of all improvements shall conform to the Design and Construction Standards of the City of Roseville, or as modified by these conditions of approval, or as directed by the City Engineer. (Engineering)
9. The applicant shall not commence with any on-site improvements or improvements within the right-of-way until such time as grading and/or improvement plans are approved and grading and/or encroachment permits are issued by the Department of Public Works (Engineering)
10. The approval of this project does not constitute approval of proposed improvements as to size, design, materials, or location, unless specifically addressed in these conditions of approval. (Engineering)
11. Parking stalls shall meet, or exceed, the following minimum standards:
  - a. All parking stalls shall be double-striped. Parking stalls adjacent to sidewalks, landscaped areas or light fixtures, and all Accessible stalls shall have a 6" raised curb or concrete bumper. (Planning)
  - b. Standard -- 9 feet x 18 feet; Compact--9 feet x 16 feet; Accessible--14 feet x 18 feet (a 9 foot wide parking area plus a 5 foot wide loading area) and a minimum of one (1) parking space shall be Accessible van accessible--17 feet x 18 feet (9 foot wide parking area plus an 8 foot wide loading area). (Planning)
  - c. An 'exterior routes of travel' site accessibility plan incorporating slope, cross-slope, width, pedestrian ramps, curb ramps, handrails, signage, detectable warnings or speed limit signs or equivalent means shall comprise part of the site improvement plans submitted to City for review, prior to building plan check approvals. This site accessibility plan shall also include:
    - i) Handicapped parking stalls shall be dispersed and located closest to accessible entrances. The total number of accessible parking spaces shall be established by Table 11-B-6 of the CBC.

- ii) Accessible Parking spaces and crosswalks shall be signed, marked and maintained as required by Chapter 11 of the CBC.
  - iii) Accessible parking and exterior route of travel shall comply with CBC, Sections 1127B and 1129B. (Building)
12. Signs and/or striping shall be provided on-site as required by the Planning Division to control on-site traffic movements. Parking lot striping and signage shall be maintained in a visible and legible manner. (Planning)
13. The plans submitted to the Building Department for permits shall indicate all approved revisions/alterations as approved by the Commission including all conditions of approval. (Planning)
14. The project Landscape Plans shall comply with the following:
- a. The Landscape Plan shall indicate the location of, and be designed to avoid conflicts with, all pole-mounted light fixtures and utility equipment including (but not limited to) electric transformers, switchgear, and overhead lines, backflow preventors, fire department connections, and public water, sewer, and storm drain facilities. (Planning, Fire, EUD, Electric, Engineering)
  - b. The tree plantings in the parking lot shall be designed to provide a minimum of 50% shade coverage after 15 years. (Planning)
  - c. At a minimum, landscaped areas not covered with live material shall be covered with a rock, (2") bark (no shredded bark) or (2") mulch covering. (Planning)
  - d. The landscape plan shall comply with the Landscape Guidelines for North Central Roseville Specific Plan and the City of Roseville Water Efficient Landscape ordinance (Ordinance 4786, adopted 11/04/2009). (Planning)
  - e. Landscaping adjacent to preserve areas shall consist of California native, drought-tolerant groundcover, shrubs, plants and trees. (Open Space, Planning)
  - f. All landscaping in areas containing electrical service equipment shall conform with the Electric Department's Landscape Requirements and Work Clearances as outlined in Section 10.00 of the Departments "Specification for Commercial Construction." (Electric)
15. Any roof-mounted equipment and satellite dishes proposed shall be shown on the building plans. The equipment shall be fully screened from public streets and the surrounding properties. (Planning)
16. At the time of building permit application and plan submittal, the project applicant shall submit a proposed plan which shows the suite addressing plan for individual tenant spaces within the building. The Chief Building Official, or the designate, shall approve said plan prior to building permit approval. (Building)
17. A separate Site Accessibility Plan which details the project's site accessibility information as required by California Title 24, Part 2 shall be submitted as part of the project Building Permit Plans. (Building)
18. Maintenance of copy of building plans: Health and Safety Code section 19850 requires the building department of every city or county to maintain an official copy of the building plans for

the life of the building. As such, each individual building shall be submitted as a separate submittal package. Building plan review, permit issuance and archiving is based on each individual building address.

19. For all work to be performed off-site, permission to enter and construct shall be obtained from the property owner, in the form of a notarized right-of-entry. Said notarized right-of-entry shall be provided to Public Works prior to approval of any plans. (Engineering)
20. The Improvement Plans shall include a complete set of Landscape Plans. The Landscape Plans shall be approved with the Improvement Plans. (Planning, Engineering, Fire, Environmental Utilities, Electric)
21. A note shall be added to the grading plans that states:  
  
*“Prior to the commencement of grading operations, the contractor shall identify the site where the **excess/borrow** earthen material shall be imported/deposited. If the **borrow/deposit** site is within the City of Roseville, the contractor shall produce a report issued by a geotechnical engineer to verify that the exported materials are suitable for the intended fill, and shall show proof of all approved grading plans. Haul routes to be used shall be specified.”* (Engineering)
22. A covered seating area shall be located at the main entrance, visible from the drive aisle for Dial-A-Ride passenger use.
23. Bike parking and clean air vehicle spaces shall be provided per the California Green Building Standards. (Alternative Transportation, Building)
24. All storm drainage, including roof drains, shall be collected on site and treated with Best Management Practices (BMP's) per the City's Stormwater Quality Design Manual. All storm water shall be routed to the nearest existing storm drain system or natural drainage facility. Drain outfalls shall extend down to the receiving water and shall be constructed with adequate velocity attenuation devices. The grading/improvement plans for the site shall be accompanied with a shed map that defines that area tributary to this site and all drainage facilities shall be designed to accommodate the tributary flow. The storm drain system and proposed BMP's shall be privately owned and maintained by the property owner. Prior to the issuance of any permits, the owner shall provide a plan for the maintenance of the proposed BMP's. (Engineering)
25. Locations of overland release shall be designed to minimize erosion. (Engineering)
26. Prior to the issuance of any permits, the property owner shall prepare and submit a Storm Water Pollution Prevention Plan (SWPPP) to the City, as defined by the Regional Water Quality Control Board. The SWPPP shall be submitted in a single three ring binder. Upon approval, the SWPPP will be returned to the property owner during the pre-construction meeting. (Engineering)
27. Sight distances for all driveways shall be clearly shown on the improvement plans to verify that minimum standards are achieved. It will be the responsibility of the project proponent to provide appropriate landscaping and improvement plans, and to relocate and/or modify existing facilities as needed to meet these design objectives. (Engineering)
28. The applicant shall remove and reconstruct any existing damaged curb, gutter, and sidewalk along the property frontage. During plan check of the improvement plans and/or during inspection, Engineering will designate the exact areas to be reconstructed. Any existing public facilities damaged during the course of construction shall be repaired by the property owner and at the property owner's expense, to the satisfaction of the City. (Engineering)

29. Improvement plans shall show the Preserve boundary and label it as a protected area. The Pre-Construction meeting shall address the presence of the Preserve, the sensitive habitats present and minimization of disturbance to the Preserve. During grading and construction the preserve area shall be avoided and shall not be used for parking, storage, or project staging. The contractor shall remove all trash blown into the preserve from adjacent construction on a daily basis. After construction is complete, the temporary fencing shall be removed from the preserve, along with all temporary erosion control measures (e.g., straw bales, straw waddles and stakes, silt fencing). (Engineering, CDD, Planning)
30. Prior to construction within any phase of the project, high visibility temporary construction fencing shall be installed along the parcel adjacent to the Preserve. Fencing shall be maintained daily until permanent fencing is installed, at which time the temporary fencing shall be removed from the project site. (Engineering, CDD, Planning)
31. With the exception of access required for maintenance and/or emergency vehicles, the project shall be designed to prevent vehicle access into the Preserve. Post and cable fencing or other improvements shall be utilized to meet this requirement. (Engineering, CDD, Planning)
32. Prior to the approval of the improvement plans, it will be the project proponent's responsibility to pay the standard City Trench Cut Recovery Fee for any cuts within the City streets that are required for the installation of underground utilities. (Engineering)
33. The project shall be addressed as 240 Conference Center Drive. (Planning)
34. Prior to the issuance of building permits, the property owner shall pay into the following fee programs: Citywide Drainage Fee, Citywide Traffic Mitigation Fee (TMF), Highway 65 Joint Partners Association (JPA), South Placer Regional Transportation Authority (SPRTA), and City/County Fee. (Engineering)
35. The applicant/developer shall participate in the Transportation Systems Management (TSM) Plan for Highland Village. (Public Works, Alternative Transportation)
36. Prior to the issuance of a grading permit or approval of Improvement Plans, the grading plans shall clearly identify all existing water, sewer and recycled water utilities within the boundaries of the project (including adjoining public right of way). Existing utilities shall be identified in plain view and in profile view where grading activities will modify existing site elevations over top of or within 15 feet of the utility. Any utilities that could potentially be impacted by the project shall be clearly identified along with the proposed protection measures. The developer shall be responsible for taking measures and incurring costs associated with protecting the existing water, sewer and recycled water utilities to the satisfaction of the Environmental Utilities Director. (Environmental Utilities)"
37. The applicant shall pay all applicable water and sewer fees. (Environmental Utilities)
38. Water and sewer infrastructure shall be designed pursuant to the adopted City of Roseville Improvement Standards and the City of Roseville Construction Standards and shall include:
  - a. Utilities or permanent structures shall not be located within the area which would be disturbed by an open trench needed to expose sewer trunk mains deeper than 12' unless approved by Environmental Utilities in these conditions. The area needed to construct the trench is a sloped cone above the sewer main. The cone shall have 1:1 side slopes.

- b. Water, sewer and recycled mains shall not exceed a depth of 12' below finished grade, unless authorized in these conditions of approval.
  - c. All sewer manholes shall have all-weather 10-ton vehicle access unless authorized by these conditions of approval. (Environmental Utilities)
39. Recycled water infrastructure shall be designed pursuant to the adopted City of Roseville Improvement Standards and the City of Roseville Construction Standards. The applicant shall pay all applicable recycled water fees. Easements shall be provided as necessary for recycled water infrastructure. (Environmental Utilities)
40. Abandon unused sewer. (Environmental Utilities)
41. Trash enclosures, recycling areas, and enclosure approaches shall be designed to current Refuse Division specifications, the materials and colors shall match the building, and the location of such facilities shall be reviewed and approved by the Refuse Division, Planning and the Fire Department. The enclosure must have inside dimensions of 12 feet wide and 9 feet deep and be built to the specifications of the Solid Waste Department's Enclosure Description. (Refuse, Planning, Fire)
42. Access to trash enclosures shall have an inside turning radius of 25 feet and an outside turning radius of 45 feet must be maintained to allow the refuse truck access to and from the enclosure. Enclosures must have a clear approach of 65 feet in front of the enclosure to allow servicing bins. (Refuse)
43. The design and installation of all fire protection equipment shall conform to the California Fire Code and the amendments adopted by the City of Roseville, along with all standards and policies implemented by the Roseville Fire Department. (Fire)
44. The applicable codes and standards adopted by the City shall be enforced at the time construction plans have been submitted to the City for permitting (Fire)
45. The fire flow required, at a 50% reduction due to the buildings being sprinklered, will be based on the largest single structure in accordance with the California Fire Code at the time detail plans are submitted to the City of Roseville for review. The maximum fire flow will not exceed 4,000 gpm based on the Appendix III-AA of the California Fire Code. (Fire)
46. The fire department access road shall meet the City's requirements for width and turning radii of 30 and 50 as noted on the fire department standards for access. This shall be enforced at the time plan are submitted for review, Additional information can be found on the City's web site [www.roseville.ca.us](http://www.roseville.ca.us) or contact Patrick Chew, Senior Fire Inspector, at 916-774-5823 or [pchew@roseville.ca.us](mailto:pchew@roseville.ca.us) with the Fire Prevention Division for information. (Fire)
47. An **approved** automatic fire extinguishing system shall be provided for all buildings where the total fire area is **3,600** square feet or greater, as required by California Fire Code as adopted by this city for non-single family residential units. All amendments, standards and policies can be found on the City's web site [www.roseville.ca.us](http://www.roseville.ca.us) or contact Patrick Chew, Senior Fire Inspector, at 916-774-5823 or [pchew@roseville.ca.us](mailto:pchew@roseville.ca.us) with the Fire and Life Safety Division for information. (Fire)
48. Use, increase of hazardous materials or storage, liquids, gases and/or chemicals shall meet the requirements of the Chapter 6.95 of the Health and Safety Code, the Roseville Fire Department and the National Fire Codes. Submit a complete plan set and the Hazardous Materials Business Plan, including names and amount of any hazardous materials that will be stored or used, to the

Fire and Life Safety Division for review and approval. A permit application shall also be provided at the time of submittal. Contact Steve Anderson of our Hazardous Materials Division within the Fire Department at (916) 774-5821 to initiate the process. Satisfaction of storage and use shall be determined prior to requesting occupancy. (Fire)

49. Adequate radio coverage shall be provided within all buildings for public safety agencies, as required by Roseville Municipal Code and the California Fire Code. A field test shall be provided by a person in possession of a current FCC License, or a current technician certification issued by the Associated Public-Safety Communications Officials International (APCO), or the National Association of Business and Educational Radio (NABER). The building owner shall retain all test records on the inspected premises and a copy shall be submitted to the Fire Department officials in accordance with Section 510 of the California Fire Code.
50. Adequate radio coverage shall include all of the following:
  - a. A minimum signal strength of 95 dBm available in 90% of the area of each floor of the building when transmitted from the closest City of Roseville Radio Communication site.
  - b. A minimum signal strength of 95 dBm received at the closest City of Roseville Communication site when transmitted from 90% of the area of each floor of the building.
  - c. The frequency range that must be supported shall be 821-824 MHz and 866-869 MHz.
  - b. A 100 % reliability factor. (Fire, Police)
51. The Electric Department requires the submittal of the following information in order to complete the final electric design for the project:
  - a. one (1) set of improvement plans
  - b. load calculations
  - c. electrical panel one-line drawings
52. All on-site external lighting shall be installed and directed to have no off-site glare. Lighting within the parking areas and pedestrian walkways shall provide a maintained minimum of one (1) foot candle, and 0.5 foot candle of light, respectively. All exterior light fixtures shall be vandal resistant. (Planning & Police)
53. The parking lot shall have properly posted signs that state the use of the parking area is for the exclusive use of employees and customers of the Highland Village Center. (See California Vehicle Code Sections 22507.8, 22511.5, 22511.8, 22658(a), and the City of Roseville Municipal Code Section 11.20.110). The location of the signs shall be shown on the approved site plan. (Planning & Police)
54. It is the developer's responsibility to notify PG&E of any work required on PG&E facilities. (PG&E)

**DURING CONSTRUCTION & PRIOR TO ISSUANCE OF OCCUPANCY PERMITS:**

55. Any backflow preventors visible from the street shall be painted green to blend in with the surrounding landscaping. The backflow preventors shall be screened with landscaping and shall comply with the following criteria:
  - a. There shall be a minimum clearance of four feet (4'), on all sides, from the backflow preventor to the landscaping.

- b. For maintenance purposes, the landscaping shall only be installed on three sides and the plant material shall not have thorns.
  - c. The control valves and the water meter shall be physically unobstructed.
  - d. The backflow preventor shall be covered with a green cover that will provide insulation. (Planning, Environmental Utilities)
56. The following easements shall be provided by separate instrument and shown on the site plan, unless otherwise provided for in these conditions:
- a. Water, sewer, and reclaimed water easements.
  - b. Additional internal easements will be required to cover primary electrical facilities to the project when the final electrical design is completed. (Electric)
  - c. Other easements (please specify) (Electric, Engineering, Environmental Utilities)
57. Easement widths shall comply with the City's Improvement Standards and Construction Standards. Separate document easements required by the City shall be prepared in accordance with the City's "Policy for Dedication of Easements to the City of Roseville". All legal descriptions shall be prepared by a licensed land Surveyor. All existing public utility, electric, water, sewer and reclaimed water easements shall be maintained unless otherwise authorized by these conditions of approval. (Engineering, Environmental Utilities, Electric)
58. Inspection of the potable water supply system on new commercial/ industrial/ office projects shall be as follows:
- a. The Environmental Utilities Inspector will inspect all potable water supply up to the downstream side of the backflow preventor.
  - b. The property owner/applicant shall be responsible for that portion of the water supply system from the backflow preventor to the building. The builder/contractor shall engage a qualified inspector to approve the installation of this portion of the water supply. The Building Division will require from the builder/ contractor, a written document certifying that this portion of the potable water supply has been installed per improvement plans and in accordance with the Uniform Plumbing Code. This certificate of compliance shall be submitted to the Building Division before a temporary occupancy or a building final is approved.
  - c. The building inspectors will exclusively inspect all potable water supply systems for the building from the shutoff valve at the building and downstream within the building. (Building, Environmental Utilities)
59. All improvements being constructed in accordance with the approved grading and improvement plans shall be accepted as complete by the City. (Engineering)
60. The words "traffic control appurtenances" shall be included in the list of utilities allowed in public utilities easements (PUE's) located along public roadways. (Engineering)
61. Irrigation along the open space areas shall be designed to avoid overspray. (Parks & Recreation)
62. No new run-off due to new development/impervious pavement shall be added to the open space area. (Parks & Recreation)

63. Construction access shall avoid all open space and shall be via the private property. (Parks & Recreation)
64. Water, sewer and reclaimed water shall be constructed pursuant to the adopted City of Roseville Improvement Standards and the City of Roseville Construction Standards. (Environmental Utilities)
65. All water backflow devices shall be tested and approved by the Environmental Utilities Department. (Environmental Utilities)
66. The applicant shall design for installation and/or install an exterior grease interceptor if the proposed business could potentially discharge substances containing fats, oils and grease (FOG) into the sewer system. The grease interceptor shall be adequate to separate and remove FOG contained in the wastewater from FSE's prior to discharge to the public sewer. (Environmental Utilities)
67. In the event an exterior grease interceptor cannot be installed due to space limitation, the developer shall install a grease trap, per City Standards, that will mechanically separate the FOG contained in the wastewater from the FSE prior to discharge to the public sewer. (Environmental Utilities)
68. Pursuant to the Municipal Code, the applicant shall apply for and obtain a FOG waste discharge permit (FOG WDP) from the Environmental Utilities Industrial Waste Division prior to occupancy or prior to discharging waste to the public sewer. The applicant shall submit information required by the Environmental Utilities Department for evaluation, including but not limited to: site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, FOG control device, grease interceptor or other pretreatment equipment and appurtenances by size, location and elevation. Additional information related to the applicant's business operations and potential discharge may be requested to properly evaluate the FOG WDP application. (Environmental Utilities)
69. All Electric Department facilities, including streetlights where applicable, shall be designed and built to the "City of Roseville Specifications for Commercial Construction." (Electric)
70. The City of Roseville Electric Department has electrical construction charges which are to be paid by the developer and which are explained in the City of Roseville "Specification for Commercial Construction." These charges will be determined upon completion of the final electrical design. (Electric)
71. Any relocation, rearrangement, or change of existing electric facilities due to this development shall be at the developer's expense. (Electric)
72. Any facilities proposed for placement within public/electric utility easements shall be subject to review and approval by the Electric Department before any work commences in these areas. This includes, but is not limited to, landscaping, lighting, paving, signs, trees, walls, and structures of any type. (Electric)
73. All electric metering shall be directly outside accessible. This can be accomplished in any of the following ways:
  - a. Locate the metered service panel on the outside of the building.
  - b. Locate the metered service panel in a service room with a door that opens directly to the outside. The developer will be required to provide a key to the door for placement in a

lock box to be installed on the outside of the door. Any doors leading from the service room to other areas of the building shall be secured to prohibit unauthorized entry.

74. One 3/4" conduit with a 2-pair phone line shall be installed from the buildings telephone service panel to the meter section of the customer's electrical switchgear or panel. (Electric)
75. It is the responsibility of the developer to insure that all existing electric facilities remain free and clear of any obstruction during construction and when the project is complete. (Electric)
76. Following the installation of the landscaping, all landscape material shall be maintained in a healthy and weed free condition; dead plant material shall be replaced immediately. All trees shall be maintained and pruned in accordance with the accepted practices of the International Society of Arboriculture (ISA). (Planning)
77. The City reserves the right to restrict vehicle turning movements within the public right-of-way in the future if deemed necessary by the City Engineer. (Engineering)
78. The required width of fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. Minimum required widths and vertical clearances established by the Fire Code shall be maintained at all times during construction. Closure of accesses for fire apparatus by gates, barricades and other devices shall be prohibited unless approved by the Fire Chief. (Fire)
79. Temporary aboveground storage tanks may be used at construction sites for diesel fuel only and shall not exceed 1,000 gallon capacity. Tanks shall comply with all provisions found within the Fire Code. A Fire Department Permit shall be obtained prior to tank installation. The permit shall expire after 90 days from the date of issuance, unless extended by the Fire Chief. (Fire)
80. If site survey or earth moving work results in the discovery of hazardous materials in containers or what appears to be hazardous wastes released into the ground, the contractor or person responsible for the building permit must notify the Roseville Fire Department immediately. A representative from the Fire Department will make a determination as to whether the incident is reportable or not and if site remediation is required. (Fire)
81. The location and design of the gas service shall be determined by PG&E. The design of the gas service for this project shall not begin until PG&E has received a full set of City approved improvement plans for the project. (PG&E)
82. The project is subject to the noise standards established in the City's Noise Ordinance. In accordance with the City's Noise Ordinance project construction is exempt between the hours of seven a.m. and seven p.m. Monday through Friday, and between the hours of eight a.m. and eight p.m. Saturday and Sunday. Provided, however, that all construction equipment shall be fitted with factory installed muffling devices and that all construction equipment shall be maintained in good working order. (Building)
83. The developer (or designated consultant) shall certify that the building foundation location has been placed according to all approved setback requirements shown on the approved site plan. The developer shall prepare a written statement confirming building placement and provide an original copy to the City Building Department Field Inspector at the time of or prior to the foundation inspection. (Building)
84. Prior to Certificate of Occupancy, the applicant may apply for a Temporary Occupancy (TO) of the building. If a TO is desired, the applicant must submit a written request to the Building Division a minimum of thirty (30) days prior to the expected temporary occupancy date and shall

include a schedule for occupancy and a description of the purpose for the Temporary Occupancy. (Building)

85. Concurrent with submittal for plan check and prior to a request for final building inspection, the applicant may request City approval of an occupancy phasing plan to allow individual or multiple building occupancies. This request shall be made in writing to the Building Department and shall include 10 copies of the following:
- a. A description of measures that will be undertaken to minimize conflict between residents/building occupants and construction traffic (e.g. fencing, etc.);
  - b. A phasing plan showing the proposed buildings, internal roads and access routes, landscaping, trash enclosure locations, and any other improvements planned for each phase; and
  - c. Estimated time frame for each phase and a specific date for the first phase. (Planning, Building)

#### **ATTACHMENTS**

1. Highland Village MPP Stage 1 Site Plan
2. Highland Village MPP Stage 1 Conceptual Architecture

#### **EXHIBITS**

- A. Highland Village MPP Stage 1 Modification Site Plan
- B. Site Plan
- C. Building Elevations
- D. Grading & Drainage Plan
- E. Landscape Plan
- F. Photometric Plan

**Note to Applicant and/or Developer:** Please contact Planning Division staff at (916) 774-5276 prior to the Commission meeting if you have any questions on any of the recommended conditions for your project. If you challenge the decision of the Commission in court, you may be limited to raising only those issues which you or someone else raised at the public hearing held for this project, or in written correspondence delivered to the Planning Manager at, or prior to, the public hearing.