



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Agenda

City Council Regular Meeting

City Council Chambers | 50 Natoma Street, Folsom CA 95630

June 23, 2020

6:30 PM

Welcome to Your City Council Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the City Council and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website and in the Office of the City Clerk. The City Clerk is also available to answer any questions you have about City Council meeting procedures.

Participation

If you would like to provide comments to the City Council, please:

- Fill out a blue speaker request form, located at the back table.
- Submit the form to the City Clerk before the item begins.
- When it's your turn, the City Clerk will call your name and invite you to the podium.
- Speakers have three minutes, unless the presiding officer (usually the mayor) changes that time.

Reasonable Accommodations

In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 461-6035, (916) 355-7328 (fax) or CityClerkDept@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

How to Watch

The City of Folsom provides three ways to watch a City Council meeting:

In Person



City Council meetings take place at
City Hall, 50 Natoma Street

Online



Watch the livestream and replay past
meetings on the city website,
www.folsom.ca.us

On TV



Watch live and replays of meetings on
Sac Metro Cable TV, Channel 14

More information about City Council meetings is available at the end of this agenda



City Council Regular Meeting

Folsom City Council Chambers
50 Natoma Street, Folsom, CA
www.folsom.ca.us

Tuesday, June 23, 2020 6:30 PM

Sarah Aquino, Mayor

Ernie Sheldon, Vice Mayor
Kerri Howell, Council Member

Mike Kozlowski, Council Member

REGULAR CITY COUNCIL AGENDA

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.

Due to the coronavirus (COVID-19) public health emergency, the City of Folsom is allowing for remote public input during City Council meetings. Members of the public are encouraged to participate by emailing comments to CityClerkDept@folsom.ca.us. Emailed comments must be received no later than thirty minutes before the meeting and will be read aloud at the meeting during the agenda item. Please make your comments brief. Written comments submitted and read into the public record must adhere to the principles of the three-minute speaking time permitted for in-person public comment at City Council meetings. Members of the public wishing to participate in this meeting via teleconference may email CityClerkDept@folsom.ca.us no later than thirty minutes before the meeting to obtain call-in information. Each meeting may have different call-in information. Verbal comments via teleconference must adhere to the principles of the three-minute speaking time permitted for in-person public comment at City Council meetings.

Members of the public may continue to participate in the meeting in person at Folsom City Hall, 50 Natoma Street, Folsom, CA while maintaining appropriate social distancing.

CALL TO ORDER

ROLL CALL:

Council Members: Sheldon, Howell, Kozlowski, Aquino

The City Council has adopted a policy that no new item will begin after 10:30 p.m. Therefore, if you are here for an item that has not been heard by 10:30 p.m., you may leave, as the item will be continued to a future Council Meeting.

PLEDGE OF ALLEGIANCE

AGENDA UPDATE

BUSINESS FROM THE FLOOR:

Members of the public are entitled to address the City Council concerning any item within the Folsom City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda.

CONSENT CALENDAR:

Items appearing on the Consent Calendar are considered routine and may be approved by one motion. City Council Members may pull an item for discussion.

- [1.](#) Approval of the June 9, 2020 Special and Regular Meeting Minutes
- [2.](#) Approval of the June 15, 2020 Special Meeting Minutes
- [3.](#) Resolution No. 10473 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Doug Veerkamp General Engineering, Inc. for the Utility Corridor Grading Project-White Rock Road
- [4.](#) Resolution No. 10474 - A Resolution Authorizing the City Manager to Execute a Design and Consulting Services Contract with Dokken Engineering, Inc. for the Storm Drain Ponds Restoration Project Phase 2
- [5.](#) Resolution No. 10475 - A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Service Agreement (173-21 18-030) with DropCountr, Inc. for Inclusion of a Commercially Friendly Feature Set Within the DropCountr Application
- [6.](#) Resolution No. 10476 - A Resolution Authorizing the City Manager to Execute a Design Consulting Services Agreement with Alta Planning + Design, Inc. for the Active Transportation Plan Project Funded by a Sacramento Area Council of Governments (SACOG) 2019 State of Good Repair Planning and Project Development Grant Funding Program and Appropriation of Funds
- [7.](#) Resolution No. 10477 – A Resolution Rejecting the Low Bid as Non-Responsive and Authorizing the City Manager to Execute a Construction Agreement with the Second Low Bid, PNP Construction, Inc., for the Fire Station 38 Remodel Project and Appropriation of Funds
- [8.](#) Resolution No. 10478 - A Resolution Rescinding Resolution No. 10296 and Enacting the Annual Inflationary Adjustment for City Impact and Connection Fees for Law Enforcement, Fire Suppression, General Facilities, Vehicles and Equipment, Park Improvement, Humbug-Willow Creek, Housing Trust, Water, Sanitary Sewer, Solid Waste, Transportation Improvement, Drainage, and Light Rail Impact
- [9.](#) Resolution No. 10479 - A Resolution Amending Resolution No. 10297 and Enacting the Annual Inflationary Adjustment for City User Fees as of July 1, 2020, for Selected City Services
- [10.](#) Resolution No. 10480 - A Resolution Authorizing Public Fireworks Displays During the Star-Spangled Drive-In Event

PUBLIC HEARING:

- [11.](#) Resolution No. 10472 - A Resolution Determining that the 709 Natoma Street General Plan Amendment Project is Exempt from CEQA and Approving a General Plan Amendment to Change the General Plan Land Use Designation for the 7,000-square-foot Project Site Located at 709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial)

12. Accessory Dwelling Unit Ordinance Hearing and Determination that the Project is Exempt from CEQA; Ordinance No. 1306 - An Ordinance Amending Certain Sections in Chapter 17.52 and Repealing and Re-Enacting Chapter 17.105 of the Folsom Municipal Code Pertaining to Accessory Dwelling Units (Introduction and First Reading)

NEW BUSINESS:

13. Presentation of Findings and Recommendations from the Historic District Parking Solutions Ad Hoc Committee and Possible Direction to Staff

OLD BUSINESS:

14. Filling Council Vacancy by Appointment and/or Direction to Staff

CITY MANAGER REPORTS:

COUNCIL COMMENTS:

ADJOURNMENT

NOTICE: *Members of the public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address Council on an issue, which is on this agenda, please complete a blue speaker request card, and deliver it to a staff member at the table on the left side of the Council Chambers prior to discussion of the item. When your name is called, stand to be recognized by the Mayor and then proceed to the podium. If you wish to address the City Council on any other item of interest to the public, when the Mayor asks if there is any "Business from the Floor," follow the same procedure described above. Please limit your comments to three minutes or less.*

NOTICE REGARDING CHALLENGES TO DECISIONS: *Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.*

As presiding officer, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Council, and to enforce the rules of the Council.

PERSONS INTERESTED IN PROPOSING AN ITEM FOR THE CITY COUNCIL AGENDA SHOULD CONTACT A MEMBER OF THE CITY COUNCIL.

The meeting of the Folsom City Council is being telecast on Metro Cable TV, Channel 14, the Government Affairs Channel, and will be shown in its entirety on the Friday and Saturday following the meeting, both at 9 a.m. The City does not control scheduling of this telecast and persons interested in watching the televised meeting should confirm this schedule with Metro Cable TV, Channel 14. The City of Folsom provides live and archived webcasts of regular City Council meetings. The webcasts can be found on the online services page of the City's website www.folsom.ca.us.

In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 461-6035, (916) 355-7328 (fax) or CityClerkDept@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

City Council Special Meeting

MINUTES

Tuesday, June 9, 2020 5:30 PM

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.

CALL TO ORDER

The special City Council meeting was called to order at 5:30 p.m. in City Council Chambers, 50 Natoma Street, Folsom, California, with Mayor Sarah Aquino presiding.

ROLL CALL:

Council Members Present: Mike Kozlowski, Council Member
Ernie Sheldon, Vice Mayor
Roger Gaylord, Council Member
Kerri Howell, Council Member
Sarah Aquino, Mayor

Council Members Absent: None

Participating Staff: City Manager Elaine Andersen
City Attorney Steve Wang
City Clerk Christa Freemantle

ADJOURNMENT TO CLOSED SESSION FOR THE FOLLOWING PURPOSES:

1. Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(e)(3): One Item
2. Conference with Real Property Negotiator - Pursuant to Government Code section 54956.8: One parcel of vacant real property located at 300 Persifer Street in Folsom, APN 070-0172-048. Negotiating Parties: City Manager Elaine Andersen on behalf of the City of Folsom, and Habitat for Humanity of Greater Sacramento, Inc. Under Negotiation: Price and Terms of Sale

Motion by Council Member Kerri Howell, second by Council Member Roger Gaylord to adjourn to closed session for the above referenced items. Motion carried with the following roll call vote:

AYES: Council Member(s): Kozlowski, Sheldon, Gaylord, Howell, Aquino
NOES: Council Member(s): None
ABSENT: Council Member(s): None

ABSTAIN: Council Member(s): None

RECONVENE, ANNOUNCEMENT OF ANY ACTION

City Attorney Steve Wang advised that no final action was taken during closed session.

ADJOURNMENT

There being no further business to come before the Folsom City Council, the meeting was adjourned at 6:30 p.m.

PREPARED AND SUBMITTED BY:

Christa Freemantle, City Clerk

ATTEST:

Sarah Aquino, Mayor

City Council Regular Meeting

MINUTES

Tuesday, June 9, 2020 6:30 PM

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.

CALL TO ORDER

The regular City Council meeting was called to order at 6:30 p.m. in City Council Chambers, 50 Natoma Street, Folsom, California, with Mayor Sarah Aquino presiding.

ROLL CALL:

Council Members Present: Mike Kozlowski, Council Member
Ernie Sheldon, Vice Mayor
Roger Gaylord, Council Member
Kerri Howell, Council Member
Sarah Aquino, Mayor

Council Members Absent: None

Participating Staff: City Manager Elaine Andersen
City Attorney Steve Wang
City Clerk Christa Freemantle
Environmental and Water Resources Director Marcus Yasutake
Senior Engineer Dan Wolfe

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA UPDATE

City Clerk Christa Freemantle advised that there were no updates to the agenda

BUSINESS FROM THE FLOOR:

Comments from Melissa Pieri urging the reopening of city youth sports facilities was read into the record by City Clerk Christa Freemantle.

Unidentified speaker addressed the City Council to call for action relative to the Black Lives Matter movement.

Hannah Braidman addressed the City Council to call for action relative to the Black Lives Matter movement and to suggest the possible renaming of Negro Bar State Park.

CONSENT CALENDAR:

1. Approval of the May 26, 2020 Regular Meeting Minutes
2. Ordinance No. 1305 - An Uncodified Ordinance Levying Special Taxes for the Fiscal Year 2020-21 and Following Fiscal Years Solely Within and Relating to the City of Folsom Community Facilities District No. 23 (Folsom Ranch) (*Second Reading and Adoption*)
3. Resolution No. 10431 - A Resolution Authorizing the City Manager to Purchase a 3.03 Acre Parcel (A.P.N. 071-0690-006) in the City of Folsom Made Available Through a Sacramento County Chapter 8 Auction Process
4. Resolution No. 10460 - A Resolution Authorizing the City Manager to Execute an Agreement with Tesco Controls for Consulting Services for the Supervisory Control and Data Acquisition (SCADA) System Upgrade and Maintenance Services for Water and Sewer
5. Resolution No. 10461 - A Resolution Supporting Proposed Modifications to State Transportation Fund Allocation Framework Administered by the Sacramento Area Council of Governments
6. Resolution No. 10462- A Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the County of Sacramento for Commercial and Industrial Stormwater Inspections and Enforcement Within Folsom to Comply with the City's National Pollutant Discharge Elimination System (NPDES) Permit
7. Resolution No. 10463– A Resolution Authorizing the City Manager to Execute an Agreement with Sacramento Housing and Redevelopment Agency for Continued Participation in the Community Development Block Program from January 1, 2021 to December 31, 2023
8. Resolution No. 10464 - A Resolution Authorizing the City Manager to Seek Grant Funds from the United States Bureau of Reclamation for a WaterSMART Drought Response Program Drought Resiliency Project
9. Resolution No. 10466 - A Resolution Electing the Population and Inflation Factors and Establishing the Fiscal Year 2020-21 Appropriations Limit
10. Resolution No. 10467 – A Resolution Approving an Additional Appropriation in FY 2020-21 to be used for Park Renovation
11. Resolution No. 10468 - A Resolution Approving an Acquisition and Shortfall Agreement for the Community Facilities District No. 23 Improvement Area No. 1 (Mangini Ranch Phase 2)
12. Resolution No. 10469 – A Resolution Authorizing the City Manager to Execute a Communications Site License Agreement with CCTM1, LLC for Mann Park

13. Resolution No. 10471 – A Resolution Approving the Folsom Tree Care and Maintenance Standards and Folsom Master Tree List
14. Receive and File the City of Folsom, the Folsom Redevelopment Successor Agency, the Folsom Public Financing Authority, the Folsom Ranch Financing Authority, and the South of 50 Parking Authority Monthly Investment Reports for the Month of March 2020

Council Member Kerri Howell thanked staff for the work relative to item 5.

Motion by Council Member Mike Kozlowski, second by Council Member Kerri Howell to approve the Consent Calendar. Motion carried with the following roll call vote:

AYES: Council Member(s): Kozlowski, Sheldon, Gaylord, Howell, Aquino
NOES: Council Member(s): None
ABSENT: Council Member(s): None
ABSTAIN: Council Member(s): None

NEW BUSINESS:

15. Resolution No. 10465 - A Resolution Approving and Certifying Addendum No. 2 to the Environmental Impact Report for the Folsom South of U.S. 50 Specific Plan Project (State Clearinghouse # 2008092051) and Approving Transfer of up to 5,000 Acre-Feet of Water to State Water Contractors

Environmental and Water Resources Director Marcus Yasutake made a presentation and responded to questions from the City Council.

Motion by Council Member Kerri Howell, second by Council Member Roger Gaylord to approve Resolution No. 10465. Motion carried with the following roll call vote:

AYES: Council Member(s): Kozlowski, Sheldon, Gaylord, Howell, Aquino
NOES: Council Member(s): None
ABSENT: Council Member(s): None
ABSTAIN: Council Member(s): None

16. Resolution No. 10470 – A Resolution of the City Council Authorizing Deferral of Certain Development Impact Fees for the Parkway Apartment Project

Senior Engineer Dan Wolfe made a presentation and responded to questions from the City Council.

Motion by Council Member Roger Gaylord, second by Council Member Mike Kozlowski to approve Resolution No. 10470. Motion carried with the following roll call vote:

AYES: Council Member(s): Kozlowski, Sheldon, Gaylord, Howell, Aquino
NOES: Council Member(s): None
ABSENT: Council Member(s): None
ABSTAIN: Council Member(s): None

CITY MANAGER REPORTS:

City Manager Elaine Andersen read the city’s statement on racially-motivated injustice and violence. She invited residents to participate in this year’s Community Service day. Lastly, Ms. Andersen congratulated Vice Mayor Ernie Sheldon for being awarded the statewide California Park and Recreation Society and California Association of Parks and Recreation Commission and Board Service Award of Excellence and Champion of the Community.

COUNCIL COMMENTS:

Council Member Mike Kozlowski reported on SACOG meetings and the League of California Cities Legislative Affairs Committee meetings.

Council Member Kerri Howell congratulated Vice Mayor Ernie Sheldon, spoke of Regional Transit meetings, thanked city staff and encouraged everyone to drive carefully.

Council Member Roger Gaylord commended protest organizer Ashley Osborne and thanked Folsom Police Department and staff for providing support during recent protest marches.

Vice Mayor Ernie Sheldon thanked everyone for their support.

Mayor Sarah Aquino spoke of LAFCo meetings, thanked the protestors and Police Department for the peaceful nature of the protests. Lastly, she wished her daughter a happy birthday.

ADJOURNMENT

There being no further business to come before the Folsom City Council, the meeting was adjourned at 7:16 p.m.

PREPARED AND SUBMITTED BY:

Christa Freemantle, City Clerk

ATTEST:

Sarah Aquino, Mayor

City Council Special Meeting

MINUTES

Tuesday, June 15, 2020 6:30 PM

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom City Council and staff may participate in this meeting via teleconference.

CALL TO ORDER

The Special City Council meeting was called to order at 6:30 p.m. in City Council Chambers, 50 Natoma Street, Folsom, California, with Mayor Sarah Aquino presiding.

ROLL CALL:

Council Members Present: Mike Kozlowski, Council Member
Ernie Sheldon, Vice Mayor
Kerri Howell, Council Member
Sarah Aquino, Mayor

Council Members Absent: None

Participating Staff: City Manager Elaine Andersen
City Attorney Steve Wang
City Clerk Christa Freemantle

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

NEW BUSINESS:

1. Filling Council Vacancy by Appointment and/or Direction to Staff

City Attorney Steve Wang made a presentation and responded to questions from the City Council.

City Clerk Christa Freemantle read into the record comment letter submitted by Michael Burckhard and Paul Keast.

The City Council discussed options for appointment.

Motion by Council Member Kerri Howell, second by Council Member Mike Kozlowski to solicit applications from Folsom residents interested in being appointed to the City Council for the remainder of the term ending in November 2020; applications will be due

Monday, June 22 by 5 p.m. with consideration by the City Council at the June 23 City Council meeting. Motion carried with the following roll call vote:

AYES: Council Member(s): Kozlowski, Sheldon, Howell, Aquino
NOES: Council Member(s): None
ABSENT: Council Member(s): None
ABSTAIN: Council Member(s): None

ADJOURNMENT

There being no further business to come before the Folsom City Council, the meeting was adjourned at 6:55 p.m. in memory of Folsom resident Nichole Baldasare Wood.

PREPARED AND SUBMITTED BY:

Christa Freemantle, City Clerk

ATTEST:

Sarah Aquino, Mayor



CITY OF
FOLSOM
CALIFORNIA

Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10473 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Doug Veerkamp General Engineering, Inc. for the Utility Corridor Grading Project-White Rock Road
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10473 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Doug Veerkamp General Engineering, Inc. for the Utility Corridor Grading Project-White Rock Road.

BACKGROUND / ISSUE

The planned Capital SouthEast Connector is a 34-mile limited-access roadway spanning from U.S. 50 at Silva Valley Parkway interchange in El Dorado County to Interstate 5 at the Hood-Franklin Interchange in Elk Grove. The Connector is planned to be constructed in segments as funding and priorities allow. Segment D3 includes the length of the Connector that borders the City of Folsom and Sacramento County from Prairie City Road to the El Dorado County Line. Segment E1 is the El Dorado County Segment that Segment D3 ties into.

Segment D3 has been further segmented into two additional segments; D3(A) and D3(B). Segment D3(A), will upgrade existing White Rock Road to a four-lane expressway beginning near the intersection of Prairie City Road and continuing through the intersection of East Bidwell Street. The project entails constructing four lanes between these two major intersections, including a bridge over Alder Creek. The bridge also serves as a “wildlife crossing,” as contemplated in the South Sacramento Habitat Conservation Plan.

The project is a complete reconstruction that will create a new alignment of White Rock Road adjacent and immediately south of the existing White Rock Road. The existing White Rock Road will remain open to traffic during construction.

The City of Folsom is leading the construction of this project on behalf of the Capital SouthEast Connector Joint Powers Authority (JPA) and in collaboration with Sacramento County.

Sacramento Municipal Utility District (SMUD) is currently relocating the existing joint utility pole line into a joint utility easement south of the proposed Connector alignment due to conflicts with Segment D3(A) construction. In order to keep the utility relocation on schedule and reduce risk to the larger Segment 3(A) contract, a small grading project has been created to provide the grading needed for SMUD to place the last 8 joint poles while the Authorization to Advertise the Segment D3(A) project is being processed by Caltrans. At this time SMUD has installed all poles and most of the wire except for the eight poles that need additional grading to fit the future profile.

POLICY / RULE

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services and construction with an estimated value of \$62,014 or greater shall be awarded by City Council.

ANALYSIS

The project design was performed by Dokken Engineering, Inc. Public Works staff requested three quotes on June 2, 2020. On June 9, 2020, the Public Works Department received the following quotes:

1. Doug Veerkamp General Engineering, Inc.	\$ 115,220
2. Cook Engineering, Inc.	\$ 156,196
3. Western Engineering Contractors, Inc.	\$ 233,525

The Engineer’s Estimate for this project was \$134,810. The Public Works Department has found the bids to be in order and recommends that the contract be awarded to the low-bidder, Doug Veerkamp General Engineering, Inc. Staff will use the City’s standard agreement in a form acceptable to the City Attorney.

FINANCIAL IMPACT

The contract with Doug Veerkamp General Engineering, Inc. would be authorized for \$115,220 with a project budget of \$126,742 which will include a ten percent contingency amount of \$11,522 for potential change orders.

The Capital SouthEast Connector JPA has committed \$30,000 towards the project. Currently \$3,050,000 is budgeted in FY 2019/20 in the Transportation Improvement Fund (Fund 446).

ENVIRONMENTAL REVIEW

In 2016 the Capital SouthEast Connector Joint Powers Authority approved a CEQA Tiered Initial Study with Mitigated Negative Declaration for the Capital Southeast Connector Segment D3/E1.

Caltrans approved the NEPA Categorical Exclusion for Segment D3/E1.

The project is not located in an environmentally sensitive area and would not result in potential impacts to the environment, including traffic, noise, air quality and water quality.

ATTACHMENTS

1. Resolution No. 10473 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Doug Veerkamp General Engineering, Inc. for the Utility Corridor Grading Project-White Rock Road.

Submitted,



Dave Nugen, PUBLIC WORKS DIRECTOR

RESOLUTION NO. 10473

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION AGREEMENT DOUG VEERKAMP GENERAL ENGINEERING, INC. FOR THE UTILITY CORRIDOR GRADING PROJECT-WHITE ROCK ROAD

WHEREAS, the City of Folsom desires to construct the SouthEast Connector Segment D3; and

WHEREAS, Sacramento Municipal Utility District (SMUD) is currently relocating the existing pole line to a public utility easement south of the future SouthEast Connector Segment D3; and

WHEREAS, grading of eight pole locations is required prior to SMUD installation of the remaining poles; and

WHEREAS, the City of Folsom is currently waiting for authorization from Caltrans District 3 Local Assistance to advertise for SouthEast Connector Segment D3(A) construction; and

WHEREAS, the City of Folsom desires to complete the utility relocation prior to the start of the SouthEast Connector Segment D3(A) construction; and

WHEREAS, three quotes were received on June 9, 2020 with Doug Veerkamp General Engineering, Inc. providing the lowest responsible quote; and

WHEREAS, funds in the amount of \$126,742 are budgeted and available in the Capital SouthEast Connector Project No. PW1607, for Fiscal Year 2019-20; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute a construction agreement with Doug Veerkamp General Engineering, Inc. for the Utility Corridor Grading Project-White Rock Road in the amount of \$115,220, with the budgeted amount to include a ten percent contingency for a total not-to-exceed amount of \$126,742.

PASSED AND ADOPTED this 23rd day of June 2020, by the following roll-call vote:

AYES: Council Member(s):
NOES: Council Member(s):
ABSENT: Council Member(s):
ABSTAIN: Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK



CITY OF
FOLSOM
ESTABLISHED BY CHARTER

Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10474 - A Resolution Authorizing the City Manager to Execute a Design and Consulting Services Contract with Dokken Engineering, Inc. for the Storm Drain Ponds Restoration Project Phase 2
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 10474 - A Resolution Authorizing the City Manager to Execute a Design and Consulting Services Contract with Dokken Engineering, Inc. for the Storm Drain Ponds Restoration Project Phase 2.

BACKGROUND / ISSUE

The Public Works Department manages the City of Folsom’s Stormwater Program, which includes engineering, regulatory compliance, and operations and maintenance of the storm drain system, including stormwater basins. Of the approximately eighty stormwater basins within the City, twenty are considered City owned and maintained facilities, with the remaining owned by private entities. Most of the City basins were built in the 1990’s as new development in Folsom occurred, and the creeks had insufficient capacity to handle the increased stormwater runoff and increased pollutant loads. Over time, these basins have become overgrown with vegetation and sediment accumulation, and they now require maintenance and restoration projects to re-attain their intended design function.

In June 2014, the City hired a consultant to conduct preliminary engineering and environmental assessments of all 20 City owned stormwater basins. Included in the assessments was identification of necessary maintenance and restoration activities, as well as a prioritization list of all basins. Based on the outcome of this analysis, the City’s consultant developed basin-

specific plans and special provisions for the basins identified as the highest priority.

In July 2018, the City awarded a construction package to restore the two highest priority basins in Folsom. Construction was completed in January 2019.

This contract is the next phase in the overall City-wide basin restoration and is intended to develop a construction package for four additional basins.

POLICY / RULE

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services and construction with an estimated value of \$62,014 or greater shall be awarded by City Council.

ANALYSIS

The City solicited a scope and fee from Dokken Engineering, Inc., one of the engineering firms that is on the Public Works Department's qualifications-based short list. The Public Works Department publicly advertised a Request for Qualifications for engineering design services on December 4, 2018. We received thirteen proposals, of which four firms have been shortlisted, including Dokken Engineering, Inc.

The scope of work for this project will include developing plans, specifications, and estimates (PS&E) and providing environmental support services for the following four basins:

- Basin F9 – Cornerstone Basin
- Basin BS4 – Broadstone basin 4 near Haverhill Drive
- Basin BS5 – Broadstone basin 5 near Halidon Way
- NS4 – Natoma Station basin 4 near Turnpike Drive

FINANCIAL IMPACT

Dokken Engineering, Inc. proposes to provide the requested consulting engineering design services for a not-to-exceed amount of \$85,905. Sufficient funding exists in the Fiscal Year 2019-20 budget in the Storm Drain Ponds Project (Project Number PW1401) funded from Drainage Impact Fees (Fund 448).

ENVIRONMENTAL REVIEW

Design services are exempt from environmental review. Future construction of this project is covered under the City of Folsom's Routine Maintenance Agreement (RMA) with the California Department of Fish and Wildlife (CDFW) for California Environmental Quality Act (CEQA) compliance. Under the requirements of the RMA, Public Works staff will submit Verification Request Forms to CDFW for each individual basin. During the design phase of this project, the City will coordinate closely with CDFW on CEQA compliance.

ATTACHMENTS

1. Resolution No. 10474 - A Resolution Authorizing the City Manager to Execute a Design and Consulting Services Contract with Dokken Engineering, Inc. for the Storm Drain Ponds Restoration Project Phase 2.
2. Project Location Map

Submitted,



Dave Nugen, PUBLIC WORKS DIRECTOR

Attachment 1
Resolution No. 10474

RESOLUTION NO. 10474

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN AND CONSULTING SERVICES CONTRACT WITH DOKKEN ENGINEERING, INC. FOR THE STORM DRAIN PONDS RESTORATION PROJECT PHASE 2

WHEREAS, the City of Folsom owns and is responsible for maintenance of twenty stormwater basins, many of which have deferred maintenance issues; and

WHEREAS, the City of Folsom desires to continue restoring the basins to return them to their intended water quality treatment and flood protection requirements; and

WHEREAS, City staff has selected Dokken Engineering, Inc. from the Public Works Department’s qualifications-based short list to provide the required engineering design services in the amount of \$85,905; and

WHEREAS, this project is included in the Fiscal Year 2019-20 budget with a project budget of \$782,748 of which approximately \$260,000 is currently available; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute a design and consulting services contract with Dokken Engineering, Inc. for the Storm Drain Ponds Restoration Project Phase 2, Project No. PW1401, in the amount of \$85,905.

PASSED AND ADOPTED this 23rd day of June 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

Sarah Aquino, MAYOR

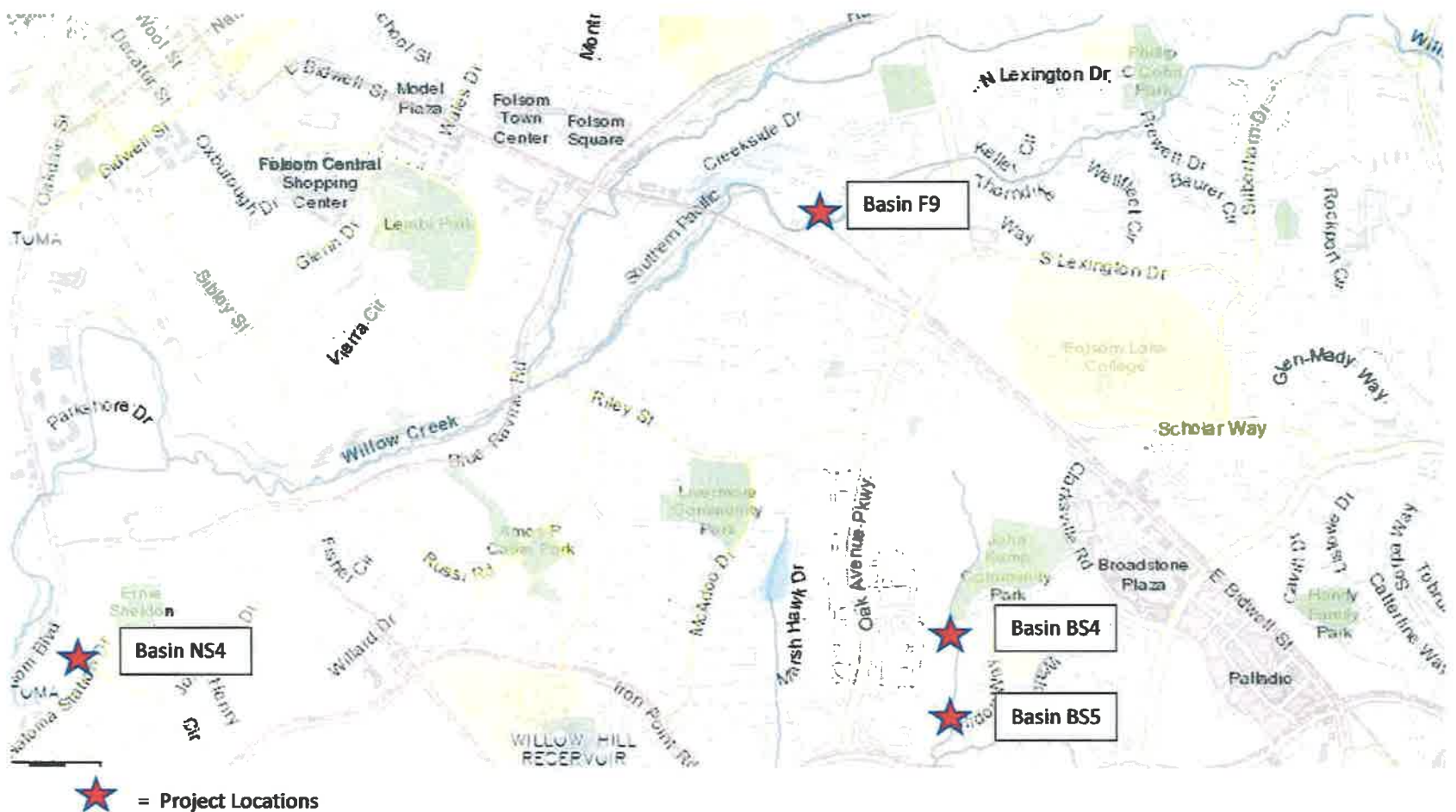
ATTEST:

Christa Freemantle, CITY CLERK

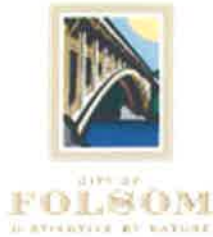
Attachment 2

Project Location Map

Attachment 2 – Storm Drain Ponds Restoration Project Phase 2 – Project Location Map



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Folsom City Council Staff Report



MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10475 - A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Service Agreement (173-21 18-030) with DropCountr, Inc. for Inclusion of a Commercially Friendly Feature Set Within the DropCountr Application
FROM:	Environmental and Water Resources Department

RECOMMENDATION / CITY COUNCIL ACTION

The Environmental and Water Resources Department recommends the City Council pass and adopt Resolution No. 10475 - A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Service Agreement (173-21 18-030) with DropCountr, Inc. for Inclusion of a Commercially Friendly Feature Set Within the DropCountr Application.

BACKGROUND / ISSUE

In 2018 the City of Folsom executed an agreement (173-21 18-030) with DropCountr, Inc for customer use of the DropCountr HOME and CLEAR products to alert customer to leaks, support rebate programs and provide customer service, assisting in achieving an average 7% water use reduction among participating residents.

DropCountr is designed for single-family residential customers, with a single meter on a single premise with one responsible individual. This amendment will support product development work to accommodate commercial requirements, customers with more than one metered connection, and premises with more than one responsible party.

Recent legislation, AB 1668 and SB 606 will establish new water efficiency goals for water agencies in California. This commercially friendly feature set within the DropCountr

application will allow the Environmental and Water Resources Department to better engage commercial water users towards meeting those new water efficiency goals.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, supplies, equipment, services, and construction with a value of \$62,014 or greater shall be awarded by City Council.

ANALYSIS

The current service agreement with DropCountr Inc. dated July 7, 2018, is for a service term of 3 years for a charge of \$50,000 per year. The proposed product development work will support initiatives of the City of Folsom Environmental and Water Resources Department by accommodating commercial requirements, customers with more than one metered connection, and premises with more than one responsible party, and will cost an additional one-time payment of \$62,000.

FINANCIAL IMPACT

Sufficient funds have been budgeted in the Water Operating Fund (520), for FY 2019-20 for these services.

ENVIRONMENTAL REVIEW

The customer information system is not considered a project and therefore, is exempt from environmental review under the California Environmental Quality Act as noted in Chapter 2.5 - Definitions, Section 21065 - Project.

ATTACHMENTS

Resolution 10475 - A Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Service Agreement (173-21 18-030) with DropCountr, Inc. for Inclusion of a Commercially Friendly Feature Set Within the DropCountr Application

Submitted,

Marcus Yasutake, Director
ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT

RESOLUTION NO. 10475

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE SERVICE AGREEMENT (173-21 18-030) WITH DROCOUNTR, INC. FOR INCLUSION OF A COMMERCIALY FRIENDLY FEATURE SET WITHIN THE DROPCOUNTR APPLICATION

WHEREAS, the Environmental and Water Resources Department currently utilizes DropCountr HOME and CLEAR products to support water conservation initiatives; and

WHEREAS, the current application is designed for single-family residential customers; and

WHEREAS, this amendment will support product development work to accommodate commercial requirements, customers with more than one metered connection, and premises with more than one responsible party; and

WHEREAS, sufficient funds are available in the Water Operating Fund (Fund 520) in FY 2019-20; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute Amendment No. 1 to the Service Agreement (173-21 18-030) with DropCountr, Inc. for Inclusion of a Commercially Friendly Feature Set Within the DropCountr Application.

PASSED AND ADOPTED this 23rd day of June, 2020, by the following roll-call vote:

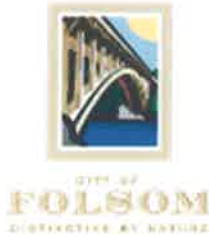
AYES: Council Member(s):
NOES: Council Member(s):
ABSENT: Council Member(s):
ABSTAIN: Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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Folsom City Council Staff Report



MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10476– A Resolution Authorizing the City Manager to Execute a Design Consulting Services Agreement with Alta Planning + Design, Inc. for the Active Transportation Plan Project Funded by a Sacramento Area Council of Governments (SACOG) 2019 State of Good Repair Planning and Project Development Grant Funding Program And Appropriation of Funds
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends the City Council approve Resolution No. 10476– A Resolution Authorizing the City Manager to Execute a Design Consulting Services Agreement with Alta Planning + Design, Inc. for the Active Transportation Plan Project Funded by a Sacramento Area Council of Governments (SACOG) 2019 State of Good Repair Planning and Project Development Grant Funding Program.

BACKGROUND / ISSUE

The City last updated the current Pedestrian Master Plan in 2014. The plan inventoried all pedestrian facilities and created the primary pedestrian route network, focused on corridors with the highest potential pedestrian demand and prioritized projects in these areas. The City last updated the current Bikeway Master Plan in 2007. The plan laid out a network of Class I trails, including street overcrossings and undercrossing, and prioritized capital projects.

The Active Transportation Master Plan (ATP) will combine and update the master plans for both pedestrian and bicycle facilities in the City of Folsom. The ATP will guide the planning, development, and maintenance of existing and future bicycle and pedestrian facilities within the City, including recommended citywide active transportation network improvements and Safe Routes to School. The City is committed to the design and operation of Complete Streets, providing equitable, safe, and effective use of all streets by all users. The purpose of

the ATP is to increase bicycling and walking opportunities through the creation of a safe, connected, convenient, and visible active transportation network.

In July 2019, the City was notified by the Sacramento Area Council of Governments that the City of Folsom proposed Active Transportation Plan (ATP) was selected for funding and will be awarded the full grant amount of \$150,000 plus City matching funds of up to \$50,000. In February 2020, the City Council approved the acceptance of the 2019 State of Good Repair Planning and Project Development Grant.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, Public Works projects or purchases costing \$62,014 or greater shall be awarded by the City Council.

ANALYSIS

The City of Folsom Active Transportation Plan will be funded through the \$150,000 received from the SACOG 2019 State of Good Repair Planning and Project Development Grant Funding Program. The City of Folsom is required to provide a 11.47% minimum match. The Planning and Project Development funding category provides funding for transportation planning studies or technical work towards a specified project development phase (e.g., environmental analysis, preliminary engineering, etc.) on a capital project that supports the implementation of the Metropolitan Transportation Plan & Sustainable Communities Strategy (MTP/SCS) priorities. Funding awards must be fully expended by 2025.

Parks and Recreation Department staff prepared a Request for Proposal (RFP) to prepare the City of Folsom Active Transportation Plan (ATP). On January 23, 2020, the RFP's were distributed to qualified design consultants and on February 21, 2020, five proposals were received. A full review was performed by staff from both the Public Works, Parks and Recreation, and Community Development departments. While all of the consultants met the minimum qualifications, three were selected for the final interview round. Of the three selected for the final round, one was determined to be more qualified than the others based on ranking and in-person interviews. Alta Planning + Design proposal was selected due to their active transportation plan expertise, local presence, and staff time dedicated to public outreach and engagement.

The top three proposals received with rankings are as follows:

Firm	Alta Planning + Design / DKS Associates	Trail People / Dokken Engineering	Toole Design
Ranking	1	2	3
Fee Proposal	\$200,000	\$148,820	\$150,000

FINANCIAL IMPACT

The SACOG 2019 State of Good Repair Planning and Project Development Grant was accepted in the amount of \$150,000 with a local fund match of up to \$50,000. The local

match of up to \$50,000 will be utilized from Measure A Funds authorized in the fiscal year 2020-21 budget. The total amount of \$200,000 will provide the funding to complete the Active Transportation Plan. The match of Measure A Funds was included in the FY 2020-21 Budget however the grant amount will need an additional appropriation. The appropriation will be included in the General Fund (Fund 010) in the Parks and Recreation Department in the amount of \$150,000 as both the expense and grant revenue.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) only applies to projects that have the potential for causing a significant effect on the environment. The requested action is not considered a project under CEQA.

ATTACHMENT

1. Resolution No. 10476– A Resolution Authorizing the City Manager to Execute a Design Consulting Services Agreement with Alta Planning + Design, Inc. for the Active Transportation Plan Project Funded by a Sacramento Area Council of Governments (SACOG) 2019 State of Good Repair Planning and Project Development Grant Funding Program and Appropriation of Funds

Submitted,

Lorraine Poggione,
Parks and Recreation Department Director

RESOLUTION NO. 10476

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN CONSULTING SERVICES AGREEMENT WITH ALTA PLANNING + DESIGN, INC. FOR THE ACTIVE TRANSPORTATION PLAN PROJECT FUNDED BY A SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG) 2019 STATE OF GOOD REPAIR PLANNING AND PROJECT DEVELOPMENT GRANT FUNDING PROGRAM AND APPROPRIATION OF FUNDS

WHEREAS, on January 23, 2020, staff released a Request for Proposal to qualified consultants to prepare the Active Transportation Plan; and

WHEREAS, on February 21, 2020 staff received five qualified proposals; and

WHEREAS, on March 18, 2020 Alta Planning + Design, Inc. was selected based on their qualifications and experience in planning and engineering design services; and

WHEREAS, the agreement shall be in a form acceptable to the City Attorney; and

WHEREAS, In February 2020, the City Council approved the acceptance of the 2019 State of Good Repair Planning and Project Development Grant in the amount of \$150,000, to be utilized for preparation of the Active Transportation Plan; and

WHEREAS, the grant requires a match of 11.47% and staff as identified Measure A funds to be used for the match which was included in the FY 2020-21 Operating Budget in the Measure Fund (Fund 276); and

WHEREAS, the grant amount will require an appropriation in the amount of \$150,000 to be appropriated to the General Fund (Fund 010) in the Parks and Recreation Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute a Design Consulting Services Agreement with Alta Planning + Design, Inc. for planning and design services for the Active Transportation Plan Project for a total not-to-exceed amount of \$200,000.

AND, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate an additional \$150,000 to the Parks and Recreation Department in the General Fund as grant revenue and expense.

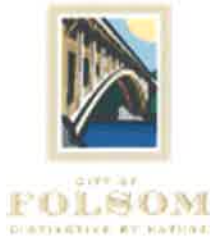
PASSED AND ADOPTED this 23rd day of June 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK



Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10477 – A Resolution Rejecting the Low Bid as Non-Responsive and Authorizing the City Manager to Execute a Construction Agreement with the Second Low Bid, P N P Construction, Inc., for the Fire Station 38 Remodel Project And Appropriation of Funds
FROM:	Fire Department

RECOMMENDATION / CITY COUNCIL ACTION

The Fire Department recommends that the City Council pass and adopt Resolution No. 10477 – A Resolution Rejecting the Low Bid as Non-Responsive and Authorizing the City Manager to Execute a Construction Agreement with the Second Low Bid, P N P Construction, Inc., for the Fire Station 38 Remodel Project and Appropriation of Funds.

BACKGROUND / ISSUE

As part of the City of Folsom Fire Department facilities maintenance program, the Fire Department FY 2019-20 budget included funding for architectural services to develop a remodel concept design for Fire Station 38, located at Blue Ravine Road and Oak Avenue Parkway. The remodel design is necessary to meet response needs and Americans with Disabilities Act (ADA) requirements. The facility was originally constructed as a short-term facility in 1985 with probable relocation. A Standards of Response Cover Study indicates that this station is in the best general location to provide fire and emergency medical services. The Fire Department has carefully examined the service delivery needs of Folsom and determined that the current location remains optimal for a Fire Station. Since the City owns the land it would be more cost effective to remodel and add to the existing structure to suit operational needs, rather than to rebuild it.

Strategically located fire facilities are paramount to the delivery of emergency fire and medical services. A remodeled facility will ensure delivery of these services from its current location for decades to come.

Station 38 construction plans were submitted to the City of Folsom Building Department in September of 2019 and have since been approved. Formal bid requests were advertised for a construction contractor with a closing date of April 30, 2020, when a public bid reading was completed. PNP Construction, Inc. submitted the lowest responsive responsible bid for the Folsom Fire Station 38 remodel project.

Construction work for the project is anticipated to commence in August 2020 with a projected remodel completion date of March 2021.

POLICY / RULE

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services and construction with an estimated value of \$62,014 or greater shall be awarded by City Council.

ANALYSIS

Fire Department staff prepared the bid package, and the project was publicly advertised on CIPList.com from March 20, 2020 through April 30, 2020. On April 30, 2020, the Fire Department received the following bids:

1. JPB Designs, Inc.	\$ 2,237,000
2. P N P Construction, Inc.	\$ 2,544,000
3. DG Granade, Inc.	\$ 2,580,000
4. Kaler/Dobler Construction, Inc.	\$ 2,620,000
5. S.W. Allen Construction, Inc.	\$ 2,733,177
6. CNW Construction, Inc.	\$ 2,738,000
7. Z Squared Construction	\$ 2,884,000
8. American River Construction, Inc.	\$ 2,900,000
9. Simile Construction	\$ 3,397,000

The Fire Department completed an analysis of the bids and recommends that the contract be awarded to the second low-bid P N P Construction, Inc. After evaluating the formal bids, staff determined that the apparent low bid submission from JPB Designs, Inc. was non-responsive due to missing documentation and missing signatures to attest to and agree to be bound by the bid documents. Staff will use the City's standard agreement in a form acceptable to the City Attorney.

FINANCIAL IMPACT

The Fiscal Year 2020-21 Capital Improvement Plan includes the Fire Station #38 Remodel Project with a project budget of \$1,861,920 and in order to approve the contract with P N P Construction an additional appropriation will be required. Staff is requesting an additional appropriation in the amount of \$1,170,800. The project costs and sources of funding are outlined below.

<u>Costs</u>	
Architectural Design	\$ 304,020
Survey & Title	\$ 5,400
Project Management	\$ 52,100
Construction	\$2,544,000
Contingency 5%	<u>\$ 127,200</u>
Total Costs	\$3,032,720
<u>Funding</u>	
General Fund	\$ 600,000
Fire Capital (Fund 441)	<u>\$1,261,920</u>
Current Funding Approved	\$1,861,920
Requested Additional Funding	
Fire Capital (Fund 441)	\$ 745,998
Capital Replacement (Fund 602)	\$ 374,802
Fire Department FY 21 Vehicle Replacement	<u>\$ 50,000</u>
Total Requested Additional Appropriation	\$1,170,800

The \$50,000 listed above as FY 21 Vehicle Replacement is currently appropriated to the Fire Department but will be re-programmed to the Station #38 project. The funds from the Capital Replacement Fund (Fund 602) will be a transfer from Fund 602 to the General Fund (Fund 010).

The additional appropriation of \$1,170,800 will increase the project budget from \$1,861,920 to \$3,032,720 and will include a contingency of 5%. Any construction change orders will be reviewed and negotiated by the Construction Management Team and the Fire Chief and will be approved per the Folsom Municipal Code. The contract with PNP Construction, Inc. would be approved in the amount of \$2,544,000.

ENVIRONMENTAL REVIEW

This project is Categoricaly Exempt from the California Environmental Quality Act under Sections 15301 (Existing Facilities), 15302 (Replacement or Reconstruction), and 15303 (New Construction or Conversion of Small Structures) of the CEQA Guidelines.

ATTACHMENT

Resolution No. 10477 – A Resolution Rejecting the Low Bid as Non-Responsive and Authorizing the City Manager to Execute a Construction Agreement with the Second Low Bid, P N P Construction, Inc., for the Fire Station 38 Remodel Project and Appropriation of Funds

Submitted,

Felipe Rodríguez, Fire Chief

Attachment 1

Resolution No. 10477 – A Resolution Rejecting the Low Bid as Non-Responsive and Authorizing the City Manager to Execute a Construction Agreement with the Second Low Bid, PNP Construction, Inc., for the Fire Station 38 Remodel Project and Appropriation of Funds

RESOLUTION NO. 10477**A RESOLUTION REJECTING THE LOW BID AS NON-RESPONSIVE AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION AGREEMENT WITH THE SECOND LOW BID, P N P CONSTRUCTION, INC. FOR THE FIRE STATION 38 REMODEL PROJECT AND APPROPRIATION OF FUNDS**

WHEREAS, the City of Folsom desires to remodel a fire station in an existing area of the City; and

WHEREAS, this project was publicly advertised, and the bids were received on April 30, 2020; and

WHEREAS, the low bidder, JPB Designs, Inc., was non-responsive due to missing documentation and missing signatures to attest to and agree to be bound by the bid documents; and

WHEREAS, the second low bidder, P N P Construction, Inc. presented the lowest responsive/responsible bid; and

WHEREAS, the contract with P N P Construction, Inc. will be in the amount of \$2,544,000; and

WHEREAS, the Fire Station #38 Remodel Project was included in the FY 21 Capital Improvement Plan with a project budget of \$1,861,920, an additional appropriation in the amount of \$1,170,800 will be required; and

WHEREAS, staff is requesting an additional appropriation in the amount of \$745,998 in the Fire Capital Fund (Fund 441), \$374,802 in the Capital Replacement Fund (Fund 602) and \$50,000 currently appropriated to the Fire Department in the General Fund (Fund 010) for vehicle replacement be re-programmed to the Station #38 remodel project; and

WHEREAS, there are sufficient funds available in the Fire Capital Fund, the Capital Replacement Fund and the Fire Department budget for this appropriation and re-programming; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom rejects the bid submitted by JPB Designs, Inc., as non-responsive.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute an agreement with PNP Construction, Inc. for the Fire Station 38 remodel project for a not-to-exceed amount of \$2,544,000.

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to appropriate a total of \$1,170,800 in FY 2021 to the Fire Station #38 Remodel Project to the funds and amounts below. The additional appropriation will increase the project budget to \$3,032,720;

1. Fire Capital Fund (Fund 441), \$745,998
2. Capital Replacement Fund (Fund 602), \$374,802 as a transfer to the General Fund (Fund 010)
3. Re-program in the Fire Department Budget \$50,000 from Vehicle Replacement

PASSED AND ADOPTED on this 23rd day of June 2020, by the following roll-call vote:

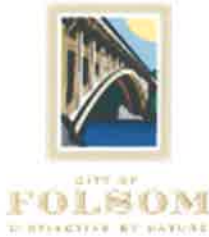
AYES: Council Member(s):
NOES: Council Member(s):
ABSENT: Council Member(s):
ABSTAIN: Council Members(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10478 – A Resolution Rescinding Resolution No. 10296 and Enacting the Annual Inflationary Adjustment for City Impact and Connection Fees for Law Enforcement, Fire Suppression, General Facilities, Vehicles and Equipment, Park Improvement, Humbug-Willow Creek, Housing Trust, Water, Sanitary Sewer, Solid Waste, Transportation Improvement, Drainage, and Light Rail Impact
FROM:	Finance Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff requests the City Council adopt Resolution No. 10478 – A Resolution Rescinding Resolution No 10296 and Enacting the Annual Inflationary Adjustment for City Impact and Connection Fees for Law Enforcement, Fire Suppression, General Facilities, Vehicles, and Equipment, Park Improvement, Humbug-Willow Creek, Housing Trust, Water, Sanitary Sewer, Solid Waste, Transportation Improvement, Drainage, and Light Rail Impact

BACKGROUND / ISSUE

In May 2006, the City Council adopted Resolution No. 7812 which established new city impact and connection fees for law enforcement, fire suppression, general facilities, vehicles and equipment, park improvement, Humbug-Willow Creek, housing trust, water, sanitary sewer, transportation improvement, drainage, and light rail. Resolution No. 7812 also approved an annual inflationary adjustment.

POLICY / RULE

Folsom Municipal Code

The Folsom Municipal Code sets impact fees in various code sections as follows:

- Section 03.20.045 – Solid Waste Fee
- Section 03.80.040 – Police, Fire, and General Government Improvement
- Section 03.90.010 – Housing Trust Fee
- Section 04.10.010 – Park Improvement
- Section 04.12.010 – Humbug-Willow Creek Fee
- Section 10.50.040 – Light Rail
- Section 12.04.060 – Transportation Improvement
- Section 13.24.050 – Water Connection
- Section 13.25.010 – Sewer Connection
- Section 13.30.010 – Water Impact Fee
- Section 17.95.010 – Drainage Improvement

ANALYSIS

In accordance with Resolution No. 7812, adopted May 23, 2006, Staff has calculated proposed fee schedules to be effective July 1, 2020 and effective January 1, 2021 for the Housing Trust Fund Fee. The annual inflationary adjustment to be applied is 1.98%. This percentage adjustment is based on the *Engineering News Record Construction Cost Index* for January through December 2019. The proposed fee schedules were derived by applying the annual inflationary adjustment to the current fee.

The proposed July 1, 2020, fee schedules are included in Resolution No. 10478 as Attachment 1 and the Construction Cost Index obtained from the Engineering News Record is included as Attachment 2.

ATTACHMENTS

1. Resolution No. 10478 – A Resolution Rescinding Resolution No. 10296 and enacting the Annual Inflationary Adjustment for City Impact and Connection Fees for Law Enforcement, Fire Suppression, General Facilities, Vehicles and Equipment, Park Improvement, Humbug-Willow Creek, Housing Trust, Water, Sanitary Sewer, Solid Waste, Transportation Improvement, Drainage, and Light Rail Impact
2. Engineering News Record Construction Cost Index

Submitted,



Stacey Tamagni, Finance Director

Attachment 1

RESOLUTION NO. 10478

**A RESOLUTION RESCINDING RESOLUTION NO. 10296 AND ENACTING
THE ANNUAL INFLATIONARY ADJUSTMENT FOR CITY IMPACT AND
CONNECTION FEES FOR LAW ENFORCEMENT, FIRE SUPPRESSION, GENERAL
FACILITIES, VEHICLES AND EQUIPMENT, PARK IMPROVEMENT, HUMBUG-
WILLOW CREEK, HOUSING TRUST, WATER, SANITARY SEWER, SOLID WASTE,
TRANSPORTATION IMPROVEMENT, DRAINAGE, AND LIGHT RAIL IMPACT**

WHEREAS, the Folsom Municipal Code sets impact fees in various code sections as follows:

- 1). Section 03.20.045 – Solid Waste Fee
- 2). Section 03.80.040 – Police, Fire, and General Government Improvement
- 3). Section 03.90.010 – Housing Trust Fee
- 4). Section 04.10.010 – Park Improvement
- 5). Section 04.12.010 – Humbug-Willow Creek
- 6). Section 10.50.040 – Light Rail
- 7). Section 12.04.060 – Transportation Improvement
- 8). Section 13.24.050 – Water Connection
- 9). Section 13.25.010 – Sewer Connection
- 10). Section 13.30.010 – Water Impact Fee
- 11). Section 17.95.010 – Drainage Improvement; and

WHEREAS, Resolution No. 7812 adopted by the Folsom City Council on May 23, 2006, allowed for an annual inflationary adjustment to selected City Impact and Connection fees each fiscal year, and

WHEREAS, the annual inflationary adjustment is based on the *Engineering News Record Construction Cost Index* for January through December 2019 and the annual adjustment to be applied is 1.98%; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom rescinds Resolution No. 10296 and Enacts the Annual Inflationary Adjustment for City Impact and Connection Fees as of July 1, 2020 for Law Enforcement, Fire Suppression, General Facilities, Vehicles and Equipment, Park Improvement, Humbug-Willow Creek, Housing Trust, Water, Sanitary Sewer, Solid Waste, Transportation Improvement, Drainage, and Light Rail Impact Fees as set forth in the fee schedules attached hereto and enacts the Annual Inflationary Adjustment as of January 1, 2021 for Housing Trust Fee.

PASSED AND ADOPTED this 23rd day of June 2020, by the following roll-call vote:

AYES: Council Member(s):
NOES: Council Member(s):
ABSENT: Council Member(s):

ABSTAIN: Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

City of Folsom
Impact and Connection Fee Schedule as of July 1, 2020

FEE DESCRIPTION	BASIS	FEE	Annual Inflation	FEE
		7/01/2019	Adjustment	7/01/2020
		Reso 10296	2019 Annual CPI ¹	Proposed
<u>Police, Fire, & Gen Fac (FMC 3.80.010)</u>				
<u>POLICE</u>				
Single Family Residential	Unit	\$ 589	\$ 12	\$ 601
Multi-Family Residential	Unit	\$ 668	\$ 13	\$ 681
Mobile Dwellings	Unit	\$ 153	\$ 3	\$ 156
Commercial Lodging	Unit	\$ 34	\$ 1	\$ 35
Commercial Development	Sq. Ft.	\$ 0.992	\$ 0.020	\$ 1.012
Industrial Development	Sq. Ft.	\$ 0.858	\$ 0.017	\$ 0.875
<u>FIRE</u>				
Single Family Residential	Unit	\$ 1,065	\$ 21	\$ 1,086
Multi-Family Residential	Unit	\$ 1,030	\$ 20	\$ 1,050
Mobile Dwellings	Unit	\$ 1,062	\$ 21	\$ 1,083
Commercial Lodging	Unit	\$ 921	\$ 18	\$ 939
Commercial Development	Sq. Ft.	\$ 0.622	\$ 0.012	\$ 0.634
Industrial Development	Sq. Ft.	\$ 0.271	\$ 0.005	\$ 0.276
<u>GENERAL FACILITIES</u>				
Single Family Residential	Unit	\$ 1,565	\$ 31	\$ 1,596
Multi-Family Residential	Unit	\$ 1,565	\$ 31	\$ 1,596
Mobile Dwellings	Unit	\$ 1,558	\$ 31	\$ 1,589
Commercial Lodging	Unit	\$ 224	\$ 4	\$ 228
Commercial Development	Sq. Ft.	\$ 0.488	\$ 0.010	\$ 0.498
Industrial Development	Sq. Ft.	\$ 0.485	\$ 0.010	\$ 0.495
<u>GENERAL PARK EQUIPMENT</u>				
Single Family Residential	Unit	\$ 92	\$ 2	\$ 94
Multi-Family Residential	Unit	\$ 92	\$ 2	\$ 94
Mobile Dwellings	Unit	\$ 43	\$ 1	\$ 44
Commercial Development	Sq. Ft.	\$ 0.018	\$ 0.000	\$ 0.018
Industrial Development	Sq. Ft.	\$ 0.018	\$ 0.000	\$ 0.018

City of Folsom
Impact and Connection Fee Schedule as of July 1, 2020

FEE DESCRIPTION	BASIS	FEE	Annual Inflation	FEE
		7/01/2019	Adjustment	7/01/2019
		Reso 10296	2019 Annual CPI ¹	Proposed
<u>Drainage (FMC 17.95.030)</u>				
Single Family Residential	Unit	\$ 1,017	\$ 20	\$ 1,037
Multi-Family Residential	Unit	\$ 1,017	\$ 20	\$ 1,037
Mobile Dwellings	Unit	\$ 1,017	\$ 20	\$ 1,037
Commercial Development/Office	Acre	\$ 6,180	\$ 122	\$ 6,302
Industrial Development	Acre	\$ 6,180	\$ 122	\$ 6,302
<u>Light Rail Impact Fee (FMC 10.50.040)</u>				
Single Family Residential	Unit	\$ 710	\$ 14	\$ 724
Multi-Family Residential	Unit	\$ 488	\$ 10	\$ 498
Mobile Dwellings	Unit	\$ 488	\$ 10	\$ 498
Commercial Development/Office	Sq. Ft.	\$ 0.226	\$ 0.004	\$ 0.230
Industrial Development	Sq. Ft.	\$ 0.093	\$ 0.002	\$ 0.095
<u>Transportation Improv Fee (FMC 12.04.060)</u>				
Single Family Residential	Unit	\$ 8,009	\$ 159	\$ 8,168
Multi-Family Residential	Unit	\$ 5,606	\$ 111	\$ 5,717
Mobile Dwellings	Unit	\$ 5,606	\$ 111	\$ 5,717
Commercial	Sq Ft.	\$ 12.03	\$ 0.24	\$ 12.27
Industrial/Office	Sq Ft.	\$ 5.23	\$ 0.104	\$ 5.33
Other	Sq Ft.	\$ 5.23	\$ 0.104	\$ 5.33
<u>Additional Land Uses</u>				
High Trip Commercial	Sq Ft.	\$ 47.73	\$ 0.94	\$ 48.67
Gas Stations ¹	Sq Ft.	\$ 10,702	\$ 212	\$ 10,914
¹ per fueling station				

City of Folsom
Impact and Connection Fee Schedule as of July 1, 2020

FEE DESCRIPTION	BASIS	FEE	Annual Inflation	FEE
		7/01/2019	Adjustment	7/01/2020
		Reso 10296	2019 Annual CPI ¹	Proposed
<u>Water Impact Fees (FMC 13.30.010)</u>				
Single Family Residential	Unit	\$ 966	\$ 19	\$ 985
Multi-Family Residential	Unit	\$ 520	\$ 10	\$ 530
Commercial	Acre	\$ 1,300	\$ 26	\$ 1,326
Industrial/Office	Acre	\$ 1,300	\$ 26	\$ 1,326
<u>Water Connection Fees (FMC 13.24.010)</u>				
Single Family Residential	Unit	\$ 3,296	\$ 65	\$ 3,361
Multi-Family Residential	Unit	\$ 2,143	\$ 42	\$ 2,185
Lexington Hills	Unit	\$ 2,042	\$ 40	\$ 2,082
Mobile Home	Unit	\$ 2,143	\$ 42	\$ 2,185
Commercial				
3/4" meter		\$ 3,288	\$ 65	\$ 3,353
1" meter		\$ 8,198	\$ 162	\$ 8,360
1 1/2" meter		\$ 16,401	\$ 325	\$ 16,726
2" meter		\$ 26,246	\$ 520	\$ 26,766
3" meter		\$ 52,507	\$ 1,040	\$ 53,547
4" meter		\$ 82,070	\$ 1,625	\$ 83,695
6" meter		\$ 164,198	\$ 3,251	\$ 167,449
8" meter		\$ 262,807	\$ 5,203	\$ 268,010
10" meter		\$ 378,122	\$ 7,486	\$ 385,608

City of Folsom
Impact and Connection Fee Schedule as of July 1, 2020

FEE DESCRIPTION	BASIS	FEE	Annual Inflation	FEE
		7/01/2019	Adjustment	7/01/2020
		Reso 10296	2019 Annual CPI ¹	Proposed
<u>Sewer Connection Fees (FMC 13.25.010)</u>				
Single Family Residential	Unit	\$ 1,052	\$ 21	\$ 1,073
Multi-Family Residential	Unit	\$ 823	\$ 16	\$ 839
Lexington Hills	Unit	\$ 819	\$ 16	\$ 835
Mobile Home	Unit	\$ 931	\$ 18	\$ 949
Commercial				
3/4" meter		\$ 1,052	\$ 21	\$ 1,073
1" meter		\$ 1,052	\$ 21	\$ 1,073
1 1/2" meter		\$ 2,107	\$ 42	\$ 2,149
2" meter		\$ 3,371	\$ 67	\$ 3,438
3" meter		\$ 6,321	\$ 125	\$ 6,446
4" meter		\$ 10,535	\$ 209	\$ 10,744
6" meter		\$ 21,070	\$ 417	\$ 21,487
8" meter		\$ 33,712	\$ 667	\$ 34,379
10" meter		\$ 48,460	\$ 959	\$ 49,419
<u>Solid Waste Capital Improvement Fee (FMC 3.20.045)</u>				
Single Family Residential	Unit	\$ 356	\$ 7	\$ 363
Mobile Homes	Unit	\$ 163	\$ 3	\$ 166
Commercial/ Multi Family				
2 yard dumpster		\$ 3,985	\$ 79	\$ 4,064
3 yard dumpster		\$ 4,013	\$ 79	\$ 4,092
4 yard dumpster		\$ 4,068	\$ 81	\$ 4,149
6 yard dumpster		\$ 4,235	\$ 84	\$ 4,319
15 yard roll-off		\$ 13,046	\$ 258	\$ 13,304
20 yard roll		\$ 13,396	\$ 265	\$ 13,661
30 yard roll		\$ 13,935	\$ 276	\$ 14,211
40 yard roll		\$ 14,237	\$ 282	\$ 14,519

City of Folsom
Impact and Connection Fee Schedule as of July 1, 2020

FEE DESCRIPTION	BASIS	FEE	Annual Inflation	FEE
		7/01/2019	Adjustment	7/01/2020
		Reso 10296	2019 Annual CPI ¹	Proposed
<u>Park Construction Capital Impact (FMC 4.10)²</u>				
Single Family Residential	Unit	\$ 6,900	\$ 137	\$ 7,037
Multi-Family Residential	Unit	\$ 4,584	\$ 91	\$ 4,675
Senior Residential Housing	Unit	\$ 3,544	\$ 70	\$ 3,614
Mobile Dwellings	Unit	\$ 2,649	\$ 52	\$ 2,701
Commercial Development	Sq. Ft.	\$ 0.467	\$ 0.009	\$ 0.476
Industrial Development	Sq. Ft.	\$ 0.467	\$ 0.009	\$ 0.476
<u>Humbug-Willow Creek (FMC 4.12)</u>				
Single Family Residential	Unit	\$ 271	\$ 5	\$ 276
Multi-Family Residential	Unit	\$ 171	\$ 3	\$ 174
Mobile Dwellings	Unit	\$ 148	\$ 3	\$ 151
Commercial Development	Sq. Ft.	\$ 0.066	\$ 0.001	\$ 0.067
Industrial Development	Sq. Ft.	\$ 0.066	\$ 0.001	\$ 0.067

¹ Engineering News Record Construction Cost Index - 2018 Annual Average

City of Folsom
Impact and Connection Fee Schedule as of January 1, 2021

FEE DESCRIPTION	BASIS	FEE 1/01/2020 Reso 10296	Annual Inflation Adjustment 2019 Annual CPI ¹	FEE 1/01/2021 Proposed
Housing Trust (FMC 3.90.010)				
Office	Sq. Ft.	\$ 1.70	\$ 0.034	\$ 1.73
Retail	Sq. Ft.	\$ 1.70	\$ 0.034	\$ 1.73
Light Industrial	Sq. Ft.	\$ 1.70	\$ 0.034	\$ 1.73
Heavy Industrial/Manufacturing	Sq. Ft.	\$ 1.70	\$ 0.034	\$ 1.73
Light Industrial/Manufacturing	Sq. Ft.	\$ 1.70	\$ 0.034	\$ 1.73

ATTACHMENT 2

Construction Cost Index History - As of January 2020

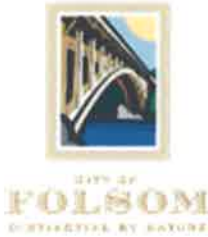
Construction Cost Index History - As of January 2020

HOW ENR BUILDS THE INDEX: 200 hours of common labor at the 20-city average of common labor rates, plus 25 cwt of standard structural steel shapes at the mill price prior to 1996 and the fabricated 20-city price from 1996, plus 1.128 tons of portland cement at the 20-city price, plus 1,088 board ft of 2 x 4 lumber at the 20-city price.

View the [ANNUAL AVERAGE FOR ENR'S CONSTRUCTION COST INDEX](#).**ENR'S CONSTRUCTION COST INDEX HISTORY (1908-2020)**

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG.
2020	11392												
2019	11206	11213	11228	11228	11230	11268	11293	11311	11311	11326	11381	11381	11281
2018	10878	10889	10959	10971	11013	11069	11116	11124	11170	11183	11184	11186	11062
2017	10542	10559	10667	10678	10692	10703	10789	10826	10823	10817	10870	10873	10737
2016	10132	10181	10242	10279	10315	10337	10379	10385	10403	10434	10442	10530	10338
2015	9972	9962	9972	9992	9975	10039	10037	10039	10065	10128	10092	10152	10035
2014	9664	9681	9702	9750	9796	9800	9835	9846	9870	9886	9912	9936	9806
2013	9437	9453	9456	9484	9516	9542	9552	9545	9552	9689	9666	9668	9547
2012	9176	9198	9268	9273	9290	9291	9324	9351	9341	9376	9398	9412	9308
2011	8938	8998	9011	9027	9035	9053	9080	9088	9116	9147	9173	9172	9070
2010	8660	8672	8671	8677	8761	8805	8844	8837	8836	8921	8951	8952	8799
2009	8549	8533	8534	8528	8574	8578	8566	8564	8586	8596	8592	8641	8570
2008	8090	8094	8109	8112	8141	8185	8293	8362	8557	8623	8602	8551	8310
2007	7880	7880	7856	7865	7942	7939	7959	8007	8050	8045	8092	8089	7966
2006	7660	7689	7692	7695	7691	7700	7721	7722	7763	7883	7911	7888	7751
2005	7297	7298	7309	7355	7398	7415	7422	7479	7540	7563	7630	7647	7446
2004	6825	6862	6957	7017	7065	7109	7126	7188	7298	7314	7312	7308	7115
2003	6581	6640	6627	6635	6642	6694	6695	6733	6741	6771	6794	6782	6694
2002	6462	6462	6502	6480	6512	6532	6605	6592	6589	6579	6578	6563	6538
2001	6281	6272	6279	6286	6288	6318	6404	6389	6391	6397	6410	6390	6343
2000	6130	6160	6202	6201	6233	6238	6225	6233	6224	6259	6266	6283	6221
1999	6000	5992	5986	6008	6006	6039	6076	6091	6128	6134	6127	6127	6059
1998	5852	5874	5875	5883	5881	5895	5921	5929	5963	5986	5995	5991	5920
1997	5765	5769	5759	5799	5837	5860	5863	5854	5851	5848	5838	5858	5826
1996	5523	5532	5537	5550	5572	5597	5617	5652	5683	5719	5740	5744	5620
1995	5443	5444	5435	5432	5433	5432	5484	5506	5491	5511	5519	5524	5471

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Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10479 – A Resolution Amending Resolution No. 10297 and Enacting the Annual Inflationary Adjustment for City User Fees as of July 1, 2020, for Selected City Services
FROM:	Finance Department

RECOMMENDATION / CITY COUNCIL ACTION

The Finance Department requests that the City Council adopt Resolution No. 10479 – A Resolution Amending Resolution No. 10297 and Enacting the Annual Inflationary Adjustment for City User Fees as of July 1, 2020, for Selected City Services

BACKGROUND / ISSUE

In May 2006, the Folsom City Council adopted Resolution No. 7815 which established a new user fee schedule for selected city services and also adopted an annual inflationary adjustment. The inflationary adjustment was last applied on July 1, 2019.

In June 2019, the Folsom City Council adopted Resolution No. 10297 which approved the update each year to the most recent Building Valuation Data as published by the International Code Council.

POLICY / RULE

City of Folsom Municipal Code Section 3.50.020 states, “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as are defined in Section 3.50.030.”

City Council Resolution No. 7815 adopted on May 23, 2006, approved an annual inflationary adjustment to be applied each fiscal year for selected city user fees along with fee increases based on a fee study.

ANALYSIS

The annual inflationary adjustment to be applied is 3.30%. This is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year* as set forth in Resolution No. 7815. The proposed fee schedules were derived by applying the annual inflationary adjustment to the current fees. The proposed July 1, 2020 fee schedules are included as part of Resolution No. 10479. The current inflationary adjustment is the adjustment for the one-year period of January through December 2019 only.

The determination of building permit fees will be updated to utilize the February 2020 Building Valuation Data as published by the International Code Council. The Building Valuation Data is attached as Attachment #2.


In January 2020, the Folsom City Council adopted Resolution No. 10377 which approved the updated fee for protected trees. That fee has been incorporated into the fee schedule as PE-77 and PE-78.

Staff is requesting to add one additional fee to the approved fee schedule. The fee would be for the reproduction of a Police Report and it is listed as P-18. The fee would cover the cost of staff time and materials to reproduce requested reports.

ATTACHMENTS

1. Resolution No. 10479 – A Resolution Amending Resolution No. 10297 and Enacting the Annual Inflationary Adjustment for City User Fees as of July 1, 2020, for Selected City Services
2. February 2020 Building Valuation Data as published by the International Code Council
3. United States Consumer Price Index – All Urban Consumers as published by the United States Bureau of Labor Statistics CPI-West Urban consumers, all items, San Francisco CMSA as of December 2019

Submitted,



 Stacey Tamagni, Finance Director

ATTACHMENT 1

RESOLUTION NO. 10479**A RESOLUTION AMENDING RESOLUTION NO. 10297 AND ENACTING THE ANNUAL INFLATIONARY ADJUSTMENT FOR CITY USER FEES AS OF JULY 1, 2020, FOR SELECTED CITY SERVICES**

WHEREAS, City of Folsom Municipal Code Section 3.50.020 states “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as are defined in Section 3.50.030.”; and

WHEREAS, Resolution No. 7815 adopted by the Folsom City Council on May 23, 2006, allowed for an annual inflationary adjustment to User Fees each fiscal year; and

WHEREAS, Resolution No. 10297 adopted by the Folsom City Council on June 11, 2019, allowed for Building Valuation Data to be updated each year as published by the International Code Council; and

WHEREAS, the annual inflationary adjustment is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA*, Annual amount as of December of the previous calendar year and as of December 31, 2019 the annual inflationary adjustment applied is 3.3%; and

WHEREAS, the Building Valuation Data will be updated to the February 2020 data as published by the International Code Council; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom Amends Resolution No. 10297 and Enacts the Annual Inflationary Adjustment for City User Fees as of July 1, 2020, for Selected City Services as set forth in the fee schedules attached hereto; and

PASSED AND ADOPTED this 23rd day of June, 2020, by the following roll-call vote:

AYES: Council Member(s):
NOES: Council Member(s):
ABSENT: Council Member(s):
ABSTAIN: Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE	FEE 7/01/2019 Reso 10297	ANNUAL INFLATION ADJUSTMENT Annual CPI ¹	FEE 7/01/2020 Proposed Base Fee (Non-Refundable Deposit)
<u>Planning & Engineering</u>				
PE-1	Preliminary Project Review (deposit)	\$ 594	\$ 15	\$ 609
PE-2	Tentative Parcel Map Review (deposit)	\$ 5,178	\$ 127	\$ 10,260
PE-3	Tentative Subdivision Map Review (deposit)	\$6,264 + \$31/Lot	\$153 + \$1/Lot	\$6,417 + \$32/Lot
PE-4	Tentative Map Amendment Review (deposit)	\$ 8,630	\$ 211	\$ 8,841
PE-5	Final Map Amend/Cert of Correction (deposit)	\$ 2,830	\$ 69	\$ 2,899
PE-6	Tentative Map Extension Review (deposit)	\$ 3,707	\$ 91	\$ 3,798
PE-7	Site Design Review - Planning Comm. (deposit)	\$ 4,348	\$ 107	\$ 4,455
PE-7b	Site Design Review	\$ 273	\$ 7	\$ 280
PE-8	Planned Development review (deposit)	\$8,321 + \$416/acre	\$204 + \$10/acre	\$8,525 + \$426/acre
PE-9	Planned Development Mod. Review (deposit)	\$ 8,309	\$ 204	\$ 8,513
PE-10	Planned Development Ext. Review (deposit)	\$ 2,918	\$ 71	\$ 2,989
PE-11	Specific Plan Review (deposit)	\$ 5,833	\$ 143	\$ 5,976
PE-12	Specific Plan Amend. Review (deposit)	\$ 6,417	\$ 157	\$ 6,574
PE-13	Initial Environmental Study/Assmnt (deposit)	\$ 5,906	\$ 145	\$ 6,051
PE-15	Environmental Impact Review & Report	\$ 7,934	\$ 194	\$ 8,128
PE-16	Notice of CEQA determination	\$ 275	\$ 7	\$ 282
PE-18	Environmental Mitigation Prog. Monitoring	\$ 5,849	\$ 143	\$ 5,992
PE-20	Historic Dist SFD Design Rvw (deposit)	\$ 57	\$ 1	\$ 58
PE-21	H.D. Mult Fam/Comm Design Rvw (deposit)	\$ 2,005	\$ 49	\$ 2,054
PE-22	Arch Review - SFD (deposit)	\$ 57	\$ 1	\$ 58
PE-23	Arch Review - Mult Fam/Comm. (deposit)	\$ 2,005	\$ 49	\$ 2,054
PE-24	Historic Dist Sign Review (deposit)	\$ 57	\$ 1	\$ 58
PE-25	Sign Permit - Staff	\$ 117	\$ 3	\$ 120
PE-25b	Sign Permit Extension	\$ 54	\$ 1	\$ 55
PE-26	PD Permit Sign Only (deposit)	\$ 1,166	\$ 29	\$ 1,195
PE-27	Zoning Verification Review (deposit)	\$ 281	\$ 7	\$ 288
PE-28	Rezoning Request Review - 5 acres or less (deposit)	\$ 2,725	\$ 67	\$ 2,792
PE-29	Rezoning Request Review- 5+ acres (deposit)	\$ 5,442	\$ 133	\$ 5,575
PE-30	Lot Line Adj./Parcel Merger (planning) (deposit)	\$ 920	\$ 23	\$ 943
PE-31	Annexation Processing (deposit)	\$ 5,250	\$ 129	\$ 5,379
PE-32	Variance Review- SFD (deposit)	\$ 1,530	\$ 37	\$ 1,567
PE-33	Variance Review- Other (deposit)	\$ 1,530	\$ 37	\$ 1,567
PE-35	Appeal - Admin	\$ 233	\$ 6	\$ 239
PE-36	Appeal - by other (deposit)	\$ 468	\$ 11	\$ 479
PE-37	Code Amendment (deposit)	\$ 2,083	\$ 51	\$ 2,134
PE-38	General Plan Amendment <5 acres (deposit)	\$ 3,976	\$ 97	\$ 4,073
PE-39	General Plan Amendment >5 acres (deposit)	\$ 7,951	\$ 195	\$ 8,146
PE-40	Temporary Use Permit Review	\$ 59	\$ 1	\$ 60
PE-41	Conditional Use Permit Review (Major) (deposit)	\$ 5,396	\$ 132	\$ 5,528

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE	FEE	ANNUAL	FEE
		7/01/2019	INFLATION	7/01/2020
		Reso 10297	ADJUSTMENT	Proposed
			Annual CPI ¹	Base Fee (Non-Refundable Deposit)
	<u>Planning & Engineering (cont.)</u>			
PE-41b	Conditional Use Permit Review (Minor) (deposit)	\$ 2,619	\$ 64	\$ 2,683
PE-42	Conditional Use Permit Modification (deposit)	\$ 1,530	\$ 37	\$ 1,567
PE-43	Street Name Review/Change (deposit)	\$ 1,166	\$ 29	\$ 1,195
PE-44	Devl. Agreement Processing (deposit)	\$ 5,018	\$ 123	\$ 5,141
PE-45	Right of Way/ Easement Abandonment	\$ 2,335	\$ 57	\$ 2,392
PE-46	Tree Removal Pmt- Permitted Removal	\$ 36	\$ 1	\$ 37
PE-47	Tree Removal Pmt- w/o Permit	\$ 418	\$ 10	\$ 428
PE-48	Eng PC & Insp - \$1 to \$10,000	6% of first 10k	N/A	6% of first 10k
PE-49	Eng PC & Insp 1 - \$10,001-\$99,999	7% next 90k	N/A	7% next 90k
PE-50	Eng PC & Insp 1 - \$100k-\$199,999	5% next 100k	N/A	5% next 100k
PE-51	Eng PC & Insp 1 - \$200k-\$299,999	4% next 100k	N/A	4% next 100k
PE-52	Eng PC & Insp 1 - \$300k+	2% remainder	N/A	2% remainder
PE-53	Parcel Map Check	\$ 5,471	\$ 134	\$ 5,605
PE-54	Final Map Check	\$ 10,213	\$ 250	\$ 10,463
PE-55	LLA Review - Engineering	\$ 4,584	\$ 112	\$ 4,696
PE-56	Research of Eng Records (Hourly)	\$ 99	\$ 2	\$ 101
PE-57	Misc Eng Services (Hourly)	\$ 99	\$ 2	\$ 101
PE-58	Review of ROW /Easement Docs	\$ 1,271	\$ 31	\$ 1,302
PE-59	Assmt Dist/CFD Payment Processing	\$ 2,456	\$ 60	\$ 2,516
PE-60	Subdivision Agreement Processing	\$ 1,032	\$ 25	\$ 1,057
PE-61	Special Events Permit	\$ 59	\$ 1	\$ 60
PE-62a	Transportation Permits	\$ 19	\$ 0	\$ 19
PE-62b	Transportation Permits (Annual)	\$ 82	\$ 2	\$ 84
PE-63a	Encroachment Permits	\$129 + \$1.86/Sq. Ft.	\$3 + \$.05/Sq. Ft.	\$132 + \$1.91/Sq. Ft.
PE-63b	Encroachment Permit (Annual)	\$ 2,526	\$ 62	\$ 2,588
PE-64	Condominium Conversion Fee	\$ 10,871	\$ 266	\$ 11,137
PE-65	Home Occupation Permit Fee	\$ 28	\$ 1	\$ 29
PE-66	Unattended Donation Box	\$183 + \$46 Renewal	\$4 + \$1 Renewal	\$187 + \$47 Renewal
PE-67	Opinion on a Planning Matter	\$ 239	\$ 6	\$ 245
PE-68	Landmark Tree	\$ 273	\$ 7	\$ 280
PE-69	Off-Site Weekend Directional Signs	\$ 163	\$ 4	\$ 167
PE-70	Uniform Sign Program	\$ 273	\$ 7	\$ 280
PE-71	Temporary Sign Permit	\$ 10	\$ 0	\$ 10
PE-72	Non-residential Plan Check Fee (Planning)	10% of building permit fee	\$ -	10% of building permit fee
PE-73	Residential Landscape Review Fee (Custom Home)	Hourly rate of City Arborist	\$ -	Hourly rate of City Arborist
PE-74	Entertainment Permit	\$ 43	\$ 1	\$ 44
PE-75	Expedited Services Fee	1.5 X Regular Fee		1.5 X Regular Fee
PE-76	Technical Assistance / Third Party review or Inspection			Actual Cost
PE-77	Protected Tree removed or impacted within the buildable area of a residential lot (DSH-diameter per inch)			125.00 (DSH)
PE-78	Protected Tree removed or impacted (DSH-diameter per inch)			250.00 (DSH)

¹ Annual inflationary adjustment based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San*
All amounts are rounded to the nearest dollar.

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE	FEE 7/01/2019 Reso 10297	ANNUAL INFLATION ADJUSTMENT Annual CPI ¹	FEE 7/01/2020 Proposed
	<u>Finance</u>			
FN-1a	Returned Check Fee - Initial	\$ 25	\$ -	\$ 25
FN-1b	Returned Check Fee - Additional	\$ 35	\$ -	\$ 35
FN-2	Lien/Delinquency Admin Fee	\$ 179	\$ -	\$ 125
FN-2a	Admin/Disconnect Fee		\$ -	\$ 75
FN-2b	Reconnect Fee - during business hours		\$ -	\$ 50
FN-2c	Reconnect Fee - after business hours		\$ -	\$ 135
FN-3	Excessive Comm. SW Acct Changes	\$ 25	\$ 1	\$ 26
FN-4	New License Review Fee	\$ 25	\$ 1	\$ 26
FN-5	License Reprint Fee	\$ 12	\$ 0	\$ 12
FN-7	Customer Business Lists - Year	\$ 18	\$ 1	\$ 19
FN-8	Customer Business Lists - 1 month	\$ 18	\$ 1	\$ 19
	Cardroom Business License Fees:			\$ -
FN-9	Application and investigation	\$ 632	\$ 21	\$ 653
FN-10	Annual License Renewal	\$ 84	\$ 3	\$ 87
FN-12	PER Table Fee per QUARTER	\$ 250	\$ 8	\$ 258
FN-13	Alternative Method of Payment	2.75% - 3%		2.75% - 3%
	<u>Police</u>			
P-1	Vehicle Release	\$ 165	\$ 5	\$ 170
P-2	Livescan	\$ 24	\$ 1	\$ 25
P-3	Alarm Permit (New)	\$ 43	\$ 1	\$ 44
P-3b	Alarm Permit (Renewal - Commercial)	\$ 16	\$ 1	\$ 17
P-4	False Alarm (2nd false alarm - infor. not updated)	\$ 91	\$ 3	\$ 94
P-4b	False Alarm (3rd false alarm)	\$ 91	\$ 3	\$ 94
P-4c	False Alarm (4th false alarm)	\$ 108	\$ 2	\$ 110
P-4d	False Alarm (5th+ false alarm)	\$ 161	\$ 4	\$ 165
P-6	Repossessions	\$ 14	\$ 0	\$ 14
P-7	VIN Verification	\$ 45	\$ 0	\$ 45
P-8	Clearance Letter-Clear	\$ 40	\$ 0	\$ 40
P-9	Vehicle Sign-Off	\$ 45	\$ 0	\$ 45
P-10	Firearms Permit	\$ 156	\$ 4	\$ 160
P-15	Adult Businesses	\$ 135	\$ 4	\$ 139
P-17	HS 11590 Registration	\$ 24	\$ 1	\$ 25
P-18	Police report copy			\$ 5

¹ Annual inflationary adjustment based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year.*

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE	FEE	ANNUAL	FEE
		7/01/2019	INFLATION	7/01/2020
		Proposed	ADJUSTMENT	Proposed
			Annual CPI ¹	
	Fire			
FR-1	California Fire Code Inspection	\$ 185	\$ 6	\$ 191
FR-2	Re-Inspection (2nd and subsequent reinspections)	\$ 228	\$ 8	\$ 236
FR-3	Fire Stand Pipe System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-4	Fire Hydrant System PC	bldg pmt val	bldg pmt val	bldg pmt val
FR-5	Fire Sprinkler System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-6	Fire Pump Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-7	Fire Alarm System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-10	Fixed Fire Protection System Plan Review	bldg pmt val	bldg pmt val	bldg pmt val
FR-11	Gas System Plan Review (Medical, LPG, Compressed, etc)	bldg pmt val	bldg pmt val	bldg pmt val
FR-14	Public Fireworks Display PC	bldg pmt val		bldg pmt val
FR-15	Special Fire Inspection (after hours or by request)	\$ 247	\$ 8	\$ 255
FR-23	Safe & Sane Fireworks Stand Inspection	\$ 326	\$ 11	\$ 337
FR-24	Incident Report Copy	\$ 30	\$ 1	\$ 31
FR-26	Fire Hazard Abatement Program	\$ 153	\$ 5	\$ 158
FR-28	False Alarm (2nd false alarm - infor. not updated)	\$ 91	\$ 3	\$ 94
FR-28b	False Alarm (3rd false alarm)	\$ 91	\$ 3	\$ 94
FR-28c	False Alarm (4th false alarm)	\$ 108	\$ 4	\$ 112
FR-28d	False Alarm (5th+ false alarm)	\$ 161	\$ 5	\$ 166
FR-36	Fire Hydrant Flow Test	\$ 201	\$ 7	\$ 208
FR-39	Fire Photograph Copy	\$ 30	\$ 1	\$ 31
FR-42	Expedited Services Fee	1.5 X Reg Fee		1.5 X Reg Fee
FR-43	Technical Assistance / Third Party review or Inspection	Actual Cost		Actual Cost

¹ Annual inflationary adjustment based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year.*

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE	FEE 7/01/2019	ANNUAL INFLATION ADJUSTMENT Annual CPI ¹	FEE 7/01/2020 Proposed
	<u>City Clerk</u>			
CC-1	Agenda Mailing Service (Per Year/Subscriber)	\$ 24	\$ 0	\$ 24
CC-2a	Document Printing & Copying (per side/per page; \$1.00 minimum; no charge for 9 copies or less)	\$ 0.10	\$ 0.00	\$ 0.10
CC-3	Document Printing Pages greater than 17x14 or color copies (per side/per page)	\$ 5	\$ 0	\$ 5
CC-6	Copy Audio/Video/DVD	\$ 5	\$ 0	\$ 5
CC-8	Folsom Municipal Code	Cost to Produce	Cost to Produce	Cost to Produce
CC-9	Updates to Folsom Municipal Code	Cost to Produce	Cost to Produce	Cost to Produce
CC-10	Planning Commission Decision Appeal - Owner occupied, single family dwelling	\$ 238	\$ 8	\$ 246
CC-11	Planning Commission Decision Appeal - All others	\$ 479	\$ 16	\$ 495
CC-12	Truancy Fee (Monies paid through City Clerk)	\$ 61	\$ 2	\$ 63
CC-13	Code Enforcement Administrative Hearing	\$ 179	\$ 6	\$ 185

¹ Annual inflationary adjustment based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year.*

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE		ANNUAL INFLATION ADJUSTMENT Annual CPI ¹	FEE 7/01/2020 Proposed
	<u>Library*</u>			
LB-1	Adult and Teen Books and audio books - Extended Use Fee (Fine)	\$0.25/ day per item - \$5.00 max/item	**	\$0.25/ day per item - \$5.00 max/item
LB-2	High-Demand Express materials - Extended Use Fee (Fine)	\$1.00/ day per item - \$5.00 max/item	**	\$1.00/ day per item - \$5.00 max/item
LB-3	Children's books and audio books - Extended Use Fee (Fine)	\$.05/ day per item - \$1.00 max/item	**	\$.05/ day per item - \$1.00 max/item
LB-4	DVD's, Music CD's, and specialty kits - Extended Use Fee (Fine)	\$.25/ day per item - \$5.00 max/item	**	\$.25/ day per item - \$5.00 max/item
LB-6	Returned check fee	City standard fee (see Finance)	**	City standard fee (see Finance)
LB-7	Library card replacement	\$ 1	**	\$ 1
LB-8a	Self service copy charges - (B & W)	\$ 0.15	**	\$ 0.15
LB-8b	Self service copy charges - (Color)	\$ 0.50	**	\$ 0.50
LB-9	Hold re-shelving fee - per item	\$ 1	**	\$ 1
LB-10	Interlibrary loan/item (plus add'l lending library fees)	\$ 3	**	\$ 3
LB-11	Lost or damaged books in Folsom collection	Up to cost of item plus \$5.00 processing fee	**	Up to cost of item plus \$5.00 processing fee
LB-12	Lost or damaged materials from interlibrary loan	Up to cost of item, plus charges form lending library, plus \$5.00 local processing fee	**	Up to cost of item, plus charges form lending library, plus \$5.00 local processing fee
LB-13	Referral fee for material and fee recovery services (for accounts with billed overdue materials and total outstanding charges of \$25 or more)	\$ 10	**	\$ 10

¹ Annual inflationary adjustment based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year.*

** CPI is negligible, therefore fee/fine will not change

City of Folsom
Master Fee Schedule as of July 1, 2020

#	DEPARTMENT/SERVICE
#	Parks & Recreation
PR-7	Zookeeping/Gate
PR-9	Zoo-Gift Shop
PR-10	Zoo-Education/Tours
PR-13	Aquatics - Rec/Lap Swim
PR-14	Aquatics - Swim Lessons
PR-15	Aquatics - Swim Team
PR-16	Aquatics - Aquacise
PR-17	Aquatics - Swim Camps
PR-18	Aquatics - School Parties
PR-19	Aquatics - Birthday Parties
PR-21	Aquatics - Swim Meets
PR-22	Aquatics - Rental/Spons.
PR-23	Aquatics - Concessions
PR-24	Cummings Park/Skate
PR-25	Comm Center - Resident
	Comm Center - Non-Resident
	Comm Center - FCUSD
PR-26	Rotary Clubhouse (see Comm Center)
PR-30	Park Rentals
PR-32	Youth Spec. Interest
PR-33	Cultural Classes
PR-37	Fee Based Spec Events
PR-38	Youth Day Camps
PR-39	Teens
PR-40	Cultural Svcs/Preschool
PR-42	Seniors
PR-43	Sponsorship
PR-45	Kemp Concessions
PR-46	Adult Sports
PR-47	Youth Sports
PR-48	Comm. Youth Leagues
PR-49	Sports Facility Rentals

² Parks and Recreation fees are set by the department. Cost recovery levels are set at the program level, and therefore changes are proposed during the budget process.

Attachment 2

Building Valuation Data – FEBRUARY 2020

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in August 2020. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2018 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs

include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$177.38/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$177.38/sq. ft x 0.0075
= \$21,286

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	247.86	239.47	233.25	223.81	210.17	204.10	216.62	195.46	188.40
A-1 Assembly, theaters, without stage	227.10	218.71	212.49	203.05	189.41	183.34	195.86	174.70	167.65
A-2 Assembly, nightclubs	191.96	186.56	182.12	174.70	164.94	160.39	168.64	149.29	144.33
A-2 Assembly, restaurants, bars, banquet halls	190.96	185.56	180.12	173.70	162.94	159.39	167.64	147.29	143.33
A-3 Assembly, churches	229.69	221.30	215.08	205.64	192.37	187.27	198.45	177.66	170.60
A-3 Assembly, general, community halls, libraries, museums	192.20	183.81	176.59	168.15	153.51	148.44	160.96	138.80	132.75
A-4 Assembly, arenas	226.10	217.71	210.49	202.05	187.41	182.34	194.86	172.70	166.65
B Business	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
E Educational	209.90	202.64	196.82	188.34	175.49	166.60	181.86	153.45	148.75
F-1 Factory and industrial, moderate hazard	117.60	112.19	105.97	101.84	91.54	87.26	97.61	75.29	70.95
F-2 Factory and industrial, low hazard	116.60	111.19	105.97	100.84	91.54	86.26	96.61	75.29	69.95
H-1 High Hazard, explosives	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	N.P.
H234 High Hazard	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	63.56
H-5 HPM	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
I-1 Institutional, supervised environment	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
I-2 Institutional, hospitals	335.53	328.23	321.81	312.65	296.45	N.P.	305.67	276.99	N.P.
I-2 Institutional, nursing homes	233.12	225.82	219.40	210.24	195.51	N.P.	203.26	176.05	N.P.
I-3 Institutional, restrained	227.71	220.41	213.99	204.83	190.84	183.78	197.85	171.37	163.02
I-4 Institutional, day care facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
M Mercantile	142.95	137.54	132.11	125.68	115.38	111.83	119.62	99.73	95.77
R-1 Residential, hotels	199.70	192.92	186.99	179.78	164.90	160.43	179.93	148.60	143.96
R-2 Residential, multiple family	167.27	160.49	154.56	147.35	133.71	129.23	147.50	117.40	112.76
R-3 Residential, one- and two-family ^d	155.84	151.61	147.83	144.09	138.94	135.27	141.72	130.04	122.46
R-4 Residential, care/assisted living facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
S-1 Storage, moderate hazard	108.99	103.58	97.35	93.22	83.14	78.87	88.99	66.89	62.56
S-2 Storage, low hazard	107.99	102.58	97.35	92.22	83.14	77.87	87.99	66.89	61.56
U Utility, miscellaneous	84.66	79.81	74.65	71.30	64.01	59.80	68.04	50.69	48.30

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$22.45 per sq. ft.

Attachment 3

Bureau of Labor Statistics Data

Databases, Tables & Calculators by Subject

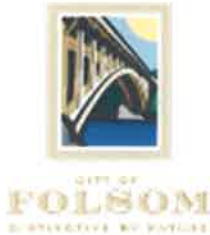
Change Output Options:	From:		To:		
	include graphs		include annual averages		

CPI for All Urban Consumers (CPI-U)

Series Id: CUURS49BSA0
 Not Seasonally Adjusted
 Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted
 Area: San Francisco-Oakland-Hayward, CA
 Item: All items
 Base Period: 1982-84=100

Download:

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2010		226.145		227.697		228.110		227.954		228.107		227.658	227.469	226.994	227.944
2011		229.981		234.121		233.646		234.608		235.331		234.327	233.390	232.082	234.698
2012		236.880		238.985		239.806		241.170		242.834		239.533	239.650	238.099	241.201
2013		242.677		244.675		245.935		246.072		246.617		245.711	245.023	243.894	246.152
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985	250.507	253.463
2015		254.910		257.622		259.117		259.917		261.019		260.289	258.572	256.723	260.421
2016		262.600		264.565		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.589		275.304		275.893		277.570		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.550	282.666	288.435
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004	293.150	296.859
2020		299.690		298.074											



Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10480 - A Resolution Authorizing A Public Fireworks Display During the Star-Spangled Drive-In Event
FROM:	Fire Department

RECOMMENDATION / CITY COUNCIL ACTION

The Fire Department recommends that the City Council pass and approve Resolution No. 10480 – A Resolution Authorizing a Public Fireworks Display During the Star-Spangled Drive-In Event.

BACKGROUND / ISSUE

The Greater Folsom Partnership’s Star-Spangled Drive-In event is scheduled for July 3, 2020 at the Folsom Ranch. A proximate fireworks display is a planned part of the event.

The Fire Department is coordinating the safety requirements for this fireworks display with the Greater Folsom Partnership and the California State Fire Marshal’s Office. A licensed operator from J&M Displays West has been secured by the Greater Folsom Partnership to oversee the fireworks display for the event. The Fire Department is requesting Council to authorize this public display of fireworks.

POLICY / RULE

Section 9.36.020 of the Folsom Municipal Code states that public displays of fireworks may only be given when authorized by resolution of the City Council, after recommendation of the Fire Chief, and when under supervision of a licensed pyrotechnic operator.

ANALYSIS

Approximately 375 consumer and public display fireworks are proposed to be fired at the Star-Spangled Drive-In event on July 3, 2020. Staff has reviewed all safety issues relative to a public fireworks display and is working with the Folsom Greater Partnership and J&M Displays West to mitigate any potential issues. Staff believes that these mitigation measures will reasonably satisfy the safety concerns.

FINANCIAL IMPACT

Fire Department staff costs for inspections and fire safety stand-by, associated with this public fireworks display, are reimbursed through permit fees and direct billing.

ENVIRONMENTAL REVIEW

This public fireworks display has been deemed categorically exempt from environmental review.

ATTACHMENTS

Attachment 1 – Resolution No. 10480- A Resolution Authorizing A Public Fireworks Display During the Star-Spangled Drive-In Event

Attachment 2 – Fire Department Permit Application from J&M Displays West

Submitted,

Felipe Rodriguez, Fire Chief

Attachment 1

RESOLUTION NO. 10480

A RESOLUTION AUTHORIZING A PUBLIC FIREWORKS DISPLAY DURING THE STAR-SPANGLED DRIVE-IN EVENT

WHEREAS, on the evening of July 3, 2020, the Folsom Greater Partnership will be sponsoring the Star-Spangled Drive-In event; and

WHEREAS, Folsom Municipal Code Section 9.36.020 authorizes the public display of fireworks; and

WHEREAS, the City of Folsom supports the festivities of our Nation’s independence, as well as family-oriented activities within the community; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes this public display of fireworks to celebrate this special occasion, with the recommendation of the Fire Chief, and under the supervision of a licensed pyrotechnic operator.

PASSED AND ADOPTED this 23 day of June, 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Attachment 2

APPLICATION FOR PERMIT- PUBLIC FIREWORKS DISPLAY

WE HEREBY REQUEST A PERMIT TO CONDUCT A FIREWORKS DISPLAY AND AGREE TO COMPLY WITH PART 2 OF DIVISION 11, DIVISION 12 AND OTHER APPLICABLE SECTIONS OF THE HEALTH SAFETY CODE, AND THE RULES AND REGULATIONS SET FORTH BY THE STATE FIRE MARSHAL.

EVENT NAME AND ORGANIZATION NAME: **Greater Folsom Partnership**

ADDRESS: **200 Wool St. Folsom Ca.**

DATES AND TIMES OF DISPLAY: **July 3, 2020**

1) EVENT LOCATION: Empty field Placerville Road and Alder Creek Parkway, Folsom, CA

PYROTECHNIC OPERATOR IN CHARGE: Brandon Waits 2936-02 Cell: 916-802-4482

TYPE OF DISPLAY 1.4 G CONSUMER 1.3G DISPLA PROXIMATE

DESCRIPTION OF PRODUCT

130 - 2.5" Single Break Aerial Shell(s) 20 - 5" Single Break Aerial Shell(s)
150 - 3" Single Break Aerial Shell(s) 3 - Multi Shell
70 - 4" Single Break Aerial Shell(s)

INSURANCE

GENERAL LIABILITY: \$10,000,000.00

EXPIRATION DATES: 1/15/2020 to 1/15/2021

WORKERS COMPENSATION: State Fund

GPD License No. 1331

OFFICIAL USE ONLY

- DATE ISSUED _____
- PERMIT NUMBER _____

SIGNATURE

TITLE

Nancy Chastain

APPLICANT'S SIGNATURE

J&M Displays Inc.

9300 Tokay Lane

Sacramento, CA 95829

APPLICANT'S ADDRESS

Fax 916-635-4289

DATE: 6-12-20

CITY OF FOLSOM

WIND

NORTH

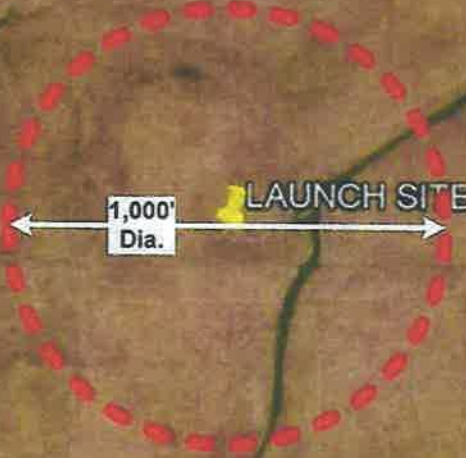


Placerville Rd

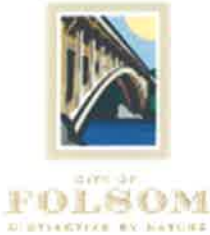
SPECTATORS

1,000'
Dia.

LAUNCH SITE



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Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Public Hearing
SUBJECT:	<p>709 Natoma Street General Plan Amendment (PN 20-094)</p> <p>i. Resolution No. 10472 - A Resolution Determining that the 709 Natoma Street General Plan Amendment Project is Exempt from CEQA, and to Amend the General Plan land use designation for the 7,000-square-foot project site from SFHD (Single-Family High Density) to CC (Community Commercial) for the 709 Natoma Street General Plan Amendment Project</p>
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Move to adopt Resolution No. 10472 - A Resolution Determining that the 709 Natoma Street General Plan Amendment Project is Exempt from CEQA, and to Amend the General Plan land use designation for the 7,000-square-foot project site from SFHD (Single-Family High Density) to CC (Community Commercial) for the 709 Natoma Street General Plan Amendment Project.

BACKGROUND / ISSUE

The project site is located within the Natoma-Riley-Bidwell Commercial Primary Area of the Historic District. This area includes a mixture of residences and commercial development, coordinated through residential design representing the 1850 to 1950 timeframe. The relatively level 7,000-square-foot project site, which is part of a larger 14,000-square-foot parcel, is developed with a driveway, a drive aisle, a gravel parking lot, landscaping, and lighting associated with the adjacent hair salon business (Monroe Hair Salon) located at 707 Natoma Street. The adjacent 7,000-square-foot site, on which the hair salon business is located, includes a 1,498-square-foot hair salon building and associated site improvements.

In 1996, the Planning Commission approved a Planned Development Permit for the construction of a 1,498-square-foot hair salon building (PN 96-020). The hair salon, which was also approved by the Historic Area Architectural Review Commission, was constructed in 1996 and has continuously operated since that time. In 2000, the Historic District Commission approved a 1,472-square-foot addition to the hair salon. However, this addition was not constructed.

On August 21, 2019, the Historic District Commission approved a Design Review application for development of a 3,308-square-foot two-story addition to the rear of the existing 1,498-square-foot hair salon located at 707 Natoma Street. This project included use of an existing driveway/gravel parking lot (addressed as 709 Natoma Street) and provision for 15 parking spaces. Subsequently, the applicant indicated to City staff that they were not proceeding with the project as approved. On May 20, 2020, the Historic District Commission approved a new Design Review application for development of a 1,238-square-foot single-story hair salon at 709 Natoma Street. The aforementioned Design Review approval is contingent upon City Council approval of the subject General Plan Amendment request.

The applicant, the City of Folsom, is requesting approval of a General Plan Amendment to change the General Plan land use designation for an approximately 7,000-square-foot portion of a larger 14,000-square-foot parcel (APN 070-0156-004) located at 707-709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial). The purpose of the General Plan Amendment is to correct an existing General Plan inconsistency that resulted in the single parcel having been previously designated for two incompatible land uses (SFHD/CC). The end result of the proposed General Plan Amendment is that the entire parcel located at 707-709 Natoma Street (site of Monroe Hair Salon) will have the same General Plan land use designation of CC (Community Commercial), which will be consistent with the existing zoning designation (C-1 PD/NRB) for the parcel

The proposed project was considered by the Historic District Commission at its May 20, 2020 meeting. The Commission engaged in a thorough review of the proposed project including discussions regarding the historical commercial use of the property, surrounding land uses, and the existing inconsistencies between the General Plan land use and zoning designations. A detailed discussion of each of the aforementioned topics is included within the background and analysis sections of this staff report. No members of the public spoke regarding the proposed project. The Historic District Commission adopted a motion (7-0-0-0) to recommend approval of the proposed project to the City Council.

POLICY / RULE

Folsom Municipal Code (FMC), Section 17.68.050 requires that applications for General Plan Amendments be forwarded to the City Council for final action.

ANALYSIS

The General Plan land use designation for the 7,000-square-foot project site is SFHD (Single Family High Density) and the zoning designation is C-1 PD/NRB (Neighborhood Business, Planned Development District/Natoma-Riley Bidwell Commercial Primary Area. The existing General Plan land use designation (CC) and the existing zoning designation (SF) are not consistent with each other as the SFHD General Plan land use designation is intended to provide opportunities for development of single-family detached homes and single-family attached homes, while the C-1 PD/NBR zoning designation is focused on providing opportunities for low-intensity retail commercial development to serve nearby residential areas. As described in the background section of this staff report, the project site has been utilized for commercial purposes (Monroe Hair Salon) since 1996.

As noted above, the 7,000-square-foot project site located at 700 Natoma Street has General Plan land use (SFHD) and zoning (C-1 PD/NRB) designations that are inconsistent with each other. On the other hand, the adjacent 7,000-square-foot site located at 707 Natoma Street to the east (which combined, form the 14,000-square-foot parcel that Monroe Hair Salon is located on) has a General Plan land use designation of CC and a zoning designation of C-1 PD/NRB, which are consistent with each other. The proposed General Plan Amendment to change the General Plan land use designation for the 7,000-acre project site located at 709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial) would result in the General Plan land use and the zoning designations being consistent with each other. In addition, the proposed General Plan Amendment would result in the larger 14,000-square-foot parcel located at 707-709 Natoma Street having identical and consistent General Plan land use and zoning designations.

It is important to note that hair salons and similar uses are identified as a permitted land use within both the C-1 zoning district and the Natoma-Riley-Bidwell Commercial Primary Area Historic District Overlay. In addition, this change to the General Plan land use designation will not eliminate the potential for residential development on the project site, which is discouraged by State law, because residential uses consistent with those allowed under the existing SFHD land use designation are permitted uses in the Natoma-Riley-Bidwell Commercial Primary Area as stated in FMC section 17.52.530(A)(4). As a result, staff is supportive of the General Plan Amendment to correct the existing General Plan land uses inconsistencies at 709 Natoma Street.

FINANCIAL IMPACT

No financial impact is anticipated with approval of Resolution No. 10472.

ENVIRONMENTAL REVIEW

The project is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) (Review for Exemption) of the CEQA Guidelines.

ATTACHMENTS

1. Resolution No. 10472 - A Resolution Determining that the 709 Natoma Street General Plan Amendment Project is Exempt from CEQA, and to Amend the General Plan land use designation for the 7,000-square-foot project site from SFHD (Single-Family High Density) to CC (Community Commercial) for the 709 Natoma Street General Plan Amendment Project
2. Vicinity Map
3. General Plan Amendment Exhibit
4. Historic District Commission Staff Report, dated May 20, 2020
5. City Council PowerPoint Presentation

Submitted,



PAM JOHNS
Community Development Director

Attachment 1

RESOLUTION NO. 10472**A RESOLUTION DETERMINING THAT THE 709 NATOMA STREET PROJECT IS EXEMPT FROM CEQA, AND TO AMEND THE GENERAL PLAN LAND USE DESIGNATION FOR THE 7,000-SQUARE-FOOT PROJECT SITE FROM SFHD (SINGLE-FAMILY HIGH DENSITY) TO CC (COMMUNITY COMMERCIAL) FOR THE 709 NATOMA STREET GENERAL PLAN AMENDMENT PROJECT**

WHEREAS, the Historic District Commission on May 20, 2020, held a public hearing on the proposed General Plan Amendment, considered public comment and determined that the proposed General Plan Amendment is necessary to correct existing General Plan and zoning inconsistencies and result in the larger 14,000-square-foot parcel located at 707-709 Natoma Street having identical and consistent General Plan land use and zoning designations.

WHEREAS, the Historic District Commission on May 20, 2020, held a public hearing on the proposed General Plan Amendment, considered public comment and determined that the proposed General Plan land use designation (CC) is consistent with the existing zoning designation (C-1 PD/NBR) for the 7,000-square-foot project site; and

WHEREAS, notice has been given at the time and in the manner required by State Law and City Code; and

WHEREAS, the project is exempt from the California Environmental Quality Act in accordance with Section 15061(b)(3) (Review for Exemption) of the CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby Determine that the 709 Natoma Street General Plan Amendment Project is exempt from CEQA pursuant to Section 15061(b)(3) (Review for Exemption) of the CEQA Guidelines.

BE IT FURTHER RESOLVED that the General Plan land use designation for the 7,000-square-foot project site located at 709 Natoma Street be changed from SFHD (Single-Family High Density) to CC (Community Commercial) as shown on attached Exhibit "A", subject to the following findings:

GENERAL FINDINGS

- A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.
- B. WITH THE PROPOSED AMENDMENT, THE PROJECT IS CONSISTENT WITH THE GENERAL PLAN AND THE ZONING CODE OF THE CITY.

CEQA FINDINGS

- C. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER SECTION 15061(B)(3) (REVIEW FOR EXEMPTION) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.
- D. THE CUMULATIVE IMPACT OF SUCCESSIVE PROJECTS OF THE SAME TYPE IN THE SAME PLACE, OVER TIME IS NOT SIGNIFICANT IN THIS CASE.
- E. NO UNUSUAL CIRCUMSTANCES EXIST TO DISTINGUISH THE PROPOSED PROJECT FROM OTHERS IN THE EXEMPT CLASS.
- F. THE PROPOSED PROJECT WILL NOT CAUSE A SUBSTANTIAL ADVERSE CHANGE IN THE SIGNIFICANCE OF A HISTORIC RESOURCE

GENERAL PLAN AMENDMENT FINDINGS

- G. THE PROJECT IS CONSISTENT WITH THE CITY’S GENERAL PLAN, ZONING, AND THE FOLSOM MUNICIPAL CODE WITH THE PROPOSED AMENDMENT.
- H. THE PROPOSED GENERAL PLAN AMENDMENT IS IN THE PUBLIC INTEREST.
- I. PURSUANT TO GOVERNMENT CODE SECTION 65352.3, THE CITY CONTACTED ALL CALIFORNIA NATIVE AMERICAN TRIBES ON THE CONTACT LIST MAINTAINED BY THE NATIVE AMERICAN HERITAGE COMMISSION IN ASSOCIATION WITH THIS PROJECT. THE CITY DID NOT RECEIVE A REQUEST FOR CONSULTATION FROM ANY CALIFORNIA NATIVE AMERICAN TRIBE CONTACTED IN ASSOCIATION WITH THIS PROJECT.

PASSED AND ADOPTED this 23rd day of June, 2020, by the following roll-call vote:

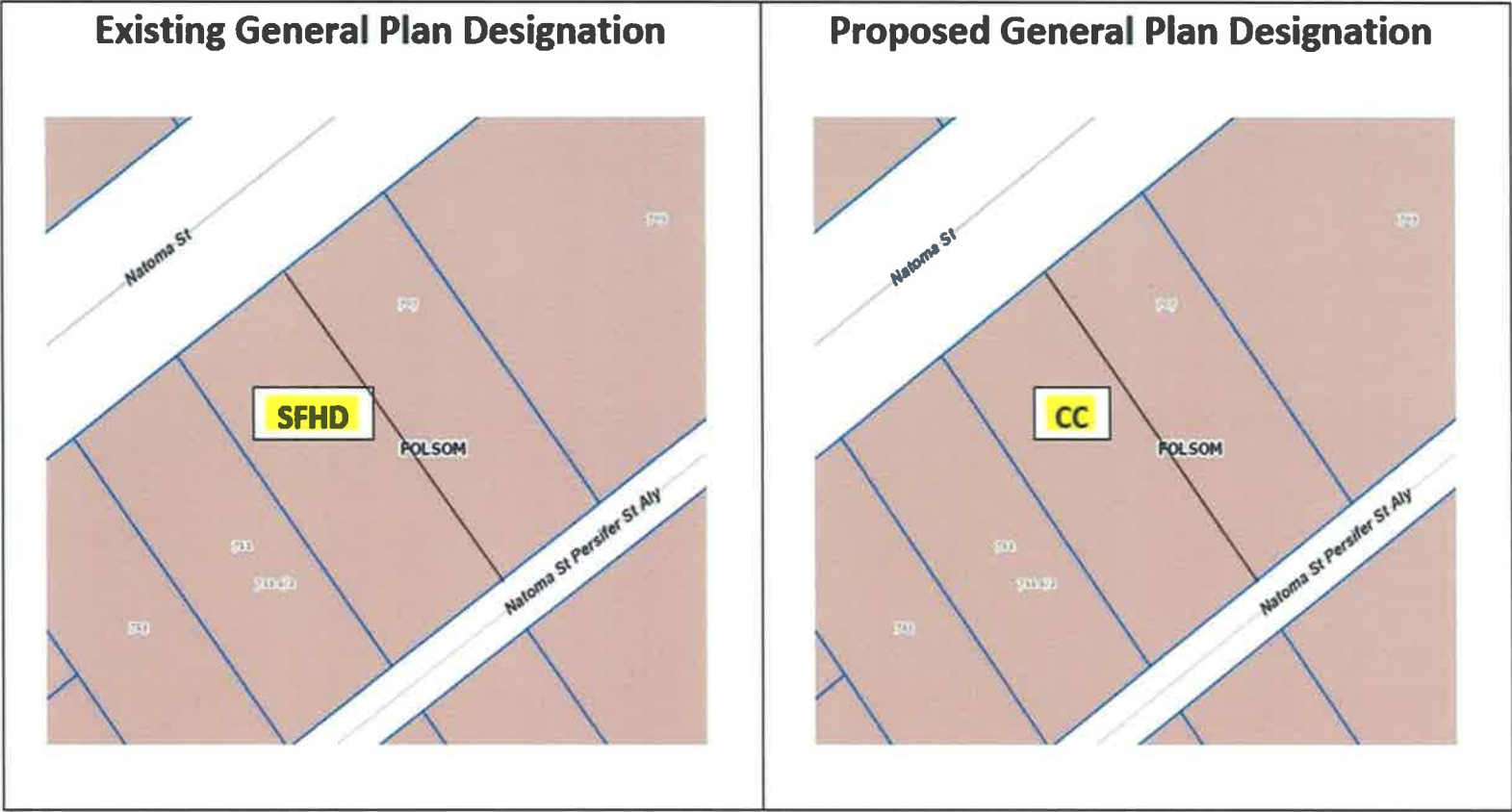
- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Exhibit A



Attachment 2



Vicinity Map

Attachment 3

Existing General Plan Designation



Proposed General Plan Designation



Attachment 4



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: 709 Natoma Street General Plan Amendment
File #: PN-20-094
Request: General Plan Amendment
Location: 709 Natoma Street
APN: 070-0156-004
Staff Contact: Steve Banks, Principal Planner, 916-461-6207
sbanks@folsom.ca.us

Property Owner

Name: Jackie Bassler Living Trust
Address: 709 Natoma Street
Folsom, CA 95630

Applicant

Name: City of Folsom
Address: 50 Natoma Street
Folsom, CA 95630

Recommendation: Conduct a public hearing and upon conclusion recommend to the City Council approval of a General Plan Amendment to change the General Plan land use designation for the 7,000-square-foot project site located at 709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial) as illustrated on Attachment 4 for the 709 Natoma Street General Plan Amendment project (PN 20-094) subject to the findings (Findings A-H) attached to this report.

Project Summary: The proposed project involves a request for approval of a General Plan Amendment to change the General Plan land use designation for an approximately 7,000-square-foot portion of a larger 14,000-square-foot parcel located at 707-709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial) in order to correct General Plan inconsistencies that resulted in the single parcel having been previously designated for two incompatible land uses (SFHD/CC). The proposed General Plan Amendment will result in the entire parcel located at 707-709 Natoma Street (site of Monroe Hair Salon) having the identical General Plan land use designation of CC (Community Commercial).

Table of Contents:

- 1 - Description/Analysis
- 2 - Background
- 3 - Vicinity Map
- 4 - General Plan Amendment Exhibit
- 5 - Historic District Commission PowerPoint Presentation



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Submitted,

A handwritten signature in blue ink, appearing to read "Pam Johns", with a long horizontal flourish extending to the right.

PAM JOHNS
Community Development Director

ATTACHMENT 1 DESCRIPTION/ANALYSIS

APPLICANT'S PROPOSAL

The applicant, the City of Folsom, is requesting approval of a General Plan Amendment to change the General Plan land use designation for an approximately 7,000-square-foot portion of a larger 14,000-square-foot parcel (APN 070-0156-004) located at 707-709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial). The purpose of the General Plan Amendment is to correct an existing General Plan inconsistency that resulted in the single parcel having been previously designated for two incompatible land uses (SFHD/CC). The end result of the proposed General Plan Amendment is that the entire parcel located at 707-709 Natoma Street (site of Monroe Hair Salon) will have the same General Plan land use designation of CC (Community Commercial), which will be consistent with the existing zoning designation (C-1 PD/NRB) for the parcel

POLICY/RULE

Folsom Municipal Code (FMC), Section 17.68.050 requires that applications for General Plan Amendments be forwarded to the City Council for final action. Government Code section 65354 requires that the Historic District Commission's recommendation for City Council action on a General Plan Amendment be made by the affirmative vote of not less than a majority of the total membership of the Commission.

ANALYSIS

General Plan and Zoning Consistency

The General Plan land use designation for the 7,000-square-foot project site is SFHD (Single Family High Density) and the zoning designation is C-1 PD/NRB (Neighborhood Business, Planned Development District/Natoma-Riley Bidwell Commercial Primary Area). The existing General Plan land use designation (CC) and the existing zoning designation (SF) are not consistent with each other as the SFHD General Plan land use designation is intended to provide opportunities for development of single-family detached homes and single-family attached homes, while the C-1 PD/NBR zoning designation is focused on providing opportunities for low-intensity retail commercial development to serve nearby residential areas. As described in the background section of this staff report, the project site has been utilized for commercial purposes (Monroe Hair Salon) since 1996.

As noted above, the 7,000-square-foot project site located at 700 Natoma Street has General Plan land use (SFHD) and zoning (C-1 PD/NRB) designations that are inconsistent with each other. On the other hand, the adjacent 7,000-square-foot site located at 707 Natoma Street to the east (which combined, form the 14,000-square-foot parcel that Monroe Hair Salon is located on) has a General Plan land use designation of CC and a zoning designation of C-1 PD/NRB, which are consistent with each other.

The proposed General Plan Amendment to change the General Plan land use designation for the 7,000-acre project site located at 709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial) would result in the General Plan land use and the zoning designations being consistent with each other. In addition, the proposed General Plan Amendment would result in the larger 14,000-square-foot parcel located at 707-709 Natoma Street having identical and consistent General Plan land use and zoning designations. It is important to note that hair salons and similar uses are identified as a permitted land use within both the C-1 zoning district and the Natoma-Riley-Bidwell Commercial Primary Area Historic District Overlay. In addition, this change will not eliminate the potential for residential development on the project site, which is discouraged by State law, because residential uses consistent with those allowed under the existing SFHD land use designation are permitted uses in the Natoma-Riley-Bidwell Commercial Primary Area as stated in FMC section 17.52.530(A)(4). As a result, staff is supportive of the General Plan Amendment to correct the existing General Plan land uses inconsistencies at 709 Natoma Street.

ENVIRONMENTAL REVIEW

The project is exempt from the California Environmental Quality Act in accordance with Section 15061(b)(3) (Review for Exemption) of the CEQA Guidelines.

RECOMMENDATION/HISTORIC DISTRICT COMMISSION ACTION

Move to recommend that the City Council approve a General Plan Amendment to change the General Plan land use designation for the 7,000-square-foot project site located at 709 Natoma Street from SFHD (Single-Family High Density) to CC (Community Commercial) as illustrated on Attachment 4 for the 709 Natoma Street General Plan Amendment project (PN 20-094) subject to the findings (Findings A-H) attached to this report.

GENERAL FINDINGS

- A. NOTICE OF HEARING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.
- B. WITH THE PROPOSED AMENDMENT, THE PROJECT IS CONSISTENT WITH THE GENERAL PLAN AND THE ZONING CODE OF THE CITY.

CEQA FINDINGS

- C. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER SECTION 15061(B)(3) (REVIEW FOR EXEMPTION) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.

- D. THE CUMULATIVE IMPACT OF SUCCESSIVE PROJECTS OF THE SAME TYPE IN THE SAME PLACE, OVER TIME IS NOT SIGNIFICANT IN THIS CASE.
- E. NO UNUSUAL CIRCUMSTANCES EXIST TO DISTINGUISH THE PROPOSED PROJECT FROM OTHERS IN THE EXEMPT CLASS.
- F. THE PROPOSED PROJECT WILL NOT CAUSE A SUBSTANTIAL ADVERSE CHANGE IN THE SIGNIFICANCE OF A HISTORIC RESOURCE

GENERAL PLAN FINDINGS

- G. THE PROJECT IS CONSISTENT WITH THE CITY'S GENERAL PLAN, ZONING, AND THE FOLSOM MUNICIPAL CODE WITH THE PROPOSED AMENDMENT.
- H. THE PROPOSED GENERAL PLAN AMENDMENT IS IN THE PUBLIC INTEREST.

ATTACHMENT 2 BACKGROUND

BACKGROUND

The project site is located within the Natoma-Riley-Bidwell Commercial Primary Area of the Historic District. This area includes a mixture of residences and commercial development, coordinated through residential design representing the 1850 to 1950 timeframe. The relatively level 7,000-square-foot project site, which is part of a larger 14,000-square-foot parcel, is developed with a driveway, a drive aisle, a gravel parking lot, landscaping, and lighting associated with the adjacent hair salon business (Monroe Hair Salon) located at 707 Natoma Street. The adjacent 7,000-square-foot site, on which the hair saloon business is located, includes a 1,498-square-foot hair salon building and associated site improvements.

In 1996, the Planning Commission approved a Planned Development Permit for the construction of a 1,498-square-foot hair salon building (PN 96-020). The hair salon, which was also approved by the Historic Area Architectural Review Commission, was constructed in 1996 and has continuously operated since that time. In 2000, the Historic District Commission approved a 1,472-square-foot addition to the hair salon. However, this addition was not constructed.

On August 21, 2019, the Historic District Commission approved a Design Review application for development of a 3,308-square-foot two-story addition to the rear of the existing 1,498-square-foot hair salon located at 707 Natoma Street. The approved project included a 1,058-square-foot hair salon and 617-square-foot garage on the first floor, and a 1,633-square-foot single-family residence on the second floor. The project included use of an existing driveway/gravel parking lot (addressed as 709 Natoma Street but located within the same parcel) and provision for 15 parking spaces. Subsequently, the applicant indicated to City staff that they were not proceeding with the project as approved. On April 6, 2020, the applicant submitted a new Design Review application for development of a 1,238-square-foot single-story hair salon at 709 Natoma Street, which will be considered by the Commission at this meeting but which is contingent upon approval of this General Plan Amendment.

GENERAL PLAN DESIGNATION

SFHD (Single Family High Density)

ZONING

C-1 PD/NRB (Neighborhood Business,
Planned Development District/Natoma-Riley
Bidwell Commercial Primary Area)

ADJACENT LAND USES/ZONING

- North: Natoma Street with Residential and Commercial Development (BP/NRP) Beyond
- South: Natoma Street/Persifer Street Alley with Residential Property (R-1-M/PER) Beyond
- East: Commercial Development (C-1 PD/NRB) with Riley Street Beyond
- West: Single-Family Residences (R-1-M/NRB) with Wool Street Beyond

SITE CHARACTERISTICS

The 7,000-square-foot project site, which is part of a larger 14,000-square-foot parcel, is developed with a driveway, a drive aisle, a gravel parking lot, landscaping, and lighting associated with the adjacent hair salon business located at 707 Natoma Street.

APPLICABLE CODES

FMC Section 17.22 Commercial Land Use Zones
FMC Section 17.52 HD, Historic District
FMC Section 17.69, Amendments
Government Code sections 65354 and 65358

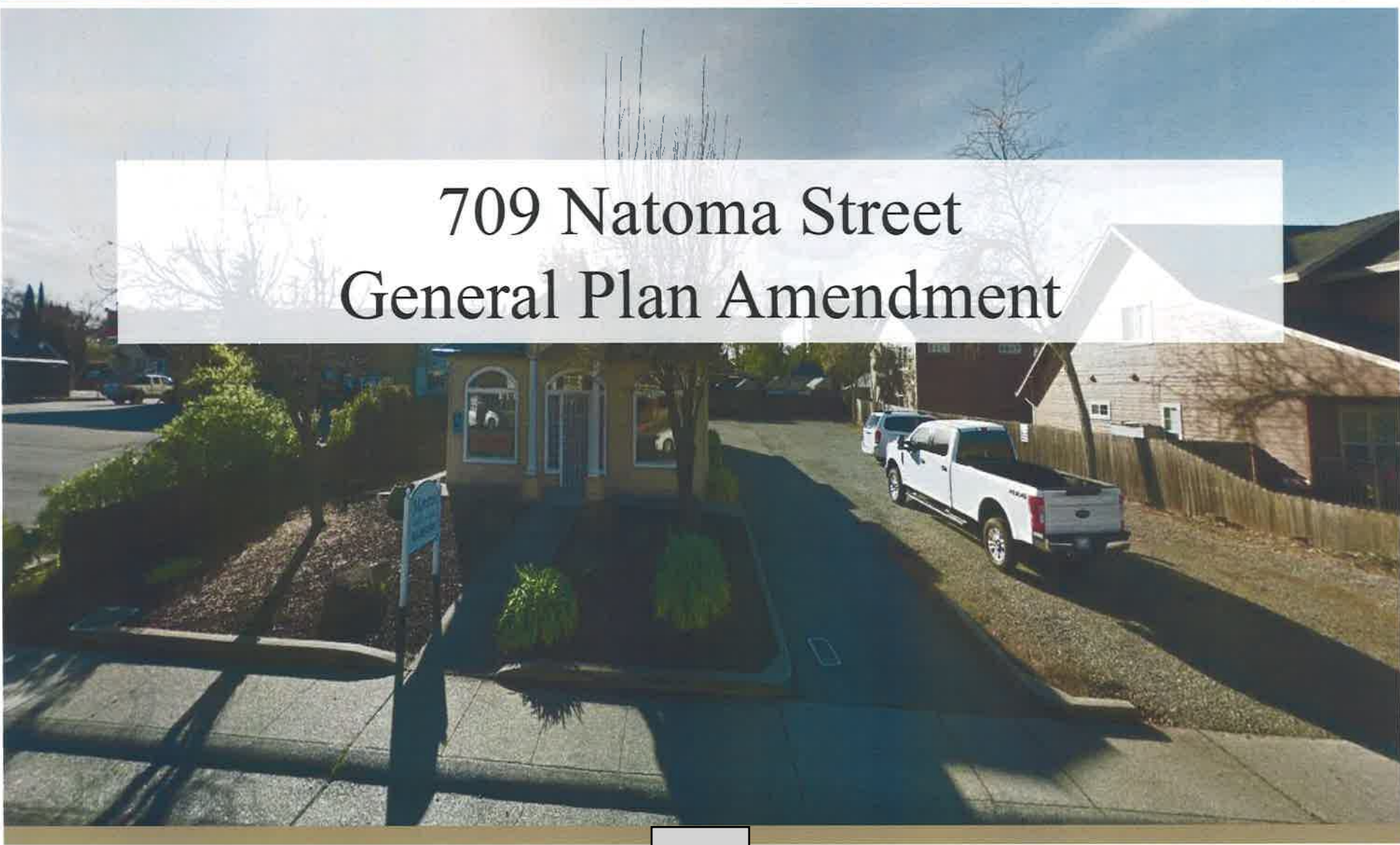
Attachment 5 – Power Point Presentation



CITY OF
FOLSOM

709 Natoma Street GPA

709 Natoma Street General Plan Amendment





CITY OF
FOLSOM

Vicinity Map





Key Project Details/Analysis

- General Plan Amendment
 - Existing General Plan Designation (SFHD)
 - Proposed General Plan Designation (CC)
- Analysis
 - Existing General Plan and Zoning Designations (SFHD/C-1 PD NBR)
 - Project Site Utilized for Commercial Purposes (Hair Salon) Since 1996
 - Correct Existing General Plan Inconsistencies (SFHD/CC)
 - Amendment Will Result in Site Having Compatible General Plan (CC) and Zoning (C-1 PD/NBR) Designations



CITY OF
FOLSOM

General Plan Amendment Exhibit

Existing General Plan Designation



Proposed General Plan Designation





CITY OF
FOLSOM

Site Photograph

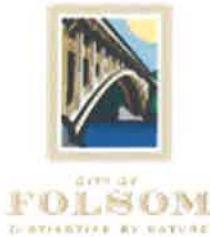




CITY OF
FOLSOM

Staff Recommendation

Staff Forwards
Historic District Commission
Recommendation to the City Council
For Approval of the 709 Natoma Street
General Plan Amendment Project



Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Public Hearing
SUBJECT:	Accessory Dwelling Unit Ordinance Hearing and Determination that the Project is Exempt from CEQA; Ordinance No. 1306 - An Ordinance Amending Certain Sections in Chapter 17.52 and Repealing and Re-Enacting Chapter 17.105 of the Folsom Municipal Code Pertaining to Accessory Dwelling Units (Introduction and First Reading)
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council (1) make a finding that the proposed Ordinance amendment is exempt from CEQA, and (2) introduce and conduct the first reading of Ordinance No. 1306 - An Ordinance Amending Certain Sections in Chapter 17.52 and Repealing and Re-Enacting Chapter 17.105 of the Folsom Municipal Code Pertaining to Accessory Dwelling Units.

BACKGROUND / ISSUE

During 2019, the State enacted several new laws affecting Accessory Dwelling Units or ADUs. ADUs are more commonly referred to as second units, second dwelling units, or “granny flats.” These new laws went into effect on January 1, 2020. While this type of dwelling unit provides a lower-cost housing alternative that can benefit new and existing residents, particularly young people and seniors, the State has severely limited local jurisdictions’ ability to regulate these units.

Since the State has changed many of the ADU requirements, the City’s current ADU standards are rendered null and void unless the City updates its own ADU standards to

comply with the new State law. Staff has prepared the attached draft Accessory Dwelling Unit (ADU) Ordinance to replace the City's existing citywide regulations on ADUs contained in Chapter 17.105 (Second Dwelling Units) as well as those affecting the Historic District in Sections 17.52.490 (Accessory Dwelling Units) and 17.52.500 (Second Units) of the Folsom Municipal Code (FMC). Where it can under State law, staff has put in provisions to encourage good design, respect for neighborhood context, and privacy while at the same time providing a simplified process for review and approval of these units that can, when designed well, provide a more affordable housing option in existing areas without altering the character of the neighborhood.

POLICY / RULE

The City's draft ADU Ordinance is consistent with the City's 2035 General Plan including the Land Use and Housing Elements. The City has sought to encourage ADUs in its single-family zones. Consistent with State requirements, the new Ordinance eliminates impact fees for small ADUs, which is consistent with the City's Housing Element policy of ensuring impact fees do not constrain residential development. The draft ADU Ordinance is consistent with the following City policies:

General Plan Land Use (LU) and 2013-2021 Housing Element Policies:

- *LU 1.1.11 Vacant and Underutilized Sites* - Monitor residential and non-residential development and make adjustments as necessary to the amount of land designated for various uses and the rate of project approvals to promote a reasonable citywide balance between new employment-generating development and housing development.
- *LU 6.1.2 Historic Folsom Residential Areas* - Preserve and protect the residential character of Historic Folsom's residential areas.
- *Policy H-1.4* - The City shall support the development of second units on single family parcels.
- *Policy H-2.1* - The City shall continually strive to shorten permit processing and review times to the greatest extent possible by allowing concurrent processing.
- *Policy H-2.2* - The City shall strive to ensure that its current development impact fee structure does not unnecessarily constrain production of residential development.
- *Policy H-2.4* - The City shall endeavor through its development and design standards and decision making to provide consistent and predictable policy direction for residential project applicants.
- *Policy H-5.1* - The City shall strive to ensure adequate and affordable housing for seniors.

ANALYSIS

In the 2018-2019 legislative session, the State enacted many bills that limited local discretion and created new mandates to encourage ADU development. The new laws affecting ADUs include: AB 68, AB 139, AB 587, AB 670, AB 671, AB 881, and SB 13.

The major features of the new laws are as follows:

- Discretionary review not allowed if ADUs meet requirements of law.
- Cannot use minimum lot size to prohibit an ADU.
- ADUs that are 800 square feet or less and 16 feet tall or less with side and rear setbacks no greater than 4 feet must be allowed anywhere residential development is allowed.
- Cannot limit maximum size to less than 850 sq. ft. for a studio or 1-bedroom ADU or 1,000 sq. ft. for 2 or more bedrooms.
- Cannot require parking in many instances.
- Must allow multiple ADUs on sites that allow residential development:
 - Single-Family Zones: 1 ADU and 1 JADU
 - Multi-Family Zones and Mixed-Use Zones: Up to 2 detached ADUs and multiple internal ADUs depending on number of existing housing units in the existing apartment complex.
- Cannot require any design standards on ADUs 800 sq. ft., 16-feet tall, or less.
- Cannot impose impact fees on any ADU that is 750 sq. ft. or less.
- Cannot require either the primary dwelling or ADU to be owner-occupied until 2025.
- Cannot require the correction of an existing non-conforming zoning issue before approval of an ADU.

Based on these requirements, staff drafted a new ADU Ordinance to ensure consistency with the new laws and also to include standards for areas where local jurisdictions still retain some form of local control such as, for example, height, maximum size, setbacks, design standards for larger and taller ADUs, and ADUs on or near state or federally-listed historic structures. Based on community, Council, and Commission feedback, staff added the following in the new ADU Ordinance:

- Limited maximize size to 850 sq. ft. for zero to one-bedroom ADUs and 1,000 sq. ft, for two or more bedroom ADUs, which are the lowest size standards that can be established.
- Required one parking space for ADUs that are not in the Historic District, near a transit stop or not a converted structure.
- Limited height of ADUs in Historic District to height of 16 feet otherwise an ADU taller than 16 feet is subject to review by the Historic District Commission.
- Limited height of ADUs in rest of the city to 16 feet otherwise an ADU taller than 16

feet is subject to Community Development Director-level design review.

- Established objective design standards for ADUs larger than 800 sq. ft. or taller than 16 ft.
- In the Historic District, established objective design standards for ADUs larger than 800 sq. ft. or taller than 16 ft. based on architectural styles associated with subareas and from the Historic District Design and Development Guidelines (HD DDGs).
- Created additional rear setback standards for ADUs taller than 16 ft. that do not meet object design standards.
- Established standards for ADUs larger than 800 sq. ft. or taller than 16 ft. to address privacy concerns of adjacent properties.

Once adopted by the City, the City's new ADU Ordinance is subject to review and approval by the State Housing and Community Development Department (HCD). Accordingly, staff requested HCD conduct an advance review of the City's draft ADU Ordinance in order to ensure that the proposed ordinance is consistent with the new State requirements. Overall, HCD found that the City's draft ADU Ordinance was consistent with State, but recommended a few minor modifications, which staff included. These issues and staff's resolution are identified below.

- Issue: HCD indicated that the City's requirements to address privacy by requiring four acceptable window types for two-story ADUs facing adjacent properties is too restrictive and burdensome in light of State law.
 - *City Staff Resolution: Rather than requiring four acceptable window options, staff revised the Ordinance to allow more flexibility for the applicant to address privacy concerns for those ADUs taller than 16 ft.*
- Issue: HCD pointed out that Attached ADUs must be no more than 50% of size of primary home; however, the City can still limit the size of Attached ADUs to no more than 850 sf for a zero to one-bedroom ADU and no more than 1,000 sf for a two or more bedroom ADU:
 - *City Staff Resolution: Staff revised the text to limit the size of attached ADUs to at least 800 square feet, but no more than 50% of existing home up to a maximum of 850 square feet for a zero to one bedroom ADU and up to a maximum of 1,000 square feet for a two or more bedroom ADU.*
- Issue: HCD indicated that the City could not prohibit an ADU adjacent to a state or federally listed historic structure nor could staff refer these to the Historic District Commission for discretionary review.
 - *City Staff Resolution: Staff revised the text to limit height of any ADU to no more than 16 feet tall if within 50 feet of the property line of a state or federally listed historic property or structure.*

- **Issue:** HCD indicated that the City needed to make clear that the 850 square foot maximum size for ADUs applied to both studio (i.e., zero) and one-bedroom units.
 - *City Staff Resolution: Staff revised the text to state that the 850 square foot maximum size applied to ADUs with no more than one bedroom.*
- **Issue:** HCD mentioned that a new proposed bill - Assembly Bill 953 (Ting and Bloom) - will expand the type of ADUs allowed in single-family residential zones to include up to one internal ADU plus one Junior ADU (JADU) as an alternative to the current allowance for up to one detached ADU plus one JADU.
 - *City Staff Resolution: Given that this bill has already passed unanimously both in its first reading and in committee, staff has opted to revise Section 17.105.060 (Limitation on Unit Combinations in Single-Unit Zones) of the proposed ADU ordinance to include that language. This would not increase the footprint of an existing home, but it would allow a property owner to do both an internal ADU inside the house and another smaller JADU inside the same house. Staff can remove this language if it is a concern since this bill has not become law yet, but staff anticipates it will become law in January.*

In addition to these standards that are included in the draft ADU Ordinance, staff is also developing an Accessory Dwelling Unit Design Workbook that provides illustrated examples of the design standards and styles, as well as other design ideas to assist property owners, developers, and architects and to encourage thoughtful, context-sensitive design.

COMMISSION RECOMMENDATION

On June 3, 2020, staff presented the draft ADU Ordinance at public hearings of the Historic District Commission and the Planning Commission. Both Commissions voted to recommend approval of the new ADU Ordinance, but with the following recommendations listed below. The Commission making the recommendation is noted in parentheses at the end of each one.

- Revise Section 17.105.160 to limit height to 16 feet in Historic District (HDC).
- Revise Sections 17.105.070 and 17.105.080 to limit the height of detached and attached ADUs to 16 feet unless the State indicates that the City can either increase setbacks or exercise discretion for those ADUs that are taller than 16 feet (PC).
- Revise Section 17.105.150 to expand on the design standards for the screening the staircase landing (HDC and PC).
- Revise Subsection 17.105.140(L) to apply impact fees proportionately to ADUs greater than 750 sq. ft. (HDC and PC).
- Revise Section 17.105.020 and 17.105.150 to remove language defining and encouraging universal design language (PC).
- Revise Section 17.105.110(I) to require separate addresses for all ADUs not just on detached ADUs (PC).

- Ensure that City follows the recently adopted Tree Preservation Ordinance for ADU that may affect protected trees (PC).
- Revise Section 17.105.160(c) to add language that staff shall make a determination that utilities are sufficient to serve the ADU (HDC).

Based on these recommendations staff revised the ordinance that is attached to this report. Specifically, staff limited the height of ADUs citywide, including the Historic District, to 16 feet. Any ADU taller than 16 feet would be subject to City's standard design review process as set forth in Chapter 17.06 (Design Review) of the FMC and in Section 17.52.300 (Design Review) for those projects in the Historic District. So, under the requirements of those code sections, ADUs taller than 16 feet located in the Historic District would go before the Historic District Commission for review and approval. ADUs taller than 16 feet in the rest of the city would be subject to Community Development Department (CDD) Director-level review, which involves public noticing and a Director hearing. An appeal of the CDD Director decision would go to the Planning Commission. In addition, staff has included design standards not only for ADUs greater than 800 square feet, but also for those taller than 16 feet, which serve as guide for staff and the Commissions in reviewing taller ADUs with respect to privacy, massing, and neighborhood compatibility. Please note that in only very limited situations under State law can the CDD Director or either Commission ever impose standards which would reduce the size of an ADU to less than 800 square feet or less than 16 feet or impose on such an ADU setbacks of more than four feet.

In addition, staff has revised the design standard related to screen staircase landings to ensure that the height of the screening extends to the top of the ADU entry to protect privacy and that the color and materials match those of the ADU. Staff also updated the ordinance to remove the universal design language. Instead, staff will include information on universal design in the forthcoming ADU Design Workbook, which will serve as a helpful guide to homeowners, designers and contractors planning to design and build an ADU. The address requirement has revised as well to include addresses for both attached and detached ADUs. If one ADU is present then the address would be the same as the address of the primary residence but with a ½ following it (i.e., 50½ Natoma Street). If more than one ADU is present then the address would be followed by an A, B, etc. for each ADU (i.e., 50 Natoma Street Unit A, 50 Natoma Street Unit B).

While the City does not currently charge impact fees for ADUs, staff had originally proposed limiting impact fees charges to just those instances where the addition of an ADU resulted in a requirement for larger water, sewer or drain pipes. The concept was to reduce impact fees since staff hopes to use ADUs as one way of addressing the City's Regional Housing Needs Allocation (RHNA) for the upcoming Housing Element. However, the Commissions were concerned about insufficient funding for future infrastructure improvements and recommended that staff retain the ability to assess impact fees on larger ADUs. As a result, staff revised the impact fee language so that the City can apply impact fees proportionately to ADUs larger than 750 square feet as allowed under State law. Staff also made some additional edits to improve organization and readability of the ordinance, but no major substantive changes were made beyond what was listed above.

Staff did not revise the Ordinance to apply the Tree Preservation Ordinance (Chapter 12.16 of the FMC) as those requirements already apply to development projects including ADUs. Staff also did not revise the Ordinance to add language that staff shall make a determination that utilities are sufficient to serve the proposed ADU. The reasons this change was not made are: 1) this could be interpreted as discretionary review, which is prohibited under State law for ADUs that are 800 square feet or less and 16 feet tall or less; 2) this requirement could result in violation of the required 60-day review for an ADU; and 3) Government Code Section 65852.2(a)(1)(A) already grants jurisdictions the authority to designate certain areas for ADUs and exclude other areas when water and sewer services are not present or inadequate and when ADUs might create an impact to traffic flow and public safety. Staff is not aware of conditions that exist or data available that would support a ban on development of ADUs. The City, as part of the building permit process, can require the property owner to repair or increase the pipe size to ensure utility service to the property to accommodate the ADU in accordance with the requirements of the FMC.

FINANCIAL IMPACT

No financial impact is anticipated as a result of adoption of the new ordinance. The City is permitted under the new laws to charge processing fees to cover the cost for review of Accessory Dwelling Unit applications. With regard to impacts on City infrastructure, the draft ADU Ordinance allows the City to charge impact fees that are proportional to the size of the ADU compared to the size of the primary residence.

ENVIRONMENTAL REVIEW

Pursuant to Section 21080.17 of the California Public Resources Code, the adoption of the ordinance is statutorily exempt from the California Environmental Quality Act (CEQA). Under PRC Section 21080.17, CEQA does not apply to the adoption of an ordinance by a city or county to implement the provisions of Section 65852.2 of the Government Code (the state ADU law). The ordinance implements Government Code Section 65852.2 in the City of Folsom in a manner that is consistent with the requirements of state law. As such, the adoption of the ordinance is exempt from CEQA.

ATTACHMENTS

1. Ordinance No. 1306 - An Ordinance Amending Certain Sections in Chapter 17.52 and Repealing and Re-Enacting Chapter 17.105 of the Folsom Municipal Code Pertaining to Accessory Dwelling Units
2. Redline of Ordinance with Changes based on Commission Recommendations
3. Accessory Dwelling Unit Ordinance Presentation

Submitted,

A handwritten signature in blue ink, appearing to read "Pam Johns", with a long horizontal flourish extending to the right.

Pam Johns, Community Development Director

Attachment 1

ORDINANCE NO. 1306

**AN ORDINANCE AMENDING CERTAIN SECTIONS IN CHAPTER 17.52
AND REPEALING AND RE-ENACTING CHAPTER 17.105 OF THE
FOLSOM MUNICIPAL CODE PERTAINING TO
ACCESSORY DWELLING UNITS**

The City Council of the City of Folsom hereby does ordain as follows:

SECTION 1 PURPOSE

The purpose of this Ordinance is to amend the Folsom Municipal Code to conform with new State law regulations pertaining to Accessory Dwelling Units, including but not limited to AB 68, AB 139, AB 587, AB 670, AB 671, AB 881, and SB 13 adopted during the 2018-2019 legislative session.

SECTION 2 AMENDMENT TO CODE

Section 17.52.490 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.490 Accessory dwelling units.

Accessory Dwelling Units shall comply with the standards set forth in Chapter 17.105.

SECTION 3 AMENDMENT TO CODE

Section 17.52.500 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.500 Second units.

For the purposes of this chapter, a second unit shall be referred to as Accessory Dwelling Units and shall comply with the standards set forth in Chapter 17.105. In addition, Accessory Dwelling Units larger than 800 square feet or taller than 16 feet must comply with the design standards set forth in Section 17.105.150 (All Zones – Design Standards) and Section 17.105.160 (Historic District Zones – Design Standards), as applicable.

SECTION 4 REPEAL AND RE-ENACTMENT TO CODE

Chapter 17.105 of the Folsom Municipal Code is hereby repealed and re-enacted to read as follows:

Chapter 17.105

ACCESSORY DWELLING UNITS

Sections:

- 17.105.010 Purpose, Applicability and Where Permitted**
- 17.105.020 Definitions**
- 17.105.030 Types**
- 17.105.040 Accessory Dwelling Units Subject to Mandatory Approval**
- 17.105.050 Accessory Dwelling Units in the Historic District**
- 17.105.060 Limitation on Unit Combinations in Single-Unit Zones**
- 17.105.070 Single-Unit Zones: Detached Accessory Dwelling Unit**
- 17.105.080 Single-Unit Zones: Attached Accessory Dwelling Unit**
- 17.105.090 Single-Unit Zones: Junior Accessory Dwelling Unit**
- 17.105.100 Two-Unit and Multi-Unit Zones**
- 17.105.110 Additional Standards Applicable to Attached and Detached Units**
- 17.105.120 Additional Standards Applicable to Converted Accessory Dwelling Units**
- 17.105.130 Standards Applicable to Junior Accessory Dwelling Units**
- 17.105.140 Additional Standards Applicable to All Accessory Dwelling Units**
- 17.105.150 All Zones - Design Standards**
- 17.105.160 Historic District Zones – Design Standards**
- 17.105.170 Permits and Action on an Application**

17.105.010 Purpose, Applicability and Where Permitted

A. Purpose. This Chapter establishes regulations and procedures for reviewing and permitting Accessory Dwelling Units and Junior Accessory Dwelling Units through a ministerial process consistent with Government Code Sections 65852.2 and 65852.22.

B. Applicability. Any construction, establishment, alteration, enlargement, or modification of an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit shall comply with the requirements of this Chapter and the City's Building and Fire Codes. An Accessory Dwelling Unit or Junior Accessory Dwelling Unit that conforms to the standards of this Chapter shall not be:

1. Deemed to be inconsistent with the General Plan designation and zone for the parcel on which the Accessory Dwelling Unit or Junior Accessory Dwelling Unit is located.
2. Deemed to exceed the allowable density for the parcel on which the Accessory Dwelling Unit or Junior Accessory Dwelling Unit is located.
3. Considered in the application of any City ordinance, policy, or program to limit residential growth.

4. Required to correct a nonconforming zoning condition as defined in Chapter 17.02 (Definitions). This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code Section 17980.12.

C. Where Permitted. Accessory Dwelling Units are allowed on parcels zoned for single-unit, two-unit, or multi-unit residential uses where such parcel includes a proposed or existing dwelling.

17.105.020 Definitions

A. "Accessory Dwelling Unit." A residential dwelling unit that is either attached to or located within a proposed or existing primary dwelling or is detached from the proposed or existing primary dwelling and located on the same parcel as the proposed or existing primary dwelling. An Accessory Dwelling Unit provides complete independent living facilities for one or more persons and includes a separate exterior entrance in addition to permanent provisions for living, sleeping, eating, cooking (including a sink), and a bathroom. Accessory Dwelling Units include efficiency units, as defined in Section 17958.1 of the Health and Safety Code, and manufactured homes, as defined in Section 18007 of the Health and Safety Code.

B. "Accessory Structure." A structure that is accessory and incidental to a dwelling located on the same parcel.

C. "Car Share." A program that allows customers hourly access to shared vehicles from a dedicated home location, with the vehicles required to be returned to that same location at the end of the trip.

D. "Efficiency Kitchen." Defined for purposes of establishing a Junior Accessory Dwelling Unit as a cooking facility that includes all of the following:

1. A sink with a drain.
2. A cooking facility with appliances.
3. A food preparation counter.
4. Food storage cabinets.

E. "Independent Living Facilities." A residential dwelling unit having permanent provisions for living, sleeping, eating, cooking, and sanitation.

F. "Living Area." The interior habitable area of a dwelling unit, including habitable basements and attics, but does not include a garage or any accessory structure.

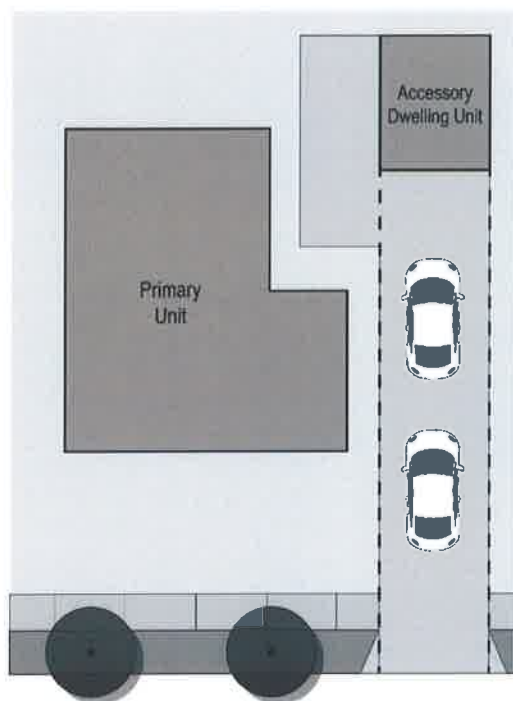
G. "Passageway." A pathway that extends from a street or alley to one entrance of the accessory dwelling unit.

H. "Public Transit." A location, including but not limited to a bus stop or train station, where the public may access buses, trains, subway, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

I. "Single-unit, Two-unit, and Multi-unit." Means the same, respectively, as single-family, duplex, and multi-family residential units.

J. "Tandem Parking." Two or more automobiles parked on a driveway or in any other location on a parcel, lined up behind one another.

Tandem Parking



17.105.030 Types

An Accessory Dwelling Unit approved under this Chapter shall be one of the following types:

A. Attached. An Accessory Dwelling Unit that is created in whole or in part from newly constructed or existing space that is attached to the proposed or interior to the existing primary dwelling, such as through a shared wall, floor, or ceiling.

B. Detached. An Accessory Dwelling Unit that is created in whole or in part from newly constructed space that is detached or separated from the primary dwelling. The Detached Accessory Dwelling Unit shall be located on the same parcel as the proposed or existing primary dwelling. Detached includes a second-story addition above an existing detached garage.

C. Converted. An Accessory Dwelling Unit that meets the following requirements:

1. Is located within the proposed or existing primary dwelling or accessory structure, including but not limited to attached garages, storage areas, or similar uses; or an accessory structure including but not limited to studio, pool house, detached garage, or other similar structure. Such conversion may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing structure if the expansion is for the sole purpose of accommodating ingress and egress to the converted structure.

2. The proposed conversion of a structure into an Accessory Dwelling Unit that does not satisfy the requirements of Subsection 1 above shall either be defined by the Director as an Attached Accessory Dwelling Unit, a Detached Accessory Dwelling Unit, or a Junior Accessory Dwelling Unit, or shall be defined as an accessory structure and not an Accessory Dwelling Unit.

D. Junior Accessory Dwelling Unit. An Accessory Dwelling Unit that is a unit that meets all the following:

1. Is no more than 500 square feet in size and contained entirely within a single-unit primary dwelling. A Junior Accessory Dwelling Unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.

2. Is located and contained entirely within a proposed single-unit primary dwelling or entirely within an existing single-unit primary dwelling.

3. Has a separate entrance from the main entrance to the proposed or existing single-unit dwelling.

4. Has a bathroom that is either shared with or separate from those of the primary dwelling.

5. Includes an efficiency kitchen.

17.105.040 Accessory Dwelling Units Subject to Mandatory Approval

The City shall approve any application for an Accessory Dwelling Unit or Junior Accessory Dwelling Unit as described in this Section, provided all requirements applicable for the particular application in this Chapter are met. However, in no case shall the application of the requirements of this Chapter preclude the development of:

A. Any Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of no more than 16 feet, and has a minimum four-foot-wide side and rear yard setbacks; and

B. Any Junior Accessory Dwelling Unit that is 500 square feet or smaller in size.

17.105.050 Accessory Dwelling Units in the Historic District

Within the City's Historic District or within any historic district zone, the City shall approve any application for an Accessory Dwelling Unit or Junior Accessory Dwelling Unit as described

in this Chapter, provided all applicable requirements of this Chapter, and specifically Section 17.105.160, are met. However, in no case shall the application of the requirements of this Chapter, and Section 17.105.160 specifically, preclude the development of any Detached or Attached Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

17.105.060 Limitation on Unit Combinations in Single-Unit Zones

Accessory Dwelling Units are permitted in single-unit zones with an existing or proposed single-unit dwelling as long as the number does not exceed either:

- A. One Attached Accessory Dwelling Unit within the existing or proposed space of a single-family dwelling or accessory structure, plus one Junior Accessory Dwelling Unit; or
- B. One Detached Accessory Dwelling Unit which does not have less than four-foot side and rear yard setbacks, does not exceed a height limit of 16 feet, and is no more than 800 square feet in total floor area, plus one Junior Accessory Dwelling Unit.

17.105.070 Single-Unit Zones: Detached Accessory Dwelling Unit

A. Generally. One Detached Accessory Dwelling Unit of new construction shall be allowed on a parcel with an existing or proposed single-unit dwelling if it meets all the following requirements:

- 1. Location. Is detached from the primary dwelling.
- 2. Size. At a minimum meets the requirements of an efficiency unit and at a maximum shall not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms.
- 3. Setbacks. Has a front yard setback that is not less than the required front yard setback of the primary structure, has side and rear setbacks of at least four feet, and complies with applicable building and fire codes.
- 4. Height. Does not exceed a height of 16 feet, excepting the creation of a Converted Accessory Dwelling Unit within the existing space of an existing detached accessory structure.

B. Setback and Height Limitations.

- 1. Historic District. In the Historic District, any proposed Detached Accessory Dwelling Unit that exceeds a height of 16 shall be subject to review by the Historic District Commission in compliance with the provisions of Sections 17.52.300 through 17.52.350, inclusive.
- 2. All Other Locations. Any proposed Detached Accessory Dwelling Unit that exceeds a height of 16 feet shall be subject to review by the Community Development Director in compliance with Section 17.06.040.

3. **Limitation on Height Over 16 feet.** In no event shall any Detached Accessory Dwelling Unit in the Historic District exceed 25 feet in height or the height of the existing primary dwelling, whichever is less. For any property outside of the Historic District, in no event shall any Detached Accessory Dwelling Unit exceed 30 feet in height or the height of the existing primary dwelling, whichever is less.

5. **Increased Setbacks for Structures Over 16 Feet in Height.** Notwithstanding the setback standards in Subsection 17.105.070(C), any Detached Accessory Dwelling Unit over 16 feet must comply with the design standards set forth in Sections 17.105.150 and 17.105.160 for an Accessory Dwelling Unit in the Historic District, or Section 17.105.150 for an Accessory Dwelling Unit located outside of the Historic District. If the Accessory Dwelling Unit cannot meet the design standards then, for any portion of the structure greater than 18 feet in height, an additional setback distance of one foot shall be required for each additional one-half foot of structure height.

17.105.080 Single-Unit Zones: Attached Accessory Dwelling Unit

A. **Generally.** One Attached Accessory Dwelling Unit shall be allowed on single-unit parcels if it meets all the following requirements:

1. **Location.** Shares at least one common wall with the primary structure.

2. **Size.** At a minimum meets the requirements of an efficiency unit, and at a maximum does not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms. Subject to the foregoing maximum size limitation, if there is an existing primary dwelling, the total floor area of an Attached Accessory Dwelling Unit shall not exceed 50 percent of the existing primary dwelling or 800 square feet, whichever is greater.

3. **Setbacks.** Has a front yard setback of at least 20 feet, has side and rear setbacks of at least four feet, and complies with applicable building and fire codes.

4. **Height.** Does not exceed a height of 16 feet, excepting the creation of a Converted Accessory Dwelling Unit within the existing space of the primary dwelling.

5. **Access.** Has exterior access that is separate from the proposed or existing single-unit dwelling.

B. **Setback and Height Limitations.**

1. **Historic District.** In the Historic District, any proposed Attached Accessory Dwelling Unit that exceeds a height of 16 shall be subject to review by the Historic District Commission in compliance with the provisions of Sections 17.52.300 through 17.52.350, inclusive.

2. **All Other Locations.** Any proposed Attached Accessory Dwelling Unit that exceeds a height of 16 feet shall be subject to review by the Community Development Director in compliance with Section 17.06.040.

3. **Limitation on Height Over 16 feet.** In no event shall any Attached Accessory Dwelling Unit in the Historic District exceed 25 feet in height or the height of the existing primary dwelling, whichever is less. For any property outside of the Historic District, in no event shall any Attached Accessory Dwelling Unit exceed 30 feet in height or the height of the existing primary dwelling, whichever is less.

4. **Attached to Primary Dwelling.** Any Attached Accessory Dwelling Unit over 16 feet in height that is attached to a primary dwelling shall conform to the setback and height standards for the zone in which the Accessory Dwelling Unit is located.

F. **Attached to an Existing Accessory Structure.** Any Attached Accessory Dwelling Unit over 16 feet in height—inclusive of the structure to which it is attached—that is built on top of an existing accessory structure, such as a garage, may maintain the same side and rear setbacks as that of the accessory structure unless the Accessory Dwelling Unit cannot meet the design standards set forth in Sections 17.105.150 and 17.105.160 for an Accessory Dwelling Unit in the Historic District, or in Section 17.105.150 for an Accessory Dwelling Unit located outside of the Historic District. If the Accessory Dwelling Unit cannot meet the design standards then, for any portion of the structure greater than 18 feet in height, an additional setback distance of one foot shall be required for each additional one-half foot of structure height.

17.105.090 Single-Unit Zones: Junior Accessory Dwelling Unit

One Junior Accessory Dwelling Unit shall be allowed on a parcel with a proposed or existing single-unit dwelling, if the Junior Accessory Dwelling Unit meets all the following requirements:

A. **Location.** Is within the proposed space of a single-unit dwelling or within the existing space of a single-unit dwelling.

B. **Size.** At a minimum meets the requirements of an efficiency unit and at a maximum does not exceed 500 square feet.

C. **Setbacks.** No adjustment to the existing setback is required for an existing living area that is converted to a Junior Accessory Dwelling Unit; however, the Junior Accessory Dwelling Unit must comply with applicable fire and building codes.

D. **Access.** Has exterior access that is independent of that for the proposed or existing single-unit dwelling.

E. **Additional Requirements.** The Junior Accessory Dwelling Unit shall comply with the requirements of Section 17.105.130.

17.105.100 Two-Unit and Multi-Unit Zones

Accessory Dwelling Units are permitted in two-unit and multi-unit zones as follows:

A. **Converted Spaces within a Multi-Unit Development.** At least one Accessory Dwelling Unit shall be allowed on a parcel with an existing two-unit or multi-unit structure or structures used for residential use if each Accessory Dwelling Unit meets all the following requirements:

1. **Location.** Is converted from portions of a multi-unit structure that is not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that any such space converted to an Accessory Dwelling Unit complies with minimum State building standards for dwellings.

2. **Number.** The total number of Accessory Dwelling Units within the development does not exceed 25 percent of the original number of approved primary units within the development. When calculating the required number of allowed Accessory Dwelling Units, any fractions of units shall be rounded to the next larger whole number.

B. **Detached.** Up to two Detached Accessory Dwelling Units shall be allowed on a parcel where a multi-unit structure exists if each of the Detached Accessory Dwelling Units meets all the following requirements:

1. **Location.** Is detached from the multi-unit structure.

2. **Height.** Has a peak height above grade of 16 feet or less.

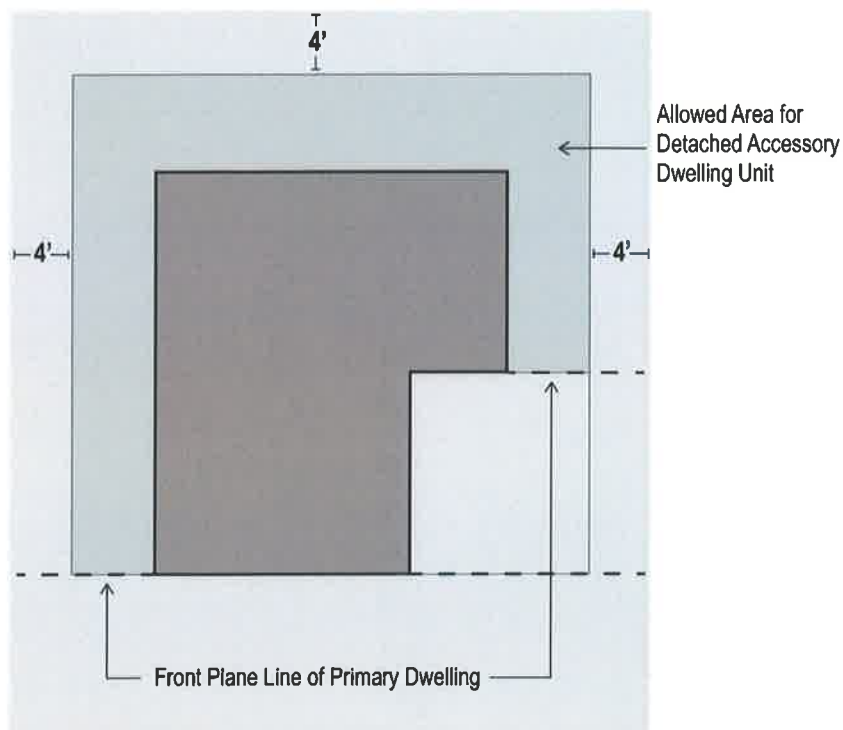
3. **Setbacks.** Has side and rear yard setbacks of at least four feet and complies with applicable building and fire codes.

17.105.110 Additional Standards Applicable to Attached and Detached Units

The following standards shall apply to all Attached and Detached Accessory Dwelling Units in all zones that allow single-family unit, two-unit, and multi-unit dwellings. However, in no event shall these provisions preclude an Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

A. **Location.** Every part of a Detached Accessory Dwelling Unit shall be located behind the front plane of the primary dwelling.

Location of Detached Accessory Dwelling Unit



B. Corner Lots. No Accessory Dwelling Unit shall extend beyond a four-foot interior and street-side side yard setback, and in no case shall the Accessory Dwelling Unit break the front plane of the primary dwelling.

C. Easements. The Accessory Dwelling Unit shall not encroach onto a recorded easement.

D. Separation. Detached Accessory Dwelling Units shall be located at least six feet from the primary dwelling or an accessory structure on the same parcel other than a fence or a wall.

E. Parcel Coverage. For any Attached or Detached Accessory Dwelling Unit that is larger than 800 square feet, the parcel coverage standard and pervious surface standard, if applicable, for the zone in which it is located shall apply.

F. Rear Yard Coverage. Notwithstanding the standards in Subsection 17.105.110(E), the area covered by an Accessory Dwelling Unit shall not exceed forty percent (40%) of the rear yard or at least 800 square feet, whichever is greater.

G. Open Space. Accessory Dwelling Units shall not encroach into required open space areas.

H. Kitchen. An applicant may choose to include an efficiency kitchen as defined in Subsection 17.105.020(D) to satisfy the cooking requirement for any Accessory Dwelling Unit as set forth in the definition in Subsection 17.105.020(A).

I. Utilities. The City shall not require the applicant to install a new or separate utility connection directly between the Attached or Detached Accessory Dwelling Unit and the utility unless the utility connection is required by the utility provider. The applicant may voluntarily install a new or separate utility connection. Any utility charges or fees must be consistent with California Government Code Section 65852.2.

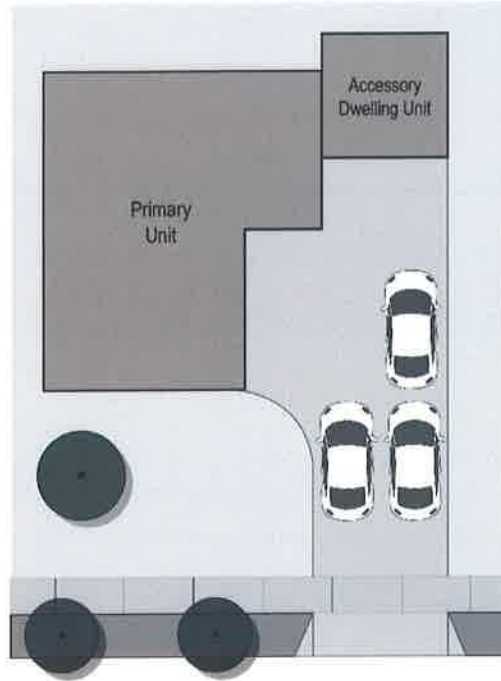
J. Addressing.

1. An Accessory Dwelling Unit located on a parcel with a single-unit residence must have its own address. The address shall be the same address as the primary residence but with $\frac{1}{2}$ following the residence number. For example: 50 $\frac{1}{2}$ Natoma Street, Folsom, CA 95630 would be the address for the Accessory Dwelling Unit at 50 Natoma Street. If more than one Accessory Dwelling Unit, including Junior Accessory Dwelling Units, is present, then the address shall be the same as the primary residence followed by Unit A, Unit B, or Unit C, etc. For example, 50 Natoma Street Unit A and Natoma 50 Natoma Street Unit B would be the addresses for each of the two Accessory Dwelling Units located at 50 Natoma Street. The primary residence address will remain the same.

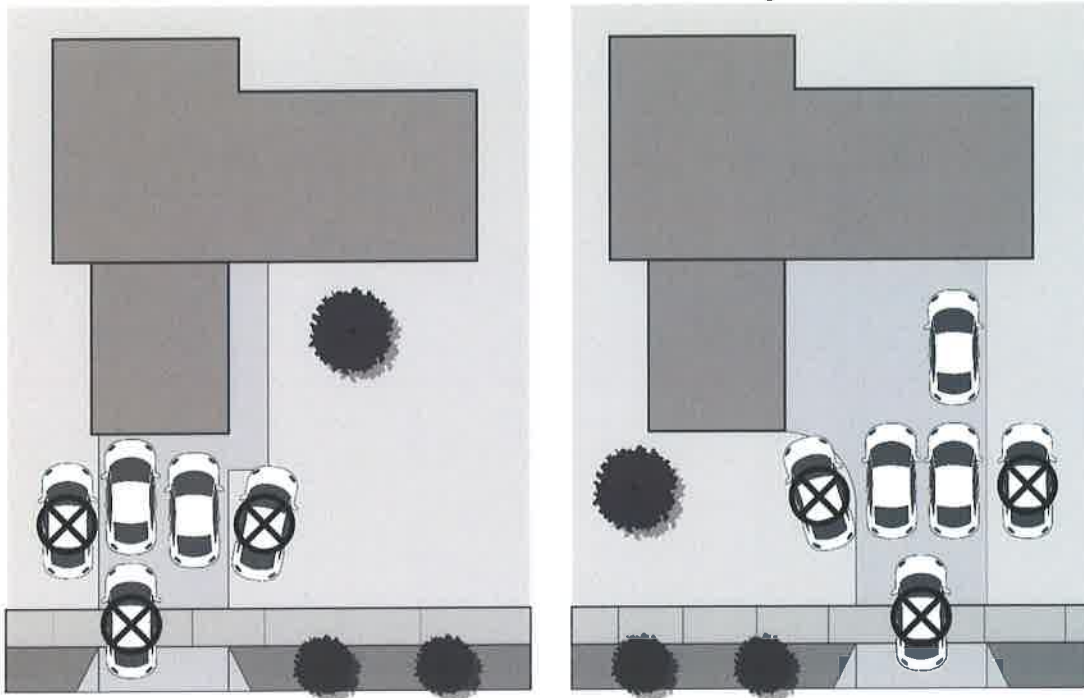
2. For multi-family developments with Accessory Dwelling Units, an individual unit number will be assigned to each unit such as Unit 58, etc.

K. Parking. One off-street parking space is required for each Attached and Detached Accessory Dwelling Unit. The parking requirement for an Attached or Detached Accessory Dwelling Unit shall be in addition to the parking requirement for the existing residence on the property. This space may be provided as tandem parking, including on a paved driveway. Notwithstanding the requirements of Section 17.57.040 (Off-Street Parking Requirements), no parking shall be permitted in the front yard other than on the paved driveway. The parking must be located on site and accessible by a paved pathway. Additional paving of the front driveway shall be subject to the requirements of Section 10.20.470 (Parking on lawns and yards) and, if located in the Historic District, may be subject to additional front yard landscaping requirements. Parking spaces may also be provided through a mechanical vehicle parking lift if located in an enclosed parking garage.

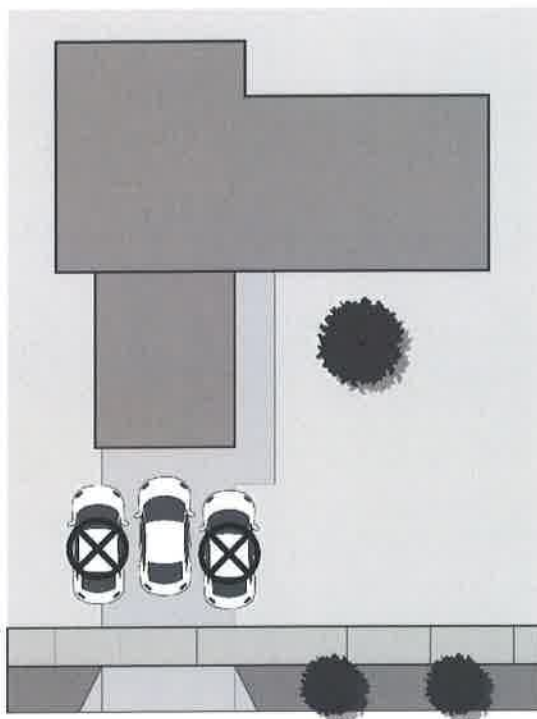
Acceptable Location of Parking for Attached and Detached Accessory Dwelling Units



Prohibited Locations for Parking



Prohibited Locations for Parking (continued)



1. Replacement. When a garage, carport, parking space, or covered parking structure providing required parking for the primary residence or residences is demolished to allow for the construction of an Accessory Dwelling Unit or is converted to an Accessory Dwelling Unit, those off-street parking spaces are not required to be replaced.

2. Additional parking for an Accessory Dwelling Unit is not required in the following instances:

- a. The Accessory Dwelling Unit is located within one-half mile walking distance of public transit, as defined in Section 17.105.020, including transit stations and bus stations.
- b. The Accessory Dwelling Unit is located within the Historic District.
- c. When on-street parking permits are required by the City but not offered to the occupant of the Accessory Dwelling Unit.
- d. When there is a car share vehicle located within one block of the Accessory Dwelling Unit.

17.105.120 Additional Standards Applicable to Converted Accessory Dwelling Units

The following standards apply only to Converted Accessory Dwelling Units. However, in no event shall these provisions preclude a converted Accessory Dwelling Unit that is 800 square

feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

A. **Size.** At a minimum meets the requirements of an efficiency unit and at a maximum shall not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms.

B. **Height.** The height of the existing structure being converted to an Accessory Dwelling Unit shall not be increased.

C. **Design Standards.** No design standards shall be applied.

D. **Setbacks.** No new setback is required for an existing living area or accessory structure that is converted to an Accessory Dwelling Unit or a portion of an Accessory Dwelling Unit that has the same dimensions as the existing structure. The only exception is if up to an additional 150 square feet is necessary to allow for ingress and egress (entry and exiting). In that case, the side and rear setbacks may be reduced to no less than four feet from the property line. If the setback is reduced, the Accessory Dwelling Unit must still comply with applicable building and fire codes.

E. **Utilities.** A Converted Accessory Dwelling Unit is not required to have a new or separate utility connection directly between the Accessory Dwelling Unit and the utility, nor is a connection fee or capacity charge required. The applicant may voluntarily install a new or separate utility connection. Any utility charges or fees shall be consistent with Government Code Section 65852.2.

F. **Parking.** No replacement of off-street parking is required when a garage, carport, or covered parking structure is converted to an Accessory Dwelling Unit. In all other situations where off-street parking is required for a converted Accessory Dwelling Unit, the parking requirement shall not exceed 1 parking space per converted Accessory Dwelling Unit or per bedroom, whichever is less. The off-street parking spaces may be provided as tandem parking on a driveway or in rear yard setback areas on a paved surface, provided such paved area can be easily accessed via the driveway or an alley. No parking shall be permitted in the front yard other than on the paved driveway. Parking spaces may also be provided through a mechanical vehicle parking lift if located in an enclosed parking garage. Notwithstanding the foregoing, replacement or additional parking shall not be required for Converted Accessory Dwelling Units in instances described in Section 17.105.110(H).

17.105.130 Standards Applicable to Junior Accessory Dwelling Units

The following shall apply to all Junior Accessory Dwelling Units:

A. **Location.** The Junior Accessory Dwelling Unit shall be located entirely within a proposed single-unit primary dwelling or entirely within an existing single-unit primary dwelling.

B. Size. The total area of floor space for a Junior Accessory Dwelling Unit shall not exceed 500 square feet.

C. Access: Access shall consist of a separate entrance from the main entrance to the proposed or existing single-unit primary dwelling.

D. Efficiency Kitchen. The Junior Accessory Dwelling Unit shall include an efficiency kitchen.

E. Utilities. A Junior Accessory Dwelling Unit shall not be considered a separate or new dwelling unit for the purposes of calculating connection fees or capacity charges for utilities, including water, sewer, or power service, or impact fees. No new or separate utility connection between the Junior Accessory Dwelling Unit and the utility shall be required. The applicant may voluntarily install a submeter for the Accessory Dwelling Unit. Any utility charges or fees shall be consistent with Government Code Section 65852.2.

F. Parking. No additional off-street parking is required for the Junior Accessory Dwelling Unit.

G. Owner Occupancy Requirements. All Junior Accessory Dwelling Units shall be subject to an owner-occupancy requirement. A person with legal or equitable title to the primary single-unit dwelling shall reside on the property in either the primary dwelling or Junior Accessory Dwelling Unit as that person's legal domicile and permanent residence. However, the owner-occupancy requirement does not apply if the property is entirely owned by a governmental agency, land trust, or non-profit housing organization.

H. Setbacks. No setback is required unless necessary to comply with fire and building codes.

I. Number. The total number of Junior Accessory Dwelling Units is limited to one per residential parcel zoned for single-unit residences with a single-unit residence built, or proposed to be built, on the parcel.

J. Zone. Junior Accessory Dwelling Units are permitted only in single-unit residential zones.

K. Deed Restriction. Prior to issuance of a Building Permit for a Junior Accessory Dwelling Unit, a deed restriction shall be recorded in the chain of title of the primary single-unit property. The form of the deed restriction shall be approved by the City Attorney and shall provide that:

1. The Junior Accessory Dwelling Units shall not be sold separately from the primary dwelling.

2. The Junior Accessory Dwelling Units are restricted to the approved size and other attributes allowed by this Chapter.

3. The deed restriction shall run with the land and shall be enforced against future property owners.

17.105.140 Additional Standards Applicable to All Accessory Dwelling Units

The following standards shall apply to all Accessory Dwelling Units and Junior Accessory Dwelling Units.

A. **Parcel Size and Width.** No minimum parcel size or parcel width shall apply to the construction of an Accessory Dwelling Unit.

B. **Access.** Every Accessory Dwelling Unit shall have direct exterior access independent of the exterior access of the primary dwelling. The entrance to the Accessory Dwelling Unit shall, whenever possible, be located on a different side of the building from the entrance to the primary dwelling unit.

C. **Passageways.** No passageway, breezeway, or similar connection between structures on the parcel shall be required in conjunction with the construction of an Accessory Dwelling Unit.

D. **Fire Sprinklers.** Fire sprinklers are required in an Accessory Dwelling Unit if they are required in the primary dwelling.

E. **Septic System.** If allowed by the City, the Accessory Dwelling Unit may connect to an onsite water-treatment system. The owner shall include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years. Such test must demonstrate the ability of the site to accommodate waste discharge associated with the Accessory Dwelling Unit.

F. **Permanent Foundations.**

1. All Accessory Dwelling Units shall be permanently attached to a permanent foundation.
2. A recreational vehicle, commercial coach, trailer, motor home, camper, camping trailer, or boat shall not be used as an Accessory Dwelling Unit.

G. **Design.** The design standards set forth in Section 17.105.160 shall apply to all Accessory Dwelling Units in the Historic District, and the standards set forth in Section 17.105.150 shall apply to all Accessory Dwelling Units in other parts of the City. Design standards do not apply to Converted Accessory Dwelling Units.

H. **Nonconforming Conditions.** The correction of a physical improvement on a property that does not conform with the City's current zoning standards is not required in order to establish an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit on a parcel with a primary dwelling.

I. **No Separate Conveyance.** No Accessory Dwelling Unit may be sold or otherwise conveyed separately from the primary dwelling in the case of a single-unit parcel, or from the parcel and all of the dwellings in the case of a multi-unit parcel.

J. **Rental Term.** The Accessory Dwelling Unit may be rented separate from the primary residence; however, the rental must be for a term longer than 30 days.

K. Owner Occupancy Requirements.

1. Established before January 1, 2025. Accessory Dwelling Units established before January 1, 2025 shall not be subject to any owner-occupancy requirement, except as required for Junior Accessory Dwelling Units.

2. Established on or after January 1, 2025. Accessory Dwelling Units shall be subject to an owner-occupancy requirement. A person with legal or equitable title to the primary single-unit dwelling shall reside on the property in either the primary unit or the Accessory Dwelling Unit as that person's legal domicile and permanent residence.

3. Junior Accessory Dwelling Units. Junior Accessory Dwelling Units established at any time shall be subject to the owner-occupancy requirement in Section 17.105.130.

L. Impact Fees.

1. No City-imposed impact fees shall be charged to an Accessory Dwelling Unit that is less than 750 square feet in size.

2. For Accessory Dwelling Units 750 square feet or larger, City-imposed impact fees shall be charged proportionately in relation to the square footage of the primary dwelling unit (e.g., the floor area of the primary dwelling, divided by the floor area of the Accessory Dwelling Unit, times the typical fee amount charged for a new dwelling).

3. For the purposes of this Subsection, impact fees do not include any connection fee or capacity charge for water or sewer service, nor do they include charges for garbage or recycling service.

4. If any agency or special district other than the City imposes impact fees collected by the City, the City shall collect such fees in accordance with such agency's or district's fee schedule.

17.105.150 All Zones - Design Standards

For all Accessory Dwelling Units that are larger than 800 square feet or taller than 16 feet, except for Converted Accessory Dwelling Units, the following design standards shall apply. The City's Accessory Dwelling Unit Design Workbook provides illustrated examples of these design standards and styles, as well as other design ideas.

A. All exterior walls shall include at least two different materials, as well as either windows or projections or bays or recessed elements.

B. The Accessory Dwelling Unit shall have the same roof pitch as the primary dwelling with matching eave details but may vary by up to 2/12 more or 2/12 less than the roof pitch of the primary dwelling. However, if the unit is located in the Historic District, it must follow the roof pitch requirements for design style allowed in that zone or subarea.

C. Where the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, to maintain privacy of the occupants of the unit and residents of abutting properties, the following standards shall apply:

1. Any second story wall facing an abutting property shall incorporate the following features: translucent glazed windows, transom windows, clerestory windows, false windows, or other similar design approach that achieves the same purpose.

2. The landing area of any external staircase shall be screened from the bottom of the landing to the top of the entry of the Accessory Dwelling Unit to maintain the privacy of abutting properties. Materials used to screen the landing shall be of the same color and material as those used for the Accessory Dwelling Unit.

D. If the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, the building massing shall be modified using one of the following methods:

1. Use of at least two different building materials (e.g., stone, shingles, siding, stucco, etc.).
2. Use of recessed or projecting windows, doors, or parts of the wall to avoid flat monotonous facades. Recessed windows and doors shall project a minimum of six inches or shall be recessed a minimum of six inches. Any projection must be behind the parcel side or rear yard setback line.
3. Use of cantilevers areas so long as area does not extend beyond the side or rear yard setback.
4. Use of varied roof form such as a mix of different roof types (e.g., hipped, gabled, slant, etc.).

E. If the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, no decks or balconies shall be allowed, except that one balcony no larger than 20 square feet shall be allowed on the front façade.

F. For any Accessory Dwelling Unit that is two stories or constructed as the second story of a garage or other accessory structure, if any external staircase is necessary to access the unit, that staircase shall be located at the side or rear of the unit and shall be at least five feet from the adjacent property line.

17.105.160 Historic District Zones – Design Standards

A. In addition to the provisions of Section 17.105.150, the following objective design standards shall apply to all Accessory Dwelling Units located in a Historic District zone that are larger than 800 square feet or greater than 16 feet in height, except for Converted Accessory Dwelling Units. The City's Accessory Dwelling Unit Design Workbook provides illustrated examples of the Historic District design styles and standards.

B. Architectural Style. The architectural styles in the Historic District reflect the types of design during the period from the 1850s to 1950s. The applicant for an Accessory Dwelling Unit shall select an appropriate architectural style for the historic district zone or subarea in which it is located and shall meet all required design elements. Acceptable styles by zone and subarea are as follows:

1. Craftsman, Queen Anne, Delta, Italianate, Spanish Eclectic: Acceptable in all historic district zones and subareas.
2. 1950s Ranch Style and Contemporary Style: Only acceptable in the Persifer-Dean subarea and The Preserve subarea.

C. Required Design Elements. The specified design elements for each architectural style are as set forth as follows:

1. Craftsman Style
 - a. A roof pitch between 3/12 and 8/12.
 - b. Front-gabled, side-gabled or cross-gabled roof with unenclosed eave overhang.
 - c. Exposed roof rafters and/or braces under gables (i.e., knee braces or corbels).
 - d. Single- or double-hung sash windows with small panes above large pane (e.g., 3 small panes over 1 large pane, or 6-over-1 window) for all windows on the front elevation.
 - e. Horizontal clapboard or shingle siding that is two and one-half to six inches wide or board and batten or a mix of shingles, stone, and siding for different levels or elements may be used. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - f. Optional: Shed or gabled roof dormer.
 - g. Optional: Entry porch under roofline with roof supported by tapered or square columns with square bases that extend to the ground.
2. Queen Anne Style
 - a. A steep roof pitch between 8/12 and 18/12.
 - b. Hipped roof or gabled roof.
 - c. Scalloped shingles with window or vent at end of forward-facing gable.
 - d. Vertical rectangular single or double hung windows with small pane above large pane on the front elevation.
 - e. Vertical windows must be at least two feet tall for every one foot wide and not more than three and one-half feet tall for every one foot wide, whenever possible.
 - f. Horizontal siding that is two and one-half to six inches wide.
 - g. Optional: Forward-facing gable.

- h. Optional: Entry porch with narrow columns.
 - i. Optional: Multiple gables and dormers.
 - j. Optional: Angled bay cut-away.
3. Delta Style
- a. Single-front gabled roof.
 - b. Rectangular vent at end of front-facing gable.
 - c. Roof pitch of 6/12 to 12/12.
 - d. Soffited eaves.
 - e. Tall, narrow windows that must be at least two feet tall for every one foot wide, whenever possible, with plain, simple trim measuring no more than three and one-half inches wide surrounding all sides of the window.
 - f. Horizontal clapboard siding two and one-half to six inches wide or board and batten siding. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - g. Optional: Low-pitched porch with rails and with roof supported by narrow square posts that extend to the ground.
4. Italianate Style
- a. Low-pitched hip roof between 3/12 and 6/12.
 - b. Overhanging eaves supported with decorative brackets.
 - c. Large, decorative brackets under an ornamental cornice.
 - d. Paneled wood doors.
 - e. Tall, narrow windows that must be at least two feet tall for every one foot wide, and not more than three feet, six inches tall for every one foot wide, whenever possible.
 - f. Exterior horizontal wood paneling four to six inches wide. Board and batten as well as brick and mortar siding are also acceptable. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - g. Optional: Wrap-around porch (or smaller entry porch) with narrow double columns.
 - h. Optional: Angled bay in front of house.
5. Spanish Eclectic Style (also known as Spanish Revival)
- a. A low-pitched roof between 2/12 and 5/12.
 - b. Roof shall be cross gabled, hipped, or combined hipped-and-gabled roof.
 - c. Maximum roof eave overhang of four inches.

- d. A red or reddish-tiled roof.
 - e. Red or reddish tile vents.
 - f. Recessed doors and windows.
 - g. Heavy wood doors.
 - h. A prominent rounded arch over main door.
 - i. Use of casement windows.
 - j. A prominent rounded arch over primary large window.
 - k. Stucco used on all walls.
 - l. Optional: Uncovered porch.
6. 1950s Ranch Style
- a. Low to intermediate gable roof with a roof pitch between 3/12 and 5/12.
 - b. Front facing gable(s).
 - c. Soffited eaves.
 - d. Optional: Open shutters surrounding windows.
 - e. Smooth stucco or the use of wood shingles or siding or the equivalent (e.g., fiber cement board or shingles), board and batten, stone, and brick and mortar.
 - f. Optional: Small entry porch no greater than 100 square feet.
7. Contemporary Style (from 1950s era)
- a. Flat or slanted roof with pitch of 0/12 to 2/12.
 - b. Cantilevered soffited eaves.
 - c. Stucco, shingle, brick, or horizontal wood siding or the equivalent (i.e., fiber cement shingles or board).
 - d. Horizontal windows flush with wall casement (no recessed windows).
 - e. No greater than two-inch trim around windows.

17.105.170 Permits and Action on an Application

A. Ministerial Action. Approval or denial of an Accessory Dwelling Unit or Junior Accessory Dwelling Unit application that complies with the provisions of this Chapter is a ministerial action not subject to discretionary review. The City has the authority to review applications for completeness and compliance with the provisions of this Section.

B. Ministerial Site Plan and Design Review. Prior to submitting a building permit application to construct any Accessory Dwelling Unit or Junior Accessory Dwelling Unit, the property owner shall obtain a Ministerial Site Plan and Design Review Permit from the City. The City shall issue the permit within 60 days from the date that the City received a completed application, unless either:

1. The applicant requests a delay, in which case the 60-day time period is put on hold for the period of the requested delay; or

2. The application to create an Accessory Dwelling Unit or Junior Accessory Dwelling Unit is submitted with an application to create a new single-unit dwelling on the parcel. The City may delay acting on the permit application for the Accessory Dwelling Unit or Junior Accessory Dwelling Unit until the City acts on the permit application to create the new single-unit dwelling, but the application to create the Accessory Dwelling Unit or Junior Accessory Dwelling Unit will still be considered ministerial without discretionary review or a hearing.

C. Building Permit. Any Accessory Dwelling Unit or Junior Accessory Dwelling Unit shall require a Building Permit, subject to all the standard application and processing fees and procedures that apply to Building Permits generally. Applications for Ministerial Site Plan and Design Review and a Building Permit may be submitted concurrently.

D. Accessory Dwelling Units Located within 50 feet of the property line of a Listed Historic Structure. Any Accessory Dwelling Unit proposed for construction on or within 50 feet of the property line of a parcel containing a structure listed on the California Register of Historic Resources shall have a peak height above finished grade of no more than 16 feet.

E. Fees. All applications for Accessory Dwelling Units must be accompanied by the required application fee. Application fees are established by Council resolution.

SECTION 5 SCOPE

Except as set forth in this Ordinance, all other provisions of the Folsom Municipal Code shall remain in full force and effect.

SECTION 6 SEVERABILITY

If any section, subsection, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases or portions be declared invalid or unconstitutional.

SECTION 7 EFFECTIVE DATE

This Ordinance shall become effective thirty (30) days from and after its passage and adoption. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the City Council and a certified copy shall be posted in the office of the City Clerk, pursuant to Government Code section 36933(c)(1).

This Ordinance was introduced and the title thereof read at the regular meeting of the City Council on June 23, 2020, and the second reading occurred at the regular meeting of the City Council on _____, 2020.

On a motion by Council Member _____, seconded by Council Member _____, the foregoing Ordinance was passed and adopted by the City Council of the City of Folsom, State of California, this ____ day of _____, 2020 by the following vote, to wit:

- AYES: Council Member(s)
- NOES: Council Member(s)
- ABSENT: Council Member(s)
- ABSTAIN: Council Member(s)

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Attachment 2

ATTACHMENT 2
REDLINE OF ORDINANCE WITH CHANGES BASED ON COMMISSION
RECOMMENDATIONS

ORDINANCE NO. _____

AN ORDINANCE AMENDING CERTAIN SECTIONS IN CHAPTER 17.52
AND REPEALING AND RE-ENACTING CHAPTER 17.105 OF THE
FOLSOM MUNICIPAL CODE PERTAINING TO
ACCESSORY DWELLING UNITS

The City Council of the City of Folsom hereby does ordain as follows:

SECTION 1 PURPOSE

The purpose of this Ordinance is to amend the Folsom Municipal Code to conform with new State law regulations pertaining to Accessory Dwelling Units, including but not limited to AB 68, AB 139, AB 587, AB 670, AB 671, AB 881, and SB 13 adopted during the 2018-2019 legislative session.

SECTION 2 AMENDMENT TO CODE

Section 17.52.490 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.490 Accessory dwelling units.

Accessory Dwelling Units shall comply with the standards set forth in Chapter 17.105.

SECTION 3 AMENDMENT TO CODE

Section 17.52.500 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.500 Second units.

For the purposes of this chapter, a second unit shall be referred to as Accessory Dwelling Units and shall comply with the standards set forth in Chapter 17.105. In addition, Accessory Dwelling Units larger than 800 square feet or taller than 16 feet must comply with the design standards set forth in Section 17.105.150 (All Zones – Design Standards) and Section 17.105.160 (Historic District Zones – Design Standards), as applicable.

SECTION 4 REPEAL AND RE-ENACTMENT TO CODE

Ordinance No. _____
Page 1 of 23

Chapter 17.105 of the Folsom Municipal Code is hereby repealed and re-enacted to read as follows:

Chapter 17.105
ACCESSORY DWELLING UNITS

Sections:

- 17.105.010 Purpose, Applicability and Where Permitted**
- 17.105.020 Definitions**
- 17.105.030 Types**
- 17.105.040 Accessory Dwelling Units Subject to Mandatory Approval**
- 17.105.050 Accessory Dwelling Units in the Historic District**
- 17.105.060 Limitation on Unit Combinations in Single-Unit Zones**
- 17.105.070 Single-Unit Zones: Detached Accessory Dwelling Unit**
- 17.105.080 Single-Unit Zones: Attached Accessory Dwelling Unit**
- 17.105.090 Single-Unit Zones: Junior Accessory Dwelling Unit**
- 17.105.100 Two-Unit and Multi-Unit Zones**
- 17.105.110 Additional Standards Applicable to Attached and Detached Units**
- 17.105.120 Additional Standards Applicable to Converted Accessory Dwelling Units**
- 17.105.130 Standards Applicable to Junior Accessory Dwelling Units**
- 17.105.140 Additional Standards Applicable to All Accessory Dwelling Units**
- 17.105.150 All Zones - Design Standards**
- 17.105.160 Historic District Zones – Design Standards**
- 17.105.170 Permits and Action on an Application**

17.105.010 Purpose, Applicability and Where Permitted

A. Purpose. This Chapter establishes regulations and procedures for reviewing and permitting Accessory Dwelling Units and Junior Accessory Dwelling Units through a ministerial process consistent with Government Code Sections 65852.2 and 65852.22.

B. Applicability. Any construction, establishment, alteration, enlargement, or modification of an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit shall comply with the requirements of this Chapter and the City's Building and Fire Codes. An Accessory Dwelling Unit or Junior Accessory Dwelling Unit that conforms to the standards of this Chapter shall not be:

1. Deemed to be inconsistent with the General Plan designation and zone for the parcel on which the Accessory Dwelling Unit or Junior Accessory Dwelling Unit is located.
2. Deemed to exceed the allowable density for the parcel on which the Accessory Dwelling Unit or Junior Accessory Dwelling Unit is located.

3. Considered in the application of any City ordinance, policy, or program to limit residential growth.

4. Required to correct a nonconforming zoning condition as defined in Chapter 17.02 (Definitions). This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code Section 17980.12.

C. Where Permitted. Accessory Dwelling Units are allowed on parcels zoned for single-unit, two-unit, or multi-unit residential uses where such parcel includes a proposed or existing dwelling.

17.105.020 Definitions

A. "Accessory Dwelling Unit." A residential dwelling unit that is either attached to or located within a proposed or existing primary dwelling or is detached from the proposed or existing primary dwelling and located on the same parcel as the proposed or existing primary dwelling. An Accessory Dwelling Unit provides complete independent living facilities for one or more persons and includes a separate exterior entrance in addition to permanent provisions for living, sleeping, eating, cooking (including a sink), and a bathroom. Accessory Dwelling Units include efficiency units, as defined in Section 17958.1 of the Health and Safety Code, and manufactured homes, as defined in Section 18007 of the Health and Safety Code.

B. "Accessory Structure." A structure that is accessory and incidental to a dwelling located on the same parcel.

C. "Car Share." A program that allows customers hourly access to shared vehicles from a dedicated home location, with the vehicles required to be returned to that same location at the end of the trip.

D. "Efficiency Kitchen." Defined for purposes of establishing a Junior Accessory Dwelling Unit as a cooking facility that includes all of the following:

1. A sink with a drain.
2. A cooking facility with appliances.
3. A food preparation counter.
4. Food storage cabinets.

E. "Independent Living Facilities." A residential dwelling unit having permanent provisions for living, sleeping, eating, cooking, and sanitation.

F. "Living Area." The interior habitable area of a dwelling unit, including habitable basements and attics, but does not include a garage or any accessory structure.

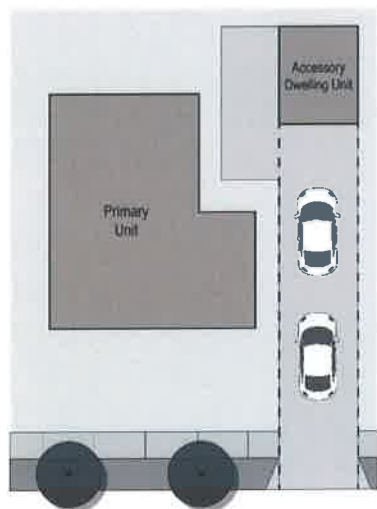
G. "Passageway." A pathway that extends from a street or alley to one entrance of the accessory dwelling unit.

H. "Public Transit." A location, including but not limited to a bus stop or train station, where the public may access buses, trains, subway, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

I. "Single-unit, Two-unit, and Multi-unit." Means the same, respectively, as single-family, duplex, and multi-family residential units.

J. "Tandem Parking." Two or more automobiles parked on a driveway or in any other location on a parcel, lined up behind one another.

Tandem Parking



17.105.030 Types

An Accessory Dwelling Unit approved under this Chapter shall be one of the following types:

A. Attached. An Accessory Dwelling Unit that is created in whole or in part from newly constructed or existing space that is attached to the proposed or interior to the existing primary dwelling, such as through a shared wall, floor, or ceiling.

B. Detached. An Accessory Dwelling Unit that is created in whole or in part from newly constructed space that is detached or separated from the primary dwelling. The Detached Accessory Dwelling Unit shall be located on the same parcel as the proposed or existing primary dwelling. Detached includes a second-story addition above an existing detached garage.

C. Converted. An Accessory Dwelling Unit that meets the following requirements:

Deleted: <#>"Universal Design." Universal design is the design of buildings or environments to make them accessible to all people, regardless of age, disability, or other factors.¶ <#>¶

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1. Is located within the proposed or existing primary dwelling or accessory structure, including but not limited to attached garages, storage areas, or similar uses; or an accessory structure including but not limited to studio, pool house, detached garage, or other similar structure. Such conversion may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing structure if the expansion is for the sole purpose of accommodating ingress and egress to the converted structure.

2. The proposed conversion of a structure into an Accessory Dwelling Unit that does not satisfy the requirements of Subsection 1 above shall either be defined by the Director as an Attached Accessory Dwelling Unit, a Detached Accessory Dwelling Unit, or a Junior Accessory Dwelling Unit, or shall be defined as an accessory structure and not an Accessory Dwelling Unit.

D. Junior Accessory Dwelling Unit. An Accessory Dwelling Unit that is a unit that meets all the following:

1. Is no more than 500 square feet in size and contained entirely within a single-unit primary dwelling. A Junior Accessory Dwelling Unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.

2. Is located and contained entirely within a proposed single-unit primary dwelling or entirely within an existing single-unit primary dwelling.

3. Has a separate entrance from the main entrance to the proposed or existing single-unit dwelling.

4. Has a bathroom that is either shared with or separate from those of the primary dwelling.

5. Includes an efficiency kitchen.

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17.105.040 Accessory Dwelling Units Subject to Mandatory Approval

The City shall approve any application for an Accessory Dwelling Unit or Junior Accessory Dwelling Unit as described in this Section, provided all requirements applicable for the particular application in this Chapter are met. However, in no case shall the application of the requirements of this Chapter preclude the development of:

A. Any Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of no more than 16 feet, and has a minimum four-foot-wide side and rear yard setbacks; and

B. Any Junior Accessory Dwelling Unit that is 500 square feet or smaller in size.

17.105.050 Accessory Dwelling Units in the Historic District

Within the City's Historic District or within any historic district zone, the City shall approve any application for an Accessory Dwelling Unit or Junior Accessory Dwelling Unit as described

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in this Chapter, provided all applicable requirements of this Chapter, and specifically Section 17.105.160, are met. However, in no case shall the application of the requirements of this Chapter, and Section 17.105.160 specifically, preclude the development of any Detached or Attached Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

17.105.060 Limitation on Unit Combinations in Single-Unit Zones

Accessory Dwelling Units are permitted in single-unit zones with an existing or proposed single-unit dwelling as long as the number does not exceed either:

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- A. One Attached Accessory Dwelling Unit within the existing or proposed space of a single-family dwelling or accessory structure, plus one Junior Accessory Dwelling Unit; or
- B. One Detached Accessory Dwelling Unit which does not have less than four-foot side and rear yard setbacks, does not exceed a height limit of 16 feet, and is no more than 800 square feet in total floor area, plus one Junior Accessory Dwelling Unit.

17.105.070 Single-Unit Zones: Detached Accessory Dwelling Unit

A. Generally, One Detached Accessory Dwelling Unit of new construction shall be allowed on a parcel with an existing or proposed single-unit dwelling if it meets all the following requirements:

Deleted: detached

- 1. Location. Is detached from the primary dwelling.
- 2. Size. At a minimum meets the requirements of an efficiency unit and at a maximum shall not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms.
- 3. Setbacks. Has a front yard setback that is not less than the required front yard setback of the primary structure, has side and rear setbacks of at least four feet, and complies with applicable building and fire codes.
- 4. Height. Does not exceed a height of 16 feet, excepting the creation of a Converted Accessory Dwelling Unit within the existing space of an existing detached accessory structure.

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B. Setback and Height Limitations.

- 1. Historic District. In the Historic District, any proposed Detached Accessory Dwelling Unit that exceeds a height of 16 shall be subject to review by the Historic District Commission in compliance with the provisions of Sections 17.52.300 through 17.52.350, inclusive.
- 2. All Other Locations. Any proposed Detached Accessory Dwelling Unit that exceeds a height of 16 feet shall be subject to review by the Community Development Director in compliance with Section 17.06.040.

Deleted: Except for Accessory Dwelling Units located in the Historic District and Converted Accessory Dwelling Units, Accessory Dwelling Units shall not exceed 16 feet.

3. Limitation on Height Over 16 feet. In no event shall any Detached Accessory Dwelling Unit in the Historic District exceed 25 feet in height or the height of the existing primary dwelling, whichever is less. For any property outside of the Historic District, in no event shall any Detached Accessory Dwelling Unit exceed 30 feet in height or the height of the existing primary dwelling, whichever is less.

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Deleted: In no event shall an Accessory Dwelling Unit be allowed to exceed shall not exceed two stories or 35 30 feet in height or the existing height of the primary dwelling, whichever is less.

5. Increased Setbacks for Structures Over 16 Feet in Height. Notwithstanding the setback standards in Subsection 17.105.070(C), any Detached Accessory Dwelling Unit over 16 feet must comply with the design standards set forth in Sections 17.105.150 and 17.105.160 for an Accessory Dwelling Unit in the Historic District, or Section 17.105.150 for an Accessory Dwelling Unit located outside of the Historic District. For any Detached Accessory Dwelling Unit that cannot meet the design standards, an additional setback distance of one foot shall be required for each additional one-half foot of structure above 18 feet in height.

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17.105.080 Single-Unit Zones: Attached Accessory Dwelling Unit

A. Generally. One Attached Accessory Dwelling Unit shall be allowed on single-unit parcels if it meets all the following requirements:

Deleted: but less than 18 feet in height shall must be located at least five feet from the side and rear property lines, up to a maximum height of 18 feet as measured from the highest part of the structure to the finished grade.

1. Location. Shares at least one common wall with the primary structure.

Deleted: The height of an attached Accessory Dwelling Unit may increase as the distance between the Accessory Dwelling Unit and the rear property line increases as follows: for every additional foot of setback, the height may be increased by one-half foot.¶

2. Size. At a minimum meets the requirements of an efficiency unit, and at a maximum does not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms. Subject to the foregoing maximum size limitation, if there is an existing primary dwelling, the total floor area of an Attached Accessory Dwelling Unit shall not exceed 50 percent of the existing primary dwelling or 800 square feet, whichever is greater.

Moved up [1]: Setbacks. Has a front yard setback that is not less than the required front yard setback of the primary structure, side and rear setbacks of at least four feet, and complies with applicable building and fire codes. ¶

3. Setbacks. Has a front yard setback of at least 20 feet, has side and rear setbacks of at least four feet, and complies with applicable building and fire codes.

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4. Height. Does not exceed a height of 16 feet, excepting the creation of a Converted Accessory Dwelling Unit within the existing space of the primary dwelling.

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5. Access. Has exterior access that is separate from the proposed or existing single-unit dwelling.

B. Setback and Height Limitations.

1. Historic District. In the Historic District, any proposed Attached Accessory Dwelling Unit that exceeds a height of 16 shall be subject to review by the Historic District Commission in compliance with the provisions of Sections 17.52.300 through 17.52.350, inclusive.

2. All Other Locations. Any proposed Attached Accessory Dwelling Unit that exceeds a height of 16 feet shall be subject to review by the Community Development Director in compliance with Section 17.06.040.

3. Limitation on Height Over 16 feet. In no event shall any Attached Accessory Dwelling Unit in the Historic District exceed 25 feet in height or the height of the existing primary dwelling, whichever is less. For any property outside of the Historic District, in no event shall any Attached Accessory Dwelling Unit exceed 30 feet in height or the height of the existing primary dwelling, whichever is less.

4. Attached to Primary Dwelling. Any Attached Accessory Dwelling Unit over 16 feet in height that is attached to a primary dwelling shall conform to the setback and height standards for the zone in which the Accessory Dwelling Unit is located.

F. Attached to an Existing Accessory Structure. Any Attached Accessory Dwelling Unit over 16 feet in height—inclusive of the structure to which it is attached—that is built on top of an existing accessory structure, such as a garage, may maintain the same side and rear setbacks as that of the accessory structure unless the Accessory Dwelling Unit cannot meet the design standards set forth in Sections 17.105.150 and 17.105.160 for an Accessory Dwelling Unit in the Historic District, or in Section 17.105.150 for an Accessory Dwelling Unit located outside of the Historic District. If the Accessory Dwelling Unit cannot meet the design standards then, for any portion of the structure greater than 18 feet in height, an additional setback distance of one foot shall be required for each additional one-half foot of structure height.

17.105.090 Single-Unit Zones: Junior Accessory Dwelling Unit

One Junior Accessory Dwelling Unit shall be allowed on a parcel with a proposed or existing single-unit dwelling, if the Junior Accessory Dwelling Unit meets all the following requirements:

- A. Location. Is within the proposed space of a single-unit dwelling or within the existing space of a single-unit dwelling.
- B. Size. At a minimum meets the requirements of an efficiency unit and at a maximum does not exceed 500 square feet.
- C. Setbacks. No adjustment to the existing setback is required for an existing living area that is converted to a Junior Accessory Dwelling Unit; however, the Junior Accessory Dwelling Unit must comply with applicable fire and building codes.
- D. Access. Has exterior access that is independent of that for the proposed or existing single-unit dwelling.
- E. Additional Requirements. The Junior Accessory Dwelling Unit shall comply with the requirements of Section 17.105.130.

17.105.100 Two-Unit and Multi-Unit Zones

Accessory Dwelling Units are permitted in two-unit and multi-unit zones as follows:

Deleted: Except for Accessory Dwelling Units located in the Historic District, Accessory Dwelling Units shall not exceed 16 feet. Any proposed Accessory Dwelling Unit that exceeds a height of 16 feet is subject to review by the Planning Commission. In no event shall an Accessory Dwelling Unit be allowed to exceed shall not exceed two stories or 35 30 feet in height or the existing height of the primary dwelling, whichever is less. Height shall be an average of all four elevations as measured from finished grade to the peak of the roof unless an alternate approach to measure is approved by the Director. Notwithstanding the setback standards in Subsection 17.105.

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Deleted: taller than 16 feet must be located five feet from the side and rear property lines up to a maximum height of 18 feet as measured from the highest part of the structure to the finished grade. The height of an attached Accessory Dwelling Unit may increase as the distance between the Accessory Dwelling Unit and the rear property line increases as follows: for every additional foot of setback, the height may be increased by one-half foot.

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Moved up [2]: <#>Setbacks. Has a front yard setback of at least 20 feet as well as side and rear setbacks of at least four feet and complies with applicable building and fire codes.¶

Moved up [3]: <#>Access. Has exterior access that is separate from the proposed or existing single-unit dwelling.¶

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A. Converted Spaces within a Multi-Unit Development. At least one Accessory Dwelling Unit shall be allowed on a parcel with an existing two-unit or multi-unit structure or structures used for residential use if each Accessory Dwelling Unit meets all the following requirements:

1. Location. Is converted from portions of a multi-unit structure that is not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that any such space converted to an Accessory Dwelling Unit complies with minimum State building standards for dwellings.

2. Number. The total number of Accessory Dwelling Units within the development does not exceed 25 percent of the original number of approved primary units within the development. When calculating the required number of allowed Accessory Dwelling Units, any fractions of units shall be rounded to the next larger whole number.

B. Detached. Up to two Detached Accessory Dwelling Units shall be allowed on a parcel where a multi-unit structure exists if each of the Detached Accessory Dwelling Units meets all the following requirements:

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1. Location. Is detached from the multi-unit structure.

2. Height. Has a peak height above grade of 16 feet or less.

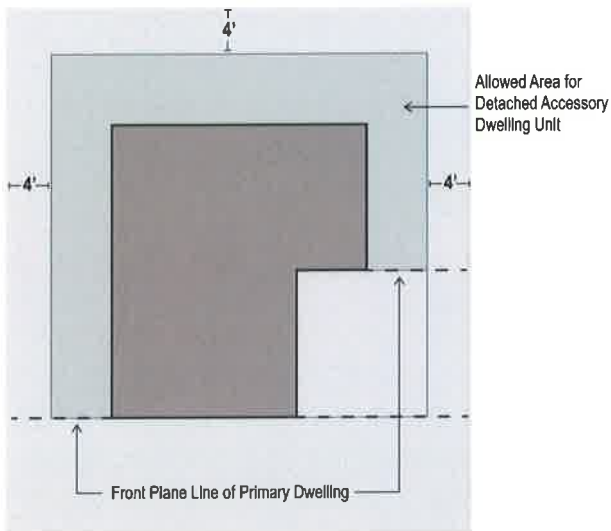
3. Setbacks. Has side and rear yard setbacks of at least four feet and complies with applicable building and fire codes.

17.105.110 Additional Standards Applicable to Attached and Detached Units

The following standards shall apply to all Attached and Detached Accessory Dwelling Units in all zones that allow single-family unit, two-unit, and multi-unit dwellings. However, in no event shall these provisions preclude an Accessory Dwelling Unit that is 800 square feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

A. Location. Every part of a Detached Accessory Dwelling Unit shall be located behind the front plane of the primary dwelling.

Location of Detached Accessory Dwelling Unit



B. Corner Lots. No Accessory Dwelling Unit shall extend beyond a four-foot interior and street-side side yard setback, and in no case shall the Accessory Dwelling Unit break the front plane of the primary dwelling.

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C. Easements. The Accessory Dwelling Unit shall not encroach onto a recorded easement.

D. Separation. Detached Accessory Dwelling Units shall be located at least six feet from the primary dwelling or an accessory structure on the same parcel other than a fence or a wall.

E. Parcel Coverage. For any Attached or Detached Accessory Dwelling Unit that is larger than 800 square feet, the parcel coverage standard and pervious surface standard, if applicable, for the zone in which it is located shall apply.

F. Rear Yard Coverage. Notwithstanding the standards in Subsection 17.105.110(E), the area covered by an Accessory Dwelling Unit shall not exceed forty percent (40%) of the rear yard or at least 800 square feet, whichever is greater.

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G. Open Space. Accessory Dwelling Units shall not encroach into required open space areas.

H. Kitchen. An applicant may choose to include an efficiency kitchen as defined in Subsection 17.105.020(D) to satisfy the cooking requirement for any Accessory Dwelling Unit as set forth in the definition in Subsection 17.105.020(A).

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I. Utilities. The City shall not require the applicant to install a new or separate utility connection directly between the Attached or Detached Accessory Dwelling Unit and the utility unless the utility connection is required by the utility provider. The applicant may voluntarily install a new or separate utility connection. Any utility charges or fees must be consistent with California Government Code Section 65852.2.

J. Addressing.

1. An Accessory Dwelling Unit located on a parcel with a single-unit residence must have its own address. The address shall be the same address as the primary residence but with 1/2 following the residence number. For example: 50 1/2 Natoma Street, Folsom, CA 95630 would be the address for the Accessory Dwelling Unit at 50 Natoma Street. If more than one Accessory Dwelling Unit, including Junior Accessory Dwelling Units, is present, then the address shall be the same as the primary residence followed by Unit A, Unit B, or Unit C, etc. For example, 50 Natoma Street Unit A and Natoma 50 Natoma Street Unit B would be the addresses for each of the two Accessory Dwelling Units located at 50 Natoma Street. The primary residence address will remain the same.

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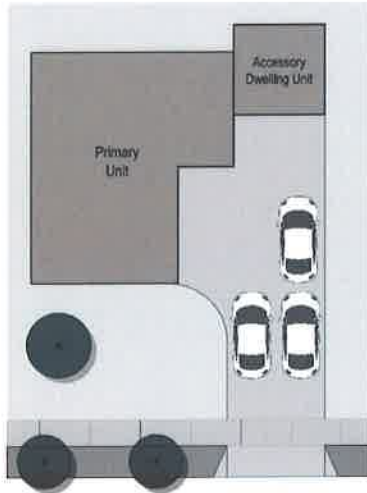
2. For multi-family developments with Accessory Dwelling Units, an individual unit number will be assigned to each unit, such as Unit 58, etc.

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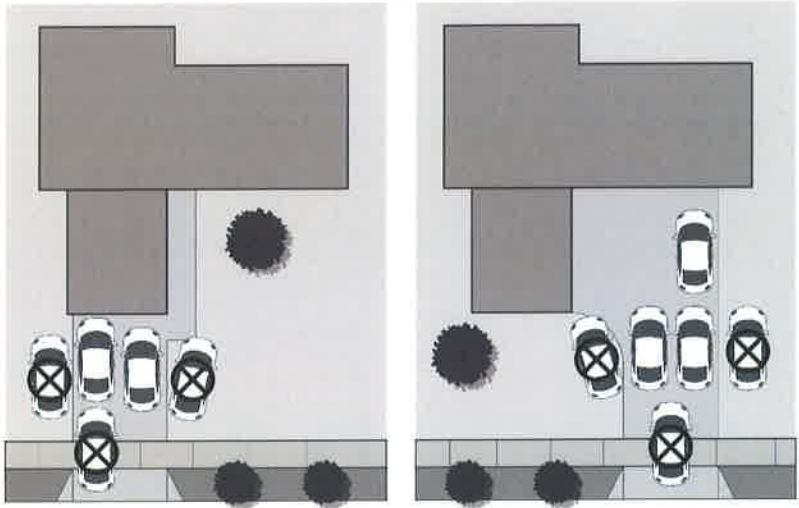
K. Parking. One off-street parking space is required for each Attached and Detached Accessory Dwelling Unit. The parking requirement for an Attached or Detached Accessory Dwelling Unit shall be in addition to the parking requirement for the existing residence on the property. This space may be provided as tandem parking, including on a paved driveway. Notwithstanding the requirements of Section 17.57.040 (Off-Street Parking Requirements), no parking shall be permitted in the front yard other than on the paved driveway. The parking must be located on site and accessible by a paved pathway. Additional paving of the front driveway shall be subject to the requirements of Section 10.20.470 (Parking on lawns and yards) and, if located in the Historic District, may be subject to additional front yard landscaping requirements. Parking spaces may also be provided through a mechanical vehicle parking lift if located in an enclosed parking garage.

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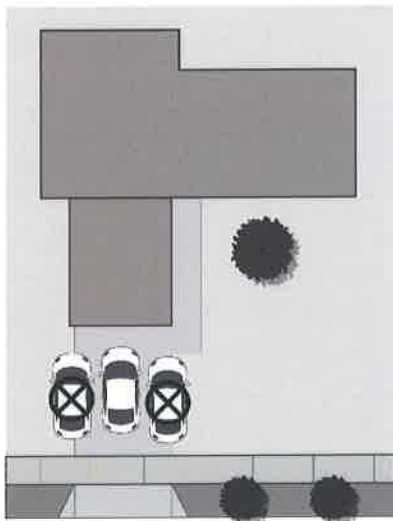
Acceptable Location of Parking for Attached and Detached Accessory Dwelling Units



Prohibited Locations for Parking



Prohibited Locations for Parking (continued)



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1. Replacement. When a garage, carport, parking space, or covered parking structure providing required parking for the primary residence or residences is demolished to allow for the construction of an Accessory Dwelling Unit or is converted to an Accessory Dwelling Unit, those off-street parking spaces are not required to be replaced.

2. Additional parking for an Accessory Dwelling Unit is not required in the following instances:

- a. The Accessory Dwelling Unit is located within one-half mile walking distance of public transit, as defined in Section 17.105.020, including transit stations and bus stations.
- b. The Accessory Dwelling Unit is located within the Historic District.
- c. When on-street parking permits are required by the City but not offered to the occupant of the Accessory Dwelling Unit.
- d. When there is a car share vehicle located within one block of the Accessory Dwelling Unit.

17.105.120 Additional Standards Applicable to Converted Accessory Dwelling Units

The following standards apply only to Converted Accessory Dwelling Units. However, in no event shall these provisions preclude a converted Accessory Dwelling Unit that is 800 square

feet or smaller in size, has a peak height above grade of 16 feet or lower, and has minimum four-foot side and rear yard setbacks.

A. Size. ~~At a minimum meets the requirements of an efficiency unit and at a maximum shall not exceed 850 square feet if it has no more than one bedroom or 1,000 square feet if it has two or more bedrooms.~~

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B. Height. ~~The height of the existing structure being converted to an Accessory Dwelling Unit shall not be increased.~~

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C. Design Standards. ~~No design standards shall be applied.~~

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D. Setbacks. No new setback is required for an existing living area or accessory structure that is converted to an Accessory Dwelling Unit or a portion of an Accessory Dwelling Unit that has the same dimensions as the existing structure. The only exception is if up to an additional 150 square feet is necessary to allow for ingress and egress (entry and exiting). In that case, the side and rear setbacks may be reduced to no less than four feet from the property line. If the setback is reduced, the Accessory Dwelling Unit must still comply with applicable building and fire codes.

E. Utilities. A Converted Accessory Dwelling Unit is not required to have a new or separate utility connection directly between the Accessory Dwelling Unit and the utility, nor is a connection fee or capacity charge required. The applicant may voluntarily install a new or separate utility connection. Any utility charges or fees shall be consistent with Government Code Section 65852.2.

F. Parking. No replacement of off-street parking is required when a garage, carport, or covered parking structure is converted to an Accessory Dwelling Unit. In all other situations where off-street parking is required for a converted Accessory Dwelling Unit, the parking requirement shall not exceed 1 parking space per converted Accessory Dwelling Unit or per bedroom, whichever is less. The off-street parking spaces may be provided as tandem parking on a driveway or in rear yard setback areas on a paved surface, provided such paved area can be easily accessed via the driveway or an alley. No parking shall be permitted in the front yard other than on the paved driveway. Parking spaces may also be provided through a mechanical vehicle parking lift if located in an enclosed parking garage. Notwithstanding the foregoing, replacement or additional parking shall not be required for Converted Accessory Dwelling Units in instances described in Section 17.105.110(H).

17.105.130 Standards Applicable to Junior Accessory Dwelling Units

The following shall apply to all Junior Accessory Dwelling Units:

A. Location. The Junior Accessory Dwelling Unit shall be located entirely within a proposed single-unit primary dwelling or entirely within an existing single-unit primary dwelling.

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B. Size. The total area of floor space for a Junior Accessory Dwelling Unit shall not exceed 500 square feet.

C. Access: Access shall consist of a separate entrance from the main entrance to the proposed or existing single-unit primary dwelling.

D. Efficiency Kitchen. The Junior Accessory Dwelling Unit shall include an efficiency kitchen.

E. Utilities. A Junior Accessory Dwelling Unit shall not be considered a separate or new dwelling unit for the purposes of calculating connection fees or capacity charges for utilities, including water, sewer, or power service, or impact fees. No new or separate utility connection between the Junior Accessory Dwelling Unit and the utility shall be required. The applicant may voluntarily install a submeter for the Accessory Dwelling Unit. Any utility charges or fees shall be consistent with Government Code Section 65852.2.

F. Parking. No additional off-street parking is required for the Junior Accessory Dwelling Unit.

G. Owner Occupancy Requirements. All Junior Accessory Dwelling Units shall be subject to an owner-occupancy requirement. A person with legal or equitable title to the primary single-unit dwelling shall reside on the property in either the primary dwelling or Junior Accessory Dwelling Unit as that person's legal domicile and permanent residence. However, the owner-occupancy requirement does not apply if the property is entirely owned by a governmental agency, land trust, or non-profit housing organization.

H. Setbacks. No setback is required unless necessary to comply with fire and building codes.

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I. Number. The total number of Junior Accessory Dwelling Units is limited to one per residential parcel zoned for single-unit residences with a single-unit residence built, or proposed to be built, on the parcel.

J. Zone. Junior Accessory Dwelling Units are permitted only in single-unit residential zones.

K. Deed Restriction. Prior to issuance of a Building Permit for a Junior Accessory Dwelling Unit, a deed restriction shall be recorded in the chain of title of the primary single-unit property. The form of the deed restriction shall be approved by the City Attorney and shall provide that:

1. The Junior Accessory Dwelling Units shall not be sold separately from the primary dwelling.
2. The Junior Accessory Dwelling Units are restricted to the approved size and other attributes allowed by this Chapter.
3. The deed restriction shall run with the land and shall be enforced against future property owners.

17.105.140 Additional Standards Applicable to All Accessory Dwelling Units

The following standards shall apply to all Accessory Dwelling Units and Junior Accessory Dwelling Units.

A. Parcel Size and Width. No minimum parcel size or parcel width shall apply to the construction of an Accessory Dwelling Unit.

B. Access. Every Accessory Dwelling Unit shall have direct exterior access independent of the exterior access of the primary dwelling. The entrance to the Accessory Dwelling Unit shall, whenever possible, be located on a different side of the building from the entrance to the primary dwelling unit.

C. Passageways. No passageway, breezeway, or similar connection between structures on the parcel shall be required in conjunction with the construction of an Accessory Dwelling Unit.

D. Fire Sprinklers. Fire sprinklers are required in an Accessory Dwelling Unit if they are required in the primary dwelling.

E. Septic System. If allowed by the City, the Accessory Dwelling Unit may connect to an onsite water-treatment system. ~~The owner shall include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years. Such test must demonstrate the ability of the site to accommodate waste discharge associated with the Accessory Dwelling Unit.~~

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F. Permanent Foundations.

1. All Accessory Dwelling Units shall be permanently attached to a permanent foundation.
2. A recreational vehicle, commercial coach, trailer, motor home, camper, camping trailer, or boat shall not be used as an Accessory Dwelling Unit.

G. Design. The design standards set forth in Section 17.105.160 shall apply to all Accessory Dwelling Units in the Historic District, and the standards set forth in Section 17.105.150 shall apply to all Accessory Dwelling Units in other parts of the City. Design standards do not apply to Converted Accessory Dwelling Units.

H. Nonconforming Conditions. The correction of a physical improvement on a property that does not conform with the City's current zoning standards is not required in order to establish an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit on a parcel with a primary dwelling.

I. No Separate Conveyance. No Accessory Dwelling Unit may be sold or otherwise conveyed separately from the primary dwelling in the case of a single-unit parcel, or from the parcel and all of the dwellings in the case of a multi-unit parcel.

J. Rental Term. The Accessory Dwelling Unit may be rented separate from the primary residence; however, the rental must be for a term longer than 30 days.

K. Owner Occupancy Requirements.

1. Established before January 1, 2025. Accessory Dwelling Units established before January 1, 2025 shall not be subject to any owner-occupancy requirement, except as required for Junior Accessory Dwelling Units.

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2. Established on or after January 1, 2025. Accessory Dwelling Units shall be subject to an owner-occupancy requirement. A person with legal or equitable title to the primary single-unit dwelling shall reside on the property in either the primary unit or the Accessory Dwelling Unit as that person's legal domicile and permanent residence.

3. Junior Accessory Dwelling Units. Junior Accessory Dwelling Units established at any time shall be subject to the owner-occupancy requirement in Section 17.105.130.

L. Impact Fees.

1. No City-imposed impact fees shall be charged to an Accessory Dwelling Unit that is less than 750 square feet in size.

2. For Accessory Dwelling Units 750 square feet or larger, City-imposed impact fees shall be charged proportionately in relation to the square footage of the primary dwelling unit (e.g., the floor area of the primary dwelling, divided by the floor area of the Accessory Dwelling Unit, times the typical fee amount charged for a new dwelling).

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3. For the purposes of this Subsection, impact fees do not include any connection fee or capacity charge for water or sewer service, nor do they include charges for garbage or recycling service.

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4. If any agency or special district other than the City imposes impact fees collected by the City, the City shall collect such fees in accordance with such agency's or district's fee schedule.

17.105.150 All Zones - Design Standards

For all Accessory Dwelling Units that are larger than 800 square feet or taller than 16 feet, except for Converted Accessory Dwelling Units, the following design standards shall apply. The City's Accessory Dwelling Unit Design Workbook provides illustrated examples of these design standards and styles, as well as other design ideas.

A. All exterior walls shall include at least two different materials, as well as either windows or projections or bays or recessed elements.

B. The Accessory Dwelling Unit shall have the same roof pitch as the primary dwelling with matching eave details but may vary by up to 2/12 more or 2/12 less than the roof pitch of the primary dwelling. However, if the unit is located in the Historic District, it must follow the roof pitch requirements for design style allowed in that zone or subarea.

C. Where the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, to maintain privacy of the occupants of the unit and residents of abutting properties, the following standards shall apply:

1. Any second story wall facing an abutting property shall incorporate the following features: translucent glazed windows, transom windows, clerestory windows, false windows, or other similar design approach that achieves the same purpose.

2. The landing area of any external staircase shall be screened from the bottom of the landing to the top of the entry of the Accessory Dwelling Unit to maintain the privacy of abutting properties. Materials used to screen the landing shall be of the same color and material as those used for the Accessory Dwelling Unit.

D. If the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, the building massing shall be modified using one of the following methods:

- 1. Use of at least two different building materials (e.g., stone, shingles, siding, stucco, etc.).
- 2. Use of recessed or projecting windows, doors, or parts of the wall to avoid flat monotonous facades. Recessed windows and doors shall project a minimum of six inches or shall be recessed a minimum of six inches. Any projection must be behind the parcel side or rear yard setback line.
- 3. Use of cantilevered areas so long as area does not extend beyond the side or rear yard setback.
- 4. Use of varied roof form such as a mix of different roof types (e.g., hipped, gabled, slant, etc.).

E. If the Accessory Dwelling Unit is two stories or constructed as the second story of a garage or other accessory structure, no decks or balconies shall be allowed, except that one balcony no larger than 20 square feet shall be allowed on the front façade.

F. For any Accessory Dwelling Unit that is two stories or constructed as the second story of a garage or other accessory structure, if any external staircase is necessary to access the unit, that staircase shall be located at the side or rear of the unit and shall be at least five feet from the adjacent property line.

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17.105.160 Historic District Zones – Design Standards

A. In addition to the provisions of Section 17.105.150, the following objective design standards shall apply to all Accessory Dwelling Units located in a Historic District zone that are larger than 800 square feet or greater than 16 feet in height, except for Converted Accessory Dwelling Units. The City’s Accessory Dwelling Unit Design Workbook provides illustrated examples of the Historic District design styles and standards.

B. Architectural Style. The architectural styles in the Historic District reflect the types of design during the period from the 1850s to 1950s. The applicant for an Accessory Dwelling Unit shall select an appropriate architectural style for the historic district zone or subarea in which it is located and shall meet all required design elements. Acceptable styles by zone and subarea are as follows:

1. Craftsman, Queen Anne, Delta, Italianate, Spanish Eclectic: Acceptable in all historic district zones and subareas.
2. 1950s Ranch Style and Contemporary Style: Only acceptable in the Persifer-Dean subarea and The Preserve subarea.

C. Required Design Elements. The specified design elements for each architectural style are as set forth as follows:

1. Craftsman Style
 - a. A roof pitch between 3/12 and 8/12.
 - b. Front-gabled, side-gabled or cross-gabled roof with unenclosed eave overhang.
 - c. Exposed roof rafters and/or braces under gables (i.e., knee braces or corbels).
 - d. Single- or double-hung sash windows with small panes above large pane (e.g., 3 small panes over 1 large pane, or 6-over-1 window) for all windows on the front elevation.
 - e. Horizontal clapboard or shingle siding that is two and one-half to six inches wide or board and batten or a mix of shingles, stone, and siding for different levels or elements may be used. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - f. Optional: Shed or gabled roof dormer.
 - g. Optional: Entry porch under roofline with roof supported by tapered or square columns with square bases that extend to the ground.
2. Queen Anne Style
 - a. A steep roof pitch between 8/12 and 18/12.
 - b. Hipped roof or gabled roof.
 - c. Scalloped shingles with window or vent at end of forward-facing gable.
 - d. Vertical rectangular single or double hung windows with small pane above large pane on the front elevation.
 - e. Vertical windows must be at least two feet tall for every one foot wide and not more than three and one-half feet tall for every one foot wide, whenever possible.
 - f. Horizontal siding that is two and one-half to six inches wide.
 - g. Optional: Forward-facing gable.

Deleted: Height. Accessory Dwelling Units located in the Historic District, shall not exceed 16 feet. Any proposed Accessory Dwelling Unit located in the Historic District that exceeds a height of 16 feet is subject to review by the Historic District Commission. In no event shall an Accessory Dwelling Unit exceed two stories or 2025 feet in height or the existing height of the primary dwelling, whichever is less. Height shall be an average of all four elevations as measured from finished grade to the peak of the roof unless an alternate approach to measure is approved by the Director. Notwithstanding the setback standards in Subsections 17.105.070(D) and 17.105.080(D), an Accessory Dwelling Unit taller than 16 feet must be located five feet from the side and rear property lines up to a maximum height of 18 feet as measured from the highest part of the structure to the finished grade. The height of an Accessory Dwelling Unit may increase as the distance between the Accessory Dwelling Unit and the rear property line increases as follows: for every additional foot of setback, the height may be increased by one-half foot.¶

- h. Optional: Entry porch with narrow columns.
 - i. Optional: Multiple gables and dormers.
 - j. Optional: Angled bay cut-away.
3. Delta Style
- a. Single-front gabled roof.
 - b. Rectangular vent at end of front-facing gable.
 - c. Roof pitch of 6/12 to 12/12.
 - d. Soffited eaves.
 - e. Tall, narrow windows that must be at least two feet tall for every one foot wide, whenever possible, with plain, simple trim measuring no more than three and one-half inches wide surrounding all sides of the window.
 - f. Horizontal clapboard siding two and one-half to six inches wide or board and batten siding. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - g. Optional: Low-pitched porch with rails and with roof supported by narrow square posts that extend to the ground.
4. Italianate Style
- a. Low-pitched hip roof between 3/12 and 6/12.
 - b. Overhanging eaves supported with decorative brackets.
 - c. Large, decorative brackets under an ornamental cornice.
 - d. Paneled wood doors.
 - e. Tall, narrow windows that must be at least two feet tall for every one foot wide, and not more than three feet, six inches tall for every one foot wide, whenever possible.
 - f. Exterior horizontal wood paneling four to six inches wide. Board and batten as well as brick and mortar siding are also acceptable. Fiber cement board and shingles may be used in place of wood siding or shingles.
 - g. Optional: Wrap-around porch (or smaller entry porch) with narrow double columns.
 - h. Optional: Angled bay in front of house.
5. Spanish Eclectic Style (also known as Spanish Revival)
- a. A low-pitched roof between 2/12 and 5/12.
 - b. Roof shall be cross gabled, hipped, or combined hipped-and-gabled roof.
 - c. Maximum roof eave overhang of four inches.

- d. A red or reddish-tiled roof.
 - e. Red or reddish tile vents.
 - f. Recessed doors and windows.
 - g. Heavy wood doors.
 - h. A prominent rounded arch over main door.
 - i. Use of casement windows.
 - j. A prominent rounded arch over primary large window.
 - k. Stucco used on all walls.
 - l. Optional: Uncovered porch.
6. 1950s Ranch Style
- a. Low to intermediate gable roof with a roof pitch between 3/12 and 5/12.
 - b. Front facing gable(s).
 - c. Soffited eaves.
 - d. Optional: Open shutters surrounding windows.
 - e. Smooth stucco or the use of wood shingles or siding or the equivalent (e.g., fiber cement board or shingles), board and batten, stone, and brick and mortar.
 - f. Optional: Small entry porch no greater than 100 square feet.
7. Contemporary Style (from 1950s era)
- a. Flat or slanted roof with pitch of 0/12 to 2/12.
 - b. Cantilevered soffited eaves.
 - c. Stucco, shingle, brick, or horizontal wood siding or the equivalent (i.e., fiber cement shingles or board).
 - d. Horizontal windows flush with wall casement (no recessed windows).
 - e. No greater than two-inch trim around windows.

17.105.170 Permits and Action on an Application

A. Ministerial Action. Approval or denial of an Accessory Dwelling Unit or Junior Accessory Dwelling Unit application that complies with the provisions of this Chapter is a ministerial action not subject to discretionary review. The City has the authority to review applications for completeness and compliance with the provisions of this Section.

B. Ministerial Site Plan and Design Review. Prior to submitting a building permit application to construct any Accessory Dwelling Unit or Junior Accessory Dwelling Unit, the property owner shall obtain a Ministerial Site Plan and Design Review Permit from the City. The City shall issue the permit within 60 days from the date that the City received a completed application, unless either:

1. The applicant requests a delay, in which case the 60-day time period is put on hold for the period of the requested delay; or

2. The application to create an Accessory Dwelling Unit or Junior Accessory Dwelling Unit is submitted with an application to create a new single-unit dwelling on the parcel. The City may delay acting on the permit application for the Accessory Dwelling Unit or Junior Accessory Dwelling Unit until the City acts on the permit application to create the new single-unit dwelling, but the application to create the Accessory Dwelling Unit or Junior Accessory Dwelling Unit will still be considered ministerial without discretionary review or a hearing.

C. Building Permit. Any Accessory Dwelling Unit or Junior Accessory Dwelling Unit shall require a Building Permit, subject to all the standard application and processing fees and procedures that apply to Building Permits generally. Applications for Ministerial Site Plan and Design Review and a Building Permit may be submitted concurrently.

D. Accessory Dwelling Units Located within 50 feet of the property line of a Listed Historic Structure. Any Accessory Dwelling Unit proposed for construction on or within 50 feet of the property line of a parcel containing a structure listed on the California Register of Historic Resources shall have a peak height above finished grade of no more than 16 feet.

E. Fees. All applications for Accessory Dwelling Units must be accompanied by the required application fee. Application fees are established by Council resolution.

Deleted: <#>DirectorC,6,040Application Review - Community Development Director Director ¶

SECTION 5 SCOPE

Except as set forth in this Ordinance, all other provisions of the Folsom Municipal Code shall remain in full force and effect.

SECTION 6 SEVERABILITY

If any section, subsection, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases or portions be declared invalid or unconstitutional.

SECTION 7 EFFECTIVE DATE

This Ordinance shall become effective thirty (30) days from and after its passage and adoption. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the City Council and a certified copy shall be posted in the office of the City Clerk, pursuant to Government Code section 36933(c)(1).

This Ordinance was introduced and the title thereof read at the regular meeting of the City Council on June 23, 2020, and the second reading occurred at the regular meeting of the City Council on _____, 2020.

Deleted: _____.

On a motion by Council Member _____, seconded by Council Member _____, the foregoing Ordinance was passed and adopted by the City Council of the City of Folsom, State of California, this ____ day of _____, 2020 by the following vote, to wit:

- AYES: Council Member(s)
- NOES: Council Member(s)
- ABSENT: Council Member(s)
- ABSTAIN: Council Member(s)

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Attachment 3

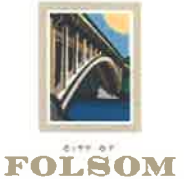


Attachment 3:
Accessory Dwelling Unit Ordinance
City Council Hearing
June 23, 2020



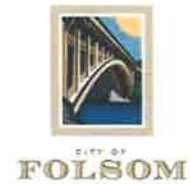
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FOLSOM

Staff Recommendation



That the City Council 1) make a finding that the proposed Ordinance amendment is exempt from CEQA, and (2) introduce and conduct the first reading of Ordinance^{CF1} No. 1306 - An Ordinance Amending Certain Sections in Chapter 17.52 and Repealing and Re-Enacting Chapter 17.105 of the Folsom Municipal Code Pertaining to Accessory Dwelling Units.

New State Laws Summary



New Laws	Major Features
AB 68 AB 139 AB 587 AB 670 AB 671 AB 881 SB 13	<ul style="list-style-type: none"> • Discretionary review <u>not</u> allowed if ADU meets requirements of law • <u>Must</u> be allowed anywhere residential development allowed if ADU is: <ul style="list-style-type: none"> • 800 sf or less • 16 ft tall or less • Has 4 ft side and rear yard setbacks • <u>Must</u> allow multiple ADUs on sites that allow residential development: <ul style="list-style-type: none"> • Single Family Zones: 1 ADU and 1 Junior ADU • Multi-Family Zones & Mixed-Use Zones: Up to 2 detached ADUs and multiple internal ADUs (depending on number of existing housing units in complex)

New State Laws Summary



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New Laws	Major Features
AB 68 AB 139 AB 587 AB 670 AB 671 AB 881 SB 13	<ul style="list-style-type: none"> • Jurisdictions <u>cannot</u>: <ul style="list-style-type: none"> • Use minimum lot size to prohibit ADU • Require parking in many instances • Impose impact fees on any ADU that is 750 sf or less • Require owner occupancy until 2025 • Require correction of an existing non-conforming zoning issue • Require any design standards for ADUs that are ≤ 800 sf and ≤ 16 ft tall (can apply objective design standards for larger/taller ADU)

Benefits of ADUs

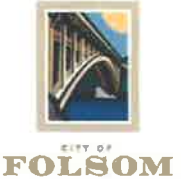


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- **Affordable** type of home to construct
- Provide **source of income** for homeowners
- Built with **cost-effective** wood frame construction
- Allow **extended families** to be near one another
- Well suited for **couples, small families, young people, and seniors**
- Give homeowners **flexibility** to share living areas
- Allow seniors to **age in place**

Key Elements of New Ordinance



- **Maximum Size (citywide)**
 - 1 bedroom or less – shall not exceed 850 sf
 - 2 bedrooms or more – shall not exceed 1,000 sf
- **Parking:** One parking space for ADUs not in Historic District, near transit stop, or non-converted structure
- **Height**
 - **Historic District** – Limited to height of 16 ft; if height taller than 16 ft then review by Historic District Commission
 - **Rest of City** – Limited to height of 16 ft; if height taller than 16 ft then Director-level design review with appeal to Planning Commission

Objective Design Standards



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For all ADUs larger than 800 sf or taller than 16 ft., ordinance established objective design standards including:

- All exterior walls shall include at least 2 different materials, windows, or other projections, bays, or recessed elements
- Must have same roof pitch as primary dwelling with matching eave details

Objective Design Standards



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Two-story ADU (or 2nd story of garage)

Building Massing

- Use 2 different building materials
- Use recessed or projecting windows, doors, or parts of wall
- Use of cantilevers areas (provided they do not extend beyond setbacks)
- Use of varied roof form
- Additional setback if ADU does not meet design standards

Objective Design Standards



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Two-story ADU (or 2nd story of garage)

Privacy

- Must have use glazed windows, high transform or clerestory windows, false windows, or another similar approach
- No decks or balconies overlooking adjacent property
- Screen staircase landings

Historic District Design Standards



CRAFTSMAN Design Elements

Low-pitch gable roof
with dormer



Exposed braces
under gables

For ADUs larger than 800 sf or taller than 16 ft

- Acceptable Styles in Historic District:

- ✓ **Craftsman**
- ✓ **Queen Anne**
- ✓ **Delta**
- ✓ **Italianate**
- ✓ **Spanish Eclectic**
- ✓ **1950's Ranch Style**
- ✓ **Contemporary**

- Shall meet all required Historic District Design Standards in the Ordinance
- Will have ADU Design Workbook to educate homeowners, architects and contractors about design in the District

Reviewed by HCD



- Draft ordinance is consistent with State requirements
- Recommended modifications:
 - Flexibility to address privacy concerns
 - Limiting size of attached ADU
 - Limiting height of ADUs within 50 feet of property line of listed historic property or structure
 - Address AB 953: Allows up to one internal ADU plus one Junior ADU

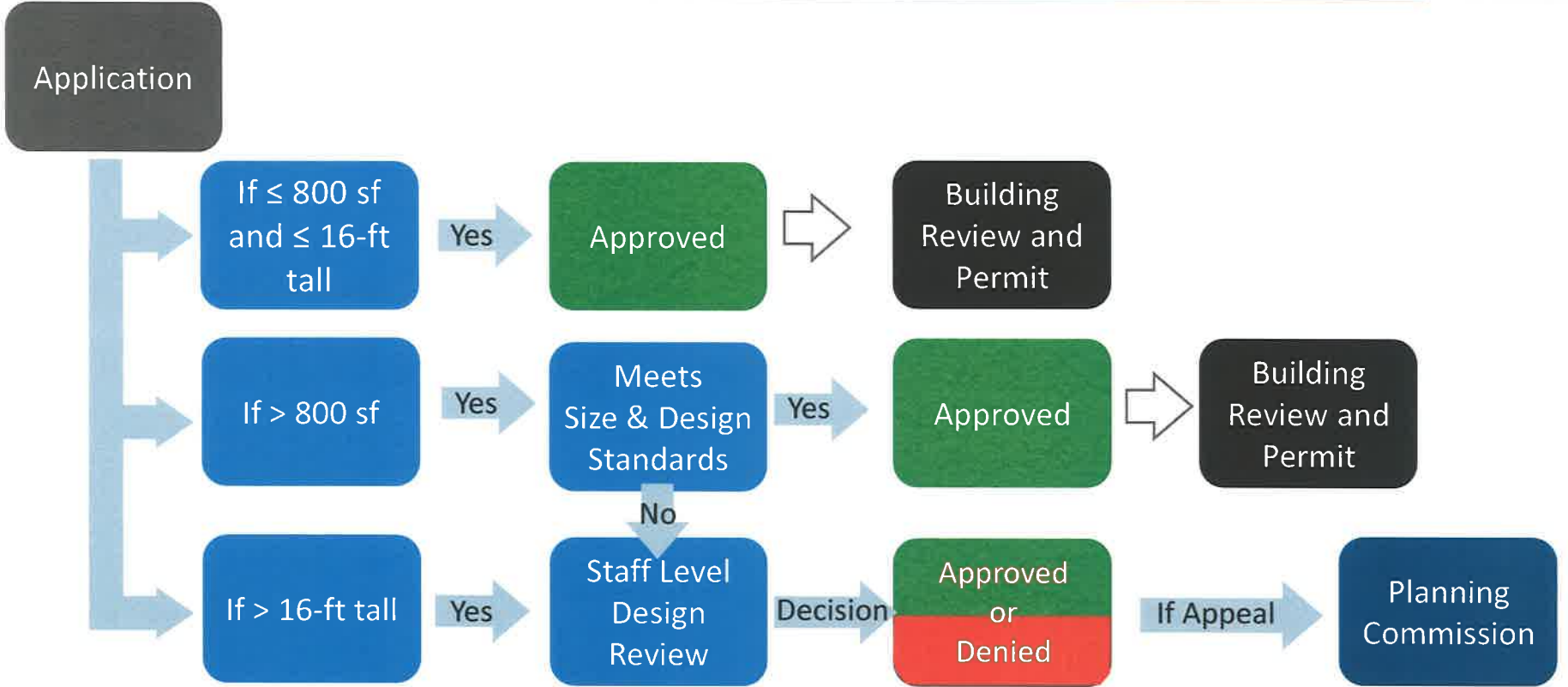
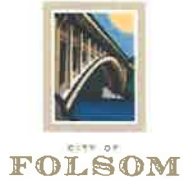
Key Policy Issues to Confirm



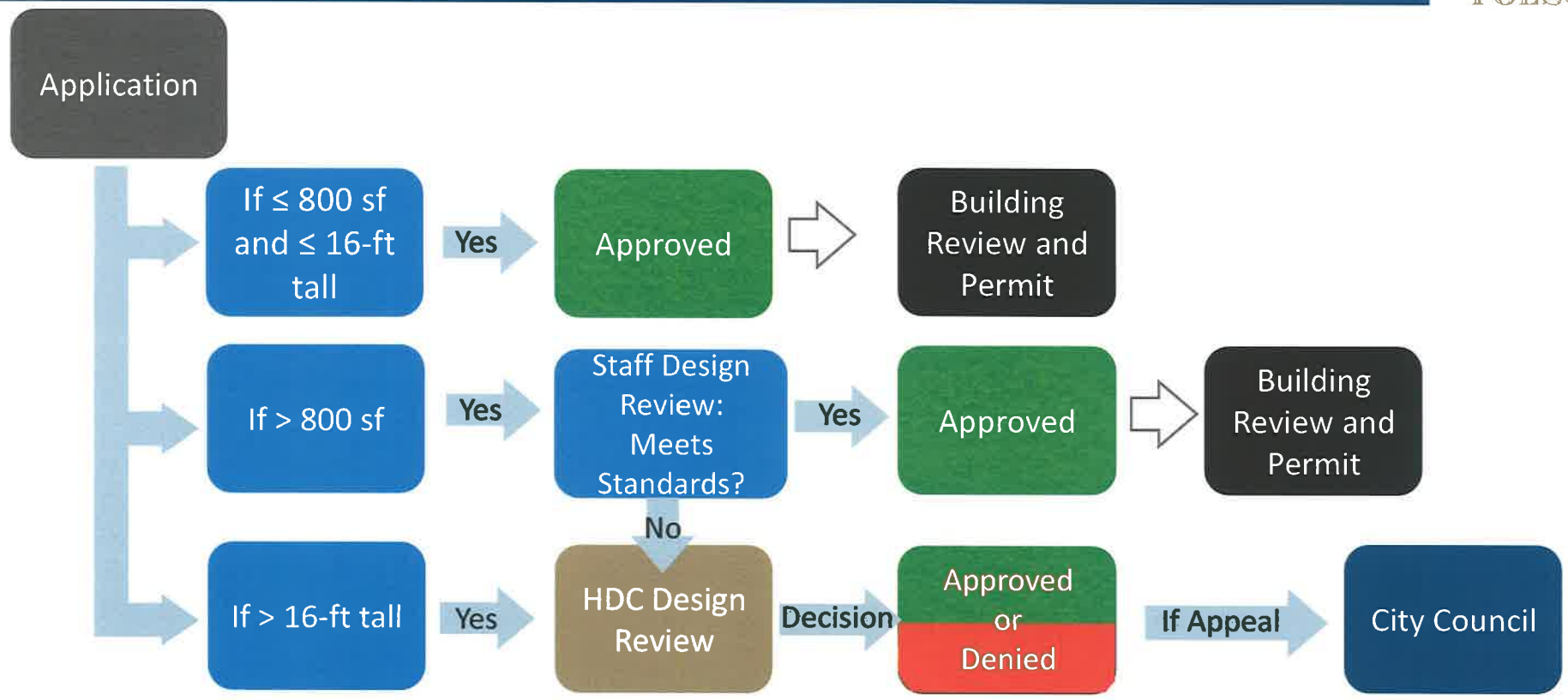
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- **Height:** All ADUs > 16 feet tall require discretionary design review?
- **Height and Listed Historic Properties:** No new ADU taller than 16 feet if 50 feet from State listed historic property?
- **Setbacks and Height:** If height increases only rear setback is increased instead of rear and side?
- **Impact Fees:** Proportional impact fees charged on ADUs > 750 sf?

Proposed Citywide ADU Process



Proposed HD ADU Process



Benefits of Adopting New Ordinance



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- Conflicting local provisions are null and void, in which case Government Code Section 65852.2(a) governs
- Ability to include provisions to encourage:
 - Good design
 - Respect for neighborhood context and privacy
 - Simplified process for review and approval
 - Provide affordable housing option

Next Steps:

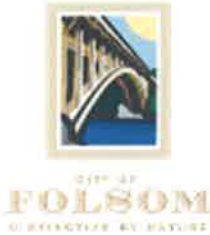


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- City Council (2nd reading)
 - July 14, 2020

****If approved, ordinance will go into effect 30 days after adoption****

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Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	New Business
SUBJECT:	Presentation of Findings and Recommendations from the Historic District Parking Solutions Ad Hoc Committee and Possible Direction to Staff
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council receive a presentation of findings and recommendations from the Historic District Parking Solutions Ad Hoc Committee and provide direction to staff if desired.

BACKGROUND / ISSUE

In response to existing parking problems in the City of Folsom Historic District, the City Council passed Resolution 10253 in March 2019, forming an Ad Hoc Committee (Committee) to find parking solutions to alleviate traffic and parking concerns in the residential and commercial portions of the Folsom Historic District. The eleven-person Committee included the following members appointed by the City Council:

- FHDA Members: Karen Holmes, Jim Snook, and Murray Weaver
- HFRA Members: Shannon Brenkwitz, Paul Keast, and Cindy Pharis
- Historic District business owner not affiliated with FHDA or HFRA: Charles Knuth
- Historic District resident not affiliated with FHDA or HFRA: Phil Rotheram
- Folsom resident who lives outside the Historic District: Kyle Middleton
- Folsom business owner whose business is outside the Historic District: Steve Heard
- Professional planner or licensed engineer who is a Folsom resident and has professional expertise working on transportation-related projects: Kenton Ashworth

The Committee was tasked with finding solutions to resolve a current parking spaces deficit and developing a set of parking strategy recommendations for City Council within a one-year timeline. Committee members met monthly from August 2019 to March 2020 with staff, interested members of the public, and professional meeting facilitators to discuss parking problems and solutions in both the residential and commercial areas of the City's Historic District. The Committee recommends parking solutions as a comprehensive program for parking demand management with individual components working together over time with a series of shorter term solutions, longer term solutions, and ongoing implementation and monitoring as listed below and detailed in the attached report. The recommendation is that short term items are solutions that would be addressed within two years while longer term items would be addressed within five years.

Short Term High Priority

Establish designated loading zones for ridesharing and Smart RT	Establish an In-Lieu fee for parking	Improve and expand wayfinding signage to encourage use of parking garage	Create a special district to fund parking improvements	Provide shuttle options to parking garage and Light Rail
Design, implement and enforce residential parking permit program	Enhance pedestrian safety to and from the Railroad Block parking garage	Increase frequency and scope of parking enforcement		Educate Historic District employees about parking options

Short Term Low Priority

Long Term High Priority

Offer incentives to reward beneficial parking behavior	Build an additional public parking garage	Consider establishing valet parking services at key locations	Improve overall circulation design for access to the Historic District	Consider use of small undeveloped or underdeveloped lots for infill parking
--	---	---	--	---

Long Term Low Priority

Ongoing and Existing Solutions

Continue to improve bicycle and pedestrian access to Historic District	Promote ways to get in and around the Historic District	Work with Special Event organizers to manage parking demand	Address parking standards for Historic District through Zoning Code update	Adaptively manage Historic District parking
--	---	---	--	---

Committee members selected four members to present the recommendations to City Council for consideration and potential direction to staff.

ATTACHMENT

1. Historic District Parking Solutions Ad Hoc Committee Recommendations dated May 8, 2020

Submitted,

A handwritten signature in blue ink, appearing to read "Pam Johns", with a long horizontal flourish extending to the right.

Pam Johns, Community Development Department



City of Folsom
Historic District Parking Solutions
Ad Hoc Committee Recommendations

Report to Council

May 8, 2020

Committee Members

FHDA Members

Karen Holmes

Jim Snook

Murray Weaver

HFRA Members

Shannon Brenkwitz

Paul Keast

Cindy Pharis

Historic District business owner not affiliated with FHDA or HFRA

Charles Knuth

Historic District resident not affiliated with FHDA or HFRA

Phil Rotheram

Folsom resident who lives outside the Historic District

Kyle Middleton

Folsom business owner whose business is outside the Historic District

Steve Heard

Professional planner or licensed engineer who is a Folsom resident and has professional expertise working on transportation-related projects

Kenton Ashworth

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Problem Statement..... 4
Existing Conditions 5
Committee Purpose and Process..... 6
Key Issues and Opportunities..... 7
Committee Recommendations 9
Funding 14

Introduction

In response to existing parking problems in the City of Folsom Historic District, the City Council passed Resolution 10253 in March 2019, forming an Ad Hoc Committee (Committee) to find parking solutions to alleviate traffic and parking concerns in the residential and commercial portions of the Folsom Historic District. Ultimately, the Committee was tasked with finding solutions to resolve a current parking spaces deficit and developing a set of parking strategy recommendations for City Council by April 2020. The recommendations found herein are the result of deliberation by an eleven-member committee representing the interests of both Historic District residents and the business community. City staff assisted in providing engineering, planning and legal expertise to support Committee research and decision-making.

Folsom's Historic District is a treasured community resource deserving of adequate protection and preservation to be enjoyed by current residents, visitors and for generations to come.

The Committee's scope centered broadly on parking problems and solutions in both the residential and commercial areas of the City's Historic District. Parking related issues considered included existing conditions, traffic flow, wayfinding and special events. Recommendations were developed in alignment with the City of Folsom Historic District municipal code and to ensure preservation and enhancement of the district's historic, small-town atmosphere and to respect the quality of life for residents.

This report's recommendations outline both short term and long term solutions. This approach recognizes the variety of resources and implementation complexities necessary to address existing and future parking needs. An overview of recommendations begins on page 7 of this report.

Problem Statement

Employees, patrons and visitors to Historic District destinations are occupying on-street parking spaces in the adjacent residential areas throughout the day and into the early morning hours, resulting in constrained parking options for residents along with many associated nuisance factors which adversely impact residential quality of life. Specific areas of the residential district experience different and sometimes greater impacts, depending on their proximity to Sutter Street.

The future of Folsom's residential and commercial Historic District depends upon solving the problem of the limited parking supply to ensure visitors have a reasonable chance of finding convenient parking, while still meeting the needs of residents, patrons, employees, light rail riders, etc. With recent and projected Historic District commercial and residential growth and the anticipated addition of Accessory Dwelling Units resulting from newly enacted State laws, parking-related issues are becoming more acute. Parking solutions are necessary to address current and future issues including the overall limited parking supply as well as specifically addressing parking for residents, patrons, employees, light rail riders and visitors.

Existing Conditions

Historic District Context



Parking needs and issues in Folsom’s Historic District comprise a unique suite of challenges for various stakeholder groups.

Employee Parking Demand

Historic District businesses require parking for employees and patrons throughout the day and night. The limited availability of parking spaces near business locations (specifically in the 600-700 blocks) is putting greater demand on existing spaces and pushing business patron and employee parking out into residential areas.

Based on the results of recent parking surveys (Kimley Horn, October 2018), it has been found that employee parking demand peaks during the second half of the week and into the weekend. Parking demand occurs throughout regular business hours as well as late into the night (approximately 9 am to 2 am). While the survey data confirmed the trends that many residents, business owners, employees and patrons already observe, the survey was not comprehensive and the results should be considered alongside firsthand experience, particularly impacts to quality of life during weekends, evenings, and nights. Additionally, the Committee felt that the survey did not paint a comprehensive picture in part because it did not account for the impact of other destinations in the area, such as churches.

Limited Parking Supply

As the Historic District approaches build out, there will be a deficit of 522 parking spaces, a shortage that appears particularly acute during peak periods and special events (Kimley Horn, October 2018).

Recent parking studies show a total supply of 801 parking spaces, with 622 of those provided off-street and 179 existing on-street parking spaces (Kimley Horn, October 2018). However, the number of on-street parking spaces has since been reduced due to the Roundhouse construction project and the bicycle trail construction on Leidesdorff Street.

Historic District residents need timely action to address the swiftly growing traffic and parking issues in this unique neighborhood. Solutions should be implemented as quickly as possible.

In 2018, there were 50 special events permitted by the City of Folsom in the Historic District. In 2018, attendance at events ranged from 75 to 6500 people per event. Events have a significant impact on residential parking availability and quality of life. Special event organizers are responsible for addressing their own transportation impacts and demand. While some have done this effectively, many others could do more to help mitigate the impacts from events on the residential area of the Historic District.

The light rail line adjacent to the Historic district has resulted in commuters occupying parking spaces in the parking garage otherwise available for employees and customers.

The Historic District's existing 330-space parking structure, at the corner of Leidesdorff and Reading, is often not utilized to capacity despite its proximity to the district's businesses and current wayfinding efforts. However, after the completion of the Roundhouse Building and three additional construction projects pending in the Railroad Block, there will be additional demand for this capacity alongside fewer on-street parking spaces resulting from this development.

The City has previously analyzed new parking garage locations behind the Folsom Hotel, at Gold Lake Center, the Moose Eagles Lodges, Riley and Scott and Trader Lane. Each of these options was estimated to cost in excess of \$10 million dollars to develop, with estimates as high as \$16 million for some sites. While it has been previously estimated that there is a need for a second parking structure due to the overall growth trajectory of Folsom, funding sources have not been identified for garage construction and as a result, no additional parking structure has been developed.

Lack of Dedicated Enforcement

Existing parking time limits, particularly in the Railroad Block Garage, are not effectively enforced due to a lack of dedicated staff to ensure compliance.

Committee Purpose and Process

The City of Folsom recognizes data alone is not sufficient to understand the effects of existing parking conditions-input is required from residents and business owners both within and outside of the Historic District. To facilitate the successful implementation of parking solutions, considerable effort was made to proactively involve key stakeholders as members in the

formation of the Ad Hoc committee. The Committee met eight times between August 2019 and March 2020.

Committee members provided feedback on potential solutions and associated criteria to form consensus recommendations which meet the Folsom Historic District's unique parking needs. The strongest consensus amongst committee members included widespread recognition that the existing parking garage is underutilized and requires improved wayfinding, current parking management has resulted in difficulties finding convenient parking during peak hours and special events, and properly addressing parking challenges will require a variety of solution approaches in combination rather than a single solution.

The Committee also reached a mutual understanding that an additional garage is necessary, as the Historic District continues to attract new businesses and residents. Committee members often raised important questions regarding the implementation of parking solutions that went beyond the scope of this process to answer. For that reason, the recommendations in this report contain notes regarding implementation considerations and questions for further study.

Key Issues and Opportunities

Residential access to neighborhood parking

Residents of the Historic District have been adversely impacted by lack of available on-street parking in front of and near their homes, noise, litter and other nuisances of regular public parking in their neighborhood. While existing parking in the public right of way is available to all residents and visitors in the Historic District, visitors and employees should be directed to available parking in the existing Railroad Block structure. Additional opportunities exist to provide alternatives to private vehicle parking in the residential areas of the Historic District, such as the use of transportation network companies, public transit, or incentives for parking garage use for visitors.

Visitor access to short-term parking

Convenient, consistently available visitor parking is critical to the health of the Folsom Historic District. Key approaches to improving both real and perceived short-term parking availability include setting parking rates to reflect demand patterns across downtown, ensuring that all drivers know all their options, creating a public valet program, and creating mobile payment options for the parking structures.

Employee access to parking

Employee parking is displacing high-demand parking availability for residents and visitors. Approaches to ameliorate this issue include creating education or incentive programs for desirable parking behavior. For example, greater education of employees about the designated off-street employee parking in the Railroad Block Garage could encourage more employees to park there. Additionally, greater enforcement of employee parking in time-limited areas could encourage better parking behavior.

Underutilized parking garage capacity

The existing parking structure is underutilized due to location, wayfinding, and safety-related issues. These issues could be addressed through improving wayfinding signage, ensuring drivers

know their options, creating a shuttle program, and improving lighting along routes between the parking garage and Historic District destinations. Improving the lighting in the garage and installing security cameras or providing security guards or public safety ambassadors could help employees and patrons feel safer walking to and from the garage late at night.

Commuter access to parking

Commuter parking demand has placed more pressure on the Historic District's already limited parking capacity, exacerbating existing negative ramifications of spillover parking to residential areas. The Railroad Block garage was not originally intended to provide commuter parking to Regional Transit and greater enforcement of parking time limits may be needed. Additionally, education and encouragement programs for transportation alternatives like walking and biking to the Light Rail Station may be useful in converting vehicle parking demand for commuters to other modes.

Data collection and analysis

Investments can be made toward equipment and research to capture a robust data set that can be used to monitor parking system utilization and parking behavior. Making the most of these technologies and continually investing in upgrades will help Folsom capitalize on opportunities to improve parking system function and efficiency. Key opportunities to improve data collection and analysis include utilizing data collection capacity to support performance-based management as well as upgrading parking transaction and management software. Future monitoring of the parking situation is necessary to ensure parking issues are not being overlooked; however, data collection will not solve the parking problem alone.

Immediate and future growth

At build out, the City of Folsom is expected to include approximately 10,210 housing units and 3.5 million square feet of commercial development. New businesses are expected to open this spring in the Historic District. Future growth pressures can be addressed through key strategies including updating the city's zoning code, investing parking revenues in public improvements, and pursuing joint development opportunities *for parking solutions*.

Committee Recommendations A Portfolio Approach

Short Term High Priority

Establish designated loading zones for ridesharing and Smart RT

Establish an In-Lieu fee for parking

Improve and expand wayfinding signage to encourage use of parking garage

Create a special district to fund parking improvements

Provide shuttle options to parking garage and Light Rail

Design, implement and enforce residential parking permit program

Enhance pedestrian safety to and from the Railroad Block parking garage

Increase frequency and scope of parking enforcement

Educate Historic District employees about parking options

Short Term Low Priority

Long Term High Priority

Offer incentives to reward beneficial parking behavior

Build an additional public parking garage

Long Term Low Priority

Consider establishing valet parking services at key locations

Improve overall circulation design for access to the Historic District

Consider use of small undeveloped or underdeveloped lots for infill parking

Ongoing and Existing Solutions

Continue to improve bicycle and pedestrian access to Historic District

Promote ways to get in and around the Historic District

Work with Special Event organizers to manage parking demand

Address parking standards for Historic District through Zoning Code update

Adaptively manage Historic District parking

Parking solutions need to be packaged into a comprehensive program for parking demand management. For example, increasing enforcement in the parking structure without implementing a permit parking program in the residential area will simply continue to burden the residential area with overflow parking.

No single parking solution will be successful if implemented independently.

For this reason, the Committee recommends that the City take a portfolio approach, which seeks to move a comprehensive package of parking solutions forward together, with attention to timeliness. The Committee recognizes the need to monitor, report and improve upon parking solutions as they are managed over time, as the landscape of the parking challenges may shift as elements of the portfolio are implemented.

The Committee's recommendations are depicted below, organized by the Committee's recommended timeframe. Short term items are solutions which will be addressed within two years while long term items will be addressed within five years.

The Folsom Historic District Parking Solutions Portfolio

Short Term High Priority Parking Solutions

Establish designated loading zones for ridesharing and Smart RT

Work with City Staff and ridesharing companies to determine how existing loading zones could be identified as late night rideshare and Smart RT pick up zones. Businesses may want to consider offering discounts to patrons who utilize these services, as a way to incentivize alternative transportation to the Historic District.

- Implementation*
- What location(s) would be most beneficial?
- Considerations*
- Ensure implementation does not limit the way people use ridesharing apps or limit the ability of residents to call for ridesharing from their homes.

Design, implement, and enforce residential parking permit program

Work with City Staff to determine program elements including initial boundaries, approval threshold, permits per address, visitor permits, and permit cost. Committee members expressed an interest in a program that would be residents only, allowing parking for each home to have 2 street parking spaces provided by the City at no cost while additional residential permits would cost a reasonably affordable sum. A Sunday church parking exception would need to be addressed in program implementation.

Committee members noted the opportunity for a residents-only pilot to initially be implemented along Figueroa Street to address the greatest impacts at this time. Members noted that while fees would be an additional cost for residents, they were estimated to be reasonable and it would be an investment in solving the more significant challenges to their quality of life from overflow parking. While Committee members acknowledged the complexity of designing and implementing a permit parking program, it was agreed that this solution has the potential to greatly improve residents' quality of life.

- Implementation*
- Implementation will require updates to City regulations and may not be broadly supported by residents who are not directly impacted.
- Considerations*
- Could push parking issues into adjacent areas if initial scope is limited.
 - Implementation will need to address parking for churchgoers.
 - Will require additional enforcement to be effective.

Establish an in-lieu fee for parking

Work with City Staff to determine policy details for desired impact and path for policy implementation. Implementation would require updates to City regulations and nexus study to determine fees.

- Implementation*
- Could contribute to a dedicated funding source for parking programs and facilities.
- Considerations*
- Timeframe for conducting nexus study and setting fees.
 - Impact to future development.

Enhance pedestrian safety to and from the Railroad Block garage

Work with City Staff to enhance real and perceived safety of existing parking garage. Examples include additional lighting, more foot traffic, and additional security presence.

Improve and expand wayfinding signage to encourage use of parking garage

Work with City Staff to place wayfinding signage in key locations to encourage preferred parking behavior.

- Implementation*
- Where is signage needed?
- Considerations*
- What type of signage?

Increase frequency and scope of parking enforcement

Increase frequency of parking enforcement to ensure access to residences for first responders and for other public safety situations. Consider dedicated parking enforcement position to enhance the current parking enforcement program.

Work with City Staff to improve enforcement of municipal code and all parking violations, to ensure access to public rights of way for parking.

- Implementation*
- How can volunteers from the CAPS program be leveraged to enhance parking enforcement?
- Considerations*

Creation of a special district for parking

Work with City Staff to evaluate the creation of a special district for parking that would provide a dedicated funding stream for future parking facilities and or programs.

- Implementation*
- Legal considerations and cost to implement.
- Considerations*

Short Term Low Priority Parking Solutions

Provide shuttle options to parking garage and Light Rail

Work with City Staff to identify opportunities for grant funding or partnership for shuttle services within the Historic District.

Committee members shared examples from other communities, such as the free ride system FRAN (Free Rides Around the Neighborhood), implemented in Anaheim, CA.

- Implementation* • May not be financially feasible if partnership or private funding is not available.
- Considerations* • What route would be most effective?

Educate employees about parking options

Distribute educational materials regarding Historic District parking to local business owners through Historic District Association meetings. Ask employers for help in incorporating parking information into their orientation process for new employees.

Long Term High Priority Parking Solutions

Offer behavioral incentives to reward beneficial parking behavior

Consider working with Historic District business to create incentives for commuters, employees and patrons. Incentives may differ for each group. For example, consider discounts for showing proof of parking garage use at events, or discount codes for ridesharing like Uber or Lyft.

- Implementation* • What type of benefits to provide?
- Considerations* • How would benefits be promoted?

Build an additional public parking garage

Work with City Staff and engineering consultant to determine prioritized locations to consider for parking garage. Previously considered location options include: on northwest corner of Leidesdorff Street and Gold Lake Drive; on southwest corner of Leidesdorff and Riley Streets; and on northwest corner of Canal Street and Scott Street.

Committee noted that previous evaluation criteria for parking garage locations may need updating.

- Implementation* • Significant length of time needed to design, fund and construct another garage.
- Considerations* • Significant concern from residents about continued development in the Historic District without an additional parking structure.

Long Term Low Priority Parking Solutions

Consider establishing valet parking services at key locations

Historic District businesses may wish to engage a valet company representative to determine appropriate locations and estimated costs for this type of service.

- Implementation Considerations*
- Meets patron desire for curbside access while placing vehicles in a location which mitigates adverse impacts.
 - Cost burden and administration considerations for private enterprise.

Improve overall circulation design for access to the Historic District

City Staff should continue to look for ways to improve traffic within the Historic District. Committee suggestions for future consideration included: no turns onto Riley, no left turn onto Sutter and instead direct traffic to Leidesdorff, and directing traffic north on Riley.

- Implementation Considerations*
- Substantial investments needed to change circulation with limited likelihood of improving parking situation.
 - Could exacerbate parking issues and negatively impact Historic District access during construction.

Consider use of small undeveloped or underdeveloped lots for infill parking

City staff should continue to monitor opportunities for infill parking on small undeveloped or underdeveloped lots in the Historic District.

- Implementation Considerations*
- Are landowners willing to consider this use?
 - Is the amount of parking provided by small infill lots worth the investment of time and effort on the part of the City?

Ongoing or Existing Parking Solutions

Zoning Code update that addresses Parking Standards and Variances

City staff should consider revising the existing parking space ratio (Kimley-Horn, February 2008), as well as additional enforcement criteria and/or finding for approval of variances for parking in the Historic District. Any additional criteria or finding would need to be in compliance with relevant State law.

Continue to improve pedestrian and bicycle access

City Staff and consultants will continue work to craft a multi-modal transportation plan which will decrease automobile dependency long-term in the Historic District.

Promote how to get in and around the Historic District

The City and businesses should continue to promote and encourage alternate modes of transportation (ridesharing, non-motorized transportation) to the Historic District beyond personal vehicle travel.

The City and businesses should continue to promote location and availability of parking in Railroad Block garage. Businesses may want to consider signage asking patrons to park in the garage rather than the residential district.

Continue to work with special event organizers to manage parking demand during events

Work with City Staff to continue to improve special event management to reduce adverse impacts to residents and businesses.

Implement adaptive management strategies

Work with City Staff to craft a parking management plan which institutionalizes periodic reviews and incorporates lessons learned to ensure continual updates and improvement of the Historic District parking situation.

Solutions Considered but Not Advanced at this Time

Through the course of the Committee's deliberation, many solutions were offered. The following were considered for a number of months, but ultimately did not advance to recommendations due to concerns about the return on investment that they might offer.

Create more designated employee parking zone(s).

The Committee initially considered the use of the vacant parcel on the west side of Riley St. between Sutter Alley and Figueroa St. for additional employee parking. Staff shared with the group that the costs to prepare the property for parking would be significant, and given the low number of potential parking spaces it might provide, the group withdrew support for this concept. The group discussed but had not come to consensus on whether designated employee zones would be appropriate in alternate locations.

Consider angled parking and a change to a one-way from Leidesdorff to Sutter on Wool and from Wool to Decatur on Sutter.

The Committee initially considered creative ways to develop more parking on Sutter Street by modifying the circulation and parking design. Staff shared with the group that the cost to do this may be significant and the estimated number of parking spaces that might result would be low. The group withdrew their support for this concept due to concerns over the return on investment.

Funding

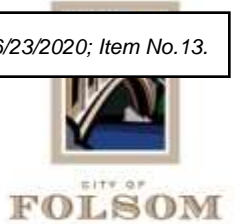
No solution mentioned above will take shape without funding. Committee members expressed a desire for dedicated funding to solve parking problems in the Historic District. Among the ideas they contributed were suggestions for a Parking Benefit District (or Special District), use of parking fees from permit programs, seeking grant funding for parking improvements, using fines from parking enforcement, additional fees on downtown purchases, hotel stays and development and fees from parking meters or paid parking programs. The use of paid parking (meters or garage) and additional fees in the Historic District was a point of disagreement between Committee members, with concern being expressed by some that it would discourage patronage of local business and suggestions from others that a pilot program could be investigated. Despite that concern, there was broad agreement that solving the parking issues the Historic District is experiencing will take additional investment by business owners,

residents, visitors, developers. In other words, investment by the Community as a whole. The Committee recommends that any funding mechanisms be monitored and adjusted as necessary.

To advance opportunities for funding, it is recommended that a funding strategy for Historic District parking solutions be developed by City Staff within six months of the Council's receipt of this report.

Power Point Presentation

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City of Folsom

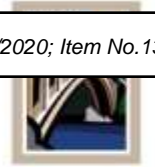
Historic District Parking Solutions Ad Hoc Committee Recommendations

Report to Council

June 23, 2020

Problem Statement

06/23/2020; Item No. 13.

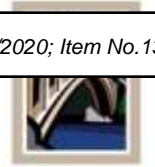


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Employees, patrons and visitors from the commercial portion of the Historic District are occupying available on-street parking spaces in the adjacent residential areas at all times of the day and night, resulting in constrained parking options for residents along with many associated nuisance factors which adversely impact residential quality of life. Different areas of the residential district experience different and sometimes greater impacts, depending on their proximity to Sutter Street.

Committee Purpose & Process

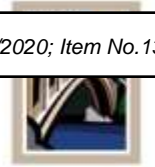
06/23/2020; Item No. 13.



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- Formed in March 2019 by Council Resolution
- 11 members
- To explore possible solutions to alleviate traffic and parking concerns in the residential and commercial portions of the Historic District

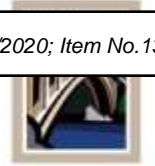
Key Issues



- Impacts to residential area quality of life
- Access to parking for Historic District patrons
- Employee and commuter access to parking
- Underutilized parking garage capacity
- Lack of dedicated parking enforcement
- Special event parking impacts
- Immediate and future growth and parking demands

Committee Recommendations

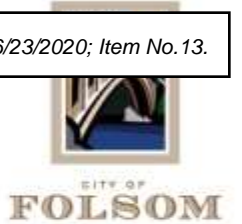
06/23/2020; Item No. 13.



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- A portfolio approach:
 - ✓ Implement a comprehensive solution package
 - ✓ Enact solutions in timely manner
 - ✓ Monitor, report and improve upon solutions

Committee Recommendations



Short Term High Priority

Establish designated loading zones for ridesharing and Smart RT

Establish an In-Lieu fee for parking

Improve and expand wayfinding signage to encourage use of parking garage

Create a special district to fund parking improvements

Design, implement and enforce residential parking permit program

Enhance pedestrian safety to and from the Railroad Block parking garage

Increase frequency and scope of parking enforcement

Short Term Low Priority

Provide shuttle options to parking garage and Light Rail

Educate Historic District employees about parking options

Long Term High Priority

Offer incentives to reward beneficial parking behavior

Build an additional public parking garage

Long Term Low Priority

Consider establishing valet parking services at key locations

Improve overall circulation design for access to the Historic District

Consider use of small undeveloped or underdeveloped lots for infill parking

Ongoing and Existing Solutions

Continue to improve bicycle and pedestrian access to Historic District

Promote ways to get in and around the Historic District

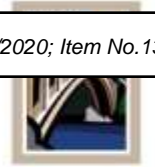
Work with Special Event organizers to manage parking demand

Address parking standards for Historic District through Zoning Code update

Adaptively manage Historic District parking

Committee Recommendations

06/23/2020; Item No. 13.



CITY OF
FOLSOM

Short Term High Priority

- Establish designated loading zones for ridesharing and Smart RT
- Design, implement, and enforce residential parking permit program
- Establish an in-lieu fee for parking
- Enhance pedestrian safety to and from the Railroad Block garage

Committee Recommendations

06/23/2020; Item No. 13.



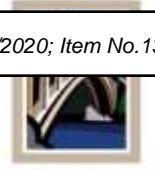
CITY OF
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Short Term High Priority (continued)

- Improve and expand wayfinding signage to encourage use of parking garage
- Increase frequency and scope of parking enforcement
- Creation of a special district for parking

Committee Recommendations

06/23/2020; Item No. 13.



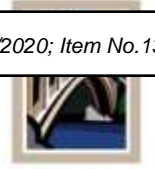
CITY OF
FOLSOM

Short Term Low Priority

- Provide shuttle options to parking garage and Light Rail
- Educate employees about parking options

Committee Recommendations

06/23/2020; Item No. 13.



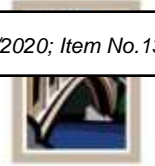
CITY OF
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Long Term High Priority

- Offer behavioral incentives to reward beneficial parking behavior
- Build an additional public parking garage

Committee Recommendations

06/23/2020; Item No. 13.



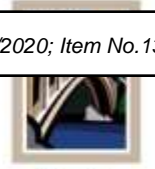
CITY OF
FOLSOM

Long Term Low Priority

- Consider establishing valet parking services at key locations
- Improve overall circulation design for access to the Historic District
- Consider use of small undeveloped or underdeveloped lots for infill parking

Funding

06/23/2020; Item No. 13.



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- Parking Benefit District
- Permit program parking fees
- Grant funding for parking improvements
- Parking enforcement fines
- Additional fees on downtown purchases, hotel stays and development
- Fees from parking meters or paid parking programs

Committee Members

06/23/2020; Item No. 13.



CITY OF
FOLSOM

FHDA Members

Karen Holmes

Jim Snook

Murray Weaver

HFRA Members

Shannon Brenkwitz

Paul Keast

Cindy Pharis

*Historic District business owner
not affiliated with FHDA or HFRA*

Charles Knuth

*Historic District resident
not affiliated with FHDA or HFRA*

Phil Rotheram

*Folsom resident who lives
outside the Historic District*

Kyle Middleton

*Folsom business owner whose business
is outside the Historic District*

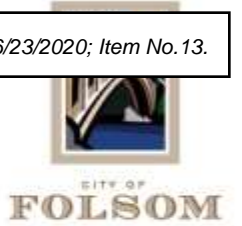
Steve Heard

*Professional planner or licensed engineer
who is a Folsom resident and has professional expertise
working on transportation-related projects*

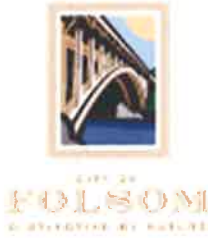
Kenton Ashworth

Committee Members

06/23/2020; Item No. 13.



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Folsom City Council Staff Report

MEETING DATE:	6/23/2020
AGENDA SECTION:	Old Business
SUBJECT:	Filling Council Vacancy by Appointment and/or Direction to Staff
FROM:	City Attorney's Office

RECOMMENDATION / CITY COUNCIL ACTION

Staff respectfully requests that the City Council fill a vacancy on the City Council by appointment. If, however, the Council desires to fill vacancy through a special election, Staff will prepare the necessary documents to bring back to the Council at a future Council meeting for consideration and action.

BACKGROUND / ISSUE

The Folsom City Council is comprised of five Councilmembers elected at large for a term of 4 years. Once elected, each Councilmember represents all citizens throughout the City. Former Councilmember Roger Gaylord was elected in 2016 and resigned prior to the end of his term on June 10, 2020, creating a vacancy on the City Council.

The purpose of this item is to provide information to the Council on the methods of filling a vacancy, and to request that the vacancy be filled by appointment due to timing (approximately 4 months to the next Municipal Election) and cost considerations. The City Council continued this matter to this meeting following discussion on June 15, 2020.

POLICY / RULE

Pursuant to Section 2.08 of the Folsom City Charter, in the event of a vacancy on the Council due to a member's resignation, the method to fill the vacancy shall be as provided by state law.

ANALYSIS

California Government Code section 36512 establishes the state law procedure for filling City Council vacancies. Section 36512(b) provides that, in the event a City Council vacancy occurs, the Council is authorized to fill the vacancy either by: (1) appointment; or (2) call a special election to fill the vacancy. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent.

A. Filling Vacancy by Appointment

If the City Council desires to appoint an individual to fill a vacant City Council seat, the person appointed must be eligible to hold a seat on the Council pursuant to Sections 2.01(A) and 2.07(A) of the Folsom City Charter, i.e., the person must be a registered voter residing in the City of Folsom, and not hold any other City office or City employment. Additionally, if the Council wishes to conduct an interview of potential appointees, the interview must be conducted by the entire City Council in open session under the Brown Act.

As the appointment is by majority vote of the City Council, the Council may decide to have each Councilmember present a short list of potential appointees for the entire Council vote on, similar to and in accordance with its standard practice for making appointments to boards and commissions.

B. Filling Vacancy by Special Election

If the City Council desires to fill the vacancy through special election, the Council must call a special election within 60 days of the commencement of the vacancy, and the special election must be held on the next regularly scheduled election date not less than 114 days from the call of the special election (i.e., November 3, 2020). Government Code section 36512(b)(1).

Additionally, Government Code section 36512(c) allows the City Council to adopt any of the following special requirements in a special election to fill a Council vacancy:

- (1) Require that a special election be called to fill every City Council vacancy. The ordinance shall provide that the special election shall be held on the next regularly established election date not less than 114 days from the call of the special election; or
- (2) Require that a special election be held to fill a City Council vacancy when petitions bearing a specified number of verified signatures are filed. The ordinance shall provide that the special election shall be held on the next regularly established election date not less than 114 days from the filing of the petition. The City Council that has enacted such an ordinance may also call a special election without waiting for the filing of a petition; or
- (3) Provide that a person appointed to fill a vacancy on the City Council holds office only until the date of a special election, which shall immediately be called to fill the remainder of the term. The special election may be held on the date of the next regularly established election

or regularly scheduled municipal election to be held throughout the City not less than 114 days from the call of the special election.

The foregoing options are entirely optional; the City Council is not required to adopt any of those special requirements pertaining to special elections for purpose of filling a Council vacancy.

FINANCIAL IMPACT

There is no financial impact associated with this Council action. According to the Sacramento County Voter Registration and Elections Office, the estimated cost of calling a local special election varies between \$418,000 and \$837,000, depending on a number of variables, including the number of ballots to be printed and mailed to the registered voters and staffing cost for conducting the election.

ENVIRONMENTAL REVIEW

This Council action is not a “project” under CEQA and is therefore exempt from CEQA review.

ATTACHMENTS

None.

Respectfully submitted,



Steven Wang, City Attorney

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