

**ITEM 5.1:      DESIGN REVIEW PERMIT– 113 ELM STREET – INFILL PCL 18 - ELM ST. DUPLEX –  
FILE #PL25-0659**

**REQUEST**

The project is a request for a Design Review Permit to allow construction of one two-story duplex building (1,100 square feet per unit) and two single-story detached accessory dwelling units (599 square feet each).

Applicant – Ksenia Ishchuk, Tangent Design & Engineering  
Owner – Sugarloaf Investments LLC

**SUMMARY RECOMMENDATION**

The Planning Division recommends the Design Committee take the following actions:

1. Adopt the four (4) findings of fact and approve the Design Review Permit subject to fifty (50) conditions of approval.

**SUMMARY OF OUTSTANDING ISSUES**

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

**BACKGROUND**

The project is located at 113 Elm St., north of the intersection with Church St. (Figure 1). The project site is .14 acres in size and has a General Plan land use designation of Low-Density Residential (LDR-6.8), and a zoning designation of Multi-Family Housing (R3). The site is currently vacant and surrounded by residential uses on all sides, though there is an industrially zoned area adjacent to the Union Pacific Railyard at the end of the block to the southeast. The area was part of the Roseville Heights subdivision created in 1906 and the project site has remained undeveloped since that time. In recent years, the site was used as a garden for the neighboring property to the north at 115 Elm Street.

The current request is for a Design Review Permit to allow construction of one two-story duplex building (1,100 square feet per unit) and two single-story detached accessory dwelling units (599 square feet each). In accordance with State Accessory Dwelling Unit (ADU) law, the two proposed ADUs are not subject to discretionary design review. The ADUs were evaluated separately for consistency with the City's Accessory Dwelling Unit Ordinance.

**Figure 1: Project Location**



### **EVALUATION – DESIGN REVIEW PERMIT**

The evaluation of the Design Review Permit has been based on the applicable development and design standards within the City's Zoning Ordinance, the City's Community Design Guidelines (CDG), and the Infill Objective Design Standards (ODS). Section 19.78.060(B) of the City of Roseville Zoning Ordinance requires four findings of fact be made in order to approve a Design Review Permit. The four findings for approval of the Design Review Permit are listed below in ***italicized, bold*** text and are followed by an evaluation of the project in relation to each finding.

- 1. The project as approved preserves and accentuates the natural features of the property, such as open space, topography, trees, wetlands and water courses; provides adequate drainage for the project; and allows beneficial use to be made of the site for development.***

The project consists of one small infill parcel with no natural features such as topography or wetlands present. The site is located within an existing residential subdivision and is surrounded by existing homes on three sides. The Development Services – Engineering Division reviewed the plans to confirm there is appropriate slope to drain the site and not affect surrounding properties.

- 2. The project site design as approved provides open space; access; vehicle parking; vehicle, pedestrian and bicycle circulation; pedestrian walks and links to alternative modes of transportation; loading areas; landscaping; irrigation; and lighting which results in a safe, efficient, and harmonious development and which is consistent with the applicable goals, policies and objectives set forth in the General Plan, the Community Design Guidelines and the applicable specific plan and/or applicable design guidelines.***
- 3. The building design, including the materials, colors, height, bulk, size and relief, and the arrangement of the structures on the site, as approved is harmonious with other development and buildings in the vicinity and which is consistent with the applicable goals, policies and objectives set forth in the General Plan, the Community Design Guidelines and the applicable specific plan and/or applicable design guidelines.***

The evaluation of the Design Review Permit has been based on the applicable development and design standards within the City's Zoning Ordinance, the City's CDG, and the Infill Objective Design Standards (ODS). Staff reviewed the proposal for consistency with all applicable standards and found the project to

be consistent with the pertinent requirements and guidelines. The following sections of evaluation focus on areas of interest.

**Site Plan:** This project is subject to the development standards of the City’s Zoning Ordinance and the City’s Community Design Guidelines (CDG). The project applies the R3 development standards and does not propose any modification to the existing standards. The standards are included for reference in Table 1 below. Because the property was never developed, there is currently no sidewalk behind the curb. The applicant proposes to construct a new rolled curb and sidewalk with the project.

**Table 1: Applicable R3 Development Standards**

Criteria	Zoning Ordinance Standard	Proposed
Height	35’ maximum	24’10”
Front Setback	20’	20’
South (Left) Side Setback	5’	5’
North (Right) Side Setback	5’	13’
Rear Setback	20’	49’
Parking	4 spaces minimum	4 spaces minimum
Lot Coverage	35%	27%

**Parking:** Each primary dwelling unit is required to provide two off-street parking spaces for a total of four spaces. Due to the narrow 50-foot width of the property, parking is not able to be provided completely behind the building while also providing outdoor space for residents. Consistent with the intent of the ODS, the two one-car garages are located side by side in order to limit the size of the garages and to use a single curb cut. Each unit includes one enclosed garage space and one space in the driveway in front of the garage. Consistent with the Objective Design Standards, the garages are set back 20 feet from the front property line. No parking is required for the two ADUs in the rear of the property. Due to the age of the surrounding area, many of the properties either do not have a driveway or have single-wide tandem driveways, which leads to more vehicles parked on the street. Though the ADUs are not required to provide parking by code, the applicant included a single-wide driveway from the street to the rear of the property for the ADUs to create additional off-street parking in the vicinity. Each of the parking spaces is designed with separated “Hollywood driveways” in order to reduce the amount of concrete in the front setback area. Separated driveway strips are also common the area.

**Architecture, Color, and Materials:** The applicant proposes home designs for the two duplex units that are harmonious with one another as well as other buildings in the vicinity. The neighborhood is characterized by a mix of architectural styles with most homes dating from the 1920s through the 1960s. One prominent style of many of the homes is craftsman bungalow. These homes often feature front-facing gables with horizontal wood siding. The applicant proposes a design that includes three symmetrical gables and horizontal fiber cement plank siding on the second floor consistent with other homes in the area (Figure 2). Consistent with the City’s Objective Design Standards for duplex projects, the multi-gable design creates massing breaks along the street frontage as well as roofline articulation. The elevations utilize two stucco colors as well as the fiber cement plank siding in a harmonious color to create visual interest from the public way.

**Figure 2: Proposed Front Elevation**



**Landscape:** The proposed landscape will include a mix of shrubs of varying heights and accent trees for the front and side yards. The selected landscape will provide a mix of colors and textures which will complement the streetscape and is consistent with the Community Design Guidelines and the City's Water Efficient Landscape Ordinance (WELo). The applicant proposes to retain one mature citrus tree on-site as well as the existing elm trees within the planter adjacent to the right of way.

**4. The design of the public services, as approved, including, but not limited to, trash enclosures and service equipment are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.**

All trash containers will be screened from public view. The HVAC condenser units are ground mounted and located in the rear of each building.

## **PUBLIC OUTREACH**

The proposed project was distributed to all internal and external agencies and departments who have requested such notice, and all comments or recommended conditions of approval have been incorporated into the project, as appropriate. Early notification of the project was posted on the Roseville Coalition of Neighborhood Associations (RCONA)'s website. A notice of the public hearing was published in the Roseville Press Tribune on March 6, 2026 and a notice of the hearing was also distributed to all property owners within 300 feet of the site and posted on the RCONA website. No comments have been received as of publication of the staff report.

## **ENVIRONMENTAL DETERMINATION**

This project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15332 (In-Fill Development Projects) and Section 305 of the City of Roseville CEQA Implementing Procedures. Consistent with this exemption, the project site is no more than five acres, is surrounded by urban uses, will not result in substantial impacts, and can be served by all required utilities and public services.

## **RECOMMENDATION**

The Planning Division recommends the Design Committee take the following actions:

1. Adopt the four (4) findings of fact and approve the **DESIGN REVIEW PERMIT – 113 ELM STREET – INFILL PCL 18 - ELM ST. DUPLEX – FILE #PL25-0659** subject to fifty (50) conditions of approval.

### **CONDITIONS OF APPROVAL FOR THE DESIGN REVIEW PERMIT – FILE #PL25-0659**

1. This Design Review Permit approval shall be effectuated within a period of two (2) years from **March 19, 2026** and if not effectuated shall expire on **March 19, 2028**. Prior to said expiration date, the applicant may apply for an extension of time. (Planning)
2. The project is approved as shown in **Exhibit A** and as conditioned or modified below. (Planning)
3. The project shall be addressed as 113 Elm St. The address for proposed Unit 01 shall be 113 Elm St. Unit A. The address for proposed Unit 02 shall be 113 Elm St. Unit B. The address for proposed ADU 01 shall be 113 Elm St Unit C. The address for proposed ADU 02 shall be 113 Elm St Unit D. All projects with multi-tenants or buildings must submit a site plan with building footprint(s) to the Development Services Department (Business Services – Addressing) for building/suite addressing. (Business Services)
4. The applicant shall pay City's actual costs for providing plan check, mapping, GIS, and inspection services. This may be a combination of staff costs and direct billing for contract professional services. Project billing may occur up to two (2) months after the end of warranty. (Engineering, Environmental Utilities, Electric, Finance)
5. The design and construction of all improvements shall conform to the Design and Construction Standards of the City of Roseville, or as modified by these conditions of approval, or as directed by the City Engineer. (Engineering)
6. The applicant shall not commence with any on-site improvements or improvements within the right-of-way until such time as grading and/or improvement plans have been submitted for review and are approved with grading and/or encroachment permits issued by the Department of Development Services – Engineering Division. (Engineering)
7. The approval of this project does not constitute approval of proposed improvements as to size, design, materials, or location, unless specifically addressed in these conditions of approval. The Developer shall submit civil drawings to the Department of Development Services – Engineering Division for review and approval. (Engineering)

### **PRIOR TO ISSUANCE OF BUILDING PERMITS:**

8. The plans submitted to the Building Division for permits shall indicate all approved revisions/alterations as approved by the Commission including all conditions of approval. (Planning)
9. The project Landscape Plans shall comply with the following:
  - a) The Landscape Plan shall indicate the location of, and be designed to avoid conflicts with, all pole-mounted light fixtures and utility equipment including (but not limited to) electric transformers, switchgear, and overhead lines; backflow preventers; fire department connections; and public water, sewer, and storm drain facilities. (Planning, Fire, Environmental Utilities, Electric, Public Works)

- b) At a minimum, landscaped areas not covered with live material shall be covered with (3") bark (no shredded bark) or (3") mulch covering. (Planning)
  - c) All landscaping in areas containing electrical service equipment shall conform to the Electric Department's Landscape Requirements and Work Clearances as outlined in Section 10.00 of the Departments "Specification for Commercial Construction." (Electric)
  - d) Slopes within landscape planters shall be no more than 3:1. A two-foot flat bench located at back-of-walk shall be included in the landscape area to slow or allow absorption of nuisance run-off from the planters. (Parks, Recreation, and Libraries)
  - e) All landscaping shall conform to the standards of crime prevention through environmental design with the intent to create natural surveillance, controlling access, and territorial reinforcement to property boundaries. (Police)
10. All mechanical and electrical equipment (including switch gear) proposed shall be shown on the building plans. The equipment shall be fully screened from public streets and the surrounding properties. (Planning)
  11. At the time of building permit application and plan submittal, the project applicant shall submit a proposed plan which shows the proposed addressing for the building and dwelling unit numbers. The Building Official, or the designee, shall approve said plan prior to building permit approval. Refer to the *City of Roseville Addressing Guidelines*. (Building)
  12. Building permit plans shall comply with all applicable code requirements (California Building Code – CBC – based on the International Building Code, California Green Building Standards Code–CGBSC, California Mechanical Code – CMC – based on the Uniform Mechanical Code, California Plumbing Code – CPC – based on the Uniform Plumbing Code, California Fire Code – CFC – based on the International Fire Code – with City of Roseville Amendments – RFC, California Electrical Code – CEC – based on the National Electrical Code, and California Energy Standards – CEC T-24 Part 6), California Title 24 and the American with Disabilities Act - ADA requirements, and all State and Federally mandated requirements in effect at the time of submittal for building permits (contact the Building Division for applicable Code editions). (Building)
  13. For all work to be performed off-site, permission to enter and construct shall be obtained from the property owner, in the form of a notarized right-of-entry. Said notarized right-of-entry shall be provided to Development Engineering - Engineering prior to approval of any plans. (Engineering)
  14. The Improvement Plans shall include a complete set of Landscape Plans. The Landscape Plans shall be approved with the Improvement Plans. (Planning, Engineering, Fire, Environmental Utilities, Electric)
  15. A note shall be added to the grading plans that states:  
  

*“Prior to the commencement of grading operations, the contractor shall identify the site where the **excess/borrow** earthen material shall be imported/deposited. If the **borrow/deposit** site is within the City of Roseville, the contractor shall produce a report issued by a geotechnical engineer to verify that the exported materials are suitable for the intended fill, and shall show proof of all approved grading plans. Haul routes to be used shall be specified.”* (Engineering)
  16. The applicant shall dedicate all necessary rights-of-way or Public Utility Easement for the widening of any streets or transfer of public utilities across and over any portion of the property as required with this entitlement. A separate document shall be drafted for approval and acceptance by the City of Roseville, and recorded at the County Recorder's Office. (Engineering)

17. The applicant shall provide new 4' wide sidewalk and rolled curb-gutter along the length of the property frontage. In addition, the proposed driveways shall be City of Roseville standard Type S. (Engineering)
18. All storm drainage, including roof drains, shall be collected on site and treated with Best Management Practices (BMP's) per the City's Stormwater Quality Design Manual. All storm water shall be routed to the nearest existing storm drain system or natural drainage facility. Drain outfalls shall extend down to the receiving water and shall be constructed with adequate velocity attenuation devices. The grading/improvement plans for the site shall be accompanied with a shed map that defines that area tributary to this site and all drainage facilities shall be designed to accommodate the tributary flow. The storm drain system and proposed BMP's shall be privately owned and maintained by the property owner. Prior to the issuance of any permits, the owner shall provide a plan for the maintenance of the proposed BMP's. (Engineering)
19. To ensure that the design for any necessary widening, construction, or modifications of Public Streets does not conflict with existing dry utilities generally located behind the curb and gutter, and prior to the submittal of design drawings for those frontage improvements, the project proponent shall have the existing dry utilities pot holed for verification of location and depth. (Engineering)
20. The applicant shall remove and reconstruct any existing damaged curb, gutter, and sidewalk along the property frontage. During plan check of the improvement plans and/or during inspection, Development Services - Engineering will designate the exact areas to be reconstructed. Any existing public facilities damaged during the course of construction shall be repaired by the property owner and at the property owner's expense, to the satisfaction of the City. (Engineering)
21. Prior to the approval of the improvement plans, it will be the project proponent's responsibility to pay the standard City Trench Cut Recovery Fee for any cuts within the City streets that are required for the installation of underground utilities. (Engineering)
22. Prior to the issuance of building permits, the property owner shall pay into the following fee programs: Citywide Drainage Fee, Citywide Traffic Mitigation Fee (TMF), Highway 65 Joint Partners Association (JPA), South Placer Regional Transportation Authority (SPRTA), and City/County Fee. (Engineering)
23. Prior to the issuance of a grading permit or approval of Improvement Plans, the grading plans shall clearly identify all existing water, sewer and recycled water utilities within the boundaries of the project (including adjoining public right of way). Existing utilities shall be identified in plan-view and in profile-view where grading activities will modify existing site elevations over top of or within 15 feet of the utility. Any utilities that could potentially be impacted by the project shall be clearly identified along with the proposed protection measures. The developer shall be responsible for taking measures and incurring costs associated with protecting the existing water, sewer and recycled water utilities to the satisfaction of the Environmental Utilities Director. (Environmental Utilities)
24. The applicant shall pay all applicable water and sewer fees. (Environmental Utilities)
25. Water and sewer infrastructure shall be designed pursuant to the adopted City of Roseville Improvement Standards and the City of Roseville Construction Standards and shall include:
  - a) Utilities or permanent structures shall not be located within the area which would be disturbed by an open trench needed to expose sewer trunk mains deeper than 12 feet unless approved by Environmental Utilities in these conditions. The area needed to construct the trench is a sloped cone above the sewer main. The cone shall have 1:1 side slopes.
  - b) Water, sewer and recycled mains shall not exceed a depth of 12 feet below finished grade, unless authorized in these conditions of approval.

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- c) All sewer manholes shall have all-weather, 10-ton vehicle access unless otherwise authorized by these conditions of approval. (Environmental Utilities)
26. The design and installation of all fire protection equipment shall conform to the California Fire Code and the amendments adopted by the City of Roseville, along with all standards and policies implemented by the Roseville Fire Department. (Fire)
27. The applicable codes and standards adopted by the City shall be enforced at the time construction plans have been submitted to the City for permitting. (Fire)
28. The Electric Department requires the submittal of the following information in order to complete the final electric design for the project:
- a) one (1) set of improvement plans
  - b) load calculations
  - c) electrical panel one-line drawings
29. All on-site external lighting shall be installed and directed to have no off-site glare. Lighting within the parking areas and pedestrian walkways shall provide a maintained minimum of one (1) foot-candle, and 0.5 foot-candle of light, respectively. All exterior light fixtures shall be vandal resistant. (Planning, Police)
30. It is the developer's responsibility to notify PG&E of any work required on PG&E facilities. (PG&E)

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

31. Any backflow preventers visible from the street shall be painted green to blend in with the surrounding landscaping. The backflow preventers shall be screened with landscaping and shall comply with the following criteria:
- a) There shall be a minimum clearance of four feet (4'), on all sides, from the backflow preventer to the landscaping.
  - b) For maintenance purposes, the landscaping shall only be installed on three sides and the plant material shall not have thorns.
  - c) The control valves and the water meter shall be physically unobstructed.
  - d) The backflow preventer shall be covered with a green cover that will provide insulation. (Planning, Environmental Utilities)
32. Easement widths shall comply with the City's Improvement Standards and Construction Standards. Separate document easements required by the City shall be prepared in accordance with the City's "Policy for Dedication of Easements to the City of Roseville". All legal descriptions shall be prepared by a licensed land Surveyor. All existing public utility, electric, water, sewer and reclaimed water easements shall be maintained unless otherwise authorized by these conditions of approval. (Public Works, Environmental Utilities, Electric)
33. All improvements being constructed in accordance with the approved grading and improvement plans shall be accepted as complete by the City. (Engineering)
34. The words "traffic control appurtenances" shall be included in the list of utilities allowed in public utilities easements (PUE's) located along public roadways. (Engineering)

35. Water, sewer and reclaimed water shall be constructed pursuant to the adopted City of Roseville Improvement Standards and the City of Roseville Construction Standards. (Environmental Utilities)
36. All water backflow devices shall be tested and approved by the Environmental Utilities Department. (Environmental Utilities)
37. All Electric Department facilities, including streetlights where applicable, shall be designed and built to the "City of Roseville Specifications for Commercial Construction." (Electric)
38. The City of Roseville Electric Department has electrical construction charges which are to be paid by the developer and which are explained in the City of Roseville "Specification for Commercial Construction." These charges will be determined upon completion of the final electrical design. (Electric)
39. Any relocation, rearrangement, or change of existing electric facilities due to this development shall be at the developer's expense. (Electric)
40. Any facilities proposed for placement within public/electric utility easements shall be subject to review and approval by the Electric Department before any work commences in these areas. This includes, but is not limited to, landscaping, lighting, paving, signs, trees, walls, and structures of any type. (Electric)
41. All electric metering shall be directly outside accessible. This can be accomplished in any of the following ways:
  - a) Locate the metered service panel on the outside of the building.
  - b) Locate the metered service panel in a service room with a door that opens directly to the outside. The developer will be required to provide a key to the door for placement in a lock box to be installed on the outside of the door. Any doors leading from the service room to other areas of the building shall be secured to prohibit unauthorized entry. (Electric)
42. One ¾-inch conduit with a 2-pair phone line shall be installed from the building's telephone service panel to the meter section of the customer's electrical switchgear or panel. (Electric)
43. It is the responsibility of the developer to ensure that all existing electric facilities remain free and clear of any obstruction during construction and when the project is complete. (Electric)

**OTHER CONDITIONS OF APPROVAL:**

44. Following the installation of the landscaping, all landscape material shall be maintained in a healthy and weed-free condition; dead plant material shall be replaced immediately. All trees shall be maintained and pruned in accordance with the accepted practices of the International Society of Arboriculture (ISA). (Planning)
45. The required width of fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. Minimum required widths and vertical clearances established by the Fire Code shall be maintained at all times during construction. Closure of accesses for fire apparatus by gates, barricades and other devices shall be prohibited unless approved by the Fire Chief. (Fire)
46. If site survey or earth moving work results in the discovery of hazardous materials in containers or what appears to be hazardous wastes released into the ground, the contractor or person responsible for the building permit must notify the Roseville Fire Department immediately. A representative from the Fire Department will make a determination as to whether the incident is reportable or not and if site remediation is required. (Fire)

47. The location and design of the gas service shall be determined by PG&E. The design of the gas service for this project shall not begin until PG&E has received a full set of City approved improvement plans for the project. (PG&E)
48. The project is subject to the noise standards established in the City's Noise Ordinance. In accordance with the City's Noise Ordinance, project construction is exempt between the hours of seven a.m. and seven p.m. Monday through Friday, and between the hours of eight a.m. and eight p.m. Saturday and Sunday, provided that all construction equipment shall be fitted with factory installed muffling devices and be maintained in good working order. (Building)
49. The developer (or designated consultant) shall certify that the building foundation location has been placed according to all approved setback requirements shown on the approved site plan. The developer shall prepare a written statement confirming building placement and provide an original copy to the City Building Division Field Inspector at the time of or prior to the foundation inspection. (Building)
50. Concurrent with submittal for plan check and prior to a request for final building inspection, the applicant may request City approval of an occupancy phasing plan to allow individual or multiple building occupancies. This request shall be made in writing to the Building Division and shall include the following:
- a) A description of measures that will be undertaken to minimize conflict between residents/building occupants and construction traffic (e.g. fencing, etc.);
  - b) A phasing plan showing the proposed buildings, internal roads and access routes, landscaping, trash enclosure locations, and any other improvements planned for each phase; and
  - c) An estimated time frame for each phase and a specific date for the first phase. (Planning, Building)

## **EXHIBIT**

### **A. Plans**

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