

ITEM 6.2: Administrative Permit – 161 S Lincoln Street – INFILL PCL 32A – Pleis Addition – File #PL23-0358

REQUEST

The project is a request for an Administrative Permit to allow a two-story, 1,127-square-foot addition to an existing 1,620-square-foot, single-family residence. The project will demolish an existing 380-square-foot detached garage and will replace it with a new 380-square-foot garage attached to the house. The total size of the addition, including the garage, will be 1,507 square feet.

Applicant – Jacob Pleis
Property Owner – Jacob R Pleis and Natasha Pleis

SUMMARY RECOMMENDATION

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

1. Adopt the three (3) findings of fact and approve the Administrative Permit subject to four (4) conditions of approval.

SUMMARY OF OUTSTANDING ISSUES

Administrative Permits are typically approved at staff level by the Planning Manager unless a request for a public hearing is received during the 10-day notice of intent to approve the project. This is a public notice that is mailed to property owners and residents within a 300-foot radius of the project site. In the case of the proposed project, staff received a written request for a hearing prior to staff mailing out the notice. The public hearing was requested by the adjacent property owner, Della Tubbs, who is located immediately north of the project site at 159 S Lincoln Street. Ms. Tubbs was made aware of the project by the applicant and by staff's early notification of the project on the Roseville Coalition of Neighborhood Associations (RCONA)'s website. Ms. Tubbs indicated opposition to the proposed addition due to concerns it will obstruct natural light in her home and in her yard space because the proposed addition will be located along the side of her property (see Attachment 1). Further discussion is provided in the Public Outreach section of this report.

BACKGROUND

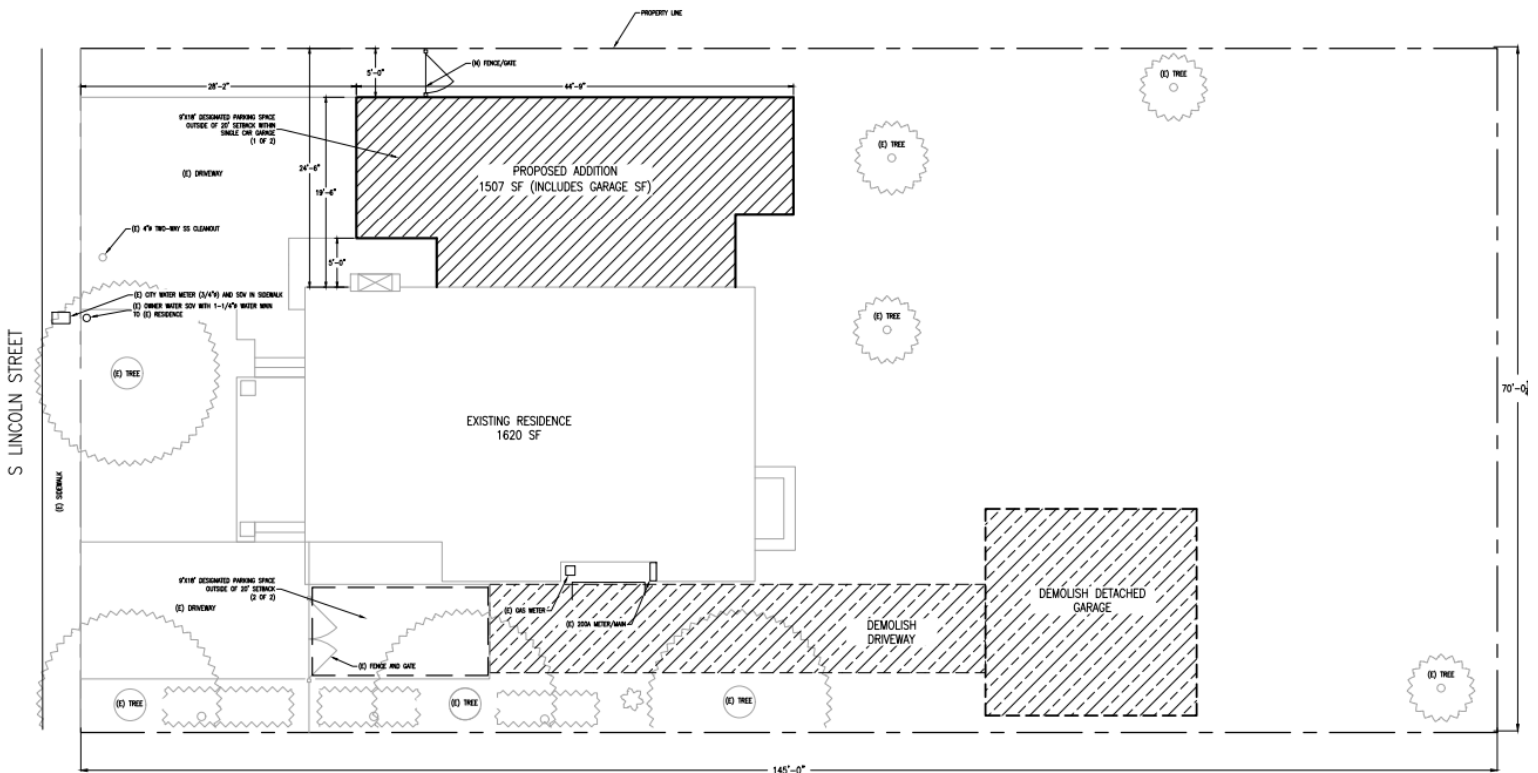
The project site is a 0.23-acre parcel located at 161 S Lincoln Street, on Parcel 32A of the City's Infill Planning Area (see Figure 1 below). The site has a zoning designation of Two-Family Residential (R2) and a land use designation of Low Density Residential (LDR-5). The site is located within the Schellhaus Tract 2 subdivision, which was first established in 1907, and is surrounded by single-family residences. The subject property is currently developed with a 1,620-square-foot, two-story single-family home and a 380-square-foot detached garage. The home consists of 3 bedrooms and 2.5 bathrooms.

Figure 1: Project Location



Additions to a single-family residence that exceed 700 square feet in size require approval of an Administrative Permit. The property owner is requesting an Administrative Permit because they are proposing a two-story, 1,507-square-foot addition which will consist of a garage and bonus room on the first floor and three (3) new bedrooms and a bathroom on the second floor. The existing 380-square-foot detached garage will be demolished. With the proposed addition, the house will have a total of 5 bedrooms and 3.5 bathrooms. The proposed site plan is included in Figure 2 below and in Exhibit A.

Figure 2: Proposed Site Plan



EVALUATION – ADMINISTRATIVE PERMIT

Section 19.78.060 of the City of Roseville Zoning Ordinance requires that three findings be made in order to approve an Administrative Permit. The three findings are listed below in *italicized, bold print* and are followed by an evaluation of the proposal in relation to each finding.

1. The proposed use or development is consistent with the City of Roseville General Plan and the applicable Specific Plan.

The project site has a land use designation of Low Density Residential, with a density of 5 units per acre (LDR-5) and is located within the Infill Planning area. The proposed project will not increase the number of homes on the parcel and is therefore consistent with the designation. The General Plan does not contain any policies or programs specifically related to the location, size, and height of single-family residences or additions. Instead, the General Plan relies on the Development Standards contained in the Zoning Ordinance and the applicable specific plan to regulate the placement and design of residential structures. The project is not located within any specific plan. The project is consistent with the Development Standards located in the Zoning Ordinance and is therefore consistent with the General Plan.

2. The proposed use or development conforms with all applicable standards and requirements of the Zoning Ordinance.

The subject property has a zoning designation of Two-Family Residential (R2). Additions to single-family homes are permitted, provided they meet the development standards of the zone district. The existing home meets all required development standards in the R2 zone district and will continue to be consistent with these standards with the addition. Table 1 below includes the applicable development standards of the R2 zone district for the existing home and with the proposed addition.

Table 1: Applicable R2 Development Standards

| Criteria | R2 Zoning District Standard | Existing | Proposed with Addition |
|----------------------------|--|-----------------|-------------------------------|
| Front Yard Setback | 20' | ±23' | No Change |
| North (Left) Side Setback | 5' | 24'-6" | 5' |
| South (Right) Side Setback | 5' | ±15'-6" | No Change |
| Rear Yard Setback | 20% of lot depth; need not exceed 20 ft.; 10 ft. minimum | 76' | ±72' |
| Height Limit | 35' | 20'-6" | ±26' |
| Lot Coverage | 40% | 19.6% | 24.9% |

In addition to development standards, the Zoning Ordinance includes parking requirements for single-family dwelling units. The parking requirement is two (2) parking spaces per dwelling unit and these spaces must be provided behind the 20-foot front yard setback. The project will meet the parking requirements by providing one parking space within the proposed garage and one parking space in the existing driveway

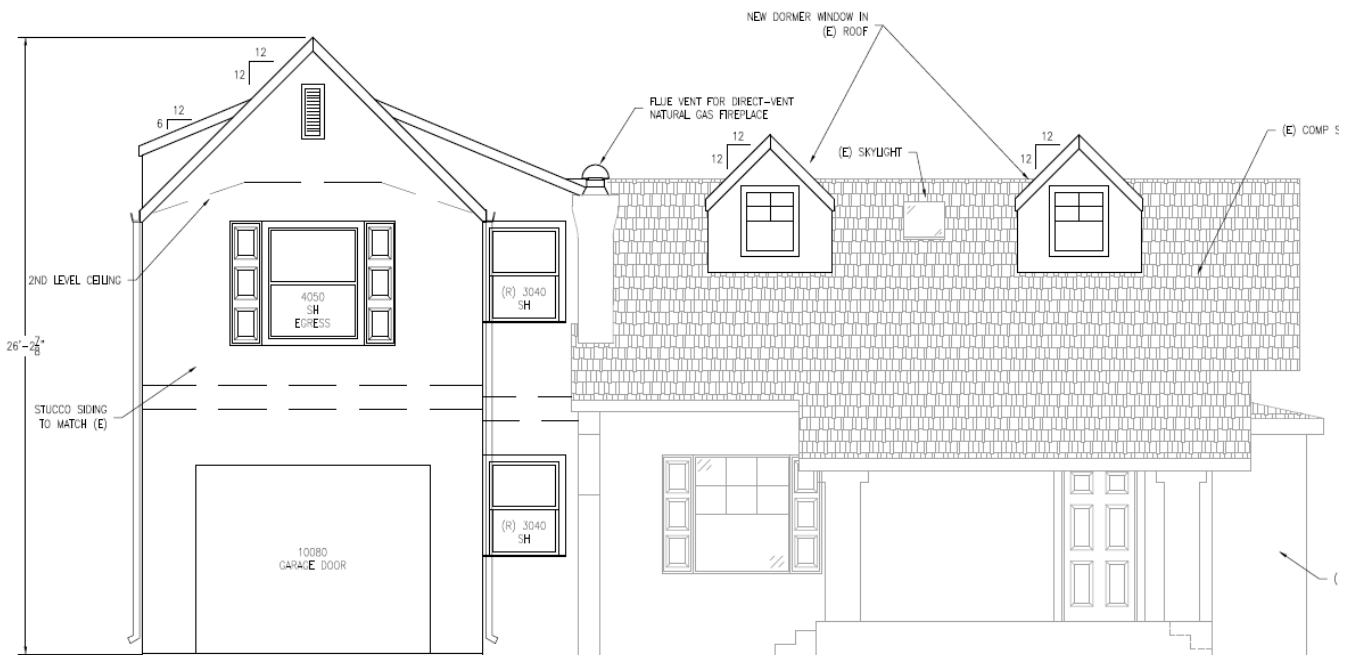
area on the south (or right) side of the property. The driveway is long enough to provide a parking space behind the 20-foot front yard setback.

3. The location, size, design and operating characteristics of the proposed use or development is compatible with and shall not adversely affect or be materially detrimental to the health, safety, or welfare of persons residing or working in the area, or be detrimental or injurious to public or private property or improvements.

The subject property is 10,193 square feet and the current building footprint of the home and the detached garage is approximately 2,000 square feet (19.6% lot coverage). This leaves large amounts of open area throughout the property, particularly in the rear and left (or north) side yard of the lot. The rear portion of the property will remain undeveloped and will retain the large backyard typical of homes in the area. The addition is proposed on the left side of the lot, which has ample room to accommodate the addition while still meeting setback requirements. The project would add 1,507 square feet for a total size of 3,127 square feet. The total footprint of the home will be 2,546 square feet, resulting in 24.9% lot coverage. The existing home is two-stories, and the proposed addition will raise the overall height by approximately 6 feet to an overall height of approximately 26 feet. Staff finds this is in scale with other homes in the neighborhood, as several of them are also two-stories, including the homes across the street and to the right of the property.

The addition will meet the height requirements and interior side and rear setbacks, and it has been designed to be harmonious and in scale with the existing home. The addition will utilize the same colors and materials of the existing home, which includes a smooth stucco finish painted beige, white wood trim, and gray composition shingle roofing. The existing home is designed with a shed roof and the proposed addition will have a gable roof. To visually tie in the addition to the existing roofline, the project will add two new dormer elements on the existing roof, as shown in Figure 3 below.

Figure 3: Front Elevation



The nearest residence to the addition is the property located immediately to the north at 159 S Lincoln St. This property is developed with a single-story home and is setback approximately 12 feet from the shared property line and will be approximately 17 feet from the proposed addition. As shown in Figure 4 below, there is existing landscaping on this property that will provide a visual buffer of the addition. The combination of landscaping and the setback from the addition will minimize visual impacts.

Figure 4: Street View



Staff has reviewed the proposed location, size, design, and operating characteristics of the structure and concludes that the addition is compatible with the existing character of the property and the neighborhood. Furthermore, staff has not identified any detrimental effects of the project upon the public health, safety, and welfare; or upon improvements in the vicinity of the project site.

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.

Prior to staff preparing the notice of intent to approve the project, the property owner shared the plans with the immediate neighbor to the left of the property, located at 159 S Lincoln St. As a result, the neighboring property owner, Della Tubbs, contacted staff with her concerns and subsequently submitted a written request for a public hearing (see Attachment 1). Ms. Tubbs has concerns with the size and location of the addition, stating it will obstruct natural light in her house and in her yard space. She suggests the owner construct the addition in the rear of their property. Although there is room to construct the addition in the rear, the proposed location of the addition meets the minimum setback requirements. As evaluated in the staff report, the addition meets the Zoning Ordinance development standards and the required findings for an Administrative Permit.

A notice of the public hearing was published in the Roseville Press Tribune on March 1, 2024, 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 additional comments have been received as of publication of the staff report.

ENVIRONMENTAL DETERMINATION

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301, Existing Facilities, and Section 305 of the City of Roseville CEQA Implementing Procedures. Consistent with this exemption, the project involves an addition to an existing structure that does not result in an increase of more than 10,000 square feet in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan, and the area in which the project is located is not environmentally sensitive.

RECOMMENDATION

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

1. Adopt the three (3) findings of fact and approve the **ADMINISTRATIVE PERMIT – 161 S LINCOLN STREET – INFILL PCL 32A – PLEIS ADDITION – FILE #PL23-0358** subject to four (4) conditions of approval.

CONDITIONS OF APPROVAL FOR THE ADMINISTRATIVE PERMIT – FILE #PL23-0358

1. The project is approved as shown in Exhibit A, and as conditioned below. (Planning)
2. This Administrative Permit approval shall be effectuated within a period of two (2) years from **March 14, 2024** and if not effectuated shall expire on **March 14, 2026**. Prior to said expiration date, the applicant may apply for an extension of time. (Planning)
3. A building permit shall be issued by the City’s Building Division prior to construction of the addition. (Building, Planning)
4. Materials and colors for the proposed addition shall be consistent with the existing residence. (Planning)

ATTACHMENT

1. Public Correspondence

EXHIBIT

- A. Plans

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