



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

**SPECIAL MEETING
HISTORIC DISTRICT COMMISSION AGENDA
November 30, 2020
CITY COUNCIL CHAMBERS
5:00 p.m.
50 Natoma Street
Folsom, California 95630**

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

Due to the coronavirus (COVID-19) public health emergency, the City of Folsom is allowing remote public input during Commission meetings. Members of the public are encouraged to participate by e-mailing comments to kmullett@folsom.ca.us. E-mailed 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 Commission meetings. Members of the public wishing to participate in this meeting via teleconference may email kmullett@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 Historic District Commission 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 HISTORIC DISTRICT COMMISSION: Kevin Duewel, Mary Asay, Vice Chair Rosario Rodriguez, Kathleen Cole, Mickey Ankhelyi, Daniel West, Chair Daron Bracht

Any documents produced by the City and distributed to the Historic District Commission regarding any item on this agenda will be made available at the Community Development Counter at City Hall located at 50 Natoma Street, Folsom, California and at the table to the left as you enter the Council Chambers.

PLEDGE OF ALLEGIANCE

CONTINUED WORKSHOP:

1. Zoning Code Update – Workshop on Historic District Standards and Direction to Staff

Staff is seeking the Commission's review and comment on the topics and recommendations for the new Zoning Code Update as they relate to existing standards in the Historic District and staff recommendations for changes. Specific topics include off-street parking regulations, sign standards, and regulation of entertainment and alcohol-serving uses. **(Project Planner: Principal Planner, Desmond Parrington)**

STAFF PRESENTATION

2. General Overview of the City's Building Permit and Inspection Process

HISTORIC DISTRICT COMMISSION / PRINCIPAL PLANNER REPORT

The next Historic District Commission meeting is scheduled for **December 2, 2020**. Additional non-public hearing items may be added to the agenda; any such additions will be posted on the bulletin board in the foyer at City Hall at least 72 hours prior to the meeting. Persons having questions on any of these items can visit the Community Development Department during normal business hours (8:00 a.m. to 5:00 p.m.) at City Hall, 2nd Floor, 50

Natoma Street, Folsom, California, prior to the meeting. The phone number is (916) 461-6231 and fax number is (916) 355-7274.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in the meeting, please contact the Community Development Department at (916) 461-6231, (916) 355-7274 (fax) or kmullett@folsom.ca.us. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

NOTICE REGARDING CHALLENGES TO DECISIONS

The appeal period for Historic District Commission Action: 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, this public hearing. Any appeal of a Historic District Commission action must be filed, in writing with the City Clerk's Office no later than ten (10) days from the date of the action pursuant to Resolution No. 8081.



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AGENDA ITEM NO. 1
Type: Workshop
Date: November 30, 2020

Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: Zoning Code Update – Workshop on Historic District Standards and Direction to Staff
File #: PN 19-051
Request: Review and Comment
Location: Historic District
Parcel(s): N/A
Staff Contact: Desmond Parrington, AICP, Principal Planner, 916-461-6233
dparrington@folsom.ca.us

Recommendation: Please review and comment on the topics, questions, and recommendations for the new Zoning Code Update as it relates to existing standards in the Historic District and staff recommendations for changes.

Project Summary: This workshop is continued from the previous zoning standards workshop held on November 18, 2020. In that workshop, the Commission discussed parking issues but did not have sufficient time to address the other issue areas identified in the staff report. For this workshop, the topics involving off-street parking, sign standards, and the regulation of entertainment and alcohol-serving uses remain the same as does the enclosed staff report. However, staff has developed a new presentation (refer to Attachment 2) that is focused on the issues and key questions related to those issues. In addition, the presentation includes staff’s recommendations for the Commission’s review and consideration.

Based on the feedback received from the Commission and the public, staff will revise and update the appropriate sections of the new draft Zoning Code and will present a complete draft for public and Commission consideration in early spring 2021.

Submitted

PAM JOHNS
Community Development Director

ATTACHMENT 1 DESCRIPTION/ANALYSIS

This is the third in a series of workshops with the Historic District Commission. The earlier workshops were on October 10, 2019 and on October 7, 2020. The large span of time between those workshops was the result of urgent work on the City's Accessory Dwelling Unit (ADU) Ordinance as well as delays due to the COVID-19 outbreak. This workshop as well as the ones with the public, the Planning Commission and the City Council are part of the Zoning Code Update process which is expected to conclude in late spring 2021.

This workshop focuses on several key topics in the Historic District:

- Off-street parking regulations;
- Sign standards; and
- Regulation of entertainment and alcohol-serving uses.

The focus on these topics comes as a result of past comments from the Commission, comments from members of the public including property owners and developers, and from City staff. Questions have been raised regarding these topics which suggest that the current standards in the Zoning Code (Title 17 of the Folsom Municipal Code) may not be working to adequately regulate these issues. This report identifies the current issue(s) associated with this topic, presents the current standards as well as other options for consideration, and where appropriate discusses the trade-offs associated with those options.

Topic 1 - Off-Street Parking in the Historic District

Unlike other areas of the City where space for automobiles has been a significant element of the design and layout, the development of the Historic District has not been centered around the automobile. Yet, as the popularity of the District has grown, the more parking has become a challenge with the spillover of parking into existing residential neighborhoods associated with business activity and special events. Parking has also been a matter of contention for new commercial and mixed-use development projects often resulting in requests for variances.

As a result of these parking concerns, an ad-hoc committee was established by the City Council to explore possible solutions. Concluding in the late spring of last year, three of the recommendations from that group fall under the responsibility of the Community Development Department. Those recommendations included: 1) establishing an in-lieu parking fee; 2) working with special event organizers to manage parking demand; and

3) updating parking standards through the Zoning Code Update.

In addition to these issues, there are also issues with Chapter 17.52 of the Zoning Code, which sets the rules for the Historic District. For example, the Historic Residential Primary Area, which covers the Central, Figueroa, Preserve, and the Persifer-Dean subareas, has no clear parking standards. Also, unlike the rest of the City, the parking standards for dwelling units in the Historic District are based on unit size rather than on type of unit. Dwelling units 600 square feet or smaller require 1 uncovered space, while those larger than 600 square feet require 2 uncovered parking spaces. The current regulations for parking in the Historic District are shown in Table 1 below.

Table 1 - Existing Parking Requirement (Chapter 17.52 of FMC)

Area	Commercial (Retail, Office, Restaurants, Museums, etc.)	Lodging (Hotels, Motels, Guesthouses)	Dwelling Units* (Homes, Apartments)
Central	None	None	1 to 2 uncovered space(s)/unit
Figueroa	None	None	1 to 2 uncovered space(s)/unit
Natoma-Riley Bidwell	1 space/200 sf.	1 space/200 sf.**	1 to 2 uncovered space(s)/unit
Open Space	None	None	None
Persifer-Dean	None	None	1 to 2 uncovered space(s)/unit
Railroad Wye***	CUP	CUP	CUP
Resort	None	None	None
River Way	1 space/350 sf	None	1 to 2 uncovered space(s)/unit
Sutter Street	1 space/350 sf	1 space/room plus 1 space/350 sf of other areas	1 to 2 uncovered space(s)/unit
The Preserve	None	None	1 to 2 uncovered space(s)/unit

Notes:

*1 uncovered space for units 600 sq. ft. or less and 2 uncovered spaces for dwelling units larger than 600 sq. ft.

**Hotels and motels would be considered commercial uses and subject to the commercial parking requirements.

***Parking for commercial uses in the Railroad Wye subarea would be determined as part of the Conditional Use Permit process based on similar standards in other subareas.

The challenge facing the Historic District is that since the area was not designed around

the automobile, increasing the amount of required parking may result in new designs that are incompatible with the existing character of the area or in projects that are infeasible. For example, new projects may not have enough room on-site to accommodate both the building and the required parking and underground parking may be too expensive. New rules requiring more parking may result in many properties becoming legal non-conforming uses, which may limit their ability to expand or intensify their business in the future. It may also lead to most projects having to request a variance from the Commission in order to proceed.

For residential uses, the existing requirement of 1 uncovered parking space for dwelling units 600 square feet or less and 2 uncovered parking space for larger units generally works well in the Historic District. An alternative approach for consideration would be to use a residential parking requirement like that of the rest of the City. In that situation, multi-unit development, such as apartments or condominiums with more than 3 units, would require 1 uncovered space per unit. In the rest of the City 1.5 spaces per unit are required for multi-unit development; however, since most of the Historic District is within ½-mile of the Historic District light rail station, staff recommends maintaining the current 1 space per unit requirement to encourage transit use as staff will be recommending for other areas near the other light rail stations. All single-family homes and duplexes would require 2 uncovered parking spaces (refer to Table 2). All parking spaces must be located off-street and outside of the front yard.

Table 2 – Residential Parking Standards

Housing Type	Existing Requirement	Proposed
Single-Family Home	2 uncovered spaces	2 uncovered spaces
Duplex/Half-plex	2 uncovered spaces	2 uncovered spaces
Multi-Unit (3 or more units)	1 uncovered space (if <600 sf)	1 uncovered space

For commercial uses, the biggest challenges to meeting the current parking requirements come from the size of parcels, the high building coverage on most parcels, and the pedestrian orientation of most buildings. This is particularly the case on Sutter Street where new development that locates there cannot meet the requirement of 1 parking space per 350 square feet of building area. Even though most changes of use in existing uses on Sutter Street do not typically require additional parking, most new development projects cannot meet the current standard despite it being a lower parking requirement for commercial use than in the rest of Folsom.

As a result, these projects require variances, which cost additional money and require more time for review and approval or denial by the Commission. In addition, new

developments often cannot meet all the findings necessary to be granted a variance. This is a disincentive to new investment and development in the Historic District.

However, unlike other areas of the Historic District and the City, the Sutter Street area is unique in that there are a variety of other parking options. These include both on-street parking spaces as well as public parking lots and a parking structure intended to serve the entire area at no cost to users. Should these unique circumstances be factored in when considering alternative parking approaches here?

A survey of other cities with historic districts or old town areas reveal that, while some require no parking at all, most have a parking requirement similar to that of Folsom, but unlike Folsom, they also offer an in-lieu fee option or the ability to waive the parking requirements without the need for a variance (refer to Table 3). Recently, City staff has conditioned projects seeking a variance reducing the amount of required parking to participate in a Parking Assessment District if one is formed. As discussed with the ad hoc committee on parking and in the resulting report, a second parking structure is needed in the district to accommodate parking demand. That structure was originally planned for funding through the Redevelopment Agency. With the elimination of Redevelopment Agencies and corresponding funding, the City will need to identify new funding sources for a second parking structure in the district, which will need to include multiple funding sources, including in-lieu fee assessments.

Table 3 - Comparison of Parking Standards in Historic Areas/Districts

Jurisdiction	Commercial Parking Standard*	Notes
Folsom	1 space/350 sf	Variance required for reduction.
Napa	No parking minimum	Outside of Downtown, allows shared and off-site parking
Placerville	1 space/200 sf	Allows payment of in-lieu fee instead
Roseville	No parking min.	Downtown/Old Town only
Sacramento (City)	1 space/500 sf	Off-site parking allowed and parking req. may be waived by Zoning Administrator
Sonoma	1 space/300 sf	Allows reduction with in-lieu fee payment.
Winters	1 space/250 sf	In lieu fee option allowed with Commission approval.

Notes:

*Standard listed is for general retail use.

Other options for consideration involve scaled parking reductions as shown in the example table from Sacramento County’s new zoning code. In Table 4 the County offers staff-level reductions up to 25% if the project provides any of the acceptable alternatives including shared parking, transit shelters, additional bike parking, or the reduction results in the preservation of trees. In Sacramento County, a request for a reduction larger than 25 percent may be granted subject to the approval of a special development permit from the Zoning Administrator, Planning Commission, or Board of Supervisors.

Table 4 – Parking Reduction Options
Example: Sacramento County - Maximum Staff Level Parking Reductions

Type	Maximum Reduction
<i>Maximum Staff Level Parking Reduction</i>	25%
Shared Parking	25%
Transit Accessibility	10%
Transit Supportive Plazas	10%
Tree Preservation	10% (not more than 6 spaces total)
Bicycle Parking (non-required)	10%
Provision of Electric Vehicle Charging Station	2:1
Preferential Parking for Carpool/Vanpool	5%
Shower/Locker Facilities	5%
Transit Waiting Shelter	10%
Motorcycle Parking	1:1 (1 space can be reduced for each motorcycle space provided)
Available On-Street Parking	1:1 (1 space can be reduced for each available on-street parking space provided)

Source: Sacramento County Office of Planning and Environmental Review, *Sacramento County Zoning Code* (as amended June 20, 2019), Table 5.26, p. 5-102.

So the questions for the Historic District, and the Sutter Street area in particular, are whether the current parking ratios in the Historic District are still appropriate; 2) whether the City should continue to use variances to address projects' inability to provide parking on-site; and 3) whether other tools such as the use of in-lieu fees, credit for off-site parking, the availability of public parking, or other alternatives as shown in Tables 3 and 4 would be better options for the Historic District. If the Commission likes some or all of these options, the next question is whether these options should be available in all zones/subareas of the Historic District or limited to just one or two areas such as the Sutter Street area and/or the Entertainment District.

Staff recommends abandoning the use of variances for parking reductions and instead developing a menu of options for property owners and developers to select from in order to satisfy the need along with the use of a parking in-lieu fee, which could over time raise funds for parking improvements in the Historic District. The granting of a reduction could either be done by staff up to a certain amount so long the project met specific findings, or it could be done by the Commission.

Topic 2 – Signs

There are several existing problems with the Historic District sign regulations that need to be addressed in the Zoning Code Update. These include:

- Legal changes that affect how the City can regulate signs;
- Code language that suggests that all signs must be reviewed and approved by the Historic District Commission;
- Limited sign regulations for most subareas of the District except Sutter Street.
- Subjective design guidelines in the Historic District Design and Development Guidelines that are difficult for staff and applicants to interpret;
- Sign standards that are based on use rather than the zone, which result in different uses within the same building (or adjacent buildings) having different sign requirements;
- Need for an updated list of acceptable sign materials beyond just wood for the Historic District; and
- Standards for acceptable sign types, sizes, and illumination, particularly along Natoma Street in the Natoma-Riley-Bidwell subarea.

Legal Framework: The rules governing signs have changed since the U.S Supreme Court case of *Reed v. Town of Gilbert, Arizona* in 2015. As a result of that case, jurisdictions can no longer distinguish between different types of content. All local sign regulations must be content neutral. If you must read a sign in order to determine how it is regulated, then those regulations are considered content-based and are illegal. As a result of the new laws, the focus of all sign regulations should be on time, place, and manner (e.g., temporary vs. permanent; on-site vs. off-site; illuminated vs. non-illuminated; static vs. digital, etc.). For example, political signage cannot be treated differently than other types of temporary signs. The City will need to review and update all sign regulations to reflect the new legal requirements.

Code Language: In [Section 17.52.380](#) (Sign Permit Review) of the current Zoning Code, it states that: “The historic district commission shall have final authority relating to the issuance of sign permits for any signs . . .” In the past, most sign permits did go to the Commission and, because of concerns about timing and cost, some property owners in the Historic District simply installed signs without getting a permit.

In response to this and because in other parts of Chapter 17.52 the code grants sign permit authority to the Community Development Director, the process was changed so that sign permits are now typically handled by City staff, but Uniform Sign Programs for multi-tenant buildings and retail centers are reviewed by the Commission. The current process generally appears to be working; however, changes are needed to the existing

code language since the language creates a disincentive for property owners to submit sign permit applications.

Sign Regulations: While there are detailed sign design guidelines for the Sutter Street area in the Historic Design and Development Guidelines (HD DDGs), few other subareas have detailed sign design guidelines leading to challenges for staff when determining appropriate sign types elsewhere in the District. Staff recommends including design standards in the new Zoning Code for those subareas or zones where commercial uses are allowed either by-right or with a conditional use permit (CUP). This would include the Natoma-Riley-Bidwell area, the River Way subarea, Railroad Wye subarea, and Central subarea.

Subjective Design Guidelines vs. Objective Design Standards: The design guidelines that currently exist are good but are often broad and occasionally difficult to interpret. For example, one of the existing guidelines states: “All signs, whether exempt or requiring a sign permit, must maintain the historical character of the Primary Area and Subarea in which they are located.” This is too broad and places a difficult burden on the applicant and on staff to determine whether the sign design fits the historical character of the subarea. As discussed in prior Commission workshops, in some cases the actual character of the subarea and the intended character described in the HD DDGs are quite different. Staff recommends creating objective design standards based on the existing guidelines that provide clearer requirements for signs and require appropriate sign types, styles, sizes, materials, and types of acceptable external illumination.

Sign Standards Based Use Instead of Zone: While this is a citywide sign issue, it is even more of an issue in the Historic District as there are often multiple uses in one building, especially on Sutter Street. The challenge with this is that if there are retail, restaurant and office uses in the same building, they each have different sign requirements. Though this is commonly addressed through the preparation and approval by the Commission of a Uniform Sign Program (USP), there are no standards for the applicant to follow when preparing their sign program other than the broad guidelines noted above. In addition, if a USP does not exist and a new tenant moves into an existing building, the result may be a sign that is different from the other signs on that building because there are different standards for different uses. Staff recommends developing sign size and design standards based on the zones or subareas in the Historic District rather than on the particular use.

Acceptable Sign Types, Materials and Sign Illumination: Outside of the Sutter Street area, standards for acceptable sign types, sizes, materials, and sign illumination are not clearly defined or, in some instances, are outdated. This is particularly the case in the Natoma-Riley-Bidwell (NRB) Area where freestanding signs are required except for

buildings at intersections, which may also utilize wall signs. However, there is very little design direction for such wall signs. In addition, some of the standards seem unnecessarily restrictive. For example, only wood is allowed for free-standing signs in the NRB area in [Section 17.52.530\(l\)\(1\)\(b\) of the Zoning Code](#), yet in the HD DDGs, it says, “Signs must be constructed of wood, metal, glass, or stone or of synthetic materials which faithfully reproduce the appearance of permissible materials.” As a result, the applicant gets mixed messages. Furthermore, only free-standing signs are allowed for properties not located at an intersection. No other building signs are allowed. Another example is the 1-foot difference in height between free-standing signs for retail and restaurants (4 feet tall) and the height limit for non-retail free-standing signs (3 feet).

Finally, while external illumination is allowed, there is not much in the way of standards to guide staff or applicants about what type of external illumination is appropriate. For example, if there is a wall sign with external illumination, but concealed ground mounted lights cannot illuminate the sign, it is not clear what type of external illumination is allowed that fits with the historic character of the area. Staff would like to know if gooseneck lighting is acceptable or if the lighting must be screened by the eaves or rafters. Using the HD DDGs as a guide, staff recommends updating the sign regulations with standards that provide clear direction on the types of signs acceptable in each subarea including the sizes, locations, materials and external lighting types that are allowed. In addition, in the Natoma-Riley-Bidwell Area, staff recommends creating design standards for wall signs and considering the allowance of small building wall signs that can be externally illuminated (in addition to the allowed free-standing signs) for those properties not located at intersections.

Topic 3 – Regulation of Entertainment Uses

Apart from special events where spill-over parking has been a concern, staff believes the current process for regulating entertainment uses developed in coordination with the Police Department is working successfully to manage entertainment uses in the Historic District. The process for bars and entertainment venues serving alcohol and providing entertainment typically involves both a Conditional Use Permit and an Entertainment Permit. This process has addressed the issues that were a problem with some of the bars in the past.

There have been some concerns raised by the public and the Commission about whether there is an over-concentration of bars in the Sutter Street area. However, in addition to the City’s regulations, the State’s Department of Alcohol Beverage Control (ABC) requires all businesses serving alcohol to obtain a liquor license and in doing so ABC staff require the business to meet specific requirements. They also monitor the number of liquor licenses in an area and if a large concentration of licenses is already

present that exceeds the set amount allocated for the County or a high crime level exists in that area then typically the license application is denied. The Sutter Street area is the City's only Entertainment District and as such has a number of restaurants, bars and entertainment uses that serve alcohol. However, in comparison with other historic entertainment districts, the area does not appear to have an over-concentration of such uses that would prompt the need for a limit on the number of licenses issued.

The one issue staff continues to struggle with is the definition of a bar versus that of a restaurant or other use that serves food and alcohol. The current Zoning Code distinguishes a restaurant from a bar based on whether the portion of a restaurant devoted to the serving of alcohol is less than 10% of the floor area. The current challenge is that most entertainment uses as well as bars serve food now. So, trying to figure out what part of the floor area is for the bar and what part is for food service is a challenge. Staff and the consultant team are looking at other options but would like Commission input on this and any other issues related to entertainment uses. One approach is to focus on the hours of operation rather than the floor area. In this scenario, a venue that served alcohol past 11 pm or midnight would be subject to a CUP while one that closed at 10 pm might just require an Administrative Use Permit.

Conclusion

Staff have highlighted these three areas because these topics have been discussed in the past by members of the Commission, by the public or by staff. In addition, in some cases the standards addressing the issues in these areas are insufficient or have not been working as intended. City staff would like input from the Commission on the topics and recommendations raised in this report and any other Zoning Code issues in the Historic District that merit further attention.

POLICY/RULE

The City's 2035 General Plan identified the Historic District as the heart of Folsom and the first urban center of the city. The General Plan established policies which will guide the Zoning Code update as well as future development within the Historic District.

These policies include:

- LU 1.1.1 Zoning Ordinance: Ensure that the Folsom Zoning Ordinance is consistent with the policies and programs of the General Plan.
- LU 1.1.9 Preserve Historic Resources: Recognize the importance of history in the City of Folsom, and preserve historic and cultural resources throughout the city, to the extent feasible.
- LU 2.1.1 Historic Folsom: Maintain the existing street fabric and pattern and enhance the tourist-oriented, historic commercial uses in the Historic Folsom

commercial areas to preserve the unique character of Folsom’s historic center and support local business.

- LU 6.1.2 Historic Folsom Residential Areas: Preserve and protect the residential character of Historic Folsom’s residential areas.
- LU 9.1.7 District Identity: Encourage efforts to establish and promote district identities (e.g., urban centers, East Bidwell Street) through the use of signage, wayfinding signage, streetscape and building design standards, advertising, and site-specific historic themes.
- NCR 5.1.1 Historic Buildings and Sites: Whenever feasible, require historic buildings and sites to be preserved or incorporated into the design of new development.
- NCR 5.1.6 Historic District Standards: Maintain and implement design and development standards for the Historic District.

ENVIRONMENTAL REVIEW

This is a special presentation and is not a project as defined by California Environmental Quality Act (CEQA). It is therefore not subject to environmental review.

RECOMMENDATION/HISTORIC DISTRICT COMMISSION ACTION

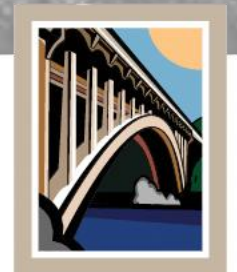
Review and comment. This is an informational presentation designed to receive input and direction on the topics and recommendations for the new Zoning Code Update as it relates to existing standards in the Historic District and staff recommendations for changes. Staff would like input on the following topics:

- Off-Street Parking regulations;
- Sign standards; and
- Regulation of entertainment and alcohol-serving uses.

Attachment 2
Supplemental Presentation on Historic District
Zoning Standards

Zoning Code Update Historic District Zoning Standards Supplemental Presentation

Historic District Commission
Special Supplemental Workshop - November 30, 2020



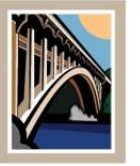
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Off-Street Parking

Historic District Commission Workshop

Current HD Parking Issues



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- Some subareas lack clear parking standards
- Lack of space for standard parking requirements
- Variance required for modifications
 - Extra cost
 - Extra time
 - Often cannot meet variance findings
 - Disincentive for new business to locate in District

Parking Regulation Options



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Variance Process?

Benefits:

- Limited use

Drawbacks

- Costly
- Time consuming
- Difficulty with findings
- Disincentive to business

Admin Permit Process?

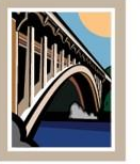
Benefits:

- Greater flexibility
- Less cost
- Potential revenue source for parking improvements

Drawbacks

- Increased use

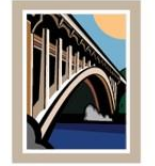
If Admin Permit Process then . . .



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- What permit requirements do you prefer?
 - Findings plus payment of in-lieu fee?
 - Findings plus acceptable parking alternative?
 - Findings plus acceptable parking alternative and in-lieu fee payment?
 - Other requirements?
- Who should approve permit?
 - Community Development Director
 - Commission

Acceptable Parking Alternatives



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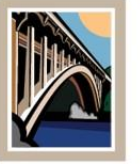
- What alternatives would be acceptable for parking reductions?
 - Payment of in-lieu fee
 - Off-site parking within walking distance
 - Shared parking with adjacent properties
 - Availability of parking on public parking lot or structure
 - Agreement for reserved spaces in City parking garage or lot
 - Availability of on-street spaces
 - Annual RT transit passes for employees or residents
 - Tree preservation
 - Additional bicycle parking
 - Motorcycle parking instead of automobile parking



Sign Standards

Historic District Commission Workshop

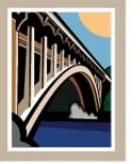
Current Sign Issues



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- Code says all signs must be reviewed by HDC
- Limited sign regulations outside of Sutter Street Area
- Guidelines that are difficult to interpret
- Standards based on use and not on zone
- Outdated list of acceptable materials for signs
- Need new standards for signs in Natoma-Riley-Bidwell area

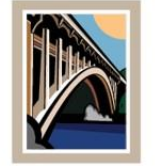
Key Sign Questions



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- Should City allow more sign materials besides just wood?
- In Natoma Riley Bidwell area, should all businesses be allowed small wall signs?
 - Not just those on corners
- Does the Commission support use of design standards for signs?
- Should City allow external illumination for wall signs?
- If yes, what type(s) should be allowed
 - Gooseneck lights above wall signs?
 - Concealed LED strip illumination above wall or hanging signs?

Sign Illumination - Examples



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Gooseneck Lights for Wall Signs



**Concealed Strip Lights for
Wall Signs**





Entertainment and Alcohol-Serving Uses

Historic District Commission Workshop

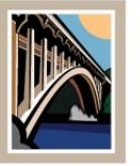
Entertainment/Alcohol Issues



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- Outdated standard for determining whether CUP is required
 - If $>10\%$ of floor area for alcohol service then CUP required
- Concern about parking for outdoor dining and entertainment

Key Entertainment Questions



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- Current standard is 10% of floor area for alcohol service then CUP required
- Should City use hours of operation and location as key criteria for determining when a CUP is required?
- If yes, is current proposal for 11 pm threshold acceptable?
 - If not, should there be different weekday and weekend end times?
- Distance from sensitive uses?
 - In addition to hours of operation, should there be a minimum distance requirement of 500 feet from schools and residences for CUP?
- Given limited available of on-site parking, should parking standards be increased for outdoor dining areas?



Staff Initial Recommendations

Historic District Commission Workshop

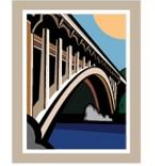
Staff Parking Recommendations



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- Eliminate use of variances for parking reductions
- Develop list of acceptable alternatives to allow reduction
- Develop in-lieu fee option
- Use administrative process for granting parking reduction
 - Smaller reductions reviewed by staff
 - Larger reductions reviewed by Commission
- Establish findings for granting parking reduction
- Apply this only to Sutter St. Entertainment District

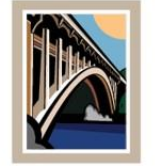
Staff Entertainment Recommendations



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- Current process working well
- Staff does not recommend changes to Entertainment Permit
- CDD and Public Works staff working to implement recommendations from ad-hoc committee to reduce and redirect parking spillover effects
- Staff recommends using hours of operation and distance criteria for CUP
- Parking required only if outdoor seating is >25% of indoor seating

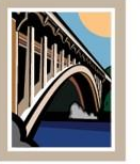
Sign Recommendations



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- Allow additional sign materials consistent with HD Design and Development Guidelines:
 - Wood, metal, glass, stone or synthetic materials which faithfully reproduce the appearance of permissible materials
- Allow one wall sign up to a certain size plus one freestanding sign for all properties in Natoma Riley Bidwell area not just those on corners
- Develop design standards based on guidelines for commercial signs in all HD areas that allow commercial
- Allow external illumination using either:
 - Gooseneck lights above wall signs
 - In-ground sign lighting for freestanding signs concealed by sign or landscaping
 - Concealed strip illumination above wall or hanging signs

Next Steps



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- Based input, staff will update the draft Zoning Code
- Staff will also hold another workshop on the full version of the new HD zoning districts
- Another workshops will be held in January on administrative and permit procedures
- Public review draft will be available in early spring 2021
- Spring 2021, Zoning Code adoption hearings at Commissions and Council

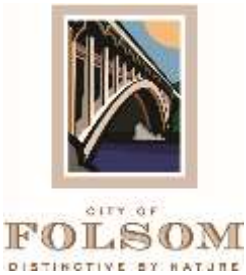


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Thank You!

For more information visit:

www.folsom.ca.us/zoningcode



Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Subject: Project Implementation: General Overview of the City's Building Permit and Inspection Process

Staff Contact: Pam Johns, Community Development Director
Scott Johnson, Planning Manager
Scott Zangrando, Building Official

In response to recent questions about project implementation after approval of discretionary entitlements, staff will present general information about the project implementation process. This item is informational only. No action is requested.

Attachment: PowerPoint Presentation

Submitted,

PAM JOHNS
Community Development Director

ATTACHMENT 1
PowerPoint Presentation

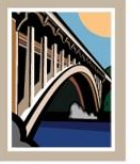


General Overview of the City's Building Permit and Inspection Process



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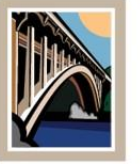
General Development Process



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1. Application Submittal and City Review
2. Analysis and Recommendation
3. Hearing/Consideration/Decision
4. Project Implementation
 - Site Development
 - Building Permit and Plan Check
 - Construction/Inspection/Occupancy

1. Application Submittal/Review



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- Application submittal for all entitlements
 - Submittal materials – required plans, narrative, fees
- Completeness Review/Determination
 - Do the materials include sufficient information to evaluate?
- Distribute to applicable departments/agencies
 - Project description and relevant materials
 - Request for comments/conditions
- Project Review Committee Meeting
 - Feedback/identification of concerns
 - Request for revisions, additional information
 - Determination of CEQA review requirements

2. Analysis and Recommendation



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- Analyze project materials/studies against adopted policies, plans, laws, standards, and best practices
- Request project revisions, clarifications, and/or additional materials as necessary or appropriate
 - Summarize changes and re-circulate materials
 - Schedule additional meetings as necessary/ beneficial to discuss
- Complete analysis and summarize in staff report with recommendation to approve, conditionally approve, or deny a proposed project with summary of analysis, conclusions, findings, and relevant conditions

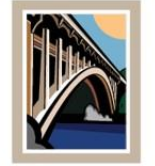
3. Hearing/Consideration/Decision



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- Most planning entitlements require a public hearing with minimum 10-day notice requirement
- Opportunity for public input prior to/at hearing
- After public hearing, questions and deliberation, the Commission can continue an item or act/recommend to approve, conditionally approve, or deny an application with required findings
- Decisions of the Commission may be appealed to the City Council within 10 days of decision

4. Project Implementation



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- Entitlement timeline/life of approval
 - Typically one or two years from date of decision
 - Some entitlements do not expire
 - May request extension or receive automatic extension by law
- Exercise of permit/entitlement
- Pre-construction meeting
- Grading plans, site improvement plans, final map
- Building Permit application, review, issuance
- Construction, inspections, occupancy

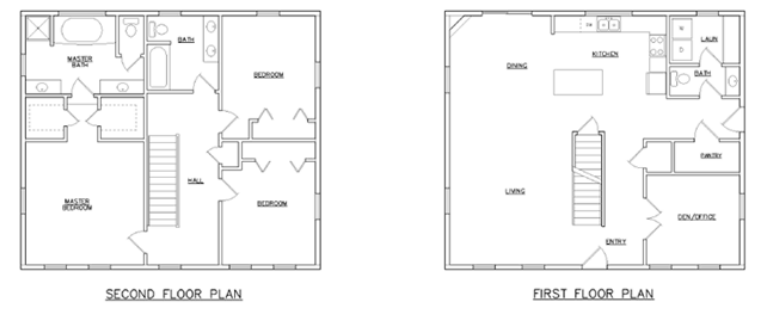
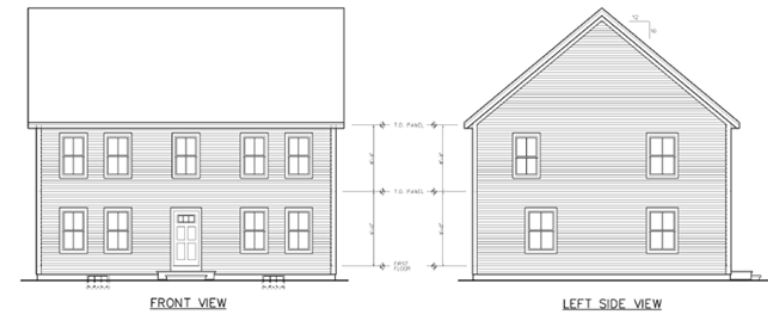
Entitlement Plan Level Details



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PLANT LIST - TREES			
NO.	TREE	REMARKS	QTY
1001	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1002	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1003	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1004	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1005	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1006	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1007	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1008	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1009	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
1010	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	100
PLANT LIST - SHRUBS			
NO.	SHRUB	REMARKS	QTY
201	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
202	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
203	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
204	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
205	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
206	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
207	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
208	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
209	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
210	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	200
PLANT LIST - GROUND COVERS, PERENNIAL			
NO.	GROUND COVER	REMARKS	QTY
301	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
302	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
303	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
304	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
305	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
306	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
307	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
308	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
309	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300
310	LEUCODENDRON LEUCODENDRON	LEUCODENDRON LEUCODENDRON	300

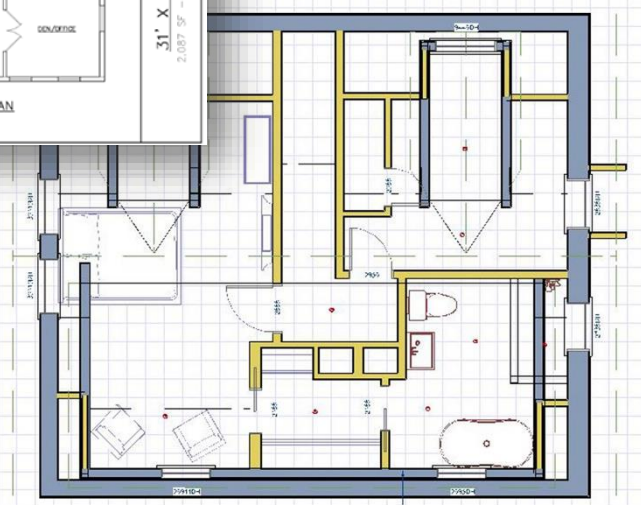


PANELWORKS DESIGN
 31' X 36' TWO STORY
 2,087 SF - 3 BEDROOM, 2 1/2 BATH



KEYSTONE DESIGN AND ARCHITECTURE
 401 FOLSOM AVE.
 6788 CHASTAIN ST.
 ORANGEVALE, CA 95662

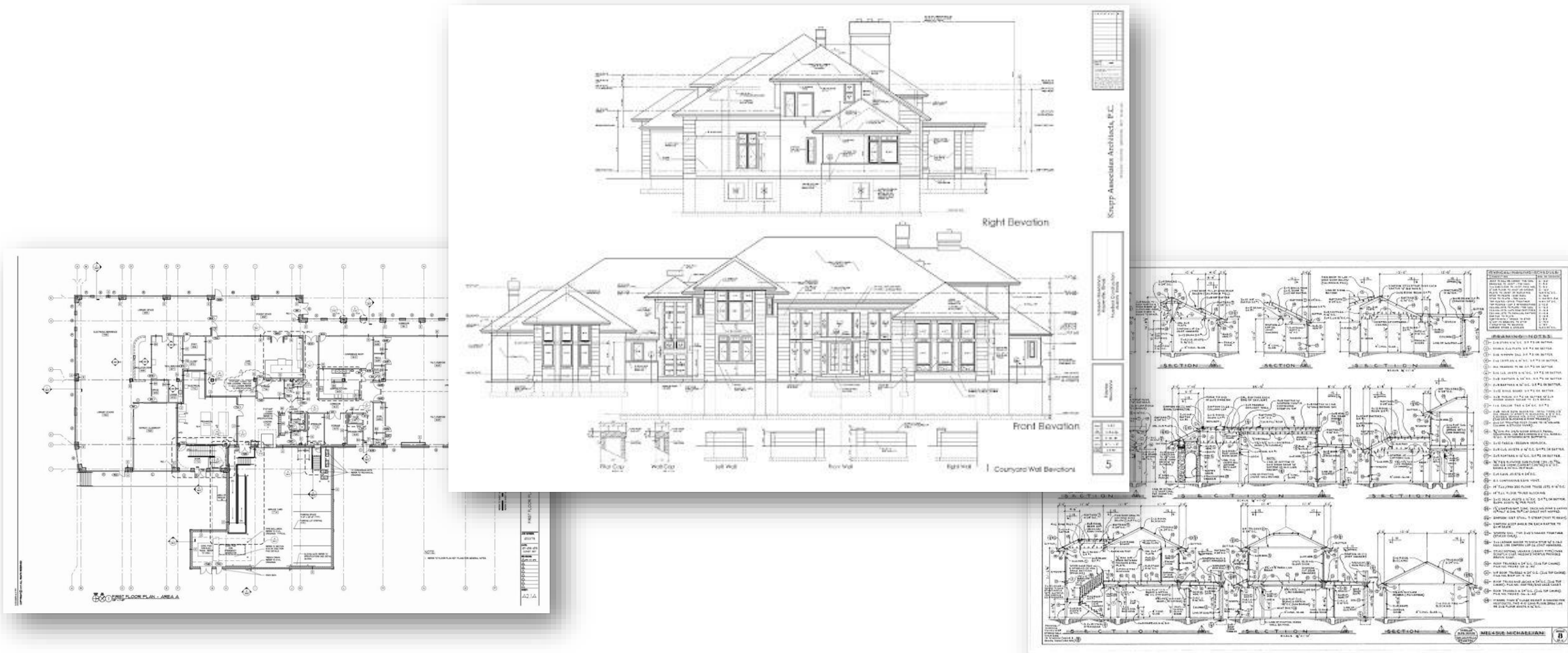
FRONT / REAR ELEVATION PLANS



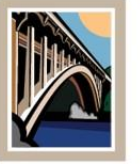
Permit Plan Level Details



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Issues and Considerations



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- Health and Safety:
 - building standards and fire life safety
 - assumed construction which is not the actual condition
 - structural damage/hazardous condition
- Unforeseen circumstances (land survey, soil conditions, environmental constraint)
- Field modifications (initial code analysis vs. revision for code compliance)
- Minor modifications (window size, detail)
- Substantial compliance determination