



## PLANNING COMMISSION STAFF REPORT

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**SUBJECT:** Site and Architectural Design Review SAR12-001

**MEETING**

**DATE:** January 11, 2012

### **RECOMMENDATION**

Staff recommends that the Planning Commission approve SAR12-001, the expansion of the Fire Station Community Room/Emergency Operations Center (EOC) of approximately 150 square feet. This would expand the front of the building towards the street by approximately three feet and would include that portion of the building that contains the Community Room and one administrative office, all of which is approximately 50 feet long.

### **BACKGROUND**

In June of 2009 the city was awarded a non-competitive grant of \$150,000 to remodel the existing Community Room/EOC in order to make it more functional for the emergency events that we may be faced with today. As there was not a formal proposal submitted for the grant that would have included a plan for the expansion, staff has had to develop a plan for the remodel. With the current primary use as a Community Room with two cubicles forming separate work stations, it was felt that expanding the front of the building to fit beneath the existing roof line would be a way to gain additional space. This additional space would provide more functionality to all of the current uses, plus provide adequate space to create a conference room when the EOC has been activated.

### **REVIEW AND ANALYSIS**

**Applicant:** The City of Rio Vista

**Location:** 350 Main Street

**Site Configuration:** The overall site is rectangular shaped, 140 ft wide and 120 ft deep. The existing building, where renovation is proposed, is located near the front left corner of the site with parking along the right and rear. The site includes two parcels and an alleyway, all owned by the City of Rio Vista. The existing building is built flush against the Montezuma Fire Protection District Fire Station building located on an adjacent parcel.

**General Plan:** D/W: DOWNTOWN/WATERFRONT

**Zoning:** C-2: COMMUNITY COMMERCIAL DISTRICT

**Adjacent Uses:** West: Montezuma Fire Protection District Fire Station  
North: Additional Rio Vista Fire Department buildings  
East: West Wind Church  
South: Main Street, Awender Chiropractic Office

**Environmental Review:** Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15301(e)(1): Minor additions/modifications to existing structures.

**Project Description:** The applicant is proposing to extend the existing wall of the Communitiy Room/EOC towards the street by approximately 3 feet. This expansion will stay within the current roof structure and will not alter it. A wood frame wall with windows will replace the existing store front configuration. This will add approximately 150 square feet of usable space to the existing structure. New insulated walls and dual plane glass will provide a higher level of energy efficiency than is currently provided with the existing construction.

**Analysis:** The proposed project is a very minor addition to an existing building. The Municipal Code Section 17.20.040 requires review by the Planning Commission due to the visibility from the public street, but the visual impact will be minimal. The architect has prepared plans showing that the proposed expansion will be within the existing building overhang and will extend no closer to the street than the existing piers. There are no front setback requirements where the expansion would occur. No change is proposed to the height of the building, or lot coverage as the expansion is proposed under the existing overhang. The floor area of the building with proposed addition is significantly below the 100% allowed within the C-2 district. Condition of Approval 2 has been included to ensure that all materials used shall match the existing building.

**FINDINGS**

As supported by the analysis provided in the Staff Report, the City of Rio Vista Planning Commission makes the following findings:

1. The proposed use is consistent with current City policies regarding land use and design, and is compatible with surrounding properties, uses and zones.
2. The proposed use is consistent with the City of Rio Vista General Plan and applicable elements thereof.
3. This project is Categorically Exempt from CEQA in accordance with Sections 15061(b) (3) and/or 15332 (In-fill Industrial Development).

4. Based on these findings and when subject to the following Conditions of Approval, the project will not be detrimental to the public health, safety and welfare of the residents and businesses of the City of Rio Vista.
5. The project, as amended by these conditions and requirements, substantially meets the purpose, intent and standards of the City of Rio Vista Industrial Design Criteria, including matching the existing building design and colors, and providing additional landscaping along the street frontage.

### **CONDITIONS OF APPROVAL**

1. The applicant shall construct the project substantially as shown on approved site and building plans dated January 3, 2012, prepared by Gutierrez / Associates Architects, on file in the City of Rio Vista Planning Division in application SAR12-001, subject to the conditions listed below and final approval of detailed construction plans by the Planning, Public Works, Fire, Police and Building Divisions.
2. A copy of this letter shall be included in the submittal for building permit.
3. The design of the building addition shall match the same colors, materials and design of the existing buildings.
4. Prior to approval of the grading and building permit, the applicant, shall submit a final landscape and automatic irrigation plan for the landscaped areas in front of the proposed new buildings, for review and approval by the Planning Division. The landscaping shall include drought-resistant plants (in accordance with the City's 2008 Water Conservation Ordinance). All landscaping and irrigation shown on the approved plan, and the installation of full landscaping on the front of the existing building area, shall be installed prior to occupancy of the next new building(s).
5. No new signs shall be permitted, unless the applicant submits a sign application and the Planning Division approves any additional temporary or permanent signs per the City's zoning ordinance (Chapter 17.56.00) of the Municipal Code.
6. This project shall adhere to all applicable ordinances, plans, and specifications of the City of Rio Vista.
7. This project shall comply with all requirements of the Police, Fire, Community Development and City Engineer/Public Works Departments prior to issuance of a certificate of occupancy.
8. This approval is for and shall expire two (2) years from the date of approval, unless made permanent by the issuance of building permits.
9. Within the ten (10) calendar day appeal period after approval by the Planning Commission, the applicant shall sign, date and return to the City of Rio Vista Planning Division an official acceptance letter, affirming that the applicant has read and

understands the Conditions of Approval for SAR12-001 and agreeing to comply with all the conditions of approval. The Planning Commission's action on this project will be final upon receipt of a signed copy of this acceptance letter unless appealed to the City Council within ten calendar days.

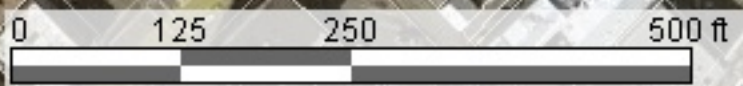
**ATTACHMENTS**

1. Location map (APN: 0178-132-090, and -080).
2. Set of proposed site plan, parking plan, existing and proposed building elevations, from the applicant's design team, Dated January 3, 2012.

# 350 Main Street Location Map

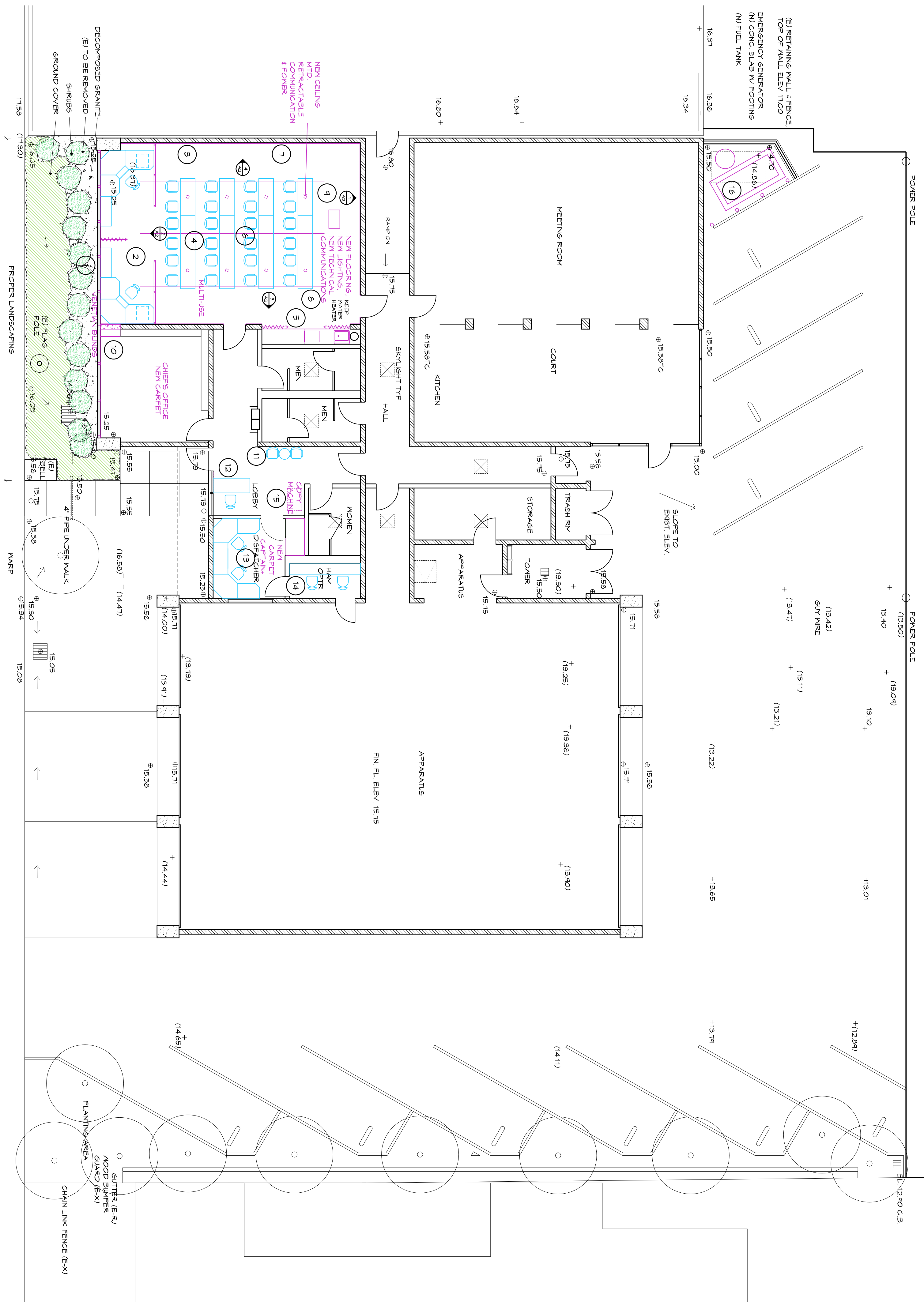


Courtesy of Solano County GIS Services



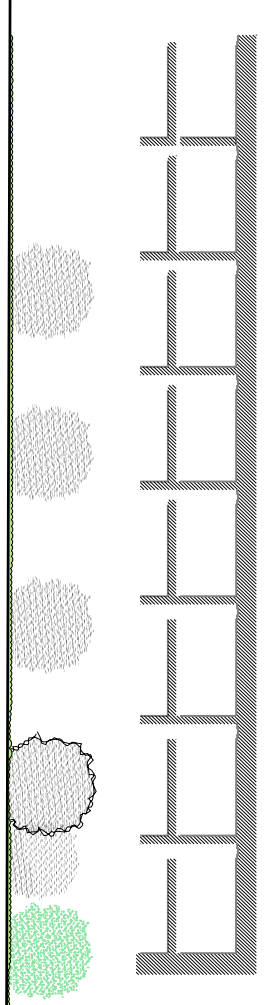
**KEY NOTES:**

- 1 NEW EXTERIOR WALL COMMUNITY ROOM
- 2 TWO WORK STATIONS, SYSTEM WALLS H&O, FOLDING PARTITION
- 3 SHEET ROCK NEW
- 4 NEW SEMINAR FURNITURE
- 5 NEW CABINETS W/ STORAGE, SINK, MICROWAVE & COUNTERTOP
- 6 CEILING MOUNTED PROJECTOR
- 7 FLOORING
- 8 LIGHTING
- 9 POPDUM
- 10 BOOK SHELVES EXTENSION
- 11 WAITING AREA
- 12 WORK STATION
- 13 WORK STATIONS
- 14 HAV OPERATOR STATION
- 15 COPY MACHINE AREA
- 16 GENERATOR CONCRETE PAD, FUEL STORAGE, BOLLARDS



**1 SITE IMPROVEMENT PLAN**  
SCALE: 1/8" = 1'-0"

**2 FRONT VIEW**  
SCALE: 1/8" = 1'-0"



**3 EXISTING FRONT VIEW**  
NO SCALE

**RIO VISTA E.O.C. REMODEL**

RIO VISTA EMERGENCY OPERATION CENTER  
350 MAIN STREET, RIO VISTA, CA 94571  
CITY OF RIO VISTA CITY HALL  
1 MAIN STREET, RIO VISTA, CA 94571

Revisions:

GUTIERREZ / ASSOCIATES  
architects

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SHEET REFERENCE:  
IMPROVEMENT PLANS  
DATE: 04 JANUARY 2012

**A2**