# CITY OF GREENFIELD
# PLANNING COMMISSION

**Greenfield Civic Center**
**599 El Camino Real**
**Greenfield California**
**Tuesday**
**March 1, 2016**
**6:00 P.M.**

**CHAIR ANDREW TIPTON**
**VICE CHAIR DIANE BRUEGGEMAN**
**COMMISSIONER TINA MARTINEZ**
**COMMISSIONER ENRIQUE RAMIREZ**
**COMMISSIONER MARIA CASTILLO**

## AGENDA & ORDER OF BUSINESS

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. PUBLIC COMMENTS FROM THE AUDIENCE/STAFF ON ITEMS NOT ON THE AGENDA**

**D. ADOPTION OF THE JANUARY 11, 2016 PLANNING COMMISSION MINUTES** Page 3

**E. PUBLIC HEARING**

1. CONSIDERATION OF CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR CONSTRUCTION OF WIRELESS TELECOMMUNICATION FACILITY AT 401 EL CAMINO REAL Page 6
    a. Staff Report
    b. Open/Close Public Hearing
    c. Planning Commission Discussion
    d. Action

2. APPROVAL OF TENTATIVE MAP FOR THE VINES AT GREENFIELD SUBDIVISION CONSISTING OF PROPERTY LOCATED ON WALNUT AVENUE AS PART OF THE WALNUT AVENUE SPECIFIC PLAN AREA Page 69
    a. Staff Report
    b. Open/Close Public Hearing
    c. Planning Commission Discussion
    d. Action

## F. PLANNING COMMISSION REVIEW

1. AMENDMENT TO PLANNING COMMISSION BY-LAWS Page 91

   a. Staff Report
   b. Open/Close Public Comment
   c. Planning Commission Discussion
   d. Action

## G. COMMENTS FROM PLANNING COMMISSION AND STAFF

## H. ADJOURNMENT

City of Greenfield
Planning Commission Minutes
January 11, 2016

**CALL TO ORDER**

Vice-Chair Brueggeman called the meeting to order at 6:07 p.m.

**ROLL CALL**

Present: Vice-Chair Brueggeman, Commissioners Martinez, Ramirez and Castillo

Absent: Chair Tipton

Staff: Community Services Director Steinmann and Deputy City Clerk Gomez

**PUBLIC COMMENTS FROM THE AUDIENCE/STAFF ON ITEMS NOT ON THE AGENDA**

No comments were received.

**ADOPTION OF THE DECEMBER 1, 2015 PLANNING COMMISSION MINUTES**

**Motion** by Commissioner Martinez, seconded by Commissioner Ramirez to adopt the December 1, 2015 Planning Commission Minutes. All in favor. Motion carried.

**CONDITIONAL USE PERMIT FOR OFF-SALE GENERAL ALCOHOLIC BEVERAGE SALES AT 321-B EL CAMINO REAL**

Community Services Director Steinmann gave staff report.

Vice-Chair Brueggeman opened the public hearing at 6:15 p.m.

Flora Chong, applicant, was present to answer any questions.

Commissioner Martinez and Castillo expressed concern because the library was nearby.

Commissioner Ramirez and Vice-Chair Brueggeman expressed concerns with security issues and parking.

Vice-Chair Brueggeman closed public comment at 6:20 p.m.

**Motion** by Commissioner Martinez, seconded by Commissioner Castillo to deny the conditional use permit for an off-sale alcoholic beverage sale retail establishment at 321-B El Camino Real. All in favor. Motion carried.

**DESIGN REVIEW FOR AUTOZONE RETAIL STORE DEVELOPMENT AT 722 WALNUT AVENUE**

Community Services Director Steinmann gave staff report.

Vice-Chair Brueggeman opened the public comment at 6:47 p.m.

Bob Eynck was present to answer any questions.

Vice-Chair Brueggeman closed the public comment at 6:53 p.m.

Commissioner Castillo stated she liked the design.

**Motion** by Commissioner Castillo, seconded by Commissioner Ramirez to approved Resolution 2016-02 granting Design Review approval for the construction of an AutoZone Automotive parts retail store at 722 Walnut Avenue subject to conditions of approval. All in favor. Motion carried.

**DESIGN REVIEW FOR BURGER KING EXTERIOR REMODEL AT 520 WALNUT AVENUE**

Community Services Director Steinmann gave staff report.

Vice-Chair Brueggeman opened the public comment at 6:59 p.m.

Bob DeGrasse,applicant, was present to answer any questions.

Vice-Chair Brueggeman closed the public comment at 7:06 p.m.

**Motion** by Commissioner Martinez, seconded by Commissioner Castillo to approve Resolution 2016-03 granting Design Review approval for the exterior remodel of the existing Burger King at 520 Walnut Avenue subject to conditions of approval. All in favor. Motion carried.

**DESIGN REVIEW FOR GREENFIELD SELF-STORAGE ADDITION AT 760 EL CAMINO REAL**

Community Services Director Steinmann gave staff report.

Vice-Chair Brueggeman opened the public comment at 7:12 p.m.

Ken Slama, property owner, was present to answer questions.

Vice-Chair Brueggeman closed the public comment at 7:15 p.m.

**Motion** by Commissioner Castillo, seconded by Commissioner Ramirez to approve Resolution 2016-05 granting Design Review approval for the construction of an addition to the Greenfield Self-Storage Facility at 760 El Camino Real subject to conditions of approval. All in favor. Motion carried.

**TUNZI (APPLE ROW) ANNEXATION, PREZONING, VESTING TENTATIVE MAP, SUBSEQUENT MITIGATED NEGATIVE DECLARATION, AND MITIGATION MONITORING AND REPORTING PROGRAM**

Community Services Director Steinmann gave staff report.

Tad Stearn, Michael Baker International, gave a report.

Vice-Chair Brueggeman opened the public comment at 7:30 p.m.

Geary Coats, applicant, gave a brief update on project details and surrounding properties.

Vice-Chair Brueggeman closed the public comment at 7:43 p.m.

**Motion** by Commissioner Ramirez, seconded by Commissioner Castillo to approve Resolution 2016-04 recommending that the City Council (1) adopt the subsequent Mitigated Negative Declaration, (2) Adopt the Mitigation Monitoring Reporting Program, (3) approve the Prezoning of the site to R-L, Single Family Residential, (4) approve the Tentative Map with Conditions of Approval, and (5) direct staff to submit an Annexation application to LAFCO based upon these approvals subject to amended conditions as approved. All in favor. Motion carried.

**COMMENTS FROM PLANNING COMMISSION AND STAFF**

No comments were received.

**ADJOURNMENT**

Vice-Chair Brueggeman adjourned the meeting at 7:49 pm.

_____
Vice-Chair of the Planning Commission

_____
Secretary of the Planning Commission

# Planning Commission Report

599 El Camino Real Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

**DATE:** February 22, 2016

**AGENDA DATE:** March 1, 2016

**PREPARED BY:** Mic Steinmann, Community Services Director

**TITLE:** **CONSIDERATION OF CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR CONSTRUCTION OF WIRELESS TELECOMMUNICATION FACILITY AT 401 EL CAMINO REAL**

**RECOMMENDATION:** Adopt Resolution Approving Conditional Use Permit and Design Review

**PUBLIC HEARING:** Yes: X No: _____

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**Site Location:** 401 El Camino Real, APN No: 024-022-026
**Applicant:** Verizon Wireless

**General Plan:** Downtown Commercial
**Zoning District:** Retail Business (C-R)
**Existing Use:** Parking Lot, La Princesa Market
**Proposed Use:** Unmanned Wireless Telecommunications Facility
**Environmental Review:** Exempt

**Application for:** CONDITIONAL USE PERMIT
**File Reference:** CUP 2016-02

**Application for:** DESIGN REVIEW
**File Reference:** ARC 2016-01

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## AUTHORITY AND PROCEDURES

Chapter 17.94 of the City of Greenfield Municipal Code sets forth the general permit requirements, exemptions, development standards, and operation and maintenance standards that apply to all wireless communication facilities. Those requirements are intended to enable the City to regulate the installation of wireless communication facilities consistent with state and federal law. Section 17.94.010 of that chapter states that the "city acknowledges the community benefit associated with the provision of wireless communication service and potential public benefit from leasing of publicly owned properties." The stated intent is to "permit antennas and wireless communication facilities where they can be installed without creating adverse economic, safety and aesthetic impacts on abutting and nearby properties and the overall community." Section 17.94.020 states that development of all wireless communication facilities requires issuance of a conditional use permit.

Section 17.10.040 of the zoning code establishes the Planning Commission as the designated Approving Authority for conditional use permits and design review. For conditional use permits, section 17.16.060 specifies that conditional use permits shall be granted only when the Planning Commission determines that the proposed use or activity (1) "is consistent with the General Plan and all applicable provisions of this Title" and (2) that the "establishment, maintenance or operation of the use applied for will not, under the circumstances of the particular case (location, size, design, and operating characteristics), be detrimental to the health, safety, peace, morals, comfort, or general welfare of the public." To deny an application for a conditional use permit, the Planning Commission must do so "in writing and supported by substantial evidence contained in the written record. Denial shall not be based on the environmental effects of radio frequency emissions that comply with the federal communication emission regulation" (Section 17.94.020.E). The Planning Commission may, however, impose conditions for the conditional use permit to ensure compliance with applicable provisions and purposes of chapter 17.94 of the zoning code and to prevent adverse or detrimental impacts to public health, safety, or welfare (Sections 17.16.060 and 17.94.020).

For design review, section 17.16.070 specifies that design review applies to all nonresidential development, including telecommunication tower installations, and shall be granted only when the Planning Commission determines that the proposed use or activity (1) "is consistent with the objectives of the general plan, complies with applicable zoning regulations…," (2) the "proposed architecture, site design, and landscape design are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and the community," (3) the "architecture, including the character, scale and quality of the design, relationship with the site and other buildings, building materials, colors, screening of exterior appurtenances, exterior lighting and signing and similar elements establishes a clear design concept and is compatible with the character of buildings on adjoining and nearby properties," and (4) the "proposed project addresses vehicular, bicycle, and pedestrian transportation modes of circulation." The Planning Commission may impose conditions to "ensure inclusion of specific design features, use of specific construction materials, and conformance with all applicable provisions of [title 17]."

## CEQA

The proposed project is exempt from the requirements of CEQA pursuant to Sections 15301 and 15303 of the CEQA guidelines governing construction of small structures (California Code of Regulations, Title 14, Chapter 3).

## BACKGROUND AND ANALYSIS

Verizon Wireless has submitted an application to the City to construct an unmanned wireless telecommunication facility, tower and associated ground-based equipment, within the parking lot of La Princesa Market at 401 El Camino Real, APN: 024-022-026. Verizon Wireless is undertaking a large expansion project to improve communications services and to increase call volume and coverage capacity for residential and business users in and around the downtown area and to provide capacity offload within the City by providing relief to the existing sites in Soledad to the north and Highway 101/Greenfield to the south.

The proposed project consists of a 45 foot monopole camouflaged as a faux-pint tree which will include an additional 5 feet of branching to create a natural tapered look to the monopine tree.
An approximate 18' x 18' enclosed equipment shelter will be located at the base of the new tower.

### Conformance with General Plan and Zoning Code

**General Plan:** The Economic Development Element of the City of Greenfield General Plan includes policies to identify infrastructure and other improvements needed for business retention and expansion. In 2003 the City prepared an Economic Strategic Plan that indicated that the lack of wireless infrastructure was a deterrent to business growth in the Greenfield area. As businesses and residents are becoming more dependent on wireless communications through the significant increase in mobile devices and the complexity of the applications being used by such devices, it is imperative that infrastructure be in place to accommodate the needs of new technology now and into the future.

**Land Use:** Telecommunication facilities are allowed in all zoning districts (section 17.26.040), subject to issuance of a conditional use permit (section 17.94.020).

**Site Design:** Section 17.94.040.C.1 of the zoning code requires that wireless communication facilities be "designed to minimize the visual impact to the greatest extent feasible, considering technological requirements, by means of placement, screening, camouflage, to be compatible with existing architectural elements, landscape elements, and other site characteristics."

The Proposed Facility is approximately 385 square feet in size and is located in the parking area of the La Princesa Market. The facility is camouflaged as a faux-pine tree or monopine, to minimize the visual impact to the greatest extent feasible. The facility will consist of nine (9) antennas, located at a centerline height of 42 feet. The top of the pole is 45 feet, however, an extra 5 feet of branching is needed to create a natural tapered look to the monopine tree.

Associated ground equipment will include outdoor equipment cabinets and a 15kw emergency standby generator. The entirety of the ground equipment will be enclosed by a concrete masonry unit (CMU) wall that will mimic the split-face CMU wall of the local McDonald's, located at 501 El Camino Real. There will be underground power & Telco to the site.

**Safety Design:** Section 17.94.040.C.2 of the zoning code requires that "[a]ll facilities shall be designed so as to be resistant to and minimize opportunities for unauthorized access, climbing, vandalism, graffiti, and other conditions that would result in hazardous conditions, visual blight, or attractive nuisances." The proposed 8 foot tall CMU wall minimizes any unauthorized access and fully conceals all associated ground equipment. Additionally, the split-face design deters vandalism and graffiti.

**Location:** Section 17.94.040.C.3 of the zoning code specifies that new telecommunication towers shall be set back from abutting street right-of-ways and residential property lines a distance equal to the height of the tower. The proposed facility is properly setback from all sides of the parcel. The monopine is set back over 100% of its height from all property lines.

**Height:** The proposed facility is located in the C-R zone, which has a height limit of 45 feet, which may be exceeded upon issuance of a conditional use permit (section 17.32.040). The proposed tower structure and pole is 45 feet tall. A "top hat" is required for all monopines to produce a natural, tapered effect found in pine trees. An additional 10% of the pole height is needed to create this effect and an additional 5 feet of branching has been added to this monopine for a total of 50 feet.

**Lighting:** The proposed design does not include lighting of the tower or equipment enclosure. The outdoor lighting standards of section 17.56.020 of the zoning code do not apply.

**Landscaping:** Landscape requirements for telecommunication towers are set forth in section 17.94.040.C.6 of the zoning code. Due to the location of the facility, within a parking lot, landscaping is not appropriate as a screening measure. It would increase the footprint of the equipment, encroaching into additional parking spaces, and would be inconsistent with the existing structures in the lot itself. Instead, Verizon Wireless has proposed an 8 foot tall CMU wall to fully enclose the ground equipment and match the existing CMU wall located in the parking lot of 501 El Camino Real (McDonald's). This type of enclosure ensures maximum screening and blends in with other structures in the area.

**Design/Finish:** Section 17.94.040.C.7 of the Zoning Code requires that the tower and related equipment have subdued colors and non-reflective materials that blend with the colors and materials of the surrounding areas. The monopine will be stealthed with the colors and materials to mimic a pine tree. The CMU wall that encloses the ground equipment will be split-faced and matched to the existing CMU wall located at 501 El Camino Real (McDonald's). The split-face finish of the wall also acts as a vandalism deterrent.

**Advertising:** As required by section 17.94.040.C.8 of the zoning code, the proposed design does not include any signs or advertising devices other than certification, warning or other required seals or signs.

**Parking:** In accordance with section 17.58.050 of the zoning code, the proposed facility is compliant with parking requirements. This property requires 3 spaces per 1,000 square feet of building area. The La Princesa Market has a footprint of 6,100 square feet and requires a minimum of 18 off-street parking spaces. In addition, telecommunications facilities require one (1) parking space. The total number of minimally required parking at this location is 19 parking spaces. This property has a total of 38 parking spaces. The proposed facility will take up 2 parking spaces, leaving the parcel with 36 parking spaces, which is well above what is required.

**Noise:** A noise analysis study was submitted to the City as part of Verizon Wireless' conditional use permit application. The proposed development complies with the noise standards of section 17.060.030 of the zoning code. Backup generators will only be operated during power outages and for testing and maintenance purposes. The recommendations of the noise analysis study for the type and model of the proposed generator and use of sound blankets on the interior walls of the CMU enclosure have been incorporated into the design of the facility.

**Nonionizing Electromagnetic Radiation (NIER) Exposure:** Section 17.04.050 of the zoning code mandates that the proposed telecommunication facility shall not, at any time, produce power densities that exceed the Federal Communication Commission's (FCC's) maximum permissible exposure (MPE) limits for electric and magnetic field strength and power density for transmitters. Compliance with the FCC limits is mandatory. A radio frequency electromagnetic radiation analysis has been submitted to the City as part of this conditional use permit application. The proposed development complies with the FCC maximum permissible exposure (MPE) limits. Denial of a conditional use permit cannot be based on the environmental effects of radio frequency emissions that comply with FCC regulations and limits (section 17.94.020.E).

## RECOMMENDATION

It is recommended that the Planning Commission approve and adopt the attached resolution that sets forth required findings for issuance of a conditional use permit and design review approval and establishes required conditions and/or performance guarantees for the development of the proposed Verizon Wireless telecommunication facility at 401 El Camino Real. The proposed development is consistent with the City's general plan and all applicable provisions of the zoning code, and will not, under the circumstances of the particular case (location, size, design, and operating characteristics), be detrimental to the health, safety, peace, morals, comfort, or general welfare of the public. There is no record or substantial evidence to support a denial of the requested conditional use permit.

The design of the tower camouflaged as a monopine and the use of a CMU block enclosure for ground equipment, similar in design and material to the block wall located at 501 El Camino Real (McDonald's), is compatible with the nearby residential neighborhoods and nearby properties. Adequate parking is provided and provision of bicycle and pedestrian transportation modes of circulation is not applicable.

## PLANNING COMMISSION ACTION

1. **Public Hearing –** Accept public testimony.

2. **Issue Conditional Use Permit** – Adopt the attached resolution of the Planning Commission and issue a conditional use permit for the development of a Verizon Wireless telecommunication facility at 401 El Camino Real (APN No: 024-022-026).

3. **Issue Design Review Approval** – Adopt the attached resolution of the Planning Commission and approve design review for the development of a Verizon Wireless telecommunication facility at 401 El Camino Real (APN No: 024-022-026).

## PROPOSED MOTION

I MOVE THAT THE PLANNING COMMISSION ADOPT RESOLUTION 2016-06 APPROVING A CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR THE CONSTRUCTION OF A VERIZON WIRELESS TELECOMMUNICATION FACILITY LOCATED AT 401 EL CAMINO REAL, APN: 024-022-026, SUBJECT TO THE CONDITIONS OF APPROVAL ATTACHED TO THAT RESOLUTION.

Attachments: Project Support Statement
Existing Facilities and Propagation Map
Photo Simulations
Acoustical Study
RF study
Site Plans

**CITY OF GREENFIELD PLANNING COMMISSION**
**RESOLUTION No. 2016-06**

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GREENFIELD ISSUING A CONDITIONAL USE PERMIT FOR THE DEVELOPMENT OF A VERIZON WIRELESS TELECOMMUNICATION FACILITY LOCATED AT 401 EL CAMINO REAL, APN NO. 024-022-026.**

**WHEREAS,** Verizon Wireless has submitted application to the City of Greenfield for the development of a wireless telecommunication facility to be collocated within the parking lot of La Princesa Market 401 El Camino Real, APN No. 024-122-026; and

**WHEREAS,** the development of wireless telecommunication facilities is allowed in all zoning districts subject to issuance of a conditional use permit and design review;

**WHEREAS,** the City of Greenfield Zoning Code establishes the Planning Commission as the designated Approving Authority for issuance of a conditional use permit and design review; and

**WHEREAS**, the Planning Commission must make a final determination to approve, conditionally approve, or deny the conditional use permit and approve design review after being provided with recommendations from the Planning Director; and

**WHEREAS,** the City of Greenfield Planning Director has recommended issuance of a conditional use permit and approval of design review; and

**WHEREAS,** the application for a conditional use permit and design review was heard, reviewed, and discussed by the Planning Commission at a duly noticed public hearing;

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** that the Planning Commission of the City of Greenfield has considered all written and verbal evidence regarding this application for a conditional use permit at the public hearing and has made the following findings regarding the proposed conditional use permit:

1. FINDING: That the proposed development of a Verizon Wireless telecommunication facility within the parking lot of the La Princesa Market at 401 El Camino Real is consistent with the City of Greenfield General Plan and all applicable provisions of the Zoning Code, Title 17.

   (a) The Economic Development Element of the City of Greenfield General Plan includes policies to identify infrastructure and other improvements needed for business retention and expansion. In 2003 the City prepared an Economic Strategic Plan that indicated that the lack of wireless infrastructure was a deterrent to business growth in the Greenfield area. As businesses and residents are becoming more dependent on wireless communications through the significant

increase in mobile devices and the complexity of the applications being used by such devices, it is imperative that infrastructure be in place to accommodate the needs of new technology now and into the future.

(b) Telecommunication facilities are allowed in all zoning districts (section 17.26.040 of the zoning code), subject to issuance of a conditional use permit (section 17.94.020 of the zoning code).

(c) The proposed facility is located in the C-R zoning district, which has a height limit of 45 feet, which may be exceeded upon issuance of a conditional use permit (section 17.32.040 of the zoning code). The proposed tower structure and pole is 45 feet tall. A "top hat" is required for all monopines to produce a natural, tapered effect found in pine trees. Allowing an additional 10% of the pole height is appropriate to create this effect. An additional 5 feet of branching to the monopine, increasing the total height to 50 feet, is appropriate and permissible upon issuance of a conditional use permit.

(d) The proposed project complies with all requirements of the zoning code relating to setbacks, safety design, height (with issuance of a conditional use permit), lighting, landscaping, design/finish, advertising, parking, noise, and nonionizing electromagnetic radiation (NIER) exposure.

2. FINDING: That the establishment, maintenance, or operation of the proposed use will not, under the circumstances of the particular case (location, size, design, and operating characteristics), be detrimental to the health, safety, peace, morals, comfort, or general welfare of the public.

(a) The ground-based equipment for the telecommunication tower will be enclosed in an 8 foot CMU block wall with locking door/gate, thereby minimizing the exposure to vandalism and property damage.

(b) The CMU block wall enclosure ensures maximum screening and blends in with other structures in the area.

(c) By providing improved wireless telecommunication service to the residents and businesses in and near the downtown area, the comfort and general welfare of those residents and businesses will be enhanced.

**NOW, THEREFORE, BE IT FURTHER RESOLVED,** that the Planning Commission of the City of Greenfield has considered all written and verbal evidence regarding this application for design review at the public hearing and has made the following findings regarding design review:

1. FINDING: That the proposed development is consistent with the objectives of the general plan, complies with applicable zoning regulations, specific plan provisions,

planned unit development provisions, applicable city design guidelines, and improvement standards adopted by the city.

(a) The Economic Development Element of the City of Greenfield General Plan includes policies to identify infrastructure and other improvements needed for business retention and expansion. As businesses and residents are becoming more dependent on wireless communications through the significant increase in mobile devices and the complexity of the applications being used by such devices, it is imperative that infrastructure be in place to accommodate the needs of new technology now and into the future.

(b) Telecommunication facilities are allowed in all zoning districts (section 17.26.040 of the zoning code), subject to issuance of a conditional use permit (section 17.94.020 of the zoning code).

(c) The proposed project complies with all requirements of the zoning code relating to setbacks, safety design, height, lighting, landscaping, design/finish, advertising, parking, noise, and nonionizing electromagnetic radiation (NIER) exposure.

2. FINDING: That the proposed architecture, site design, and landscape design are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and the community.

(a) The telecommunication tower is camouflaged as a faux-pine tree or monopine, to minimize the visual impact to the greatest extent feasible.

(b) The CMU block wall enclosure for ground equipment is similar in design and material to the block wall located at 501 El Camino Real (McDonald's).

(c) The placement of the telecommunication tower and ground equipment within the parking lot area minimizes the loss of available parking spaces.

3. FINDING: That the architecture, including the character, scale and quality of the design, relationship with the site and other buildings, building materials, colors, screening of exterior appurtenances, exterior lighting and signing and similar elements establishes a clear design concept and is compatible with the character of buildings on adjoining and nearby properties.

(a) The use of a camouflaged faux-pine tree or monopine is an appropriate design feature within the downtown business district, particularly for a location that is immediately adjacent to residential uses.

(b) The design and colors of the CMU block wall enclosing the ground-based equipment is similar in design to the block wall located at 501 El Camino Real (McDonald's).

(c) The CMU block wall enclosure ensures maximum screening and blends in with other structures in the area.

(d) There is no exterior lighting or advertising.

4. FINDING: That the proposed project addresses vehicular, bicycle, and pedestrian transportation modes of circulation.

(a) For the new telecommunications tower and the existing La Princesa Market, a total of 19 parking spaces are required. A total of 36 on-site parking spaces are available, which significantly exceeds the parking requirements of the zoning code.

(b) Bicycle and pedestrian modes of transportation are not relevant considerations for a telecommunications tower.

**NOW, THEREFORE, BE IT FURTHER RESOLVED,** that the Planning Commission of the City of Greenfield does approve Conditional Use Permit No. 2016-02 subject to the conditions of approval attached hereto and incorporated herein by reference.

**NOW, THEREFORE, BE IT FURTHER RESOLVED,** that the Planning Commission of the City of Greenfield does approve design review of the proposed Verizon Wireless telecommunication facility subject to the design review conditions of approval attached hereto and incorporated herein by reference.

**PASSED AND ADOPTED** by the Planning Commission of the City of Greenfield, at a regularly scheduled meeting of the City of Greenfield Planning Commission held on the 1st day of March 2016, by the following vote:

**AYES,** and all in favor, therefore, Commissioners:

**NOES,** Commissioners:

**ABSENT,** Commissioners:

_____
Drew Tipton Chairperson
City of Greenfield Planning Commission

_____
Desiree Gomez, Secretary
City of Greenfield Planning Commission

**CITY OF GREENFIELD PLANNING COMMISSION**
**CONDITIONAL USE PERMIT No. 2016-02**

**Project:** Construction of Verizon Wireless telecommunication facility at 401 El Camino Real in the City of Greenfield, CA, including faux-pine monopole and associated equipment.

**Applicant:** Verizon Wireless

**APN:** 024-022-026

**Issued:** March 1, 2016

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1. This conditional use permit is based on plans and drawings reviewed by the City of Greenfield Planning Commission on March 1, 2016, for a site located at 401 El Camino Real in the City of Greenfield.

2. This conditional use permit was approved by the City of Greenfield Planning Commission by Resolution 2016-06 on March 1, 2016. This conditional use permit becomes valid only after the designated ten (10) day appeal period has been completed. In the event of an appeal, that appeal will be heard by the City of Greenfield City Council, and this conditional use permit will be held in abeyance pending completion of the appeal process.

3. If the applicant has not made application for a building permit within one year after approval of this conditional use permit, it will be necessary for the applicant to submit a new application for a conditional use permit. Time extensions may be considered upon receipt of a written request for a time extension submitted to the City no less than thirty (30) days prior to expiration of this one year period, or any extension thereto previously granted.

4. The telecommunication tower shall be camouflaged as a faux-pine as indicated in the plans and specifications submitted as part of this conditional use permit application. The telecommunication tower shall be no more than 45 feet in height. An additional 5 feet of branching to the monopine may be added, increasing the total height of the tower and branching to approximately 50 feet.

5. The CMU block wall enclosing the ground equipment shall use the colors, materials, and design theme as indicated in the plans and specifications submitted as part of this conditional use permit application.

6. The recommendations of the noise analysis study submitted as part of this conditional use permit application for the type and model of the emergency generator and use of sound

blankets on the interior walls of the CMU equipment enclosure shall be incorporated into final plans and specifications for the facility.

7. Backup generators shall only be operated during power outages and for testing and maintenance purposes.

8. At the time of application for a building permit, the project's plans and specifications will be reviewed by the City's Planning Director and Building Official for conformance with the plans and specifications submitted as part of this conditional use permit application and the requirements of this conditional use permit. A building permit will not be issued if the final plans and specifications are not in substantial compliance with those plans and specifications and the requirements of this conditional use permit.

9. Upon completion of the project, and before a certificate of occupancy is issued, and every five (5) years thereafter, the applicant shall conduct an as-built, in-field noise analysis to confirm all installed equipment either complies with or employs noise attenuation measures in compliance with the maximum noise level standards set forth in Section 17.60.030 of the Zoning Code.

10. At or before completion of the project, and before a certificate of occupancy is issued, the applicant shall submit documentation to the City, in form and content acceptable to the City, verifying that the installed equipment and facilities do not produce, at any time, power densities in any inhabited area that exceed the Federal Communication Commission's maximum permissible exposure (MPE) limits for electric and magnetic field strength and power density for transmitters, or any more restrictive standards adopted or promulgated by the city, county, state, or federal government, in effect on the date of application for a building permit.

11. All facilities shall be designed, constructed, and installed so as to be resistant to and minimize opportunities for unauthorized access, climbing, vandalism, graffiti, and other conditions that would result in hazardous conditions, visual blight, or attractive nuisances.

**ACKNOWLEDGEMENT AND ACCEPTANCE**

This Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and shall have no force or effect unless and until agreed to, in writing, by Applicant. The undersigned hereby acknowledges the approved terms and conditions, and agrees to conform to and comply with said terms and conditions of approval of this permit.

**Verizon Wireless**

_____ _____

By: Date

**CITY OF GREENFIELD PLANNING COMMISSION**
**DESIGN REVIEW (ARC 2016-01)**

**Project:** Construction of Verizon Wireless telecommunication facility at 401 El Camino Real in the City of Greenfield, CA, including faux-pine monopole and associated equipment.

**Applicant:** Verizon Wireless

**APN:** 024-022-026

**Approved:** March 1, 2016

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1. This design review approval is based on plans and drawings reviewed by the City of Greenfield Planning Commission on March 1, 2016, for a site located at 401 El Camino Real in the City of Greenfield.

2. This design review was approved by the City of Greenfield Planning Commission by Resolution 2016-07 on March 1, 2016. This design review approval becomes valid only after the designated ten (10) day appeal period has been completed. In the event of an appeal, that appeal will be heard by the City of Greenfield City Council, and this design review approval will be held in abeyance pending completion of the appeal process.

3. If the applicant has not made application for a building permit within one year after approval of this design review, it will be necessary for the applicant to submit a new application for design review. Time extensions may be considered upon receipt of a written request for a time extension submitted to the City no less than thirty (30) days prior to expiration of this one year period, or any extension thereto previously granted.

4. The telecommunication tower shall be camouflaged as a faux-pine as indicated in the plans and specifications submitted as part of this design review.

5. The CMU block wall enclosing the ground equipment shall use the colors, materials, and design theme as indicated in the plans and specifications submitted as part of this design review.

6. At the time of application for a building permit, the project's plans and specifications will be reviewed by the City's Planning Director and Building Official for conformance with the plans and specifications submitted as part of this design review and the requirements of this design review approval. A building permit will not be issued if the final plans and specifications are not in substantial compliance with those plans and specifications and the requirements of this design review approval. Minor modifications shall be reviewed and approved by the Planning Director. Major modifications shall require review and

approval by the Planning Commission. The Planning Director shall make the determination whether any proposed modification is minor or major.

7. These design review conditions of approval shall remain in force for one year after their adoption by the City of Greenfield Planning Commission. If the applicant has not made application for a building permit within this one year period, it will be necessary for the applicant to submit a new application for design review.

**ACKNOWLEDGEMENT AND ACCEPTANCE**

These design review conditions of approval are hereby accepted upon the express terms and conditions hereof, and shall have no force or effect unless and until agreed to, in writing, by applicant. The undersigned hereby acknowledges the approved terms and conditions, and agrees to conform to and comply with said terms and conditions of approval of this design review.

**Verizon Wireless**

_____ _____

By: Date

**PROJECT SUPPORT STATEMENT**
**VERIZON WIRELESS**

**Site Name:** Downtown Greenfield
**Location:** 401 El Camino Real, Greenfield, CA 93927
**APN:** 024-022-026-000

## Introduction

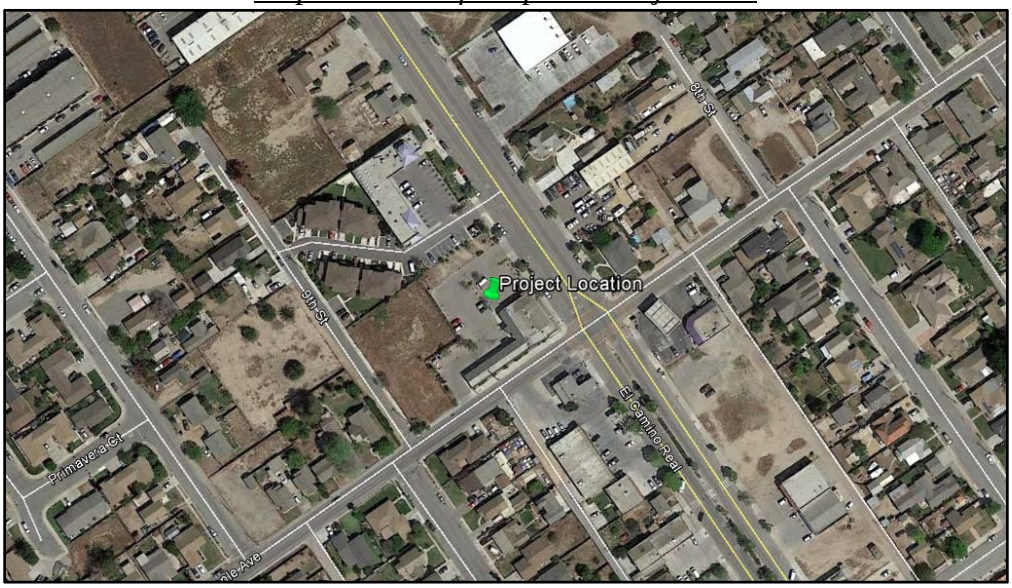
Verizon Wireless is undertaking a large expansion project to improve communications services and to increase capacity for residential and business users in and around downtown Greenfield and greater Monterey County. More specifically, Verizon proposes to provide capacity offload in the City of Greenfield by providing relief to the existing sites Soledad and Downtown Soledad to the north as well as Hwy 101/Greenfield to the south.

Verizon maintains a strong customer base in the area and strives to increase and improve coverage for both current and potential customers. This network development will also serve to increase public safety within the area. Presently, this main thoroughfare through Greenfield suffers from poor signal strength due to a high volume of usage and distance between existing Verizon sites.

## Project Description

Verizon proposes a new wireless telecommunications site (Proposed Facility) at 401 El Camino Real, Greenfield, CA 93927 in downtown Greenfield to aid the surrounding areas with their call volume and coverage. To achieve this, Verizon proposes a new 45 ft. tall monopole, with an additional 5 ft. of camouflaging, at the above-referenced address.

*Map Location of Proposed Project Site*



## COMPLIANCE WITH CITY DEVELOPMENT REGULATIONS FOR TOWERS

In accordance with Greenfield Municipal Code 17.94.040, the proposed facility complies with all General Plan, Conditional Use Permit (CUP), Tower, and associated development standards.

(A) Site design.

The Proposed Facility is approximately 385 sq. ft. in size and is located in the parking area of the La Princesa Market, located at 401 El Camino Real. The parcel is zoned Retail Business (C-R) and allows for telecommunications facilities. This facility is camouflaged as a faux-pine tree or monopine, to minimize the visual impact to the greatest extent feasible. The facility will consist of nine (9) antennas, located as a centerline height of 42 ft. The top of the pole is 45 ft., however, an extra 5 ft. of branching is needed to create a natural tapered look to the monopine tree. Please see attached photo simulation enlargements for additional detail.

*Photo Simulation from across El Camino Real*

Associated ground equipment will include outdoor equipment cabinets and a 15kw emergency standby generator. The entirety of the ground equipment will be enclosed by a concrete masonry unit (CMU) wall that will mimic the split-face CMU wall of the local McDonald's, located at 501 El Camino Real. There will be underground power & Telco to the site.

(B) Safety design.

The proposed 8 ft. tall CMU wall minimizes any unauthorized access and fully conceals all associated ground equipment. Additionally, the split-face design deters vandalism and graffiti.

(C) Location.

The proposed facility is properly setback from all sides of the parcel. The monopine is setback over 100% of its height from all property lines. Please see page LS1 on the Site Plans for additional detail.

(D) Height limit.

The proposed facility is located in the C-R zone, which has a height limit of 45 ft. The proposed tower structure and pole is 45 ft. tall. A "top hat" is required for all monopines to produce a natural, tapered effect found in pine trees. An additional 10% of the pole height is needed to create this effect and an additional 5 ft. of branching has been added to this monopine for a total of 50 ft.

(F) Landscape.

Due to the location of the facility, within a parking lot, landscaping is not appropriate as a screening measure. It would increase the footprint of the equipment, encroaching into additional parking spaces and would be inconsistent with the existing structures in the lot itself. Instead, Verizon proposed an 8 ft. tall CMU wall to fully enclose the ground equipment and match the existing CMU wall located in the parking lot of 501 El Camino Real (McDonald's). This sort of enclosure ensures maximum screening and blends in with other structures in the area. Please see the attached photo simulations for additional detail.

(G) Design/finish.

The monopine will be stealthed with the colors and materials to mimic a pine tree. The CMU wall that encloses the ground equipment will be split-faced and matched to the existing CMU wall located at 501 El Camino Real (McDonald's). The split-face finish of the wall also acts as a vandalism deterrent.

(H) Advertising.

There will be no advertising on the tower or related equipment.

(I) Parking.

In accordance with Section 17.58 (Parking), the proposed facility is compliant with parking requirements. This property is considered Retail (Other Not Listed) and requires 3 spaces/1,000 square feet of building area. The building has a footprint of 6,100 sq. ft. and requires a minimum of 18 off-street parking spaces. In addition, telecommunications facilities require 1 parking spot. The total number of minimally required parking at this location is 19 parking spaces.

This property has a total of 38 parking spaces. The proposed facility will take up 2 spots, leaving the parcel with 36 parking spots, which is well above what is required.

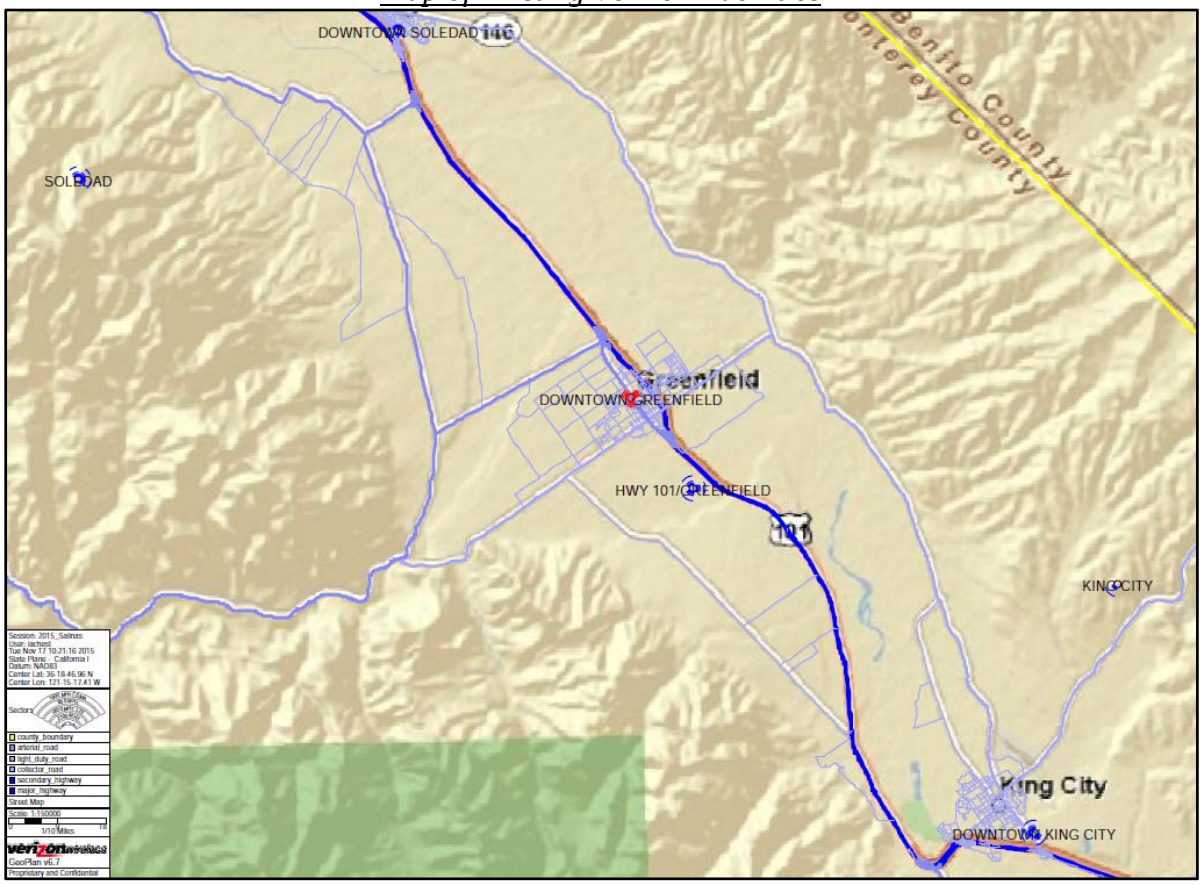
## COMPLIANCE WITH GENERAL DEVELOPMENT STANDARDS

### Need for the Proposed Facility at 401 El Camino Real in Greenfield, CA

Verizon is moving away from traditional cellular voice service to VoLTE (Voice over LTE). This service uses the Verizon Wireless cellular data network to handle voice calls. As more and more users becomes wireless-only households, the need for telecommunications facilities has grown and carriers are required to build cells closer to the residential areas that they serve. As data use grows by 70% to 100% a year and with the existing facilities in overload, the Verizon network is not optimal in Greenfield as users experience breaks during their calls, longer times to connect to a call, and dropped calls unless the network can be improved by adding more coverage and capacity.

The proposed facility will provide capacity relief in the City of Greenfield by offloading the existing site Soledad to the north as well as Hwy 101/Greenfield to the south. All of these facilities are over 1-mile from the Greenfield borders.

*Map of Existing Verizon Facilities*




Verizon currently operates 3 existing facilities Soledad, Downtown Soledad, and Hwy 101/Greenfield outside Greenfield. The Downtown Soledad and Hwy 101/Greenfield facilities are overloaded and cannot provide and coverage or capacity needed to offer adequate service to customers in the vicinity. These facilities are over 1 mile from the proposed facility. As more

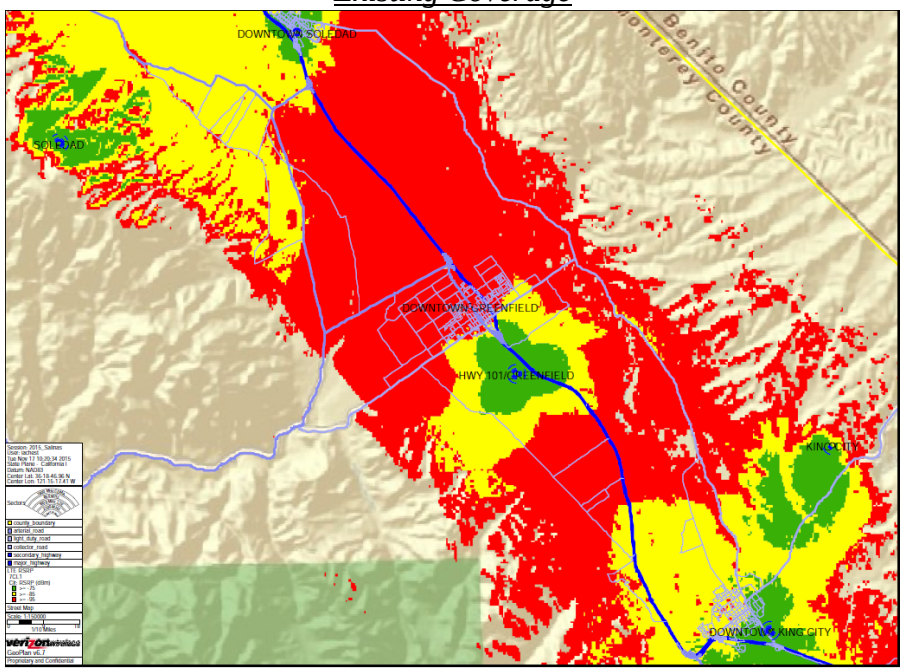
customers demand coverage in their homes, telecommunications facilities are needed in more densely populated and more residential areas. This facility was located within a search area calculated by Verizon's RF engineer.

**Propagation Maps**

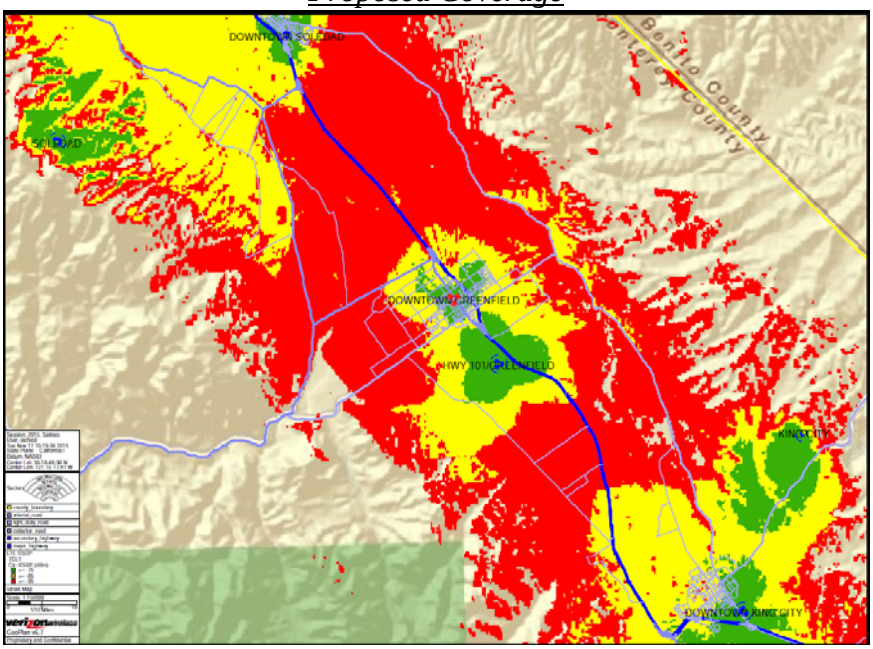
Currently, downtown Greenfield suffers from a lack of coverage and capacity. Not only is the main thoroughfare of El Camino Real traffic-heavy, this stretch of road is also centrally located enough to cover the gap that exists among Verizon's existing facilities. Coverage is the geographic area where there is sufficient radio frequency (RF) signal strength to provide for a calls and data usage while capacity relates to the capability of the system to sustain a given number of subscribers. Without telecommunications facilities in a given area, signal strength is diminished or nonexistent, requiring additional coverage. Capacity overload occurs when the facility is unable to accommodate a given number of users, during peak usage hours due to the sheer number of callers that are communicating with the same cell site at a given time.

Coverage maps visually depict the improved coverage to be provided by the proposed telecommunications site. The first map represents Verizon's existing coverage conditions in the area. The second map represents Verizon's coverage conditions given approval of the proposed telecommunications site. The green areas on both maps represent areas with good in-building coverage. As more and more households become wireless only, the need for in-building coverage has been growing exponentially every year. The yellow areas on both maps below represent areas with good in-vehicle coverage only. This is essential for commuters and residents using GPS or other data in their cars. Lastly, the red portions of the maps represent areas with outdoor coverage only.

*Existing Coverage*



*Proposed Coverage*




**Alternative Sites Analysis**

The candidate review process for this site began in June of 2013. In identifying the most preferred site location and design, Verizon begins its process by identifying a search area and a required centerline height. Verizon then looks to local codes and general plans to identify the values significant to the local community for the siting/locating of wireless facilities.

In addition to the above mentioned location and height attributes, each proposed site must meet certain minimum requirements, such as the following:

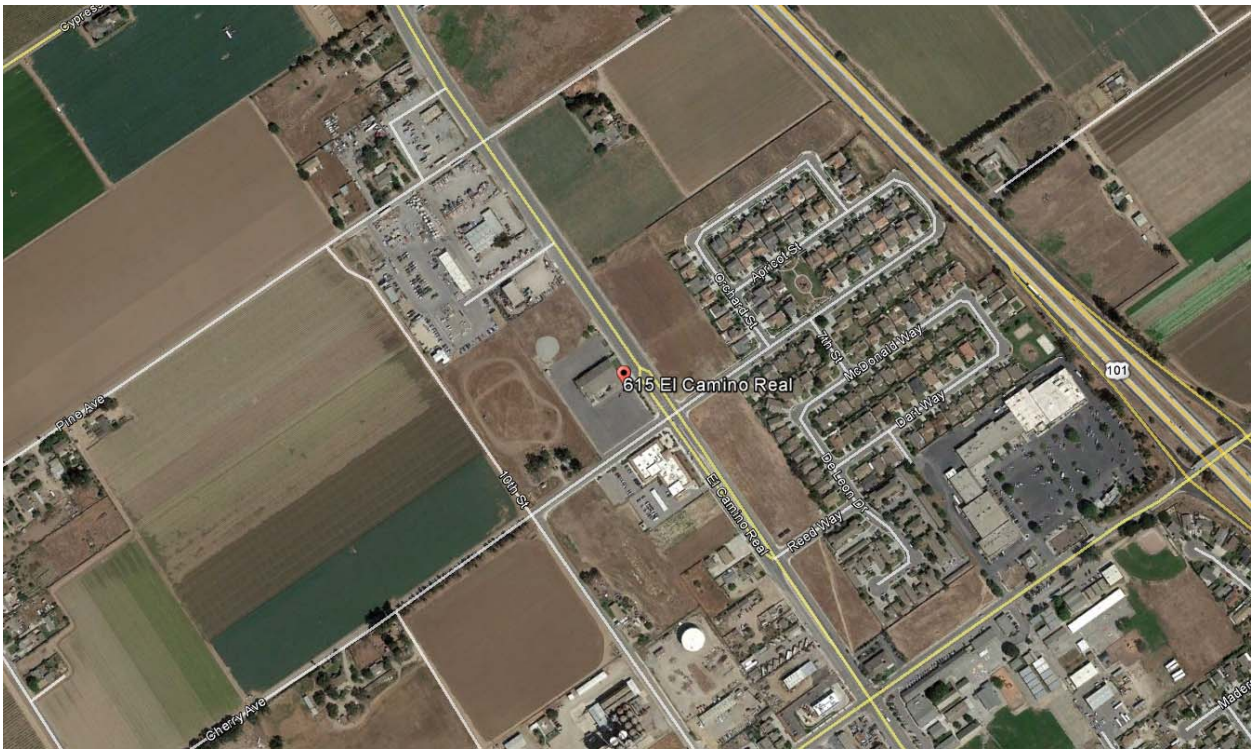
- A willing landlord,
- Feasible construction,
- Road access,
- Available telephone and electrical utilities,
- Satisfaction of coverage objectives, and
- Compliance with local zoning requirements.

During the candidate review process, Verizon first looked for collocation opportunities within the Search Ring. This particular search area does have an existing wireless communication tower, however not one that would provide a co-location opportunity. (Please see Alternative Candidates #1.)

<u>Alternative Candidate #1—Memorial Hall</u>
Address: 615 El Camino Real, Greenfield, CA
APN: 109-162-005-000
Zone: Public and Quasi Public (PQP)

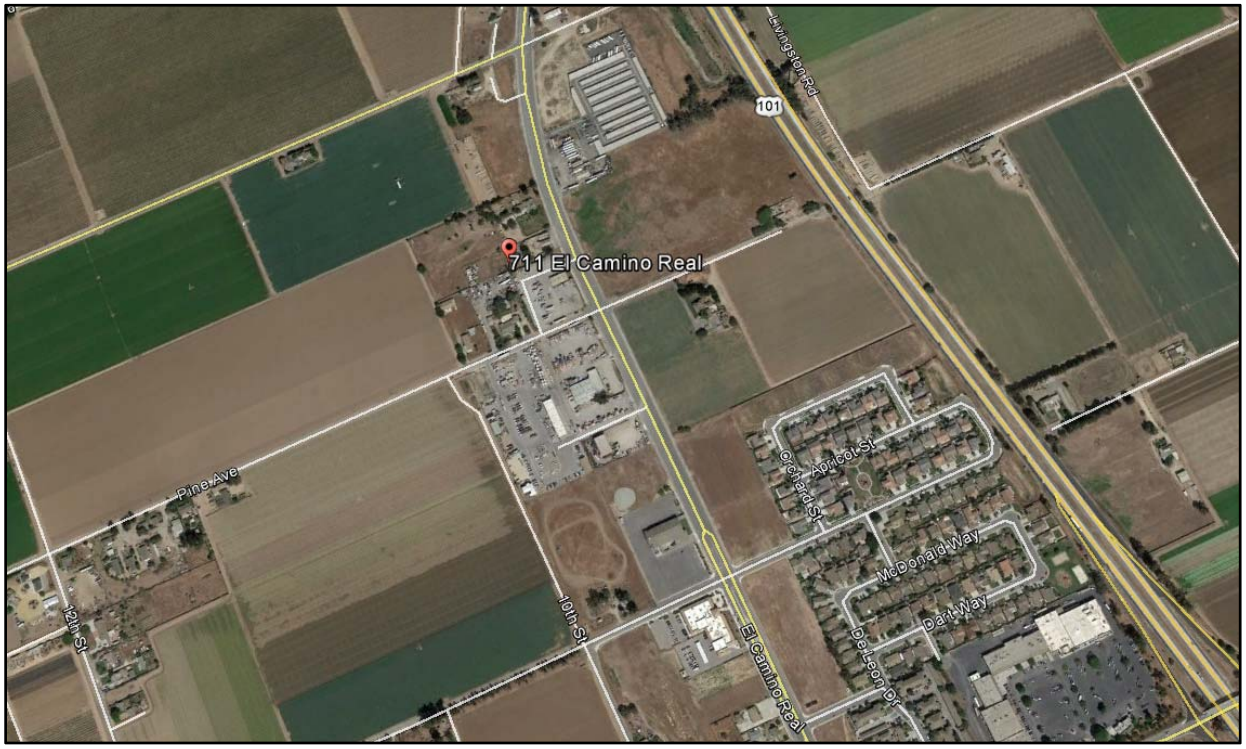
The existing Crown Castle International (CCI) compound could not accommodate Verizon's outdoor equipment cabinets, fit its outdoor diesel generator, or fulfill its service needs. There are a number of issues with this location. The existing tower is not sufficient to hold tower-mounted radios and more antennas. Currently, the 53 ft. tall monopole is too short to accommodate multiple carriers. Antennas require a minimum of 10 ft. of vertical space, placing Verizon's antennas at a maximum height of 40 ft. Not only is this height too short to cover Verizon's objectives, the Memorial Hall building adjacent to the tower will create interference with Verizon's equipment.

Due to the proximity of the tower to the Memorial Hall building, additional antennas will create RF hot zones on the roof of the Memorial Hall, sited only a few feet away from the existing tower and its antennas. This could require barriers and signage on the sloped roof of the Hall that would be very visible from El Camino Real. This structure would not be stealthed and would not blend into the existing landscape.



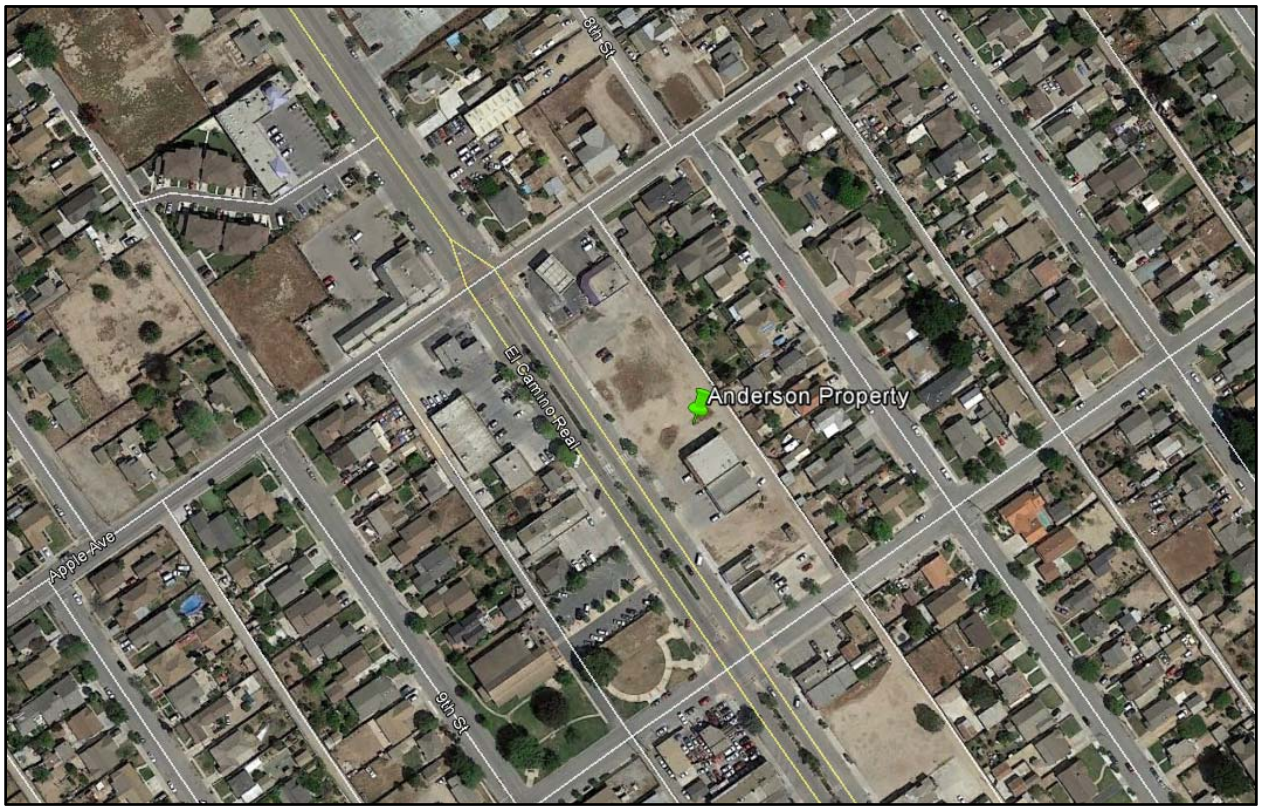
<u>Alternative Candidate #2—Pine Ave and El Camino Real Monopine</u>
Address: 711 El Camino Real, Greenfield, CA 93927
APN: 109-161-006-000
Zone: I-L (Light Industrial) with Regional Commercial Center Design Overlay

This property is still within the boundaries of Greenfield, but too far north of the area where Verizon is trying to provide capacity and coverage. The location is over 4,250 ft. from the current proposed location. The capacity a site can carry is a function of how close it is to the user base and how well the traffic is dispersed around the site. In this case the traffic is too far away and almost all the traffic would be in a single antenna sector of the site, pointing south. Verizon would need a new site closer to the downtown area within the year.



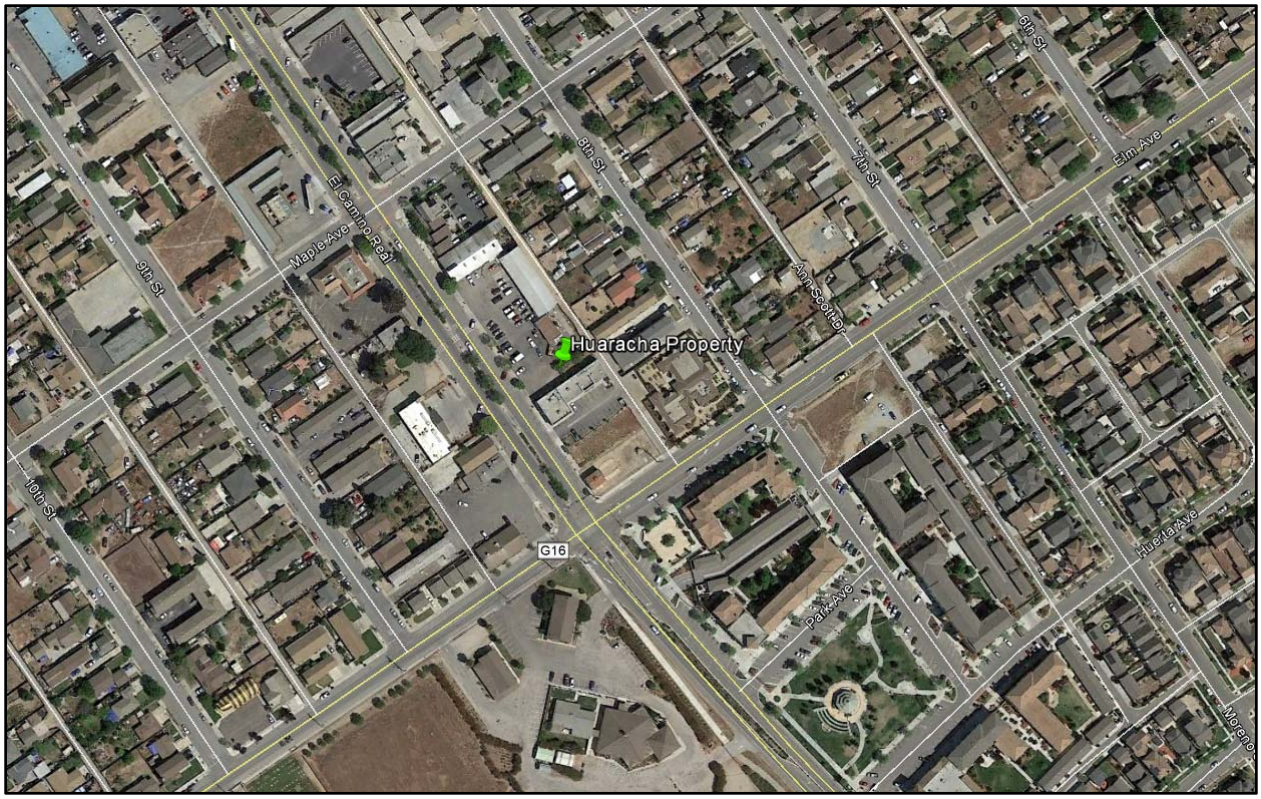
Alternative Candidate #3—Anderson Property
Address: S. El Camino Real, Greenfield, CA 93927
APN: 024-031-014-000
Zone: Retail Business (C-R)

The Anderson property was investigated during the site acquisitions process. This is a vacant, undeveloped commercial lot off El Camino Real between Apple and Palm Avenues. A 45 ft. tall monopole (or camouflaged tower) would meet the objectives needed by Verizon's RF engineer. In order to meet the setbacks required on this parcel, the tower would need to be in the center of the lot. This location does not have a lot of ground coverage nor does it have existing structures that may help screen the facility from either El Camino Real or from the residences to the rear of the parcel. In order to provide a telecommunications structure that may more easily blend into the existing landscape, this potential candidate was eliminated in lieu of a parcel that could provide capacity objectives in the proper location with existing surroundings that may help screen.



<u>Alternative Candidate #4—Huaracha Property</u>
Address: 34 El Camino Real, Greenfield, CA 93927
APN: 024-102-018-000
Zone: Retail Business (C-R)

The Huaracha Property was investigated during the site acquisitions process and a 45 ft. tall monopole (or camouflaged tower) was proposed to Verizon's RF engineer. However, this location is too far south of the target area and would require additional height, above the allowable height in the zone, to meet the objectives needed.




The Proposed Facility location and design represents a thorough and responsible investigation of alternative sites and co-location possibilities performed over the last few months. After an exhaustive review of the available properties and the applicable zoning law, Verizon has determined that the proposed site is the best available location for a wireless telecommunications facility to meet the coverage objective.

## Additional Information from the Applicant

Safety Benefits of Improved Wireless Service

Verizon offers its customers multiple services such as voice calls, text messaging, mobile email, picture/video messaging, mobile web, navigation, broadband access, V CAST, and E911 services. Mobile phone use has become an extremely important tool for first responders and serves as a back-up system in the event of a natural disaster. Verizon will install a standby generator at this telecommunications site to ensure quality communication for the surrounding community in the event of a natural disaster or catastrophic event. This generator will be fully contained within the equipment shelter and will provide power to the telecommunications site in the event that local power systems are offline.

Standby Generator Testing

Verizon installs a standby generator and batteries at all of its cell sites. The generator and batteries serve a vital role in Verizon's emergency and disaster preparedness plan. In the event of a power outage, Verizon's communications equipment will first transition over to the backup batteries. The batteries can run the site for a roughly 8 hours, depending upon the demand placed upon the equipment. Should the power outage extend beyond the capacity of the batteries, the backup generator will automatically start and recharge the batteries. This two state backup plan is an extremely important component of every Verizon communications site. As one of the nation's largest wireless companies, Verizon is the mobile phone service of choice to many Federal, State, and Local public safety agencies. While many public safety agencies employ their own two-way radio systems for intra-agency communications, Verizon phones are often the link to other agencies and the outside world. Backup batteries and generators allow Verizon's communications sites to continue providing valuable communications services in the event of a power outage, natural disaster or other emergency.

Operations & Maintenance

Visitation to the site by a service technician for routine maintenance typically occurs on an average of once per month. The proposed site is entirely self-monitored and connected directly to a central office where sophisticated computers alert personnel to any equipment malfunction. Because the wireless facility is unmanned, there is no regular hours of operation and no impacts to existing local traffic patterns. No water or sanitation services will are required.

Statement of Colocation

The Proposed Facility has been designed in a manner that will structurally accommodate additional antennas and/or future collocation. Verizon welcomes other carriers to collocate on their facilities whenever possible. Additional space is available within Verizon's lease area for at least one additional future carrier.

Lighting

No existing lighting standards will be disturbed on the property. The proposed facility has been sited to minimize disturbance to the existing parking lot and its existing light standards. The only lighting within the proposed facility will be 2 downward-tilted security lights within the 8 ft. tall CMU wall enclosure.

Noise

The standby generator is operated for approximately 10-15 minutes per week for maintenance purposes. During construction of the facility, which typically lasts around two months, acceptable noise levels will not be exceeded.

The proposed facility will comply with all City development standards. An 8 ft. tall CMU wall ensures noise mitigation, but acoustic curtains will be placed within the enclosure to further dampen any noise produced. Please see enclosed Acoustical Study for additional information on compliance with City standards.

Compliance with FCC Standards

Verizon Wireless complies with all FCC rules governing construction requirements, technical standards, interference protection, power and height limitations and radio frequency standards. An RF report has been prepared by independent licensed engineering firm Hammett & Edison, Inc., demonstrating that the Verizon facility has been designed to, comply with FCC requirements. In addition, Verizon complies with all FAA rules on site location and operation.

Notice of Actions Affecting This Development Permit

In accordance with California Government Code Section 65945(a), Verizon requests notice of any proposal to adopt or amend the: general plan, specific plan, zoning ordinance, ordinance(s) affecting building or grading permits that would in any manner affect this development permit. Any such notice may be sent to 2009 V Street, Sacramento, CA 95818.

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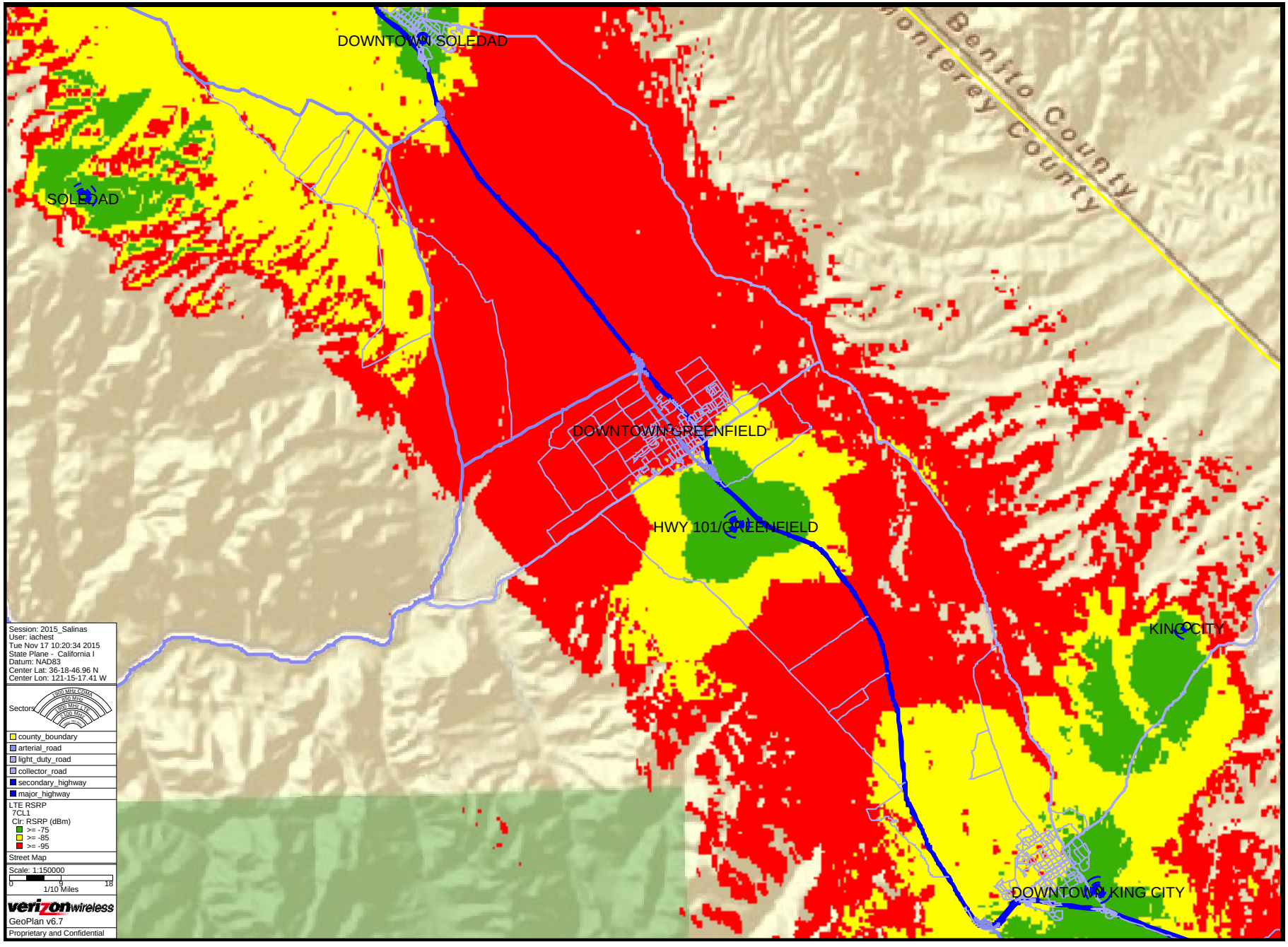
verizon wireless
GeoPlan v6.7
Proprietary and Confidential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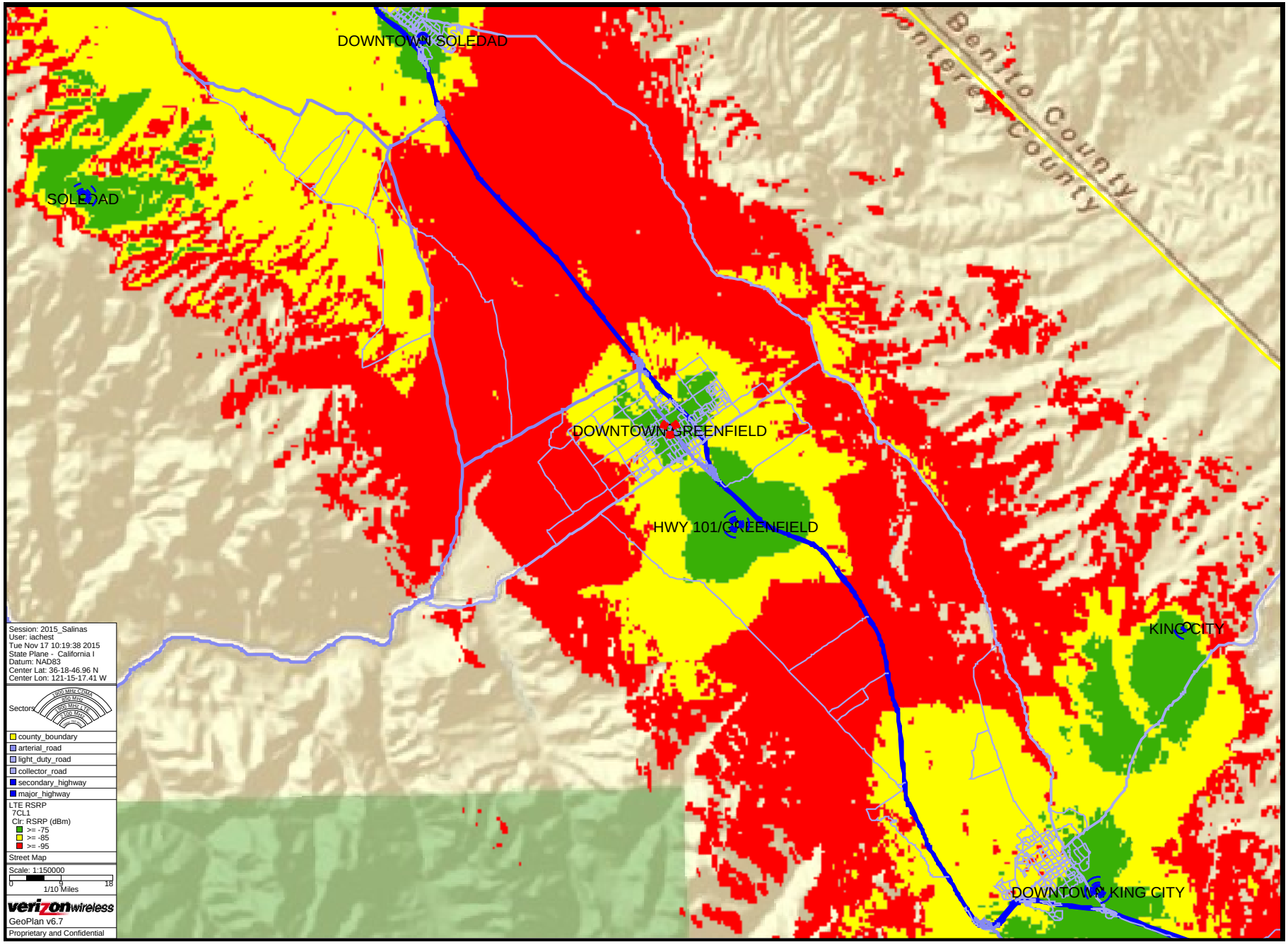
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collector_road
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major_highway
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7CL1
Clr: RSRP (dBm)
>= -75
>= -85
>= -95
Street Map
Scale: 1:150000
0
9
18
1/10 Miles
verizon wireless
GeoPlan v6.7
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**Downtown Greenfield**
401 El Camino Real, Greenfield, CA 93927

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*Photo simulation as seen looking southwest from El Camino Real*

**Downtown Greenfield**
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*Photo simulation as seen looking northeast from 9th St & Apple Ave*

Environmental Noise Analysis

# Downtown Greenfield Cellular Facility

City of Greenfield, California

BAC Job # 2015-270

Prepared For:

Complete Wireless Consulting

Attn: Kim Le
2009 V Street
Sacramento, CA. 95818

Prepared By:

**Bollard Acoustical Consultants, Inc.**

Paul Bollard, President

November 19, 2015

BOLLARD
Acoustical Consultants



3551 Bankhead Road • Loomis, CA 95650 • Phone: (916) 663-0500 • Fax: (916) 663-0501 • BACNOISE.COM

# Introduction

The Downtown Greenfield Verizon Wireless Unmanned Telecommunications Facility Project (project) proposes the installation of antenna sectors mounted on a proposed monopine, and the installation of outdoor equipment cabinets and an emergency diesel standby generator inside a fenced area located at 401 El Camino Real in Greenfield, California. The outdoor equipment cabinets and the emergency diesel standby generator have been identified as primary noise sources associated with the project. Please see Figure 1 for the general site location. The studied site design is dated October 12, 2015.

Bollard Acoustical Consultants, Inc. has been contracted by Complete Wireless Consulting, Inc. to complete an environmental noise assessment regarding the proposed project cellular equipment operations. Specifically, the following addresses daily noise production and exposure associated with operation of the project emergency generator and outdoor equipment cabinets.

Please refer to Appendix A for definitions of acoustical terminology used in this report. Appendix B illustrates common noise levels associated with various sources.

# Criteria for Acceptable Noise Exposure

## City of Greenfield Municipal Code and General Plan

The City of Greenfield Municipal Code and General Plan provide performance standards for non-transportation (stationary) noise sources, such as those proposed by the project. The exterior noise limits are applied at the property line of the receiving land use. Chapter 17.60 of the City of Greenfield Municipal Code applies daytime (7:00 a.m. to 10:00 p.m.) and nighttime (10:00 p.m. to 7:00 a.m.) noise level standards of 55 and 45 dB $L_{eq}$, respectively. The City of Greenfield General Plan noise standards for non-transportation noise sources are identical to the Municipal Code Standards for non-transportation noise sources.

Section 17.60.030.C of the City of Greenfield Municipal Code provides exemptions to the non-transportation noise performance standards. Section17.60.030.C.1 provides an exemption to the emission of sound in the performance of emergency work. However, the section states that the exemption does not apply to permanently installed emergency generators, such as the one proposed for this project.

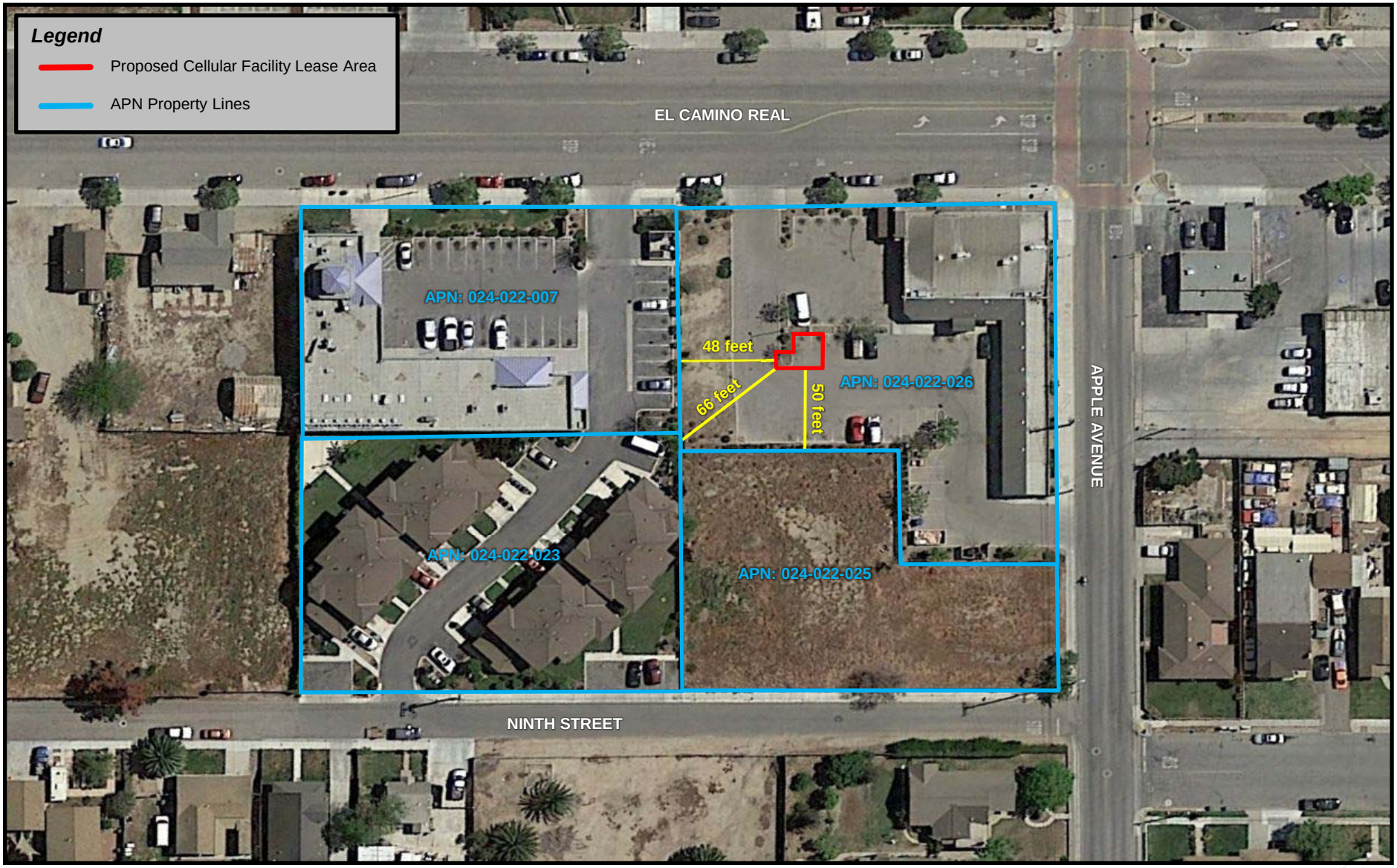
### Noise Standards Applied to the Project

Because the equipment cabinet cooling fans and emergency generator could potentially operate during nighttime hours, the nighttime noise level standard of 45 dB $L_{eq}$ was applied to both the outdoor equipment cabinets and the emergency generator. Satisfaction of the more strict nighttime noise level standard would ensure compliance with the daytime noise level standard of 55 dB $L_{eq}$.

**Figure 1**

Proposed Cellular Equipment Lease Area & Distances to Nearest Property Lines

Downtown Greenfield Cellular Facility – Greenfield, California




BOLLARD Acoustical Consultants

Scale (feet)

0 50 100

# Project Noise Generation

As discussed previously, there are two project noise sources which are considered in this evaluation; the equipment cabinet cooling systems and the emergency generator. The evaluation of potential noise impacts associated with the operation of each noise source is evaluated separately as follows:

## Equipment Cabinet Noise Sources and Reference Noise Levels

The project proposes the installation of two equipment cabinets within the lease area illustrated on Figure 1. Specifically, the cabinets assumed for the project are one Charles Industries 48V Power Plant and one miscellaneous cabinet cooled by a McLean Model T-20 air conditioner. The cabinets and their respective reference noise levels are provided in Table 1. The manufacturer's noise level data specification sheets for the proposed equipment cabinets are provided as Appendix C.

**Table 1**
**Reference Noise Level Data of Proposed Equipment Cabinets**

| Equipment | Number of Cabinets | Reference Noise Level, dB | Reference Distance, feet |
|---|---|---|---|
| Charles Industries 48V Power Plant | 1 | 60 | 5 |
| McLean T-20 | 1 | 66 | 5 |

Notes: Manufacturer specification sheets provided as Appendix C.

## Generator Noise Sources and Reference Noise Levels

A Generac Industrial Power Systems Model SD030 is proposed for use at this facility to maintain cellular service during emergency power outages. The site plans indicate that the generator, located within the same lease area as the equipment cabinets, will be equipped with the Level 2 Acoustic Enclosure resulting in a reference noise level of 68 dB at 23 feet. The manufacturer's noise level data specification sheet for the proposed generator is provided as Appendix D.

The generator which is proposed at this site would only operate during emergencies (power outages) and brief daytime periods for periodic maintenance/lubrication. According to the project applicant, testing of the generator would occur twice per month, during daytime hours, for a duration of approximately 15 minutes. The emergency generator would only operate at night during power outages.

## Predicted Facility Noise Levels at Nearest Property Lines

As indicated on Figure 1, the project equipment lease area maintains a separation of 48-66 feet from the nearest property lines. However, the distances from the project equipment to the property line vary from the distance to the overall lease area. The distances from the project equipment to the property lines were scaled from the provided project site plans and are provided in Table 2. Assuming standard spherical spreading loss (-6 dB per doubling of distance), project-equipment noise exposure at the nearest property lines was calculated and the results of those

calculations are presented in Table 2. The predicted equipment noise levels presented in Table 2 take into account the shielding provided by the proposed 8-foot tall CMU facility perimeter noise barrier. Barrier insertion loss calculation worksheets for the proposed facility perimeter noise barrier are provided in Appendix E.

**Table 2**
**Summary of Project-Related Noise Exposure at Nearest Property Lines**
**Downtown Greenfield Verizon Wireless Telecommunications Facility Project**

| | Distance from Cellular Equipment (feet)[2] | | Predicted Noise Levels, $L_{eq}$ (dBA)[3] | |
|---|---|---|---|---|
| Nearest Property Line[1] | Outdoor Cabinets | Generator | Outdoor Cabinets | Generator |
| APN: 024-022-007 | 61 | 68 | 37 | 52 |
| APN: 024-022-023 | 82 | 91 | 34 | 49 |
| APN: 024-022-025 | 61 | 58 | 36 | 51 |

Notes:
1. Property lines are identified on Figure 1.
2. Distances were scaled from the project equipment to the nearest noise-sensitive property lines.
3. Predicted equipment noise levels account for the shielding that will be provided by the proposed 8-foot tall CMU facility perimeter noise barrier. Barrier insertion loss calculation worksheets are provided in Appendix E.

As indicated above in Table 2, predicted equipment cabinet noise levels of 34-37 dB $L_{eq}$ at the nearest property lines would satisfy the 45 dB $L_{eq}$ nighttime noise level standard of the City of Greenfield. As a result, no further consideration of noise mitigation measures would be warranted for this aspect of the project.

As indicated in Table 2, predicted generator noise levels of 49-52 dB $L_{eq}$ at the nearest property line would exceed the City's 45 dB $L_{eq}$ nighttime noise level standard. As a result, further consideration of additional noise mitigation measures would be warranted for this aspect of the project. Noise mitigation measures are discussed in the following section.

## Mitigation Measures

During routine testing and maintenance of the proposed generator, which would be limited to daytime hours, predicted generator noise levels would be in compliance with the City's daytime noise level standard of 55 dB $L_{eq}$ applied at the nearest residential property lines. However, because the municipal code does not exempt the noise emissions of the proposed generator during emergency nighttime use, predicted generator noise levels would exceed the City's nighttime noise level criteria of 45 dB $L_{eq}$ at the nearest property lines by approximately 4-7 dB. To mitigate this identified exceedance to a state of compliance with the City's nighttime noise level standard, it is recommended that the project applicant substitute the currently proposed generator with a unit that has a reference noise level not to exceed 64 dB at 23 feet. The project applicant has indicated that the Polar Power, Inc. Model 8340Y-3TNV88-001 (15 kW) diesel generator equipped with the 88-25-0603 enclosure would satisfy the projects power and noise level requirements. According to the manufacturer's noise level data specification sheet, noise

exposure from the Polar Power 15 kW generator is expected to be 64 dB at a distance of 23 feet from the equipment. The noise level data sheet is provided as Appendix F.

In addition to substituting the proposed generator with a quieter unit, it is recommended that approximately 75% of the treatable CMU wall area be lined with sound absorptive blankets with a minimum Noise Reduction Coefficient (NRC) of 0.85. Examples of the recommended sound blanket are provided as Appendix G. Implementation of the two mitigation measures would result in predicted generator noise levels of 45 dB $L_{eq}$ or less, satisfying the City of Greenfield nighttime noise level standard of 45 dB $L_{eq}$ at the nearest property lines.

## Conclusions

Project-related equipment noise exposure at the nearest property lines are predicted to exceed the 45 dB $L_{eq}$ nighttime noise level standard of the City of Greenfield. As a result, the following noise mitigation measures are recommended to ensure compliance with the nighttime noise level standard:

1. The proposed project generator, Generac Industrial Power Systems Model SD030, should be substituted for a Polar Power 15 kW generator with an 88-25-0603 enclosure that results in a reference noise level of 64 dB at 23 feet.

*AND*

2. Sound blankets with a minimum NRC of 0.85 should be suspended from the interior walls of the CMU enclosure. Approximately 75% of the treatable wall surface area should be covered. Examples of the recommended sound blankets can be found in Appendix G.

This concludes our environmental noise assessment for the proposed Downtown Greenfield Cellular Facility in Greenfield, California. Please contact BAC at (916) 663-0500 or paulb@bacnoise.com with any questions or requests for additional information.

**Appendix A**

## Acoustical Terminology

| | |
|---|---|
| **Acoustics** | The science of sound. |
| **Ambient Noise** | The distinctive acoustical characteristics of a given space consisting of all noise sources audible at that location. In many cases, the term ambient is used to describe an existing or pre-project condition such as the setting in an environmental noise study. |
| **Attenuation** | The reduction of an acoustic signal. |
| **A-Weighting** | A frequency-response adjustment of a sound level meter that conditions the output signal to approximate human response. |
| **Decibel or dB** | Fundamental unit of sound, A Bell is defined as the logarithm of the ratio of the sound pressure squared over the reference pressure squared. A Decibel is one-tenth of a Bell. |
| **CNEL** | Community Noise Equivalent Level. Defined as the 24-hour average noise level with noise occurring during evening hours (7 - 10 p.m.) weighted by a factor of three and nighttime hours weighted by a factor of 10 prior to averaging. |
| **Frequency** | The measure of the rapidity of alterations of a periodic signal, expressed in cycles per second or hertz. |
| **Ldn** | Day/Night Average Sound Level. Similar to CNEL but with no evening weighting. |
| **Leq** | Equivalent or energy-averaged sound level. |
| **Lmax** | The highest root-mean-square (RMS) sound level measured over a given period of time. |
| **Loudness** | A subjective term for the sensation of the magnitude of sound. |
| **Masking** | The amount (or the process) by which the threshold of audibility is for one sound is raised by the presence of another (masking) sound. |
| **Noise** | Unwanted sound. |
| **Peak Noise** | The level corresponding to the highest (not RMS) sound pressure measured over a given period of time. This term is often confused with the Maximum level, which is the highest RMS level. |
| **$RT_{60}$** | The time it takes reverberant sound to decay by 60 dB once the source has been removed. |
| **Sabin** | The unit of sound absorption. One square foot of material absorbing 100% of incident sound has an absorption of 1 sabin. |
| **SEL** | A rating, in decibels, of a discrete event, such as an aircraft flyover or train passby, that compresses the total sound energy of the event into a 1-s time period. |
| **Threshold of Hearing** | The lowest sound that can be perceived by the human auditory system, generally considered to be 0 dB for persons with perfect hearing. |
| **Threshold of Pain** | Approximately 120 dB above the threshold of hearing. |

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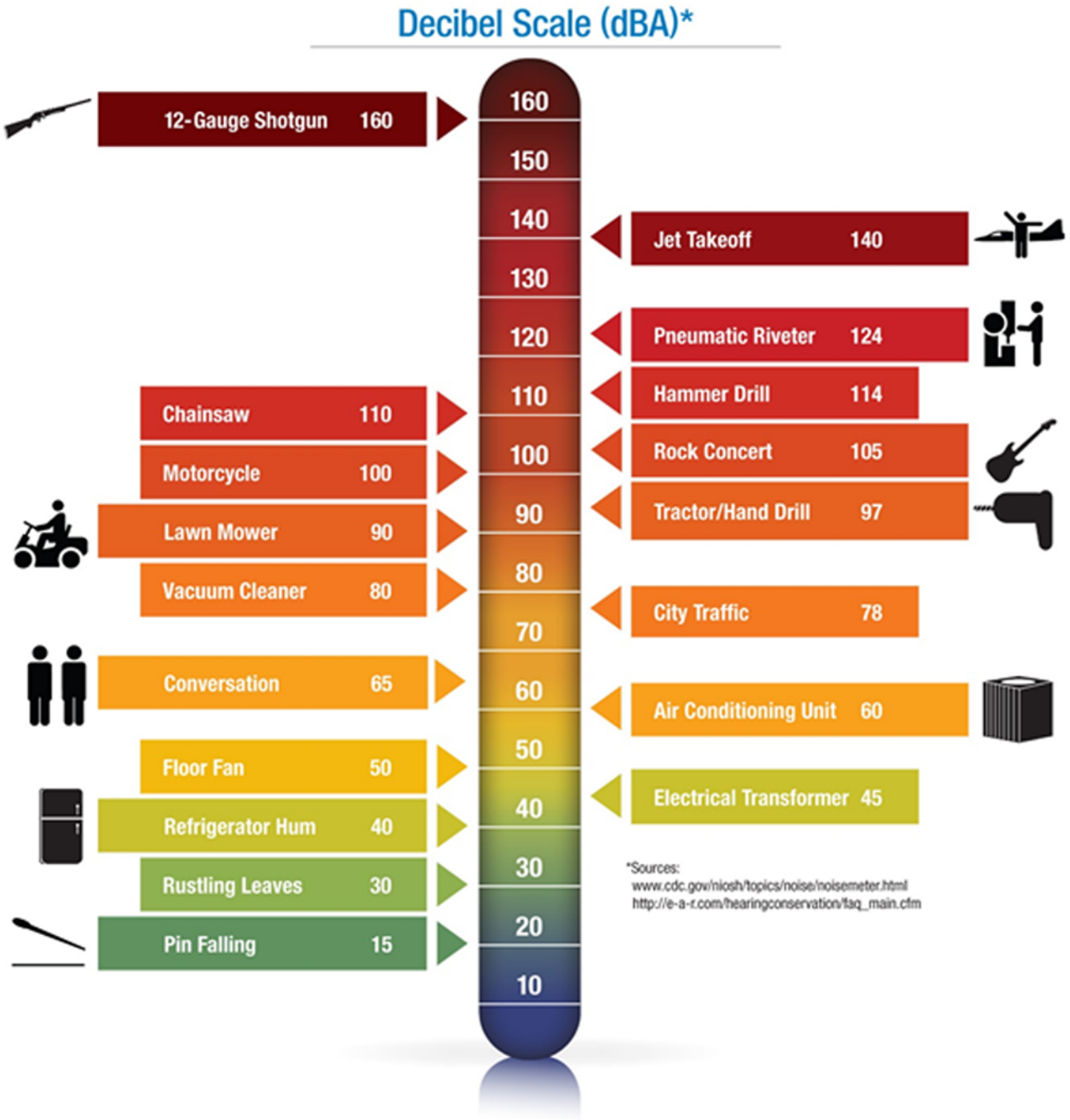
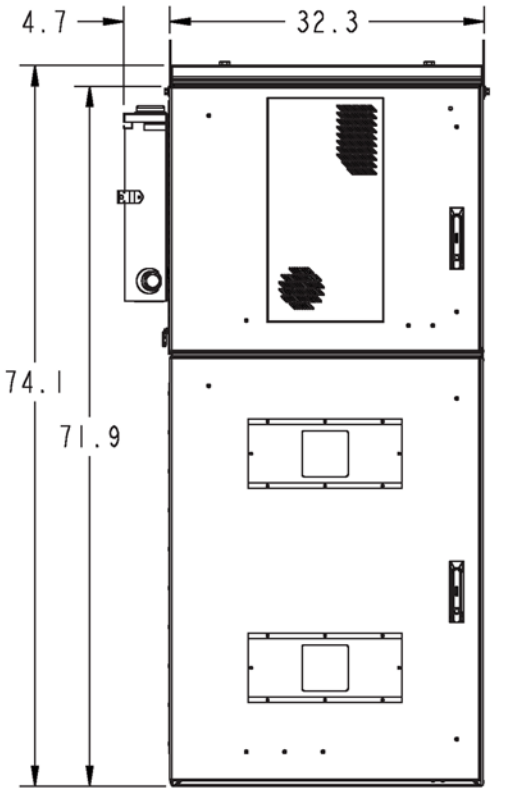
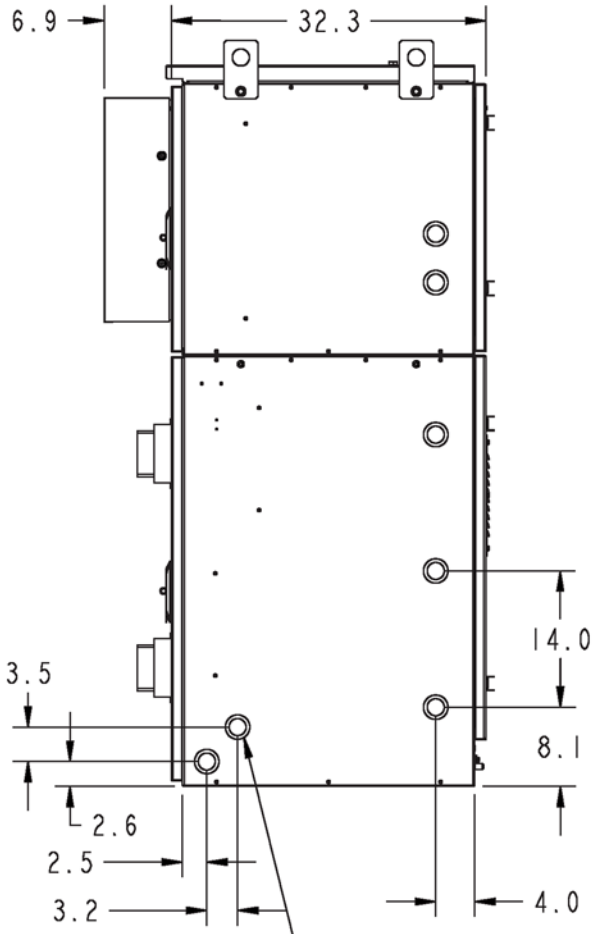
## Appendix B

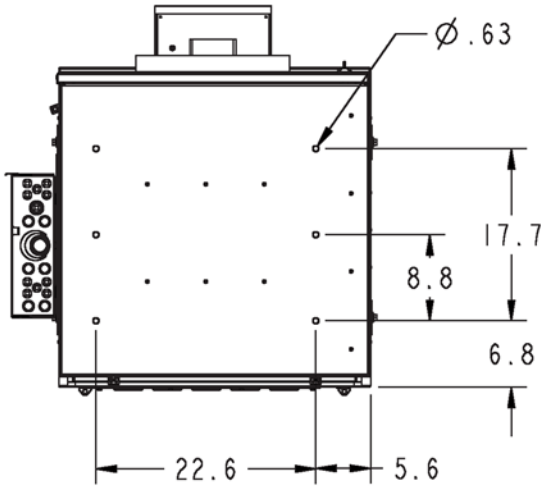
### Typical A-Weighted Sound Levels of Common Noise Sources



# Appendix C-1




Ø1.75 / Ø2.50
INCH KNOCKOUTS
(BOTH SIDES)

UL LISTED

**WEIGHT WITH BATTERIES:**
**2296 LBS.**
**NorthStar NSB-170FT batteries at 128 lbs each, Qty 12**

**WEIGHT WITHOUT BATTERIES:**
**760 LBS.**

**MAX NOISE LEVEL:**
**55-60dB**

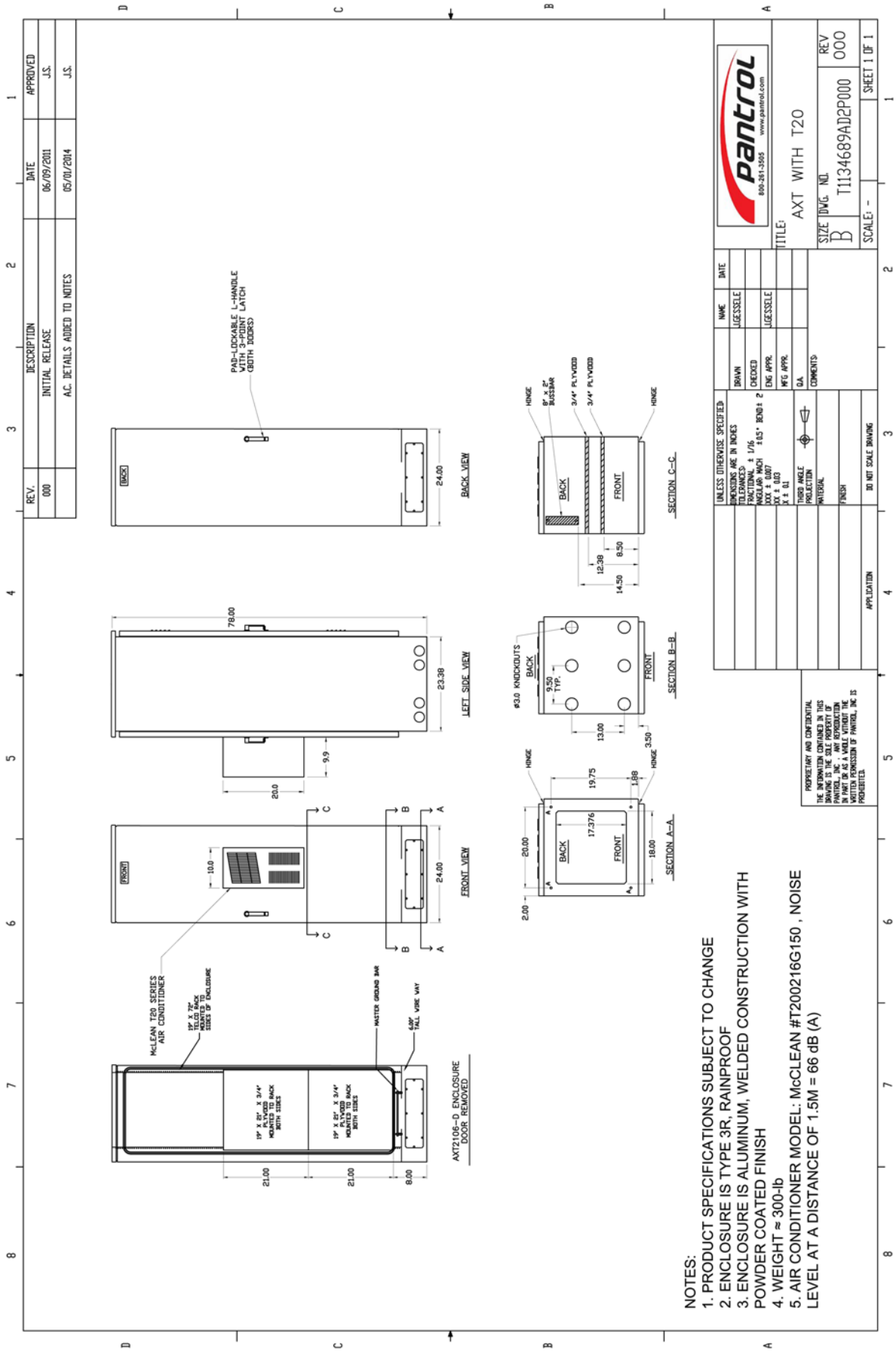
**CHARLES PART #**
**CUBE-SS4C215XC1**

Charles Industries Ltd.
Telecommunications Group
Charles Center, 5600 Apollo Drive
Rolling Meadows, IL 60008
Telephone: 847-806-6300

THIS IS THE PROPERTY OF CHARLES INDUSTRIES LTD. AND SHALL NOT BE REPRODUCED, COPIED OR USED IN ANY MANNER DETRIMENTAL TO THEIR INTERSTS.

**Verizon Wireless**
**Large Site Support Enclosure**

# Appendix C-2




NOTES:
1. PRODUCT SPECIFICATIONS SUBJECT TO CHANGE
2. ENCLOSURE IS TYPE 3R, RAINPROOF
3. ENCLOSURE IS ALUMINUM, WELDED CONSTRUCTION WITH POWDER COATED FINISH
4. WEIGHT ≈ 300-lb
5. AIR CONDITIONER MODEL: McCLEAN #T200216G150 , NOISE LEVEL AT A DISTANCE OF 1.5M = 66 dB (A)

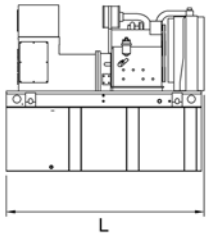
# Appendix D

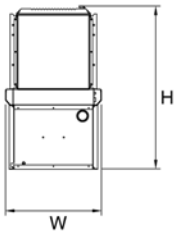
GENERAC | INDUSTRIAL POWER

30 kW Diesel



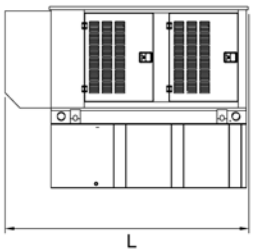
## SD030 dimensions, weights and sound levels

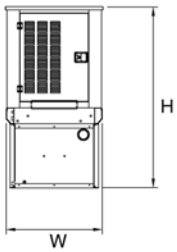



**OPEN SET**

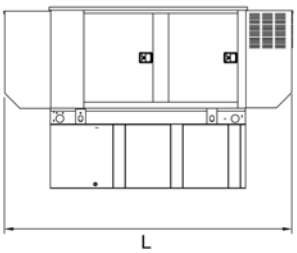
| RUN TIME HOURS | USABLE CAPACITY (GAL) | L | W | H | WT | dBA* |
|---|---|---|---|---|---|---|
| NO TANK | - | 76 | 38 | 46 | 2060 | 82 |
| 20 | 54 | 76 | 38 | 59 | 2540 | |
| 48 | 132 | 76 | 38 | 71 | 2770 | |
| 77 | 211 | 76 | 38 | 83 | 2979 | |
| 109 | 300 | 93 | 38 | 87 | 3042 | |

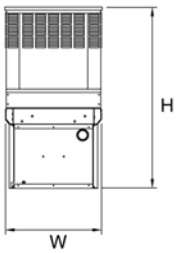



**STANDARD ENCLOSURE**

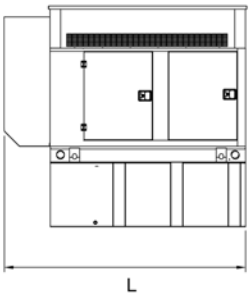
| RUN TIME HOURS | USABLE CAPACITY (GAL) | L | W | H | WT | dBA* |
|---|---|---|---|---|---|---|
| NO TANK | - | 95 | 38 | 50 | 2362 | 77 |
| 20 | 54 | 95 | 38 | 63 | 2842 | |
| 48 | 132 | 95 | 38 | 75 | 3072 | |
| 77 | 211 | 95 | 38 | 87 | 3281 | |
| 109 | 300 | 95 | 38 | 91 | 3344 | |

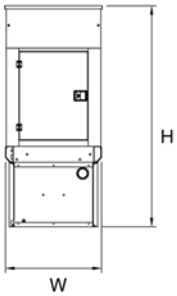



**LEVEL 1 ACOUSTIC ENCLOSURE**

| RUN TIME HOURS | USABLE CAPACITY (GAL) | L | W | H | WT | dBA* |
|---|---|---|---|---|---|---|
| NO TANK | - | 113 | 38 | 50 | 2515 | 70 |
| 20 | 54 | 113 | 38 | 63 | 2995 | |
| 48 | 132 | 113 | 38 | 75 | 3225 | |
| 77 | 211 | 113 | 38 | 87 | 3434 | |
| 109 | 300 | 113 | 38 | 91 | 3497 | |




**LEVEL 2 ACOUSTIC ENCLOSURE**

| RUN TIME HOURS | USABLE CAPACITY (GAL) | L | W | H | WT | dBA* |
|---|---|---|---|---|---|---|
| NO TANK | - | 95 | 38 | 62 | 2520 | 68 |
| 20 | 54 | 95 | 38 | 75 | 3000 | |
| 48 | 132 | 95 | 38 | 87 | 3230 | |
| 77 | 211 | 95 | 38 | 99 | 3439 | |
| 109 | 300 | 95 | 38 | 103 | 3502 | |

*All measurements are approximate and for estimation purposes only. Weights are without fuel in tank. Sound levels measured at 23ft (7m) and does not account for ambient site conditions.

Tank Options

| | | |
|---|---|---|
| ○ | MDEQ | OPT |
| ○ | Florida DERM/DEP | OPT |
| ○ | Chicago Fire Code | OPT |
| ○ | IFC Certification | CALL |
| ○ | ULC | CALL |

Other Custom Options Available from your Generac Industrial Power Dealer

**YOUR FACTORY RECOGNIZED GENERAC INDUSTRIAL DEALER**

Specification characteristics may change without notice. Dimensions and weights are for preliminary purposes only. Please consult a Generac Power Systems Industrial Dealer for detailed installation drawings.

Generac Power Systems, Inc. • S45 W29290 HWY. 59, Waukesha, WI 53189 • generac.com

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**Appendix E-1**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Equipment Cabinets - Combined
Source Noise Level, dBA: 45
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-007
Source to Barrier Distance ($C_1$): 13
Barrier to Receiver Distance ($C_2$): 48

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -7.9 | 37 | Yes |
| 9 | 9 | -9.3 | 36 | Yes |
| 10 | 10 | -10.3 | 35 | Yes |
| 11 | 11 | -11.3 | 34 | Yes |
| 12 | 12 | -12.3 | 33 | Yes |
| 13 | 13 | -13.2 | 32 | Yes |
| 14 | 14 | -13.9 | 31 | Yes |
| 15 | 15 | -14.6 | 30 | Yes |
| 16 | 16 | -14.6 | 30 | Yes |
| 17 | 17 | -15.3 | 30 | Yes |
| 18 | 18 | -15.9 | 29 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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**Appendix E-2**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Equipment Cabinets - Combined
Source Noise Level, dBA: 43
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-023
Source to Barrier Distance ($C_1$): 16
Barrier to Receiver Distance ($C_2$): 66

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -7.5 | 36 | Yes |
| 9 | 9 | -8.6 | 34 | Yes |
| 10 | 10 | -9.7 | 33 | Yes |
| 11 | 11 | -10.5 | 33 | Yes |
| 12 | 12 | -11.3 | 32 | Yes |
| 13 | 13 | -12.3 | 31 | Yes |
| 14 | 14 | -13.0 | 30 | Yes |
| 15 | 15 | -13.7 | 29 | Yes |
| 16 | 16 | -14.3 | 29 | Yes |
| 17 | 17 | -14.6 | 28 | Yes |
| 18 | 18 | -15.3 | 28 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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**Appendix E-3**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Equipment Cabinets - Combined
Source Noise Level, dBA: 45
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-025
Source to Barrier Distance ($C_1$): 11
Barrier to Receiver Distance ($C_2$): 50

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -8.2 | 37 | Yes |
| 9 | 9 | -9.6 | 35 | Yes |
| 10 | 10 | -10.7 | 34 | Yes |
| 11 | 11 | -11.7 | 33 | Yes |
| 12 | 12 | -12.8 | 32 | Yes |
| 13 | 13 | -13.5 | 32 | Yes |
| 14 | 14 | -14.2 | 31 | Yes |
| 15 | 15 | -14.6 | 30 | Yes |
| 16 | 16 | -15.3 | 30 | Yes |
| 17 | 17 | -15.9 | 29 | Yes |
| 18 | 18 | -15.9 | 29 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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**Appendix E-4**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Generac SD 030 with L2 Enclosure
Source Noise Level, dBA: 59
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-007
Source to Barrier Distance ($C_1$): 20
Barrier to Receiver Distance ($C_2$): 48

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -7.4 | 52 | Yes |
| 9 | 9 | -8.4 | 51 | Yes |
| 10 | 10 | -9.6 | 49 | Yes |
| 11 | 11 | -10.5 | 49 | Yes |
| 12 | 12 | -11.3 | 48 | Yes |
| 13 | 13 | -12.1 | 47 | Yes |
| 14 | 14 | -12.9 | 46 | Yes |
| 15 | 15 | -13.5 | 46 | Yes |
| 16 | 16 | -14.2 | 45 | Yes |
| 17 | 17 | -14.6 | 44 | Yes |
| 18 | 18 | -14.6 | 44 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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**Appendix E-5**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Generac SD 030 with L2 Enclosure
Source Noise Level, dBA: 56
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-023
Source to Barrier Distance ($C_1$): 25
Barrier to Receiver Distance ($C_2$): 66

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -6.8 | 49 | Yes |
| 9 | 9 | -7.9 | 48 | Yes |
| 10 | 10 | -9.0 | 47 | Yes |
| 11 | 11 | -9.9 | 46 | Yes |
| 12 | 12 | -10.5 | 46 | Yes |
| 13 | 13 | -11.3 | 45 | Yes |
| 14 | 14 | -12.1 | 44 | Yes |
| 15 | 15 | -12.8 | 43 | Yes |
| 16 | 16 | -13.4 | 43 | Yes |
| 17 | 17 | -13.9 | 42 | Yes |
| 18 | 18 | -14.5 | 42 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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**Appendix E-6**

## Barrier Insertion Loss Calculation

**Project Information:**

Job Number: 2015-270
Project Name: Downtown Greenfield Cellular Facility
Location(s): Property Line

**Noise Level Data:**

Source Description: Generac SD 030 with L2 Enclosure
Source Noise Level, dBA: 60
Source Frequency (Hz): 500
Source Height (ft): 5

**Site Geometry:**

Receiver Description: Property Line - APN: 024-022-025
Source to Barrier Distance ($C_1$): 8
Barrier to Receiver Distance ($C_2$): 50

Pad/Ground Elevation at Receiver: 0
Receiver Elevation[1]: 5
Base of Barrier Elevation: 0
Starting Barrier Height 8

**Barrier Effectiveness:**

| Top of Barrier Elevation (ft) | Barrier Height (ft) | Insertion Loss, dB | Noise Level, dB | Barrier Breaks Line of Site to Source? |
|---|---|---|---|---|
| 8 | 8 | -8.8 | 51 | Yes |
| 9 | 9 | -10.2 | 50 | Yes |
| 10 | 10 | -11.3 | 49 | Yes |
| 11 | 11 | -12.5 | 48 | Yes |
| 12 | 12 | -13.3 | 47 | Yes |
| 13 | 13 | -14.1 | 46 | Yes |
| 14 | 14 | -14.6 | 45 | Yes |
| 15 | 15 | -15.3 | 45 | Yes |
| 16 | 16 | -15.9 | 44 | Yes |
| 17 | 17 | -16.3 | 44 | Yes |
| 18 | 18 | -16.3 | 44 | Yes |

**Notes:** 1.Standard receiver elevation is five feet above grade/pad elevations at the receiver location(s)

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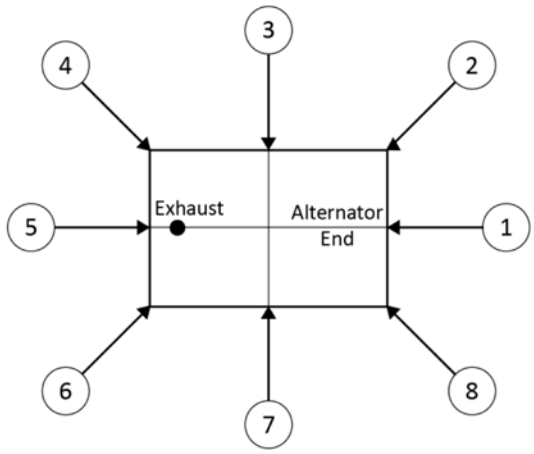
# Appendix F

| | | | |
|---|---|---|---|
| Type of Test | Sound Test | Serial No. | n/a |
| Test No. | 080415 | Controller serial No. | n/a |
| Generator model | 8340Y-3TNV88-001 (15kW) Diesel | Observer | PY/JB |
| Enclosure model | 88-25-0603 | Date | 6 Jun. 2015 |

Sound Pressure Levels in dB(A)

| Position | Overall Level | Frequency Spectrum Levels | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | Center Frequency (Hz) | | | | | | | | |
| | | 31.5 | 63 | 125 | 250 | 500 | 1000 | 2000 | 4000 | 8000 |
| 1 | 64.4 | -- | 45.3 | 49.5 | 51.4 | 50.5 | 49.8 | 46.5 | 44.1 | 38.2 |
| 2 | 65.1 | -- | 47.2 | 48.4 | 49.9 | 49.1 | 46.8 | 46.1 | 45.4 | 38.6 |
| 3 | 63.8 | -- | 44.4 | 48.2 | 48.0 | 49.7 | 47.6 | 46.0 | 46.5 | 38.6 |
| 4 | 63.9 | -- | 44.8 | 48.1 | 45.9 | 50.4 | 48.7 | 47.2 | 46.8 | 40.0 |
| 5 | 64.7 | -- | 45.0 | 48.0 | 48.7 | 50.9 | 49.9 | 46.6 | 46.9 | 40.7 |
| 6 | 63.8 | -- | 44.4 | 47.7 | 48.5 | 49.9 | 49.1 | 46.7 | 47.2 | 40.9 |
| 7 | 64.7 | -- | 44.3 | 48.2 | 46.6 | 49.9 | 48.5 | 46.6 | 46.2 | 39.2 |
| 8 | 64.5 | -- | 46.0 | 47.1 | 46.4 | 49.6 | 48.3 | 46.9 | 46.2 | 40.5 |
| Average | 64.4 | -- | 45.2 | 48.1 | 48.2 | 50.0 | 48.6 | 46.6 | 46.2 | 39.6 |




Notes:

1. Generator operating at full rated load
2. Generator configuration includes quiet exhaust system
3. All measurement positions are 7 m (23 ft.) from center of generator set and 1 m (3.3 ft.) height
4. Test conducted outside on an asphalt surface, temperature 72˚F, humidity 69%, wind 12 mph, barometer 29.65 inHg.
5. Meter used - Phonic PAA2, Serial No. OGA0H80208

# Appendix G-1

ANC-AB220 Acoustic Quilted Fiberglass Absorbtion Blanket

all noise control

CONTACT NOISE CONTROL SPECIALISTS FOR FREE CONSULTATION
(561) 964-9360 OR SEND US A MESSAGE USING OUR ONLINE FORM

datasheets

Industrial & Commercial Noise Control Solutions

(561) 964-9360

your success is ours.

## ANC-AB220 Quilted Fiberglass Absorber

All Noise Control Exterior Grade Quilted Fiberglass Absorbers reduce the reflection of sound waves by covering reflective surfaces with a suitably protected porous, open-celled material. ANC-AB220 consists of an exterior grade, UV resistant heavy-duty VCP facing on both sides of a 1" thick quilted fiberglass. Modular panels are constructed with grommets across the top and bottom and are sewn with Gore Tenara exterior grade thread. The product is also available in roll form with edges bound or unbound.

Superior UV and weather resistance

Available facing colors on quilt: gray, tan, black, off-white

NRC rating 0.85
STC rating 19

### Noise Control Applications:

Exterior Grade faced quilted fiberglass absorbers are used to reduce reverberant noise on permanent outdoor applications such as enclosing HVAC equipment, dust collectors or similar machinery behind a manufacturing plant where UV resistance is required. It is commonly installed over wood fencing or on brick or masonry walls of buildings adjacent to a job site or a noisy piece of machinery.

| | |
|---|---|
| **Description** | Vinyl Coated Polyester (VCP) facing / 1" fiberglass batt, Vinyl Coated Polyester (VCP) facing |
| **Nominal thickness** | 1.0 inches |
| **Temperature range** | -40° to +180° F |
| **Standard width** | 48" wide |
| **Roll length** | 25' long |
| **Weight** | 0.35 lb psf |

### Acoustical Performance:

| | OCTAVE BAND FREQUENCIES (Hz) | | | | | | |
|---|---|---|---|---|---|---|---|
| ANC-AB220 | 125 | 250 | 500 | 1000 | 2000 | 4000 | |
| STC | 6 | 11 | 15 | 20 | 25 | 32 | **19** |
| NRC | .19 | .99 | .96 | .80 | .57 | .33 | **.85** |

ASTM C 423

http://www.allnoisecontrol.com/products/Acoustic-Blankets/ANC-AB220.html

## Appendix G-2

Acoustical SOLUTIONS

*For every environment of your life.*

# Technical Data Sheet

AcousticalSolutions.com
800-782-5742

## AQFA-10EXT EXTERIOR ABSORBER BLANKET

### DESCRIPTION

AQFA-10EXT Exterior Absorber Blankets are quilted fiberglass absorbers (QFA) that feature UV and tear resistant exterior grade vinyl coated polyester quilted to 2-inch thick fiberglass batting, sewn with a Gore Tenera thread. The AQFA-10EXT blanket is available in a variety of colors and stitch patterns, and can be made in any size up to 4' x 25'!

The AQFA-10EXT is the perfect solution for outdoor sound absorption and can be installed on any rigid outdoor barrier or enclosure to reduce the reverberation and amplification of sound energy.

### SOUND ABSORBING PERFORMANCE

| 125 Hz | 250 Hz | 500 Hz | 1000 Hz | 2000 Hz | 4000 Hz | NRC* |
|---|---|---|---|---|---|---|
| .19 | .99 | .96 | .80 | .57 | .33 | **.85** |

*Noise Reduction Coefficient

### TECHNICAL CHARACTERISTICS

| | |
|---|---|
| Sizing | Up to 4' x 25' |
| Roll Sizing | 4' x 25' long |
| Weight | .45 lbs psf |
| Nominal Thickness | 2" |
| Colors | Gray, White, Black, or Tan |

**FEATURES**

- Durable exterior grade vinyl coated polyester facing
- Superior UV resistance
- Roll edges bound or unbound
- Straight-stitch or diamond quilt patterns

**COMMON APPLICATIONS**

- Outdoor and Environmental Settings
- Permanent Concrete Enclosures
- Temporary Plywood Barriers
- Solid Wood Fences

## Statement of Hammett & Edison, Inc., Consulting Engineers

The firm of Hammett & Edison, Inc., Consulting Engineers, has been retained on behalf of Verizon Wireless, a personal wireless telecommunications carrier, to evaluate the base station (Site No. 270013 "Downtown Greenfield") proposed to be located at 401 El Camino Real in Greenfield, California, for compliance with appropriate guidelines limiting human exposure to radio frequency ("RF") electromagnetic fields.


## Executive Summary

Verizon proposes to install directional panel antennas on a new tall pole to be sited behind the retail building located at 401 El Camino Real in Greenfield. The proposed operation will comply with the FCC guidelines limiting public exposure to RF energy.


## Prevailing Exposure Standards

The U.S. Congress requires that the Federal Communications Commission ("FCC") evaluate its actions for possible significant impact on the environment. A summary of the FCC's exposure limits is shown in Figure 1. These limits apply for continuous exposures and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health. The most restrictive FCC limit for exposures of unlimited duration to radio frequency energy for several personal wireless services are as follows:

| Wireless Service | Frequency Band | Occupational Limit | Public Limit |
|---|---|---|---|
| Microwave (Point-to-Point) | 5–80 GHz | 5.00 mW/cm$^2$ | 1.00 mW/cm$^2$ |
| WiFi (and unlicensed uses) | 2–6 | 5.00 | 1.00 |
| BRS (Broadband Radio) | 2,600 MHz | 5.00 | 1.00 |
| WCS (Wireless Communication) | 2,300 | 5.00 | 1.00 |
| AWS (Advanced Wireless) | 2,100 | 5.00 | 1.00 |
| PCS (Personal Communication) | 1,950 | 5.00 | 1.00 |
| Cellular | 870 | 2.90 | 0.58 |
| SMR (Specialized Mobile Radio) | 855 | 2.85 | 0.57 |
| 700 MHz | 700 | 2.40 | 0.48 |
| [most restrictive frequency range] | 30–300 | 1.00 | 0.20 |

## General Facility Requirements

Base stations typically consist of two distinct parts: the electronic transceivers (also called "radios" or "channels") that are connected to the traditional wired telephone lines, and the passive antennas that send the wireless signals created by the radios out to be received by individual subscriber units. The transceivers are often located at ground level and are connected to the antennas by coaxial cables. A small antenna for reception of GPS signals is also required, mounted with a clear view of the sky.

Because of the short wavelength of the frequencies assigned by the FCC for wireless services, the antennas require line-of-sight paths for their signals to propagate well and so are installed at some height above ground. The antennas are designed to concentrate their energy toward the horizon, with very little energy wasted toward the sky or the ground. This means that it is generally not possible for exposure conditions to approach the maximum permissible exposure limits without being physically very near the antennas.

## Computer Modeling Method

The FCC provides direction for determining compliance in its Office of Engineering and Technology Bulletin No. 65, "Evaluating Compliance with FCC-Specified Guidelines for Human Exposure to Radio Frequency Radiation," dated August 1997. Figure 2 describes the calculation methodologies, reflecting the facts that a directional antenna's radiation pattern is not fully formed at locations very close by (the "near-field" effect) and that at greater distances the power level from an energy source decreases with the square of the distance from it (the "inverse square law"). The conservative nature of this method for evaluating exposure conditions has been verified by numerous field tests.

## Site and Facility Description

Based upon information provided by Verizon, including zoning drawings by MST Architects, Inc., dated October 12, 2015, it is proposed to install nine Andrew Model SBNHH-1D65B directional panel antennas on a new 45-foot pole, configured to resemble a pine tree, to be sited in the parking lot behind the retail building located at 401 El Camino Real in Greenfield. The antennas would employ up to 4° downtilt, would be mounted at an effective height of about 42 feet above ground, and would be oriented in groups of three toward 60°T, 180°T, and 300°T. The maximum effective radiated power in any direction would be 10,190 watts, representing simultaneous operation at 4,330 watts for AWS, 3,980 watts for PCS, and 1,880 watts for 700 MHz service; no operation on cellular frequencies is presently proposed from this site. There are reported no other wireless telecommunications base stations at the site or nearby.

## Study Results

For a person anywhere at ground, the maximum RF exposure level due to the proposed Verizon operation is calculated to be 0.043 mW/cm$^2$, which is 4.4% of the applicable public exposure limit. The maximum calculated level at the second-floor elevation of any nearby building* is 2.8% of the public exposure limit. It should be noted that these results include several "worst-case" assumptions and therefore are expected to overstate actual power density levels from the proposed operation.

* Located at least 60 feet away, based on photographs from Google Maps.

## No Recommended Mitigation Measures

Due to their mounting locations and height, the Verizon antennas would not be accessible to unauthorized persons, and so no mitigation measures are necessary to comply with the FCC public exposure guidelines. It is presumed that Verizon will, as an FCC licensee, take adequate steps to ensure that its employees or contractors receive appropriate training and comply with FCC occupational exposure guidelines whenever work is required near the antennas themselves.

## Conclusion

Based on the information and analysis above, it is the undersigned's professional opinion that operation of the base station proposed by Verizon Wireless at 401 El Camino Real in Greenfield, California, will comply with the prevailing standards for limiting public exposure to radio frequency energy and, therefore, will not for this reason cause a significant impact on the environment. The highest calculated level in publicly accessible areas is much less than the prevailing standards allow for exposures of unlimited duration. This finding is consistent with measurements of actual exposure conditions taken at other operating base stations.

## Authorship

The undersigned author of this statement is a qualified Professional Engineer, holding California Registration No. E-18063, which expires on June 30, 2017. This work has been carried out under his direction, and all statements are true and correct of his own knowledge except, where noted, when data has been supplied by others, which data he believes to be correct.

Rajat Mathur, P.E.
707/996-5200

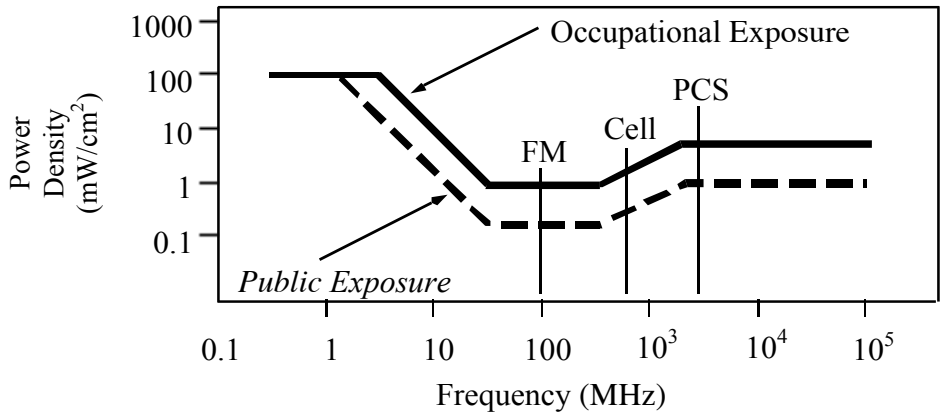
December 8, 2015

## FCC Radio Frequency Protection Guide

The U.S. Congress required (1996 Telecom Act) the Federal Communications Commission ("FCC") to adopt a nationwide human exposure standard to ensure that its licensees do not, cumulatively, have a significant impact on the environment. The FCC adopted the limits from Report No. 86, "Biological Effects and Exposure Criteria for Radiofrequency Electromagnetic Fields," published in 1986 by the Congressionally chartered National Council on Radiation Protection and Measurements ("NCRP"). Separate limits apply for occupational and public exposure conditions, with the latter limits generally five times more restrictive. The more recent standard, developed by the Institute of Electrical and Electronics Engineers and approved as American National Standard ANSI/IEEE C95.1-2006, "Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz," includes similar limits. These limits apply for continuous exposures from all sources and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health.

As shown in the table and chart below, separate limits apply for occupational and public exposure conditions, with the latter limits (in *italics* and/or dashed) up to five times more restrictive:

| Frequency | Electromagnetic Fields (f is frequency of emission in MHz) | | | | | |
|---|---|---|---|---|---|---|
| Applicable Range (MHz) | Electric Field Strength (V/m) | | Magnetic Field Strength (A/m) | | Equivalent Far-Field Power Density ($mW/cm^2$) | |
| 0.3 – 1.34 | 614 | *614* | 1.63 | *1.63* | 100 | *100* |
| 1.34 – 3.0 | 614 | *823.8/ f* | 1.63 | *2.19/ f* | 100 | *180/ $f^2$* |
| 3.0 – 30 | 1842/ f | *823.8/ f* | 4.89/ f | *2.19/ f* | 900/ $f^2$ | *180/ $f^2$* |
| 30 – 300 | 61.4 | *27.5* | 0.163 | *0.0729* | 1.0 | *0.2* |
| 300 – 1,500 | $3.54\sqrt{f}$ | *$1.59\sqrt{f}$* | $\sqrt{f}/106$ | *$\sqrt{f}/238$* | f/300 | *f/1500* |
| 1,500 – 100,000 | 137 | *61.4* | 0.364 | *0.163* | 5.0 | *1.0* |




Higher levels are allowed for short periods of time, such that total exposure levels averaged over six or thirty minutes, for occupational or public settings, respectively, do not exceed the limits, and higher levels also are allowed for exposures to small areas, such that the spatially averaged levels do not exceed the limits. However, neither of these allowances is incorporated in the conservative calculation formulas in the FCC Office of Engineering and Technology Bulletin No. 65 (August 1997) for projecting field levels. Hammett & Edison has built those formulas into a proprietary program that calculates, at each location on an arbitrary rectangular grid, the total expected power density from any number of individual radio sources. The program allows for the description of buildings and uneven terrain, if required to obtain more accurate projections.

## RFR.CALC™ Calculation Methodology

### Assessment by Calculation of Compliance with FCC Exposure Guidelines

The U.S. Congress required (1996 Telecom Act) the Federal Communications Commission ("FCC") to adopt a nationwide human exposure standard to ensure that its licensees do not, cumulatively, have a significant impact on the environment. The maximum permissible exposure limits adopted by the FCC (see Figure 1) apply for continuous exposures from all sources and are intended to provide a prudent margin of safety for all persons, regardless of age, gender, size, or health. Higher levels are allowed for short periods of time, such that total exposure levels averaged over six or thirty minutes, for occupational or public settings, respectively, do not exceed the limits.

**Near Field.**

Prediction methods have been developed for the near field zone of panel (directional) and whip (omnidirectional) antennas, typical at wireless telecommunications base stations, as well as dish (aperture) antennas, typically used for microwave links. The antenna patterns are not fully formed in the near field at these antennas, and the FCC Office of Engineering and Technology Bulletin No. 65 (August 1997) gives suitable formulas for calculating power density within such zones.

For a panel or whip antenna, power density $S = \frac{180}{\theta_{BW}} \times \frac{0.1 \times P_{net}}{\pi \times D \times h}$, in $mW/cm^2$,

and for an aperture antenna, maximum power density $S_{max} = \frac{0.1 \times 16 \times \eta \times P_{net}}{\pi \times h^2}$, in $mW/cm^2$,

where $\theta_{BW}$ = half-power beamwidth of the antenna, in degrees, and
$P_{net}$ = net power input to the antenna, in watts,
$D$ = distance from antenna, in meters,
$h$ = aperture height of the antenna, in meters, and
$\eta$ = aperture efficiency (unitless, typically 0.5-0.8).

The factor of 0.1 in the numerators converts to the desired units of power density.

**Far Field.**

OET-65 gives this formula for calculating power density in the far field of an individual RF source:

$$\text{power density} \quad S = \frac{2.56 \times 1.64 \times 100 \times RFF^2 \times ERP}{4 \times \pi \times D^2}, \text{ in } mW/cm^2,$$

where ERP = total ERP (all polarizations), in kilowatts,
RFF = relative field factor at the direction to the actual point of calculation, and
D = distance from the center of radiation to the point of calculation, in meters.

The factor of 2.56 accounts for the increase in power density due to ground reflection, assuming a reflection coefficient of 1.6 (1.6 x 1.6 = 2.56). The factor of 1.64 is the gain of a half-wave dipole relative to an isotropic radiator. The factor of 100 in the numerator converts to the desired units of power density. This formula has been built into a proprietary program that calculates, at each location on an arbitrary rectangular grid, the total expected power density from any number of individual radiation sources. The program also allows for the description of uneven terrain in the vicinity, to obtain more accurate projections.

## ZD DRAWING SIGN-OFF

DATE: TIME: % CWC-PLEASE RETURN BY:

COMPLETE Wireless Consulting, Inc.

| | SIGNATURE | DATE |
|---|---|---|
| SITE ACQUISITION: | | |
| PLANNING: | | |
| CONSTRUCTION: | | |
| MANAGEMENT: | | |

verizon

| | SIGNATURE | DATE |
|---|---|---|
| CONSTRUCTION: | | |
| REAL ESTATE: | | |
| RF ENGINEER: | | |
| EQUIPMENT ENGINEER: | | |
| MW ENG./TRANSPORT: | | |

**OTHER** (IF APPLICABLE)

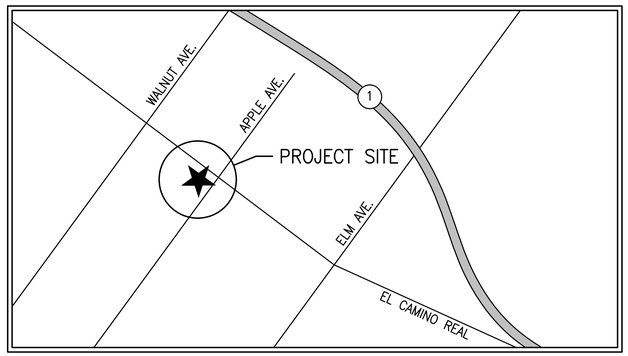
| SIGNATURE | DATE |
|---|---|
| | |

# verizon

2785 Mitchell Drive, Walnut Creek, CA 94598

# DOWNTOWN GREENFIELD

401 EL CAMINO REAL
GREENFIELD, CA 93927
APN: 024-022-026-000
LOCATION #: 270013




LOCATION PLAN

## PROJECT DIRECTORY

APPLICANT:
VERIZON WIRELESS
2785 MITCHELL DRIVE
WALNUT CREEK, CA 94598

PROPERTY OWNER:
CLAIR W. HICKS, JR.
202 ALAMEDA AVE.
SALINAS, CA 93901

ARCHITECT:
MANUEL S. TSIHLAS
MST ARCHITECTS, INC.
1520 RIVER PARK DRIVE
SACRAMENTO, CA 95815
916-567-9630
manuel@mstarchitects.com

CONSTRUCTION MANAGER:
SERJIO CABRERA
COMPLETE WIRELESS CONSULTING, INC.
2009 V STREET
SACRAMENTO, CA 95818
916-217-9219
scabrera@completewireless.net

## PROJECT SUMMARY

| | |
|---|---|
| ASSESSOR'S PARCEL NUMBER: | 024-022-026-000 |
| JURISDICTION: | CITY OF GREENFIELD |
| OCCUPANCY: | S-2 (UNMANNED TELECOMMUNICATIONS FACILITY) U (TOWER) |
| TYPE OF CONSTRUCTION: | V-B |
| ZONING: | RETAIL BUSINESS (C-R) |

## CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES:

2013 CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, CALIFORNIA CODE OF REGULATIONS INCLUDING SUPPLEMENTS EFFECTIVE JULY 1, 2015

| | |
|---|---|
| PART 1 | CALIFORNIA BUILDING STANDARDS ADMINISTRATIVE CODE |
| PART 2 | CALIFORNIA BUILDING CODE |
| PART 2.5 | CALIFORNIA RESIDENTIAL BUILDING CODE |
| PART 3 | CALIFORNIA ELECTRICAL CODE |
| PART 4 | CALIFORNIA MECHANICAL CODE |
| PART 5 | CALIFORNIA PLUMBING CODE |
| PART 6 | CALIFORNIA ENERGY CODE |
| PART 8 | CALIFORNIA HISTORICAL BUILDING CODE |
| PART 9 | CALIFORNIA FIRE CODE |
| PART 10 | CALIFORNIA EXISTING BUILDING CODE |
| PART 11 | CALIFORNIA GREEN BUILDING STANDARDS CODE |
| PART 12 | CALIFORNIA REFERENCE STANDARDS CODE |

LOCAL COUNTY OR CITY ORDINANCES

ACCESSIBILITY REQUIREMENTS: THIS FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION. ACCESSIBILITY NOT REQUIRED IN ACCORDANCE WITH THE 2013 CBC 11B-203.5, AND 11B-202.4 EXCEPTION 7.

## DIRECTIONS

FROM VERIZON OFFICE @ 2785 MITCHELL DRIVE, WALNUT CREEK, CA 94598:

1. HEAD NORTHEAST ON MITCHELL DR TOWARD OAK GROVE RD
2. TURN RIGHT ONTO OAK GROVE RD
3. TURN RIGHT ONTO YGNACIO VALLEY RD
4. YGNACIO VALLEY RD TURNS SLIGHTLY RIGHT AND BECOMES HILLSIDE AVE
5. TURN LEFT ONTO THE INTERSTATE 680 S RAMP TO SAN JOSE
6. MERGE ONTO I-680 S
7. TAKE THE EXIT ONTO US-101 S TOWARD LOS ANGELES
8. TAKE EXIT 294B FOR WALNUT AVE
9. TURN RIGHT ONTO WALNUT AVE
10. TURN LEFT AT THE 1ST CROSS STREET ONTO EL CAMINO REAL

## INDEX OF DRAWINGS


1. T1.1 TITLE SHEET, LOCATION PLAN, PROJECT DATA
2. LS1 SURVEY SHEET
3. LS2 SURVEY SHEET
4. A1.1 OVERALL SITE PLAN
5. A2.1 EQUIPMENT LAYOUT PLAN
6. A2.2 ANTENNA LAYOUT PLAN
7. A3.1 PROJECT ELEVATIONS


## PROJECT DESCRIPTION

PROPOSED VERIZON WIRELESS UNMANNED TELECOMMUNICATIONS FACILITY INCLUDING:

- A 388 SQ. FT. LEASE AREA.
- A CMU WALL @ LEASE AREA PERIMETER.
- OUTDOOR EQUIPMENT.
- POWER & TELCO UTILITIES BROUGHT TO FACILITY.
- A STANDBY GENERATOR.
- ANTENNAS W/ASSOCIATED TOWER MOUNTED EQUIPMENT MOUNTED ON A PROPOSED MONOPINE.

## PROJECT MILESTONES

| | |
|---|---|
| 09/15/2015 | 90% ZONING DOCUMENTS |
| 10/12/2015 | 100% ZONING DOCUMENTS |
| 01/07/2016 | 100% ZONING DOCUMENTS REVISION 1 |
| XX/XX/XXXX | 90% CONSTRUCTION DOCUMENTS |
| XX/XX/XXXX | 100% CONSTRUCTION DOCUMENTS |


COMPLETE Wireless Consulting, Inc.

MST ARCHITECTS WIRELESS DIVISION
1520 River Park Drive, Sacramento, CA 95815
916-567-9630
www.MSTArchitects.com



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verizon

DOWNTOWN GREENFIELD
401 EL CAMINO REAL
GREENFIELD, CA 93927

SHEET TITLE: TITLE SHEET, LOCATION PLAN, PROJECT DATA

Not valid unless signed in ink by licensee.

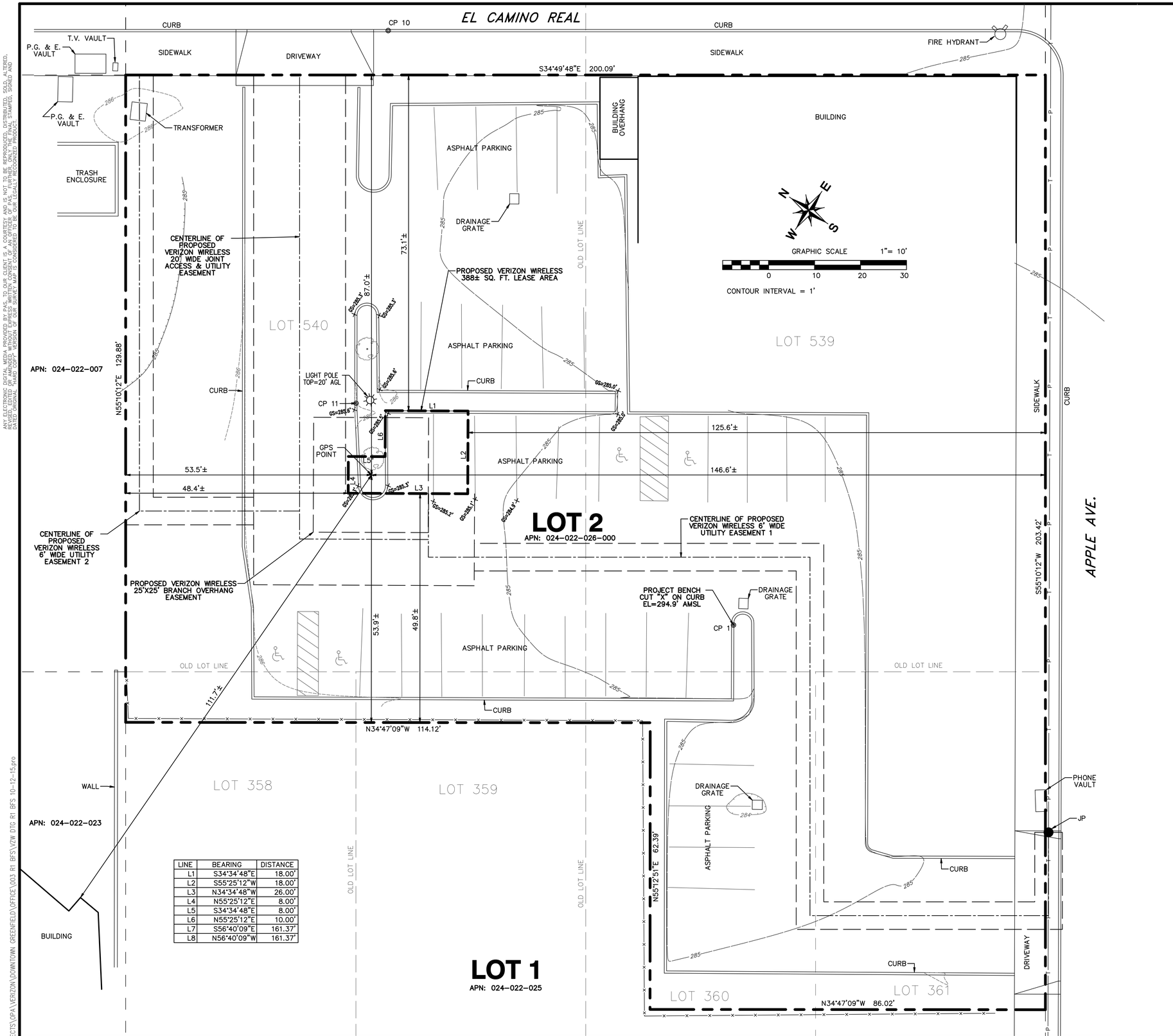
Revisions:
1. --
2. --
3. --
4. --
5. --

File:162.1655_T11.dwg
Drawn By: AJR
Checked By: TST
Scale: AS NOTED
Date: 01/07/16

Job No. 162.1655

T1.1

ANY ELECTRONIC DIGITAL MEDIA PROVIDED BY PAS, TO OUR CLIENT IS A COURTESY AND IS NOT TO BE REPRODUCED, DISTRIBUTED, SOLD, ALTERED, REVISED, EDITED OR AMENDED WITHOUT EXPRESS WRITTEN CONSENT OF AN OFFICER OF PAS. FURTHER, ONLY THE FINAL STAMPED, SIGNED AND DATED ORIGINAL PAPER COPY VERSION OF OUR SURVEY MAP IS CONSIDERED TO BE OUR LEGALLY RECORDED PRODUCT.




| LINE | BEARING | DISTANCE |
|---|---|---|
| L1 | S34°34'48"E | 18.00' |
| L2 | S55°25'12"W | 18.00' |
| L3 | N34°34'48"W | 26.00' |
| L4 | N55°25'12"E | 8.00' |
| L5 | S34°34'48"E | 8.00' |
| L6 | N55°25'12"E | 10.00' |
| L7 | S56°40'09"E | 161.37' |
| L8 | N56°40'09"W | 161.37' |

SITE MAP

SCALE: 1"=10' A

## LEGEND

| | |
|---|---|
| MANHOLE | FIRE HYDRANT |
| LIGHT POLE | MONUMENT |
| 4" TREE | HANDICAPPED PARKING |
| JP JOINT POLE | TP TELEPHONE POLE |
| PP POWER POLE | + EL=124.5' SPOT ELEVATION |

EDGE OF PAVEMENT
P T OVERHEAD POWER & TELEPHONE LINES
FENCE LINE
PARENT PARCEL LINE
AMSL.....ABOVE MEAN SEA LEVEL
AGL.....ABOVE GROUND LEVEL
◎ CP #.....FIELD CONTROL POINT

DATE OF FIELD VISIT: 08/26/15

SURVEYED BY/ OR UNDER THE DIRECTION OF: Oliver Philip Auer L.S. 5075

NOTES:

THIS IS NOT A BOUNDARY SURVEY. THIS IS A CELLULAR TELECOMMUNICATIONS TOPOGRAPHIC SURVEY MAP WITH EXISTING PARENT PARCEL LINES AND EASEMENTS BEING A GRAPHIC DEPICTION OF VARIOUS INFORMATION GATHERED FROM PRELIMINARY REPORTS, RECORD INFORMATION AND AVAILABLE MONUMENTS FOUND DURING THE FIELD SURVEY. UNLESS OTHERWISE NOTED, NO UNDERGROUND UTILITY LOCATING SERVICE COMPANY WAS CONTACTED PRIOR TO THIS MAP BEING PREPARED; THEREFORE, THERE MAY BE NON-VISIBLE OR OBSCURE UTILITIES EXISTING ON THE PROPERTY NOT SHOWN ON THIS MAP.

PARENT PARCEL DESCRIPTION:

SEE PRELIMINARY REPORT DESCRIPTION EXTRACT, LS3 SHEET.

LEASE AREA DESCRIPTION:

SEE LS2 SHEET.

JOINT ACCESS AND UTILITY EASEMENT DESCRIPTION:

SEE LS2 SHEET.

UTILITY/BRANCH OVERHANG EASEMENT DESCRIPTIONS:

SEE LS4 SHEET.

BASIS OF ELEVATIONS: NAVD 88.

BASIS OF BEARINGS: CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 4, NAD 83.

PROJECT BENCH: AS INDICATED HEREON.

LANDLORD INFORMATION: CLAIR W. HICKS, JR.
202 ALAMEDA AVE.
SALINAS, CA 93901

NET AREA OF:
UNDERLYING PARCEL(S): 0.77± AC.

SITE LOCATED IN FLOOD ZONE X, AN AREA OF MINIMAL FLOOD HAZARD, PER FEMA FIRM COMMUNITY PANEL NUMBER 06053C0850G, EFFECTIVE DATE 4/2/2009, PER FEMA INTERACTIVE WEBSITE.

FAA 1A CERTIFICATION:

LATITUDE AND LONGITUDE WAS OBTAINED FROM INFORMATION PROVIDED BY A GPS SURVEY. THE GEODETIC POSITION SHOWN WAS DETERMINED UTILIZING FAST-STATIC GPS OBSERVATIONS FROM NGS CORS STATION(S) USING TRIMBLE 4600LS RECEIVERS. THE DATA WAS DIFFERENTIALLY CORRECTED WITH TRIMBLE GPS SURVEY SOFTWARE.

LATITUDE, LONGITUDE AND ELEVATIONS DENOTED ON THIS SURVEY MEET OR EXCEED THE FEDERAL AVIATION ADMINISTRATION 1-A STANDARD.

ELEVATION OF GROUND AT GPS POINT: 285.5' AMSL

STRUCTURE HEIGHT: N/A

LATITUDE: N36°19'26.39"
LONGITUDE: W121°14'47.85" (NAD 83)

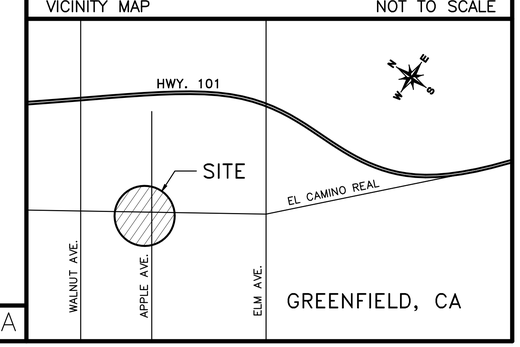
EXISTING PARKING STALLS: 38
TOTAL STALLS TO BE REMOVED: 2

TOTAL STALLS AFTER CONSTRUCTION: 36

STALLS REQUIRED (RETAIL - OTHER: 3 STALLS/1000 SQFT) - EXISTING RETAIL (6100 SQFT) = 19
STALLS REQUIRED (TELECOMMNICATIONS AND UTILTIES) : 1

TOTAL STALLS REQUIRED: 20

VICINITY MAP NOT TO SCALE




Phil Auer Surveying
14407 Corte Lejos
Bakersfield, CA 93314
Phone: (661) 587-6129
Mobile: (661) 714-7224
E-mail: ls5075@earthlink.net

DOWNTOWN GREENFIELD
401 EL CAMINO REAL
GREENFIELD, CA 93927

verizon WIRELESS

SHEET TITLE: SURVEY SHEET

LICENSED LAND SURVEYOR
OLIVER PHILIP AUER
NO 5075
(Exp. 06/30/17)
STATE OF CALIFORNIA
Not valid unless signed in ink by licensee.

Revisions:
△
△
△
△
△

Name: DOWNTOWN GREENFIELD
Drawn By: PAD
Checked By: OPA
Scale: AS NOTED
Date: 10/12/15

Job No. N/A

LS1

F:\PROJECTS\OPA\VERIZON\DOWNTOWN GREENFIELD\OFFICE\003 R1 BFS\VZW DTG R1 BFS 10-12-15.pro

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# PRELIMINARY REPORT DESCRIPTION EXTRACT

Order Number: **3420-4961960**
Page Number: 6

**LEGAL DESCRIPTION**

Real property in the City of Salinas, County of Monterey, State of California, described as follows:

*LOT 2 AS SHOWN UPON THE RECORD OF SURVEY FILED FOR RECORD IN* VOLUME 26 OF SURVEYS AT PAGE 87, MONTEREY COUNTY RECORDS.

APN: 024-022-026-000

*First American Title*
Page 6 of 14

*Phil Auer Surveying*
14407 Corte Lejos
Bakersfield, CA 93314
Phone: (661) 587-6129
Mobile: (661) 714-7224
E-mail: is50759@earthlink.net

DOWNTOWN GREENFIELD
401 EL CAMINO REAL
GREENFIELD, CA 93927

verizon WIRELESS

SHEET TITLE: SURVEY SHEET

LICENSED LAND SURVEYOR
OLIVER PHILIP AUER
NO 5075
(Exp. 06/30/17)
STATE OF CALIFORNIA
Not valid unless signed in ink by licensee.

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Name: DOWNTOWN GREENFIELD
Drawn By: PAD
Checked By: OPA
Scale: AS NOTED
Date: 10/12/15

Job No. N/A

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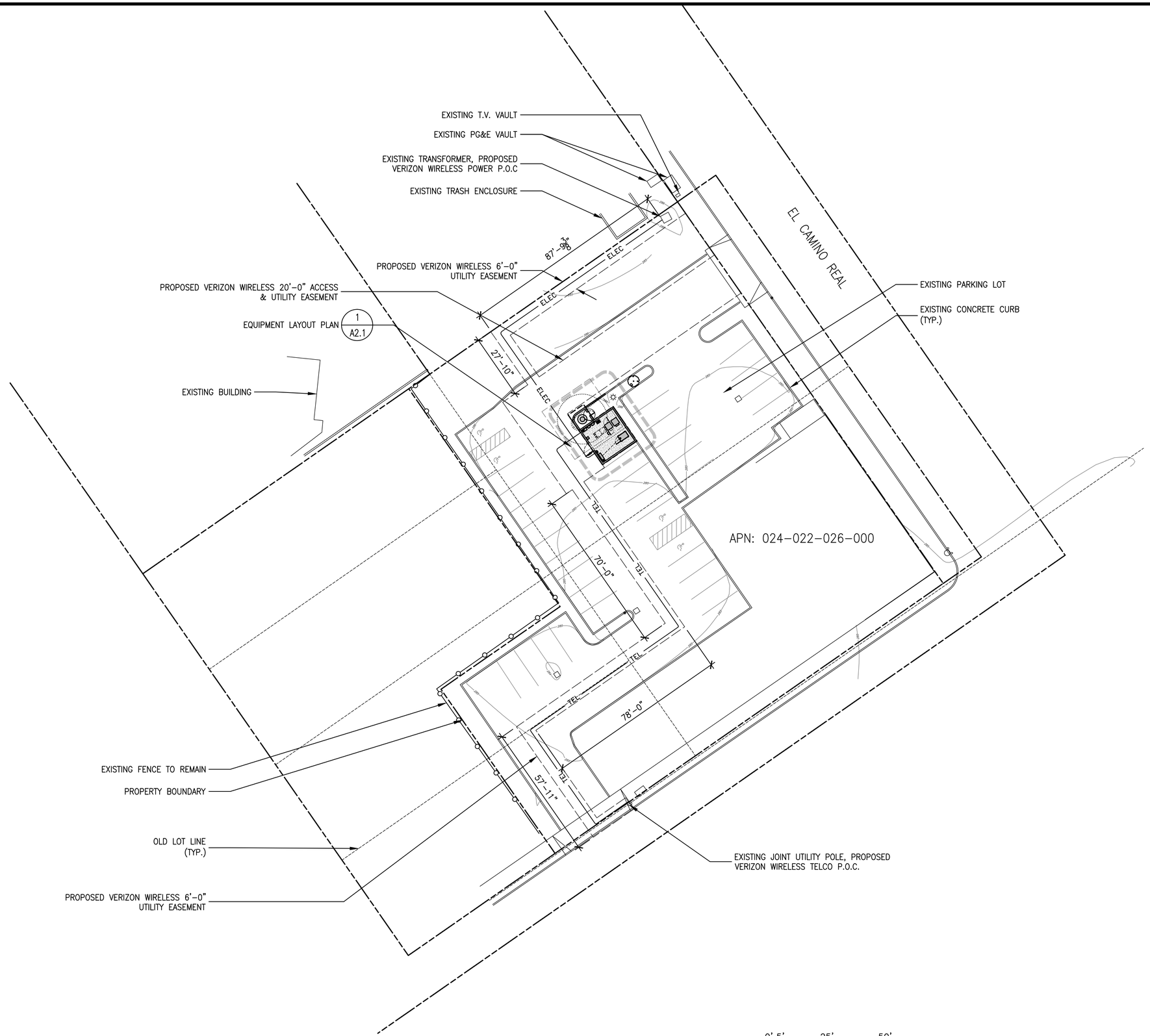


1 A1.1 OVERALL SITE PLAN
SCALE: 1" = 20.0'

MST ARCHITECTS
WIRELESS DIVISION
1520 River Park Drive, Sacramento, CA 95815
916-567-9630
www.MSTArchitects.com

COMPLETE Wireless Consulting, Inc.

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SHEET TITLE: OVERALL SITE PLAN

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Drawn By: AJR
Checked By: TST
Scale: AS NOTED
Date: 01/07/16

Job No. 162.1655

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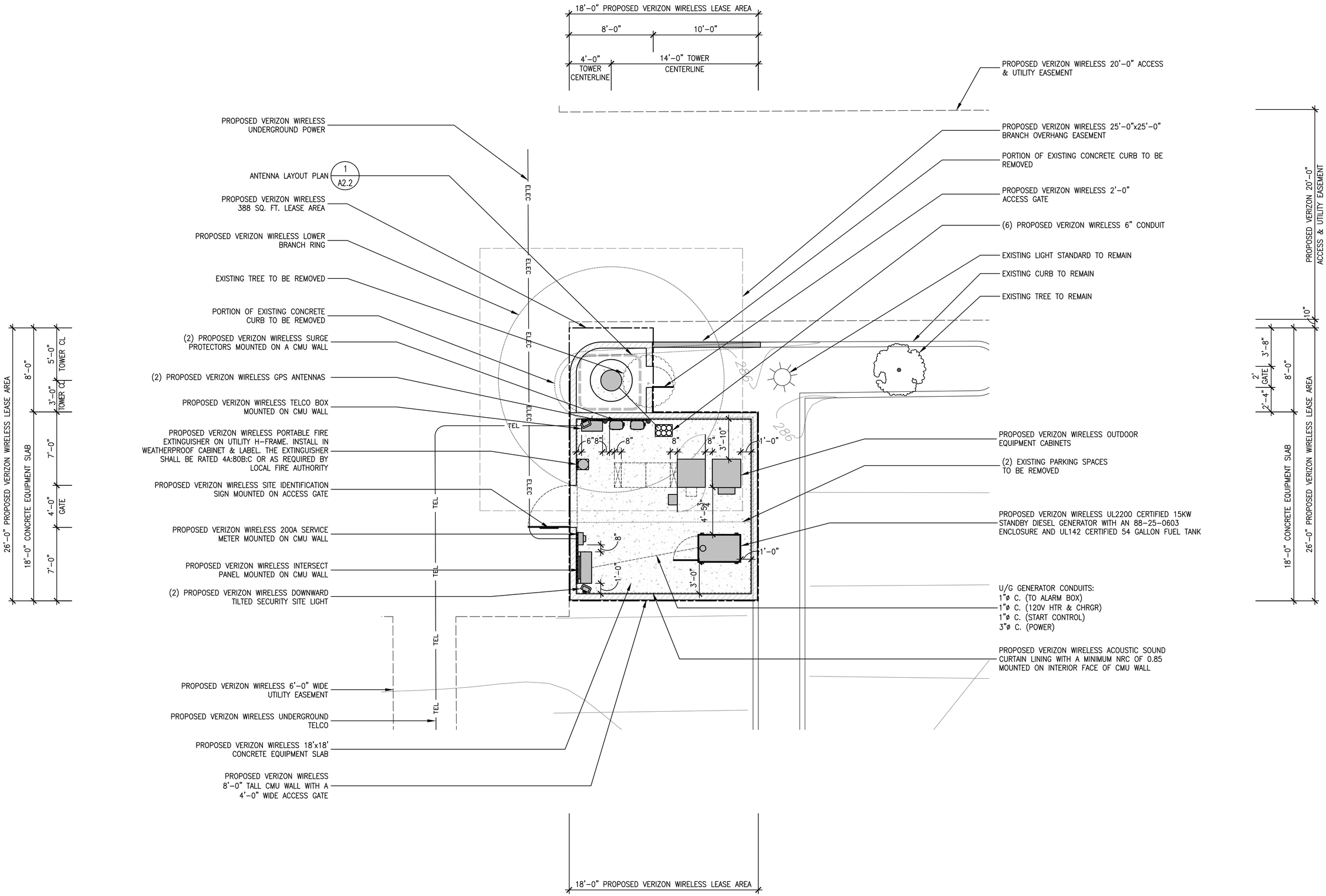


1 A2.1 EQUIPMENT LAYOUT PLAN
SCALE: 1/4" = 1'-0"


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SHEET TITLE: EQUIPMENT LAYOUT PLAN

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Drawn By: AJR
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Scale: AS NOTED
Date: 01/07/16

Job No. 162.1655

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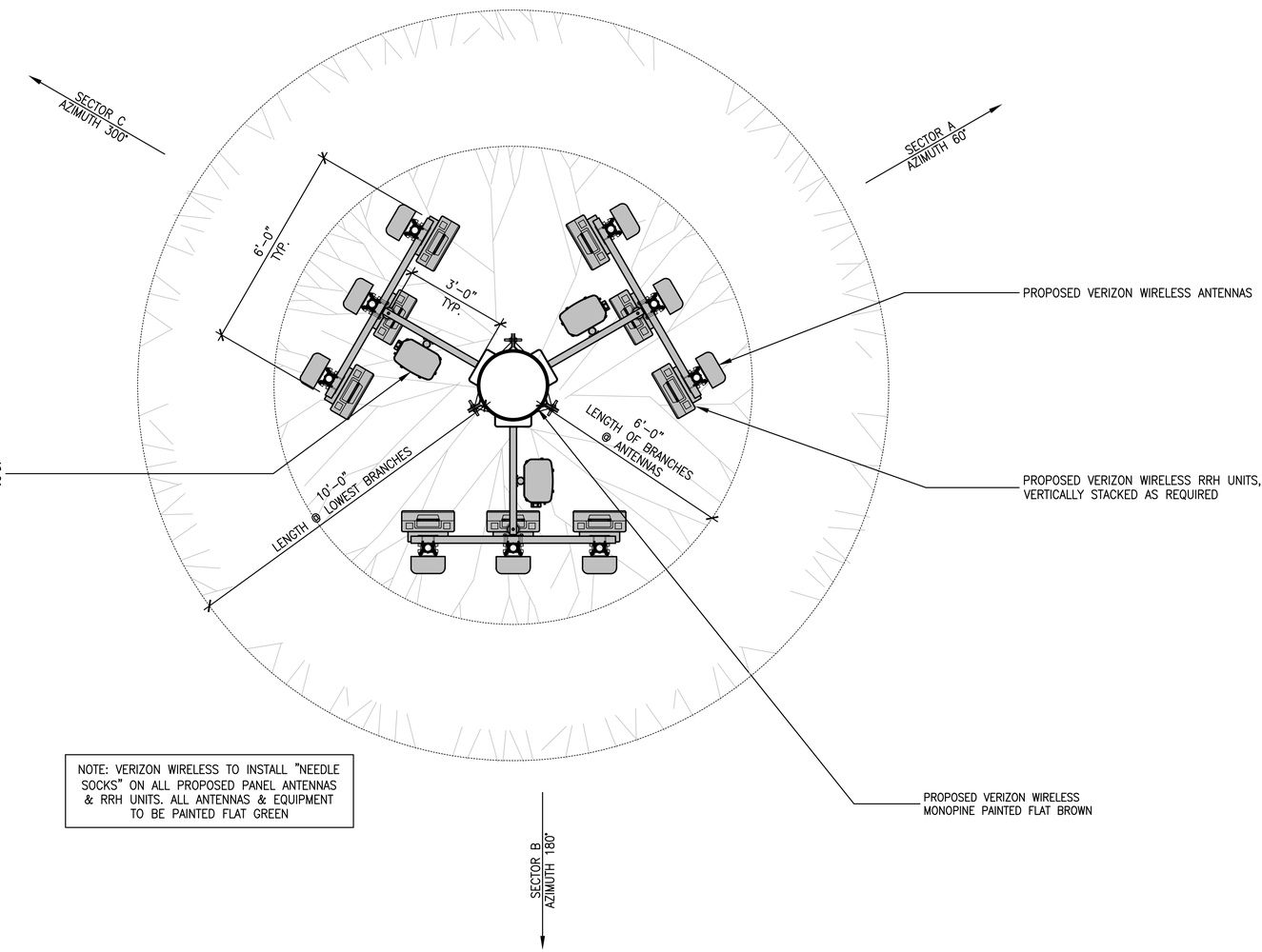
| EQUIPMENT SCHEDULE | | | | | |
|---|---|---|---|---|---|
| EQUIPMENT | DESCRIPTION | QUANTITY | | | TOTAL |
| | | SECTOR A | SECTOR B | SECTOR C | |
| ANTENNA | TO BE DETERMINED | 3 | 3 | 3 | 9 |
| RRH | RRUS12 W/ A2 OR EQUIVALENT | 5 | 5 | 5 | 15 |
| TMA OR DIPLEXER | N/A | 0 | 0 | 0 | 0 |
| SURGE PROTECTOR/HYBRID | RAYCAP DC3315 / HYBRID TRUNK CABLE | 3/3 | | | 3/3 |
| COAXIAL CABLE | 1 5/8" DIAMETER COAX | 0 | 0 | 0 | 0 |
| RET CABLE | N/A | 0 | | | 0 |




NOTE: VERIZON WIRELESS TO INSTALL "NEEDLE SOCKS" ON ALL PROPOSED PANEL ANTENNAS & RRH UNITS. ALL ANTENNAS & EQUIPMENT TO BE PAINTED FLAT GREEN

0' 1' 5' 10'
1/2" = 1'-0"

N

1 A2.2 ANTENNA LAYOUT PLAN
SCALE: 1/2" = 1'-0"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SHEET TITLE: ANTENNA LAYOUT PLAN

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Drawn By: AJR
Checked By: TST
Scale: AS NOTED
Date: 01/07/16

Job No. 162.1655

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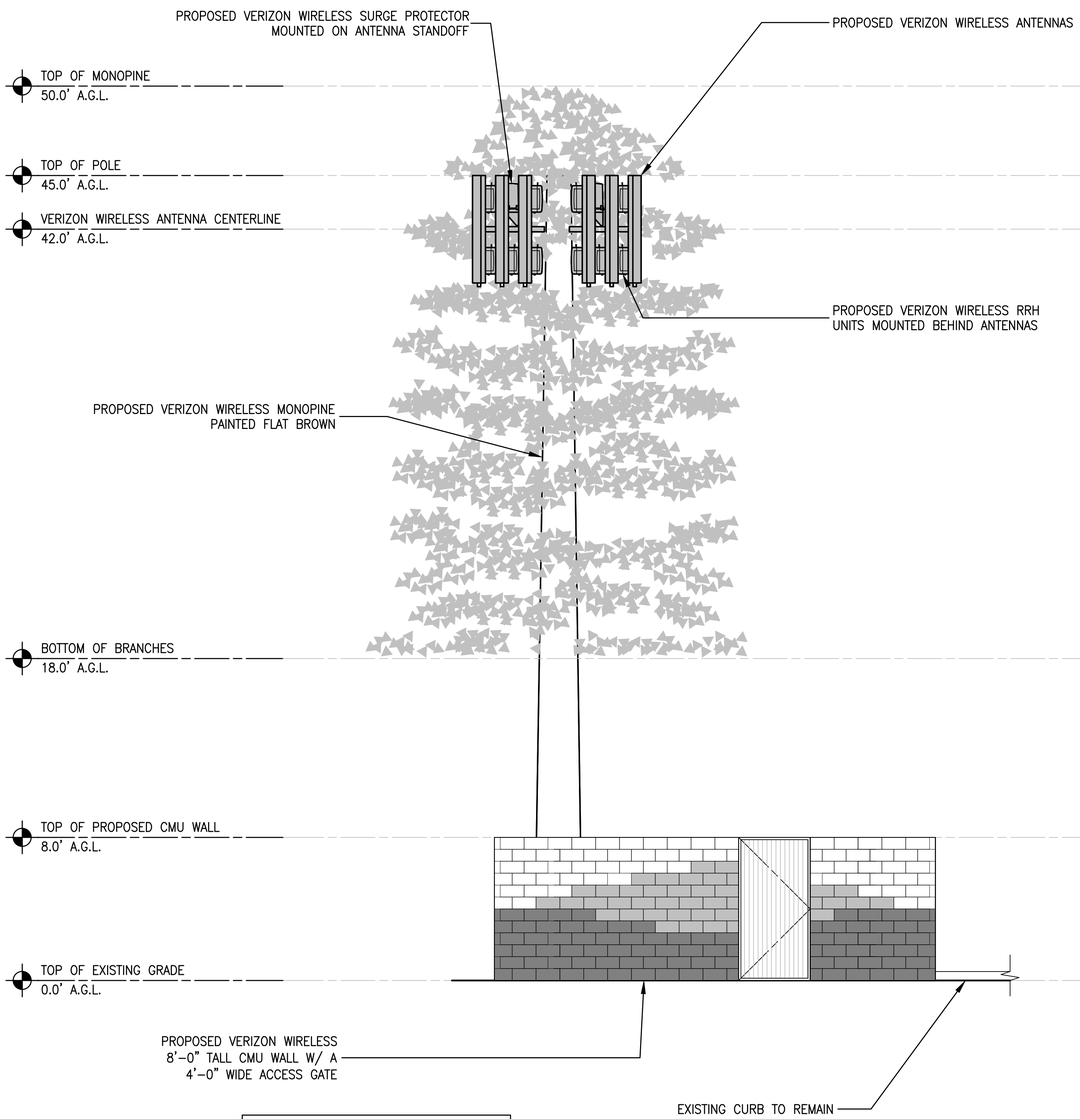
NOTE: VERIZON WIRELESS TO INSTALL "NEEDLE SOCKS" ON ALL PROPOSED PANEL ANTENNAS & RRH UNITS. ALL ANTENNAS & EQUIPMENT TO BE PAINTED FLAT GREEN

NOTE: BRANCHES SHOWN ARE FOR ILLUSTRATIVE PURPOSES ONLY. NOT TO SCALE



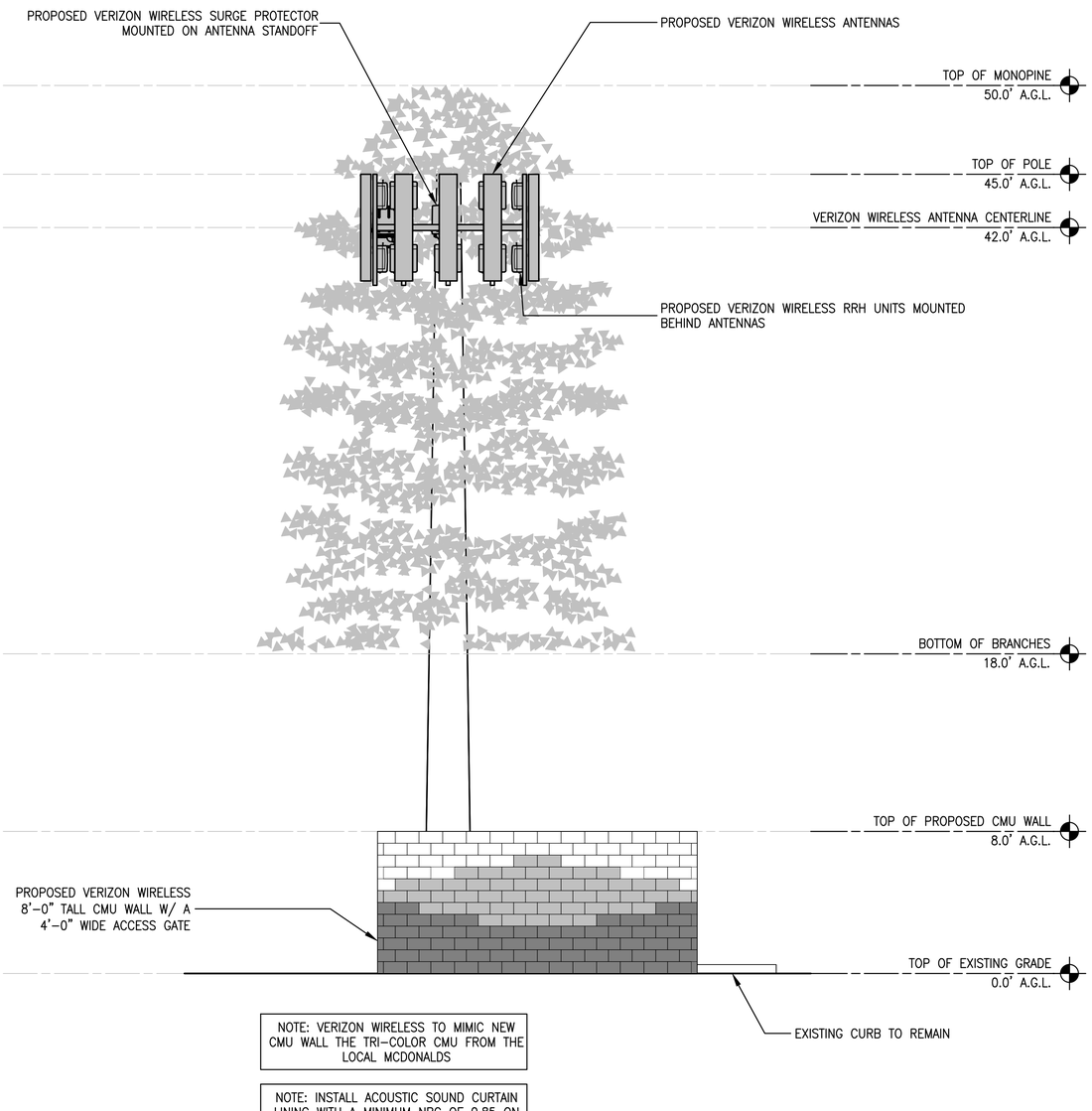

NOTE: VERIZON WIRELESS TO MIMIC NEW CMU WALL THE TRI-COLOR CMU FROM THE LOCAL MCDONALDS

NOTE: INSTALL ACOUSTIC SOUND CURTAIN LINING WITH A MINIMUM NRC OF 0.85 ON INTERIOR FACE OF CMU WALL

2 A3.1 WEST ELEVATION
SCALE: 1/4" = 1'-0"

NOTE: VERIZON WIRELESS TO INSTALL "NEEDLE SOCKS" ON ALL PROPOSED PANEL ANTENNAS & RRH UNITS. ALL ANTENNAS & EQUIPMENT TO BE PAINTED FLAT GREEN

NOTE: BRANCHES SHOWN ARE FOR ILLUSTRATIVE PURPOSES ONLY. NOT TO SCALE




NOTE: VERIZON WIRELESS TO MIMIC NEW CMU WALL THE TRI-COLOR CMU FROM THE LOCAL MCDONALDS

NOTE: INSTALL ACOUSTIC SOUND CURTAIN LINING WITH A MINIMUM NRC OF 0.85 ON INTERIOR FACE OF CMU WALL

1 A3.1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"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GREENFIELD, CA 93927

SHEET TITLE: PROJECT ELEVATIONS

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File:162.1655_A31.dwg
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Checked By: TST
Scale: AS NOTED
Date: 01/07/16

Job No. 162.1655

A3.1

# Planning Commission Report

599 El Camino Real Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

**DATE:** February 25, 2016

**AGENDA DATE:** March 1, 2016

**PREPARED BY:** Mic Steinmann, Community Services Director

**TITLE:** **APPROVAL OF TENTATIVE MAP FOR THE VINES AT GREENFIELD SUBDIVISION CONSISTING OF PROPERTY LOCATED ON WALNUT AVENUE AS PART OF THE WALNUT AVENUE SPECIFIC PLAN AREA**

**RECOMMENDATION:** Approve Tentative Map

**PUBLIC HEARING:** Yes: __X____ No: _____

---

**General Plan:** Walnut Avenue Specific Plan
**Zoning District:** SP-1, Walnut Avenue Specific Plan
**Existing Use:** Undeveloped Land, Agricultural

**Environmental Review:** Environmental Impact Report, CEQA Findings, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program adopted by Greenfield City Council, August 12, 2014

**Applicant:** Maximus III Company, Bakersfield, CA
APNs: 109-114-001 and 109-114-002

**Application for:** APPROVAL OF TENTATIVE MAP
**File No.:** SUB 2016-01

---

## AUTHORITY AND PROCEDURES

The requirements for tentative maps are set forth in the California Government Code, Subdivision Map Act, §§ 66452 – 66452.24 and Chapter 16.16 of the Greenfield Municipal Code. Sections 16.16.100, 16.16.110, and 17.14.050 of the municipal code establish the City Council as the final approving authority for tentative subdivision maps. The Planning

Commission is charged with responsibility to review tentative map applications; make a report to the City Council with respect to the design of the subdivision and the kind, nature, and extent of the proposed improvements; and make findings and recommendations for approval, conditional approval, or denial of the proposed tentative map to the City Council. The City Council shall not approve or conditionally approve a tentative map unless it finds that the proposed subdivision, together with the provisions for its design and improvement, is consistent with the general plan, zoning and subdivisions codes, and any applicable specific plan. The Subdivision Map Act and the Subdivisions Code specify that the City Council shall not approve or conditionally approve a tentative map if it makes any of a number of specified findings.

## BACKGROUND AND ANALYSIS

In 2010 the City began a process to develop the Walnut Avenue Specific Plan for approximately 63 acres of agricultural land located along Walnut Avenue immediately adjacent to U.S. Highway 101 between 3rd Street and 4th Street and from Apple Avenue to north of Walnut Avenue. In 2014, the Walnut Avenue Specific Plan was officially adopted by the City Council. An Environmental Impact Report was prepared and certified by the City Council. A Mitigation Monitoring and Reporting Program was prepared and adopted as part of the EIR to address the potential environmental impacts of the development of the specific plan area.

The vision of the City Council was to create a multi-functional focal point for both shopping and community events and activities. The adopted specific plan provides guidance and establishes development standards for the area within its boundary, streamlines land use and zoning entitlements, and facilitates new commercial and residential development in the City. The specific plan will enable the City to respond to growth trends and retail commercial demand in the City and the Salinas Valley region. The implementation of the specific plan will also generate job growth, provide residents and visitors with a more diverse offering of commercial uses, support the development of high density residential housing, develop a new community park, and provided revenue to support City services.

The parcels that are the subject of The Vines at Greenfield subdivision and tentative map are part of the specific plan area (*see* map on following page). They are located on the south side of Walnut Avenue and immediately east of U.S. Highway 101. These parcels encompass approximately 11 acres, which is nearly 20% of the entire specific plan area. This subdivision and tentative map represents the first phase of development in accordance with the vision of the Walnut Avenue Specific Plan. After many years of creation and germination, commercial and retail development within this specific plan area is soon to become a reality.

### Site Description

The two existing parcels total approximately 11 acres. The current topography of the site is nearly flat and contains no significant natural hills, ridges, ravines, or other topographic features. There are no watercourses or wetlands on the property or in the vicinity, nor are there any trees. The parcels are under current agricultural production for row crops. As part of the earlier Walnut Avenue widening project, water and sewer utility services were extended along 3rd Street and Walnut Avenue to facilitate extension of services to the specific plan area. Electrical and

gas service is available to the site from PG&E. A City-owned storm water detention basin was previously designed and constructed to collect anticipated storm water run-off from the properties developed within the specific plan area.

**Walnut Avenue Specific Plan Area**
**The Vines at Greenfield**

Conformance with the General Plan and Zoning Ordinance

When the Walnut Avenue Specific Plan was adopted in 2014, the general plan and its land use map were amended to recognize and incorporate the Walnut Avenue Specific Plan. At that same time, chapter 17.43 was added to the municipal code to incorporate regulations for creation of specific plan areas and to specify specific plan provisions as the zoning for the specific plan area. The City's zoning map was amended to reflect the Walnut Avenue Specific Plan designation.

The land uses allowed within the specific plan area under both the general plan and zoning code include commercial/retail uses such as small- to large-scale retail development including neighborhood grocery/drug/hardware stores, service/gas stations, restaurants, motels/hotels/ entertainment venues, and "big box" retail. These land uses are similar to those allowed in the Highway Commercial general plan and zoning district designations. These are the types of retail/commercial uses envisioned as part of the first phase of development of the specific plan

area. Development standards will be as set forth in the Walnut Avenue Specific Plan and chapter 17.43 (Specific Plan Zoning) of the municipal code.

The following exhibit is the conceptual land use map included in the Walnut Avenue Specific Plan. The distribution and total square footage of commercial/retail uses is flexible and intended to allow flexibility in how commercial/retail uses are arranged, located, and sited relative to each other. The proposed development is generally consistent with this conceptual layout and its underlying intent and purpose.

**Walnut Avenue Specific Plan Area**
**Conceptual Land Use Plan**

Conformance with Subdivisions Code and State Subdivision Map Act

The tentative map submitted with this application was prepared in compliance with the requirements of §§ 16.16.020 and 16.16.030 of the City of Greenfield Subdivisions Code and the State Government Code, Subdivision Map Act, §§ 66452 – 66452.25. The tentative map complies with all local and state requirements for approval of the proposed tentative map.

Public Services and Infrastructure Needs

Potential impacts to water, sewer facilities, and storm drainage facilities were evaluated in the EIR prepared for the Walnut Avenue Specific Plan. The City of Greenfield will provide water and sewer services; PG&E will provide natural gas and electricity; AT&T will provide telephone service; and Charter Cable Company (or current provider) will provide cable service. Storm water drainage will be directed via on-site driveways, parking areas, and culverts that lead to a storm drain system connected to the detention pond on 3rd Street.

As part of the Walnut Avenue Widening and Improvement Project, the City has previously constructed a storm water detention basin on 3rd Street, extended and improved water and sewer lines in 3rd Street and Walnut Avenue, and made roadway improvements to Walnut Avenue and 3rd Street in anticipation of development in accordance with the Walnut Avenue Specific Plan. The project developer will be responsible for verifying the adequacy of existing utilities to service the project and will be responsible for designing, constructing, and paying for any additional off-site utility, roadway, and storm water system improvements necessary to provide required services to the project. All utility and site infrastructure improvements will be designed and constructed in conformance with City Standards.

The Greenfield Police Department will provide law enforcement services to the development. Firefighting and emergency response services will be provided by the Greenfield Fire Protection District.

Storm Water Detention Basin

The City previously constructed a storm water detention basin along 3rd Street to service the storm water run-off and detention needs of the specific plan area. The first phase of commercial/retail development will connect to this detention basin via underground storm water culvert.

Dedications, Public Improvements, Maintenance

A public street will be constructed along the eastern border of the project area. This street will provide vehicular access to and from the project area. It will also serve future commercial/retail development east of the project area towards 3rd Street and development to the south towards Apple Avenue and the new community park. This street will be a dedicated public street, with an ultimate 60 foot right-of-way. Upon completion of the project, the City will assume responsibility for maintaining this public street.

Water, sewer, and storm water mains will be located in the street, a minimum of five feet from the face of curb. Water and sewer laterals will extend from these mains to service the commercial/retail development of the project area. A six foot public utilities easement will be provided for electric, gas, telephone, and cable TV.

To ensure an appropriate funding source is available for landscape and roadway maintenance of the public right-of-way, including the Walnut Avenue right-of-way, both a Lighting and Landscape Maintenance District (LLMD) and a Street and Drainage Maintenance District (SDMD) will be created. The conditions of approval of this tentative map include additional public improvement requirements and development standards that will apply to this project.

Community/Neighborhood Impacts

The EIR for the Walnut Avenue Specific Plan identified potential community and neighborhood impacts from the development of the overall 63 acre project area. A mitigation monitoring and reporting program was adopted by the City Council to address those potential impacts. The development of this first phase development, and all subsequent development within the specific plan area, will be in accordance with the requirements of the Walnut Avenue Specific Plan, the certified EIR, the adopted Mitigation Monitoring and Reporting Program, and the conditions of approval. With the payment of required development and impact fees and adherence to the requirements of the Mitigation Monitoring and Reporting Program, the proposed commercial/retail development will have less-than-significant impacts on City services including water, sewer, trash, police, fire, and schools.

Traffic and Circulation Improvements

Potential traffic impacts were evaluated in the EIR prepared for the Walnut Avenue Specific Plan. The level of development for this first phase will not introduce or result in any additional traffic impacts that were not analyzed in the EIR.

The EIR also identified a need for a new Walnut Avenue/U.S. Highway 101 overcrossing at some future time. To accommodate this new overcrossing, sufficient right-of-way along the southern edge of Walnut Avenue and the eastern edge of U.S. Highway 101 needs to be reserved. The final map will accommodate the appropriate right-of-way.

Primary access to the project site will be from two access points along Walnut Avenue – one being the public street along the eastern property line and a second mid-block entrance connecting to the interior round-a-bout. The primary interior roadways will be 40 feet wide. The public street along the eastern property line will have an ultimate width of 60 feet. The public street will also provide access to future development to the east towards 3rd Street and to the south towards Apple Avenue. All roadway construction and any required improvements to Walnut Avenue will be in accordance with City standards.

Landscaping

The proposed project does not include a detailed landscaping plan. Landscape plans will be required for submittal, review and approval prior to issuance of building permits. Preliminary information from the project developer indicates a wine country/vineyard theme will include grape vine trellises along the entrance to the site from Walnut Avenue. A park or public gathering area will be provided adjacent to the interior round-a-bout. All landscaping shall utilize drought tolerant species and water efficient drip or micro spray irrigation systems.

Parking

All parking will be provided on-site. There will be no on-street parking within or adjacent to the project area. The quantity of required on-site parking will be in conformity with the parking requirements of chapter 17.58 of the zoning code.

Construction/Site Preparation

Clearing/grading typical for construction of an urban commercial/retail center will be necessary. The project is the first phase of development of the Walnut Avenue Specific Plan area. All aspects of construction and site preparation will be required to comply with all applicable federal, state, and local codes, the conditions of approval for this project, and will be reviewed and approved by the Building Official or City Engineer prior to the initiation of any construction activities.

Development Schedule

Preliminary information from the project developer indicates that initial site and utility work may well commence in Spring 2016 and as soon as possible after tentative and final map approvals. It is anticipated that the first commercial/retail buildings would then be under construction during the summer and fall. The first of the commercial/retail tenants could then be open for business by the end of 2016. Construction and additional grand openings would continue into 2017.

Design Theme

The Walnut Avenue Specific Plan includes a series of design guidelines that are intended to establish "minimum standards of design quality and harmony with the community of Greenfield." The design guidelines encourage high quality design and development that will endure and maintain value over time. They aim to cultivate a visually stimulating urban fabric through the provision of well-defined exterior spaces; diverse streetscapes; pedestrian amenities such as benches, shade trees, attractive lighting, and inviting places to eat and drink; and spaces that offer more shared cultural opportunities, such as outdoor art and music.

Preliminary design concepts prepared by the project developer are consistent with the guidelines and standards of the specific plan. The primary design theme will draw upon winery and vineyard elements of the Greenfield environment. This design theme recognizes the importance

of the wine industry to the local economic, cultural, and social fabric. It recognizes the importance of Greenfield's location along the Monterey County Wine Trail. The entrance to the project area from Walnut Avenue will be lined with trellises supporting grape vines. At the round-a-bout in the center of the site provisions can be accommodated for a visitor center and wine tasting/retail store to celebrate and promote the local wine industry. Building designs will have a decidedly winery/vineyard theme and ambience. As the design of the project moves forward, adherence to the design guidelines of the specific plan will be required.

**CEQA**

All CEQA analyses and reviews have been previously completed in accordance with the CEQA guidelines as set forth in California Code of Regulations, Title 14, Chapter 3, Sections 15000 *et seq*. The City of Greenfield, acting as the lead agency, initially determined that development in accordance with the Walnut Avenue Specific Plan could result in potentially significant adverse environmental effects. With that determination, the City had a draft environmental impact report (Draft EIR) prepared to evaluate the potentially significant adverse environmental impacts of the project. The Draft EIR was circulated for public review from January 29, 2014, to March 14, 2014, and public comment received. A Final EIR was prepared to respond to the public comments received and to identify changes to the Draft EIR, if any, that were required in response to the public comments received. The Final EIR was distributed to each public agency from which comments were received during the public review period. Findings, a statement of overriding considerations, and a mitigation monitoring and reporting program were prepared as required by CEQA.

On August 12, 2014, the City Council held public hearing and adopted a series of resolutions and ordinances to (1) certify the Walnut Avenue Specific Plan EIR, (2) adopt required CEQA findings, (3) adopt required statements of overriding considerations, (4) adopt the proposed mitigation monitoring and reporting program, (5) amend the City's general plan to allow for the creation of specific plan areas, (6) adopt the Walnut Avenue Specific Plan, (7) amend the City's general plan and land use map to recognize and incorporate the Walnut Avenue Specific Plan, (8) amend the City's zoning code to incorporate regulations for creation of specific plans and to specify specific plan regulations as the zoning for specific plan areas, and (9) amend the City's zoning map to reflect the Walnut Avenue Specific Plan designation.

The EIR certified by the City Council states that the "land use types and development intensities included in the specific plan represent the development scenario used as the basis for analysis of project impacts in this EIR. Future development proposals that modify the location or intensity of uses described by the specific plan may require further CEQA review if found to be inconsistent with the objectives, policies, standards, and implementation measures of the adopted specific plan."

The proposed project is part of the Walnut Avenue Specific Plan area. The proposed development does not modify the location or intensity of uses described by the specific plan. The proposed development is consistent with the level, type, and extent of commercial/retail development envisioned by the specific plan. It is consistent with the objectives, policies, standards, and implementation measures of the adopted specific plan. Development of the

project must be consistent with the mitigation measures set forth in the Mitigation Monitoring and Reporting Program and the mitigation policies incorporated into the Walnut Avenue Specific Plan. With this consistency, the significant environmental impacts addressed by the respective policies and mitigation measures will be reduced to less-than-significant levels. Since the time the EIR was certified and the Mitigation Monitoring and Reporting Program and Walnut Avenue Specific Plan were adopted, there have been no new impacts that require further CEQA review. No further environmental review is required at this time.

## RECOMMENDATION

It is recommended the Planning Commission adopt the attached resolution to (1) recommend the City Council approve the tentative map for The Vines at Greenfield project and (2) recommend the City Council approve the conditions of approval attached to this resolution.

## PROPOSED MOTION

I MOVE THAT THE PLANNING COMMISSION ADOPT RESOLUTION 2016-08 RECOMMENDING THE CITY COUNCIL OF THE CITY OF GREENFIELD APPROVE THE TENTATIVE MAP FOR THE VINES AT GREENFIELD SUBDIVISION CONSISTING OF PROPERTY LOCATED ON WALNUT AVENUE AS PART OF THE WALNUT AVENUE SPECIFIC PLAN PROJECT AREA, SUBJECT TO THE SPECIFIED CONDITIONS OF APPROVAL.

**CITY OF GREENFIELD PLANNING COMMISSION**
**RESOLUTION NO. 2016-08**

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GREENFIELD PLANNING COMMISSION RECOMMENDING THE CITY OF GREENFIELD CITY COUNCIL APPROVE THE TENTATIVE MAP FOR THE VINES AT GREENFIELD SUBDIVISION CONSISTING OF PROPERTY LOCATED ON WALNUT AVENUE AS PART OF THE WALNUT AVENUE SPECIFIC PLAN PROJECT AREA**

**WHEREAS,** California Government Code, Subdivision Map Act, §§ 66452 – 66452.25 and Chapter 16.16 of the Greenfield Municipal Code set forth requirements for subdivisions and tentative maps; and

**WHEREAS,** the City of Greenfield Municipal Code establishes the City Council as the designated Approving Authority for subdivisions and tentative maps; and

**WHEREAS,** the City of Greenfield Municipal Code charges the Planning Commission with responsibility to review tentative map applications; make a report to the City Council with respect to the design of the subdivision and the kind, nature, and extent of the proposed improvements; and make findings and recommendations for approval, conditional approval, or denial of the proposed tentative map to the City Council; and

**WHEREAS,** an application has been submitted for the creation of a subdivision and tentative map for certain property on the south side of Walnut Avenue as part of the Walnut Avenue Specific Plan area, APNs: 109-114-001 and 109-114-002, located in the City of Greenfield, California; and

**WHEREAS,** the tentative map application consists of a project analyzed as part of the Environmental Impact Report prepared for the Walnut Avenue Specific Plan, and such EIR was certified by and the specific plan adopted by the City Council on August 12, 2014; and

**WHEREAS,** the City of Greenfield Planning Director has reviewed and analyzed the requested tentative map and has recommended the Planning Commission adopt a resolution recommending the City of Greenfield City Council approve such tentative map, subject to certain conditions of approval; and

**WHEREAS,** the application for the proposed tentative map was heard, reviewed, and discussed by the Planning Commission at a duly noticed public hearing;

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** that the Planning Commission of the City of Greenfield has considered all written and verbal evidence regarding this proposed tentative map at the public hearing and has made the following findings:

1. FINDING: The proposed project is substantially in conformance with the City of Greenfield General Plan, Subdivisions Code, Zoning Code, and other Municipal Code requirements and standards.

    a. The general plan and the zoning code denote the project site as Highway Commercial, SP-1. The type of commercial/retail development in this area is the same type of proposed development for this project.

    b. As this project proceeds through the development review and approval process, all development standards for the SP-1 zoning district as set forth in the Walnut Avenue Specific Plan and chapter 17.43 of the zoning code will be met as a condition of further project approvals.

    c. All utility and infrastructure improvements, both on- and off-site, will be designed and constructed in conformance with City Standards.

    d. The project will be required to meet all applicable local, regional, state, and federal requirements in regards to future developments.

2. FINDING: The proposed project will further the planning and economic development goals of the City.

    a. The proposed project adds commercial/retail properties and uses consistent with the economic development goals of the City's general plan.

    b. The proposed project is the first phase of implementation of the commercial and retail development envisioned by the Walnut Avenue Specific Plan.

    c. The development proposed for this project is consistent with the commercial/retail development goals of the Walnut Avenue Specific Plan.

    d. The proposed project will provide additional and new commercial and retail opportunities to the residents of the City that do not currently exist, and provide a greater diversity of the type of retail establishments available in the community.

3. FINDING: The site is physically suitable for the type and density of development proposed.

    a. The natural topography of the site is nearly flat, vacant, and located outside any flood plain.

    b. As part of the Walnut Avenue Widening Project, utility infrastructure for water, sewer, and storm water was constructed along Walnut Avenue and 3rd Street to facilitate and support development of the Walnut Avenue Specific Plan area. The proximity of the project area to these utility extensions makes infrastructure improvements to serve the site feasible economically and physically.

4. FINDING: All requirements of the California Environmental Quality Act have been met.

   a. The proposed project area is part of the Walnut Avenue Specific Plan area for which an Environmental Impact Report was prepared. This EIR was certified by City Council on August 12, 2014, a Mitigation Monitoring and Reporting Program was adopted, and additional mitigation measures were included in the Walnut Avenue Specific Plan.

   b. Development of the project must be consistent with the mitigation measures set forth in the Mitigation Monitoring and Reporting Program and the mitigation policies incorporated into the Walnut Avenue Specific Plan. With this consistency, the significant environmental impacts addressed by the respective policies and mitigation measures will be reduced to less-than-significant levels.

   c. Since the time the EIR was certified and the Mitigation Monitoring and Reporting Program and Walnut Avenue Specific Plan were adopted, there have been no new impacts that require further CEQA review.

5. FINDING: The proposed project will not cause substantial environmental damage, nor substantially or unavoidably injure fish or wildlife or their habitat.

   a. Mitigation measures have been included in the Walnut Avenue Specific Plan, the Mitigation Monitoring and Reporting Program, and the conditions of approval to reduce potential environmental impacts will be reduced to a less-than-significant level.

   b. The Environmental Impact Report for the Walnut Avenue Specific Plan identified no native habitat, fish or wildlife on the site, which had been previously used for row crops.

   c. All storm water on the site will be collected in an on-site storm drainage system and transported via underground storm pipe to a detention basin located adjacent to the project site, thereby ensuring no storm water is discharged to City streets or rights-of-way, other private property, and there are no adverse water quality impacts from drainage on the site.

6. FINDING: The establishment, maintenance, and operation of the project and type of its improvements will not, under the circumstances, be detrimental to the health, safety, peace, morals, comfort, or general welfare of the persons residing or working in the neighborhood of the proposed development, or to its future residents, or to the general welfare of the City.

   a. This project has been previously reviewed by all responsible City, County, and Regional agencies, and conditions of approval (mitigation) have been applied as deemed necessary by the Planning and Public Works staff to ensure the

continuing public health, safety, peace, morals, comfort, general welfare, and orderly development of the surrounding area.

b. All infrastructure requirements have been reviewed and a determination has been made that the site can and will be provided with the required municipal services and utilities.

**NOW, THEREFORE, BE IT HEREBY FURTHER RESOLVED** that the Planning Commission of the City of Greenfield recommends the City of Greenfield City Council approve the proposed tentative map for The Vines at Greenfield commercial/retail subdivision for certain property located on the south side of Walnut Avenue as part of the Walnut Avenue Specific Plan area, APNs: 109-114-001 and 109-114-002, located in the City of Greenfield, California, subject to the conditions of approval attached to this resolution.

**PASSED AND ADOPTED** by the Planning Commission of the City of Greenfield, at a duly noticed public hearing held on the 1st day of March, 2016, by the following vote:

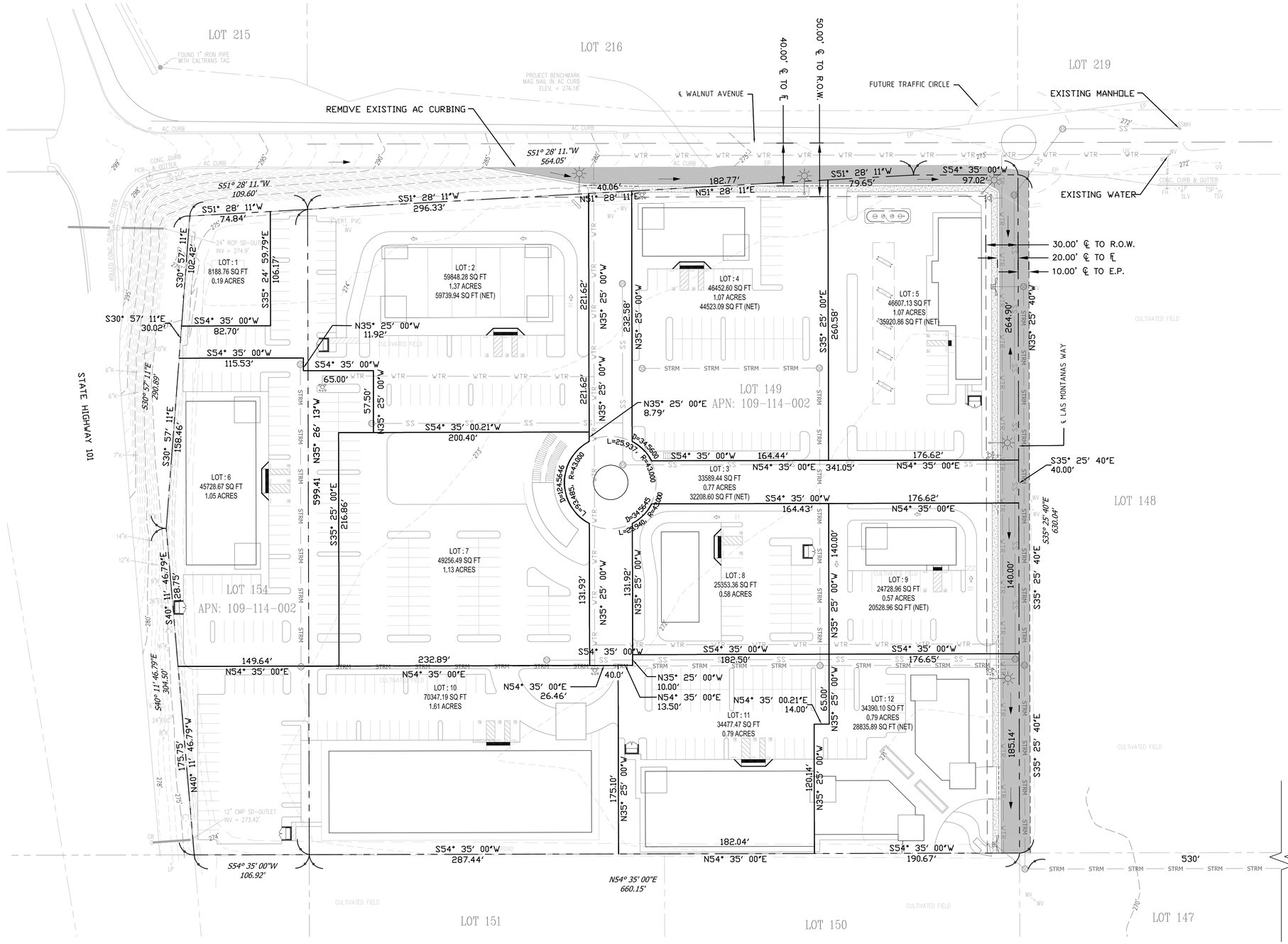
**AYES,** and all in favor, therefore, Commissioners:

**NOES,** Commissioners:

**ABSENT,** Commissioners:

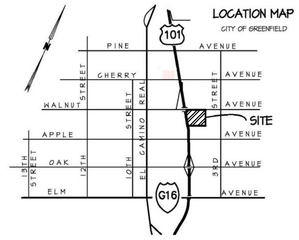
_____
Drew Tipton Chairperson
City of Greenfield Planning Commission

_____
Desiree Gomez, Secretary
City of Greenfield Planning Commission




## VICINITY MAP

NOT–TO–SCALE




## *LEGAL DESCRIPTIONS*

**APN 109-114-001**

THAT PART OF LOT 154, OF THE CLARK COLONY, COUNTY OF MONTEREY, AS SAID LOT IS DELINEATED ON THE MAP FILED JUNE 19,1905 IN VOLUME 1 OF MAPS, "CITIES AND TOWNS", AT PAGE 64, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE EASTERLY CORNER OF SAID LOT; THENCE

1. ALONG THE SOUTHEASTERLY LINE OF SAID LOT, SOUTH 56°42'13" WEST (ALL BEARING AND DISTANCES USED HEREIN ARE BASED ON THE GRID MERIDIAN OF THE CALIFORNIA COORDINATE SYSTEM, ZONE 4: MULTIPLY DISTANCES SHOWN BY 1.0000453 TO OBTAIN GROUND LEVEL DISTANCES) A DISTANCE OF 105.59 FEET; THENCE
2. NORTH 38°04'07" WEST, 304.56 FEET; THENCE
3. NORTH 28°49'31" WEST, 290.88 FEET; THENCE
4. NORTH 53°35'51" EAST, 108.07 FEET TO A POINT ON THE NORTHEASTERLY LINE OF SAID LOT; THENCE
5. ALONG SAID NORTHEASTERLY LINE, SOUTH 33°19'47" EAST, 599.32 FEET TO THE POINT OF BEGINNING.

**APN 10-114-002**

LOT 149, AS SAID LOTS ARE SHOWN ON MAP ENTITLED "MAP OF THE CLARK COLONY, MONTEREY COUNTY, CALIFORNIA, SURVEYED BY H.B. FISHER, SURVEYOR & C.E., 1905", FILED FOR RECORD JULY 19, 1905 IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF MONTEREY, STATE OF CALIFORNIA, IN VOLUME 1 OF MAPS, "CITIES AND TOWNS", AT PAGE 64.

EXCEPTING THEREFROM THAT PORTION OF SAID PROPERTY CONVEYED TO THE STATE OF CALIFORNIA, BY DEED RECORDED MARCH 7, 1960 IN REEL 2033, OFFICIAL RECORDS, PAGE 363.

## *UTILITY INFORMATION*

1. ELECTRIC AND GAS PROVIDED BY PACIFIC GAS & ELECTRIC COMPANY (PG&E).
2. WATER TO BE PROVIDED BY THE CITY OF GREENFIELD.
3. SANITARY SEWER TO BE PROVIDED BY THE CITY OF GREENFIELD.
4. ALL DRY PUBLIC UTILITIES (ELECTRIC, GAS, TELEPHONE, CABLE TV) TO BE INSTALLED UNDERGROUND IN A COMMON TRENCH LOCATED WITHIN A 6' PUBLIC UTILITIES EASEMENT (PUE) LOCATED IMMEDIATELY BEHIND STREET RIGHT-OF-WAY.
5. WATER MAINS TO BE LOCATED IN STREETS UNDER PAVEMENT AREA, 5 FEET FROM FACE OF CURB.

## *OWNER INFORMATION*

JOANNE RIANDA (42.5% INTEREST)
JOANNE RIANDA REVOCABLE TRUST UAD 03/08/2006 - JOANNE D. RIANDA, TRUSTEE (7.5% INTEREST)
YOP LIVING TRUST - LINDA O. YOP AND DANNY M. YOP, TRUSTEES (50% INTEREST)
691 SANTA CRUZ AVENUE
SALINAS CALIFORNIA 93901

## *SUBDIVIDER/DEVELOPER INFORMATION*

EVCAP LLC
2415A LARKIN STREET
SAN FRANCISCO, CALIFORNIA 94109

CURRENT ZONING: C-H (HIGHWAY COMMERCIAL) WITH REGIONAL COMMERCIAL CENTER DESIGN OVERLAY

## LEGEND

- RIGHT–OF–WAY
- EXISTING LOT LINE
- EXISTING PROPERTY BOUNDARY
- PROPOSED EDGE–OF–PAVEMENT
- PROPOSED LOT BOUNDARY
- STRM — PROPOSED STORM DRAIN LINE (18")
- PROPOSED STORM DRAIN MAN–HOLE
- SS — PROPOSED SEWER LINE (8")
- PROPOSED SEWER MAN–HOLE
- WTR — PROPOSED WATER LINE (8")
- PROPOSED FIRE HYDRANT
- PROPOSED CATCH BASIN
- PROPOSED ASPHALT CONCRETE
- DRAINAGE DIRECTION
- 270 — EXISTING MAJOR CONTOUR
- 271 — EXISTING MINOR CONTOUR
- PROPOSED STREET LIGHTING

0 50 100
SCALE: 1" = 50'


Palmetto Engineering & Land Surveying
4300 ASHE ROAD, SUITE 103
BAKERSFIELD, CALIFORNIA 93313
(661) 664-4806 Land
(888) 290-7357 Fax


| | |
|---|---|
| DATE: | 01/26/16 |
| SCALE: | AS-NOTED |
| DRAWN BY: | DGW |
| CK'D BY: | KDB |
| DATE CK'D: | 01/26/16 |
| JOB NO: | 15-130 |

REVISIONS | CK'D BY | DATE CK'D

TENTATIVE MAP
# THE VINES AT GREENFIELD
CITY OF GREENFIELD, COUNTY OF MONTEREY, CALIFORNIA

SHEET 1 OF 1 SHTS

**CITY OF GREENFIELD PLANNING COMMISSION**
**RESOLUTION NO. 2016-08**

**CONDITIONS OF APPROVAL FOR**
**THE VINES AT GREENFIELD SUBDIVISION AND TENTATIVE MAP**

**Project Description**: Tentative Map for approximately 11 acres of land within the Walnut Avenue Specific Plan area for commercial/retail construction on APNs: 109-114-001 and 109-114-002, located in the City of Greenfield.

## GENERAL

1. The applicable mitigation measures which are contained in the Mitigation Monitoring and Reporting Program for the Walnut Avenue Specific Plan Environmental Impact Report shall be considered additional conditions of approval for this project, and are hereby incorporated by reference.

2. The Walnut Avenue Specific Plan includes a number of mitigation measures incorporated in the form of policies, thereby ensuring that development in accordance with those policies will reduce potential significant environmental impacts to less-than-significant levels. The mitigation policy requirements of the specific plan shall be considered additional conditions of approval for this project, and are hereby incorporated by reference.

3. The Final Map shall reserve sufficient right-of-way to accommodate a new Walnut Avenue/U.S. Highway 101 overcrossing.

4. The use shall be conducted in compliance with all appropriate Local, State, and Federal laws and regulations, and in conformance with the approved plans.

5. Modifications to the project or to the conditions imposed may be considered in accordance with the City Zoning Ordinance and the Walnut Avenue Specific Plan. All revisions shall be submitted to the Building Department prior to field changes and are to be clouded or otherwise identified on the plans submitted with the request for modification.

6. Minor plan changes shall be subject to review and approval by the Planning Director and City Engineer prior to implementation. Major plan changes may also require review and approval of the Planning Commission and/or City Council. The Planning Director shall determine whether review and approval by the Planning Commission and/or City Council is required.

7. A note shall be placed on the plans stating that all utilities shall be placed underground and any associated easements for utilities shall be shown on the Final Map.

8. The project applicant shall comply with all of the provisions of the approved Tentative Map, all pertinent provisions of the Municipal Code, including, but not limited to applicable provisions of Title 16 “Subdivisions” and Title 19 “Impact Mitigation Fees” for sewer, water, traffic and police services, as well as payment to the School District for school impact fees. No permits or work shall commence on the subject property until approval of the final map unless otherwise approved by the City Engineer and Building Official.

9. Permanent monuments shall be furnished and installed by the applicant as required by the Director of Public Works and detailed in Section 16.20.050 of the Municipal Code.

10. Damage to public roads caused by construction of applicant's project shall be repaired to the satisfaction of the Public Works Department at the applicant's expense prior to final building inspection. The project applicant shall post a bond to secure payment for damage to a city street caused by construction activity in connection with work authorized by the permit. The Public Works Department may waive this requirement when the construction activity will not foreseeably damage a street.

11. The project applicant may not place, maintain or operate steel-tracked grading or construction equipment with cleats on a public or private street without placing protective material beneath the equipment to protect the surface of the street.

12. The City shall require the applicant for a building or grading permit to rehabilitate the street pavement along the frontage of the property from the edge of the street to the center of the right-of-way.

13. The project applicant shall be responsible for designing, constructing, and paying for all off-site utility, roadway, and storm water system improvements necessary to provide required services to the project. All utility and infrastructure improvements will be designed and constructed in conformance with City Standards.

14. The issuance of a permit or approval of plans and specifications shall not be construed as a permit or an approval of any work that violates the Greenfield Municipal Code.

15. All landscaping shall utilize drought tolerant species, water efficient drip or micro-spray irrigation systems, and comply with all water conservation regulations issued by the State Water Resources Control Board. Street trees shall be 24-inch box trees with an average spacing of not less than twenty five feet on center. Street trees shall be maintained by the project’s Lighting and Landscape Maintenance District.

16. The project applicant shall execute the City’s standard Processing Agreement for payment of costs of development and permit applications whereby the applicant agrees to reimburse the City for all costs incurred by the City in processing development applications, project approval, plan check, permit issuance, inspection, project close-out, and all other costs and expenses incurred by the City in processing, approving, inspecting, and implementing the development project.

## PRIOR TO RECORDATION OF FINAL MAP

17. All utility easements shall be provided on the construction plans and as shown on the approved Final Map on file to meet the requirements of the utility companies and the Director of Public Works and/or City Engineer. As required, City Council acceptance of all public easements shall be obtained prior to recordation of the Final Map.

18. The project applicant shall contact the Greenfield U. S. Postmaster to locate in the subdivision placement of "Neighborhood Delivery and Collection Boxes (NDCBUs). Any required easements shall be dedicated and shown on the Final Map within a public utility easement, as approved by City Staff and the Postmaster, Greenfield Post Office.

19. Prior to Final Map approval, the project applicant shall prepare an Inclusionary Housing Agreement to be approved by the City Council that is consistent with the Inclusionary Housing Ordinance existing at the time of the Housing Agreement approval. This paragraph applies only to projects that include the construction of new housing to which the inclusionary housing provisions of the municipal code apply.

## PRIOR TO THE ISSUANCE OF GRADING AND BUILDING PERMITS

20. The project applicant shall submit the building permit application for City review and approval and shall pay all costs associated with preparation of the building permit application and issuance of the building permit.

21. All plans and specifications for public works improvements shall be approved by the City Engineer prior to the issuance of a building permit, the construction of said improvements shall be in accordance with the City Specifications and shall be inspected by the Director of Public Works or his authorized agent.

22. Fire hydrants shall be provided by the project applicant at locations within the subdivision to be approved by the Fire Chief and the City Engineer, and shown on the construction plans.

23. All utilities shall be placed underground. Any associated easements for structures shall be shown on the construction plans and screened to the extent possible from public view through discreet placement and landscaping or fencing.

24. A Lighting and Landscape Maintenance District (LLMD) shall be created by the project applicant, subject to approval by the City Attorney and City Engineer. All costs associated with the creation of the LLMD by the City shall be the responsibility of the project applicant. The LLMD shall include an escalation clause to address increases in the future cost of maintenance and replacement. The LLMD shall address maintenance and operation of all public landscaping and irrigation improvements and street lighting of a local nature in public right of ways, parks, and open space; maintenance of sound walls and community fences; and metering and irrigation for all landscaping strips between the sidewalk and street and open space/park; and other maintenance items as may be required

by the Public Works Director or City Engineer. The project applicant shall be responsible for maintaining the items included within the LLMD during the applicable warranty period(s).

25. A Street and Drainage Maintenance District (SDMD) shall be created by the project applicant, subject to approval by the City Attorney and City Engineer. All costs associated with the creation of the SDMD by the City shall be the responsibility of the project applicant. The SDMD shall include an escalation clause to address increases in the future cost of maintenance and replacement. The SDMD shall address the maintenance and operations of streets, roads and highways; the maintenance and operation of drainage and flood control facilities and detention basins; and other maintenance and operation items as may be required by the Public Works Director or City Engineer. The project applicant shall be responsible for maintaining the items included within the SDMD during the applicable warranty period(s).

26. The storm water detention/percolation basin shall be designed, constructed and maintained in accordance with City regulations, subject to the final review and approval of the City Engineer. The project's storm water design system will include routing of storm water runoff to off-site drainage facilities when the on-site storm water detention/percolation basin's design capacity is exceeded to avoid impacting adjacent lands. If storm water detention/percolation facilities are not constructed at the beginning of the subdivision improvement construction process, temporary storm water detention facilities shall be implemented to collect runoff and sediment during the grading and construction on site. Final basin configuration shall include perimeter fencing and landscaping subject to approval by the Planning Director, Public Works Director, and City Engineer.

27. No work shall commence on the subject property until required improvement plans and performance bonds have been submitted to the City and appropriate grading, building or other permits have been issued.

28. The project applicant shall submit for approval of the Planning Director and City Engineer, a Final Landscape Plan for the landscaping of park and open space, planting strips, landscaping and fencing surrounding the open space/detention basin, and public right-of-ways. All landscaping shall utilize drought tolerant species and water efficient drip or micro spray irrigation systems.

29. The project applicant shall prepare a parking plan indicating the location and number of on-site parking spaces available within the subdivision.

30. The project applicant shall submit a list of street names in accordance with the City of Greenfield policy and approved by the City Council.

31. The project applicant shall prepare and obtain Public Works Director and City Engineer approval of a construction management plan that mitigates temporary traffic impacts. The plan shall detail where adequate off-street parking will be provided and include

adequate provisions for construction crew and equipment parking so that roadways, mailboxes, and driveways are not blocked.

32. The project applicant shall prepare a Subdivision Improvement Plan to be approved by the Public Works Director and City Engineer. The Plan shall include all required on- and off-site public improvements including, but not limited to the water system, sanitary sewer system, storm water drainage system including a detention basin (if required), street improvements and other utilities, parking lot lights, street landscaping, and project fencing.

33. Plans showing how the sewer and water lines will be linked to the subdivision shall be provided to the Public Works Director and City Engineer for review and approval.

34. The storm water detention basin shall demonstrate capacity for serving this subdivision. Design calculations shall be provided to the City Engineer for review and approval along with detailed design.

35. A detailed soils report shall be prepared by a qualified soils engineer and the recommendations of the engineer, as contained in the report, shall be followed for site preparation, grading, foundation support and structural loading designs so that all future site development designs shall be able to withstand earthquake ground movement as required by the most recent edition of the California Building Code (CBC) consistent with the location of the project in relation to known earthquake faults. All excavated and graded material shall be sufficiently watered, using non-potable water when logistically possible, to prevent excessive dust.

36. Site grading and the required detention basin shall be constructed in accordance with the approved improvement plan to collect runoff and sediment during the grading and construction on site.

37. The use of dust and litter control measures during construction shall be required. The measures proposed for use shall be submitted to the City Engineer for approval.

38. The project applicant shall pay all applicable fees, to be calculated using the fee scale in place at the time of application for a building permit, including impact fees for fire, regional transportation agency and schools for each of the lots as they are developed. Prior to issuance of a Certificate of Occupancy, all other required impact fees including but not limited to sewer, water, traffic, general facilities, community center and police impact fees shall be paid for each lot as developed.

39. Existing on-site wells shall be capped and sealed consistent with state law and County of Monterey procedures. Septic Systems that may be present on-site shall be demolished according to Monterey County Health Standards.

40. The project applicant shall prepare a Waste Management Recycling, Material Recovery, and Diversion Program for review and approval by the Public Works Director and City

Engineer. The program shall include all elements and requirements of chapter 15.24 "Deconstruction, Demolition and Construction Material Recovery and Diversion from Landfills" of the City of Greenfield Municipal Code.

41. The project applicant shall prepare an Erosion and Sediment Control Plan for review and approval by the Public Works Director and City Engineer. The Plan shall include appropriate site-specific construction site Best Management Practices (BMPs); the rationale used for selecting BMPs including supporting soil loss calculations, if necessary; features and facilities to ensure runoff is treated before leaving the site and an evaluation of the feasibility of storage for later use; list applicable permits directly associated with the grading activity including, but not limited to, any permits required by the State Water Board, U.S. Army Corps of Engineers, and California Department of Fish and Game along with documentation that the required permits have been obtained prior to commencing any grading activity; and drawings and specifications necessary to implement the Plan.

42. If grading shall affect more than one acre, the project applicant shall file a Notice of Intent (NOI) and submit a Storm Water Pollution and Prevention Plan (SWPPP) to the Regional Water Quality Control Board (RWQCB). The SWPPP shall be developed in accordance with the National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities Order No. 2009-0009-DWQ NPDES No. CAS000002 as amended by Order No. 2012-0006-DWQ. This shall be accomplished prior to site grading and development.

**DURING CONSTRUCTION AND PRIOR TO FINAL BUILDING INSPECTION**

43. The project applicant shall obtain an encroachment permit(s) from the Public Works Department for all work constructed in the public right-of-way. This permit shall be obtained prior to commencement of any work in the public right-of-way.

44. Trash, scrap and debris shall be stored in a container(s) on the construction site.

45. No person shall place or maintain a container in the public right-of way without an encroachment permit.

46. No person shall place, install or maintain a portable sanitary facility on a construction site closer to the property line than the building setback line.

47. The City may temporarily prohibit or restrict stopping, parking or standing of vehicles along a street abutting a construction project where necessary for public safety. Any such parking restriction shall not be effective until the City places a sign(s) or marking(s) at the site. Any such parking restriction shall be limited to the duration of the project.

48. The City may designate a truck route for ingress and egress from the property during the term of the building permit to minimize the impact of the construction such as noise, dust, traffic safety hazards and potential damage to pavement on a residential street;

provided designation of the truck route will not unreasonably impair the contractor's access to the site or cause undue economic hardship.

49. All rubbish and dead vegetation shall be removed from the site prior to final inspection by the Building Official.

50. The project applicant shall post a publicly visible sign that specifies the telephone number and person to contact regarding dust and other construction related complaints. This person shall respond to complaints and take corrective action within 48 hours. The phone number of the Monterey Bay Unified Air Pollution Control District shall be visible to ensure compliance with Rule 402 (Nuisance).

51. The site shall be properly maintained during construction or a Stop-Work Order will be issued by the Building Official (i.e., refuse shall be discarded promptly, construction materials shall be neatly stored, and the public right-of-way shall not be encroached upon).

52. The water system shall be designed and constructed in accordance with City standards and State law and shall be installed by the developer and accepted by the City.

53. All water mains, sanitary sewers and their appurtenances, storm water drainage lines, and any other utilities to be located beneath the public street, with service laterals up to the property line for each individual lot included within the project area, shall be installed prior to surfacing the streets.

54. All public improvements including the installation of landscaping, construction of detention basins, installation of street improvements, installation of utilities, and installation of fencing shall be completed to the satisfaction of the Public Works Director and City Engineer.

55. Installation and testing of the sewer lines, water systems and fire hydrants must be conducted in accordance with AWWA and standard specifications.

56. All grading within the boundaries of the subdivision shall be done under the direction and supervision of a soils engineer. Upon completion of all grading, a final soils report shall be submitted to the Public Works Department by the soils engineer. The report shall include locations and elevations of field density tests, summaries of field and laboratory tests, and any other substantiating data developed by the soils engineer.

57. All required street names, crosswalks, and traffic control signs as required, shall be installed in accordance with the drawings and specifications, the improvement plans, and the approval of the Public Works Director, City Engineer, and Police Chief.

58. All fixtures and appliances shall be water conserving and low-flow, subject to the approval of the Building Official and consistent with the City’s water conservation ordinance and regulations of the State Water Resources Control Board. Toilets shall have

maximum water usage of 1.6 gallons per flush. Showers shall consume a maximum of 2.5 gallons per minute.

59. The project applicant shall prepare a Post-Construction Storm Water Management Plan in accordance with the requirements of the Regional Water Quality Control Board, Central Coast Region, Resolution No. R2-2013-0032. The Plan shall be reviewed and approved by the Public Works Director and City Engineer. The City's standard Agreement for Maintenance of Storm Water Facilities shall be executed with the City and recorded with the Monterey County Recorder's Office.

60. When all construction is substantially complete, a temporary certificate of occupancy may be issued at the discretion of the Building Official.

61. A final certificate of occupancy shall not be issued until all punch-list items identified by the Building Official during the final inspection are complete and accepted to the satisfaction of the Building Official, any conditions imposed at the time a temporary certificate of occupancy is issued have been satisfied, final Fire Department approvals have been received, and all project close-out documents required under any development agreement, the City municipal code, and these conditions of approval have been received and accepted by the City.

# Planning Commission Report

599 El Camino Real Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

**MEMORANDUM:** February 22, 2016

**AGENDA DATE:** March 1, 2016

**PREPARED BY:** Mic Steinmann, Community Services Director

**TITLE:** **AMENDMENT TO PLANNING COMMISSION BY-LAWS**

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## AUTHORITY AND PROCEDURES

The By-Laws of the Planning Commission provide that they "may be amended at any meeting of the Planning Commission by a majority of the membership of the Commission provided that notice of the proposed amendment is received by each Commissioner not less than 5 days prior to said meeting."

Government Code section 65101 specifies that a planning commission authorized by a local government legislative body shall consist of a minimum of five members. Section 2.20.010 of the City of Greenfield Municipal Code previously specified that the Planning Commission shall consist of seven members. On February 23, 2016, the City Council adopted Ordinance 516 reducing the membership of the Planning Commission from seven members to five members.

Robert's Rules of Order provide that when a quorum is not present for a scheduled meeting, four options are available:

1. Fix the time to which to adjourn, i.e., continue the meeting to a later date.
2. Adjourn.
3. Recess, i.e., take short break until a quorum is present.
4. Take other measures to assemble a quorum, e.g., telephone absent members.

## BACKGROUND AND ANALYSIS

The current By-Laws of the Planning Commission provide for membership consisting of seven members. This was consistent with section 2.20.010 of the City of Greenfield Municipal Code. On February 23, 2016, however, the City Council adopted Ordinance 516 amending section

2.20.010 of the municipal code reducing the Planning Commission membership to five members. The By-Laws now require amending for conformity with the municipal code.

The current By-Laws define what is required to constitute a quorum and require the chairperson to call the meeting to order at the appointed time "provided a quorum is present." If a quorum is not present, the By-Laws do not allow the Planning Commission to take any action, or to even call the meeting to order. In the past this has been problematic, especially when the agenda included a noticed public hearing. In that circumstance, without a quorum it was not possible for the Planning Commission to take any action, including calling the meeting to order and then continuing it to a later date. This then required re-noticing the public hearing, including publishing notice in the newspaper and mailing notice to all property owners within 500 feet of the property the subject of the public hearing.

Robert's Rules of Order provide that when a quorum is not present, it is still possible to open a meeting and then continue it to a later date when a quorum is present. This would enable the Planning Commission to continue a scheduled public hearing to that later date without re-noticing the public hearing, publishing it in the newspaper a second time, or again sending mailings to property owners. Amending the By-Laws to specify the limited actions the Planning Commission can take in the absence of a quorum will be consistent with what is permissible under Robert's Rules of Order and will ensure that noticed public hearings can be continued to a later date, most likely the next regularly scheduled Planning Commission meeting, when a quorum is present.

The current By-Laws also provide that a quorum shall consist of four members. When the Planning Commission consisted of seven members, this was the equivalent of a majority of the membership. With the reduction by the City Council of the Planning Commission membership to five members, the By-Laws should be amended to define a quorum as a majority of the membership, i.e., three members.

The current By-Laws further provide that the affirmative vote of four members is required for the Planning Commission to take any action. With the reduction of the membership to five members, this requirement should also be amended – either to a majority of the membership or a majority of the votes cast. A majority of the membership would require a minimum of three votes. If a majority of the votes cast, it is possible that if only three members are present at a meeting, only two affirmative votes would be required for the Planning Commission to take action. To ensure any action by the Planning Commission has the support of a majority of all its members, it would be preferable to require the affirmative vote of a majority of the total membership for the Planning Commission to take action.

## RECOMMENDATION

It is recommended the Planning Commission adopt Resolution 2016-__ to amend its By-Laws (1) to reflect the provisions of section 2.20.010 of the municipal code as amended by the City Council establishing Planning Commission membership at five members, (2) to define a quorum as a majority of the membership, (3) to require a majority vote of the total membership for the Planning Commission to take action, and (4) to set forth the limited actions the Planning

Commission can take when a quorum is not present, including continuing the meeting and any scheduled public hearings to a later date.

**PROPOSED MOTION**

I MOVE THAT THE PLANNING COMMISSION ADOPT RESOLUTION NO. 2016-09 TO AMEND THE BY-LAWS OF THE GREENFIELD PLANNING COMMISSION (1) TO REFLECT THE REDUCTION OF THE PLANNING COMMISSION MEMBERSHIP TO FIVE MEMBERS, (2) TO DEFINE WHAT CONSTITUTES A QUORUM, (3) TO DEFINE WHAT VOTE IS REQUIRED FOR THE PLANNING COMMISSION TO TAKE ACTION, AND (4) TO SET FORTH THE ACTIONS THE PLANNING COMMISSION MAY TAKE AT A SCHEDULED MEETING IN THE ABSENCE OF A QUORUM.

**CITY OF GREENFIELD PLANNING COMMISSION**
**RESOLUTION NO. 2016-09**

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GREENFIELD AMENDING THE BY-LAWS OF THE GREENFIELD PLANNING COMMISSION (1) TO REFLECT THE REDUCTION OF THE PLANNING COMMISSION MEMBERSHIP TO FIVE MEMBERS, (2) TO DEFINE WHAT CONSTITUTES A QUORUM, (3) TO DEFINE WHAT VOTE IS REQUIRED FOR THE PLANNING COMMISSION TO TAKE ACTION. AND (4) TO SET FORTH THE ACTIONS THE PLANNING COMMISSION MAY TAKE AT A SCHEDULED MEETING IN THE ABSENCE OF A QUORUM**

**WHEREAS,** the City of Greenfield Planning Commission has been established pursuant to California Government Code §65100, *et seq* and Chapter 2.20 of the City of Greenfield Municipal Code; and

**WHEREAS**, the City Council of the City of Greenfield adopted Ordinance 516 on February 23, 2016, reducing the membership of the Planning Commission from seven (7) members to five (5) members; and

**WHEREAS,** the Greenfield Planning Commission has previously adopted By-Laws governing its organization, rules, and meetings dated September 12, 2011; and

**WHEREAS**, the By-Laws of the Planning Commission establish its membership at seven (7) members; and

**WHEREAS**, the By-Laws of the Planning Commission require the affirmative vote of four (4) or more votes of the Planning Commission for it to take action; and

**WHEREAS**, the By-Laws of the Planning Commission set forth the minimum members necessary to constitute a quorum and set forth the order of meetings to be followed when a quorum is present; and

**WHEREAS**, the By-Laws provide that a meeting can be called to order only if a quorum is present and do not allow the Planning Commission to take any action on any item in the absence of a quorum, including continuing an item to a later meeting when a quorum is present; and

**WHEREAS**, the Robert's Rules of Order set forth limited actions a meeting body may take in the absence of a quorum; and

**WHEREAS,** the Planning Commission By-Laws provide that they may be amended at any meeting of the Planning Commission by a majority of the membership of the Planning

Commission provided that notice of the proposed amendment is received by each Commissioner not less than five (5) days prior to said meeting;

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** that the Planning Commission of the City of Greenfield does amend the By-Laws of the City of Greenfield Planning Commission, as attached hereto and incorporated herein by reference, to:

1. Conform to Ordinance 516 adopted by the City of Greenfield City Council on February 23, 2016, reducing the membership of the Planning Commission from seven (7) members to five (5) members;

2. Define a quorum as a majority of the membership of the Planning Commission;

3. Require the affirmative vote of a majority of the Planning Commission membership for it to take action; and

4. Set forth the limited actions the Planning Commission can take at a scheduled meeting in the absence of a quorum.

**PASSED AND ADOPTED** by the Planning Commission of the City of Greenfield, at a regularly scheduled meeting held on the 1st day of March, 2016, by the following vote:

**AYES,** and all in favor, therefore, Commissioners:

**NOES,** Commissioners:

**ABSENT,** Commissioners:

_____
Drew Tipton Chairperson
City of Greenfield Planning Commission

_____
Desiree Gomez, Secretary
City of Greenfield Planning Commission

**City of Greenfield**
**Planning Commission**
**By-Laws**

Section I – Organization and Officers

A. Organization
The Planning Commission shall consist of five (5) ~~seven regular~~ members, as provided for in Greenfield Municipal Code Chapter 2.20, entitled "PLANNING AGENCY" and shall be organized and exercise such powers as prescribed by the Greenfield Municipal Code and by City Ordinances of the City of Greenfield.

B. Planning Commission Established: Pursuant to Government Code Section 65100, a planning agency is established for the city, consisting of a Planning Commission and a Planning Department, organized as follows:
1. There shall be a Planning Commission consisting of five (5) ~~7~~ members appointed by the Mayor with the advice and consent of the City Council. Said appointments shall be made as follows:
    a) Four (4) ~~Six (6)~~ members shall be residents of the City.
    b) One (1) member may ~~shall~~ be a resident of the unincorporated area lying within one mile of the city limits of the City, if a person acceptable to the City Council can be found within such area, otherwise such member shall be a resident of the City.
2. If a Planning Commission member absents himself or herself without permission from two (2) consecutive regular Planning Commission meetings, his or her office becomes vacant and shall be filled as any other vacancy.
3. There shall be a Planning Department, Planning Director, and Zoning Administrator. The Planning Department shall consist of a Planning Director and such other employees as the City Council from time to time may deem necessary. The Planning Director shall have all of the powers and duties set forth in Section 65901 of the Government Code of the State.

C. Officers and Commissioners
1. Selection of Officers
    a) A Chair and Vice-Chair shall be elected annually from among the Commission's membership at the first meeting in January to serve in those positions at the pleasure of the Commission.
    b) The Vice-Chair shall succeed the Chair if his/her seat is vacated before the term is completed. The Vice-Chair is to serve the unexpired term of the vacated office. A new Vice-Chair shall be elected at the next regular meeting after the Vice-Chair takes the Chair's position.
    c) In the absence of the Chair and Vice-Chair at a meeting, any other member shall call the Commission to order, whereupon a Chair shall be elected from the members to preside.
2. Responsibilities of Officers
The Responsibilities and Powers of the officers of the Planning Commission shall be as follows:

a) The Chair shall:
Preside at all meetings of the Commission
   i. Call Special Meetings of the Commission in accordance with legal requirements and these by-laws
   ii. Sign documents in the name of the Commission
   iii. See that all actions of the Commission are properly taken
   iv. Assist staff in determining agenda items
   v. Appoint committees as necessary
   vi. Assist staff in determining whether certain matters can be handled administratively or should come to the Commission.
   vii. Attend certain City Council and other meetings as required as the Planning Commission's representative
   viii. Communicate informally as necessary with the Mayor, City Council members, and the City Manager on Planning Commission matters
   ix. Function a an ex-officio member of all subcommittees (an ex-officio member is one able to discuss matters, but cannot vote.)

b) The Vice-Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chair during the absence, disability, or disqualification of the Chair.

3. Responsibilities of All Commissioners
   a) Commissioners who are unable to attend a meeting shall, if possible, inform the Chair or the Deputy City Clerk in advance of said meeting.
   b) Commissioners are representatives of the City of Greenfield. As such, it is important that Commissioners dress professionally.
   c) When speaking to the Press, Commissioners should be very specific in stating that they speak for themselves, and not for the Commission as a whole.
   d) The effectiveness of the Planning Commission requires that the Commissioners are thoroughly prepared prior to a public meeting. This may include site visits, research, or calling on city staff for clarification and understanding of what is to be discussed.
   e) Each Commissioner's input is important and valued. All Commissioners in attendance are expected to participate.

D. Duties and Powers
1. The Planning Commission shall exercise such functions with respect to land divisions, planning, and zoning as may be prescribed by City Ordinance. The Commission shall advise the City Council on those matters falling within its responsibilities in a manner reflecting concern for the overall development and environment of the City as a setting for human activities.
The Commission shall have the power of review and final decision (except for appeals on decisions) on the following items:
   a) Architectural Review Applications
   b) Conditional Use Permits
   c) Temporary Use Permits

d) Minor Subdivisions, those subdivisions proposed for creation of four or fewer parcels. Minor subdivisions include regular, panhandle, and those in combination with variances or other conditional use permits.
e) Lot Line Adjustments
f) Variances
g) Environmental Review Documents (negative declarations and environmental impact reports) relative to any of the above permit types.

The Commission shall be a recommending body to the City Council for final decisions on the following items:

a) Zoning Ordinances and their Amendments
b) Rezonings
c) Prezonings
d) General Plans and their Amendments
e) Specific Plans
f) Tentative Subdivision Maps (more than 4 parcels proposed for creation)
g) Planned Developments
h) Lot Mergers
i) Annexations/Sphere of Influence Updates
j) Appeals (as discussed in section F)

2. The Commission shall further perform all of the following functions:
   a) Prepare, periodically review and revise, as necessary, the General Plan
   b) Implement the General Plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances.
   c) Annually review the "Capital Improvement Plan" of the City of Greenfield and the local public works projects of other local agencies for their consistency with the General Plan.
   d) Endeavor to promote public interest in, comment on, and understanding of the General Plan and regulations relating to it.
   e) Consult with and advise public officials and agencies, public utility companies, civic, educational, professional, and other organizations, and citizens concerning implementation of the General Plan.
   f) Promote the coordination of local plans and programs with the plans and programs of other public agencies
   g) Perform other functions as the legislative body provides, including conducting studies and preparing plans other than those required or authorized by these bylaws.

E. Rules of Order—Except as otherwise provided in these By-Laws, "Robert's Rules of Order" shall be used as a guide to the conduct of the meetings of the Planning Commission. Provided, however, that the failure of the Commission to conform to said rules of order shall not, in any instance, be deemed to invalidate any action taken by the Planning Commission.

Section II – Meetings

A. Public Meetings – All meetings shall be held in full compliance with the provisions of state law, City Ordinances, and these By-Laws.

B. Regular Meetings
   1. Regular Meetings shall be held on the first Tuesday of each month at 6:00pm, in the Council Chambers of the Greenfield Civic Center, 599 El Camino Real, unless otherwise determined by the Commission.
   2. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting will be adjusted to the following day, provided that is not also a public holiday, or cancelled by motion adopted by the Planning Commission

C. Adjourned Meetings—In the event the Commission wishes to adjourn its meeting to a certain hour on another day, a specific date, time, and place must be set by the Commission prior to the regular motion to adjourn.

D. Special Meetings – Special Meetings of the Commission may be held at any time upon the call of the Chair, by a majority of the voting members of the Commission, upon request of the City Council, or upon request of the City Manager, following at least 24 hours notice to each member of the Commission and to the press and any other person requesting notice. The time and place of the special meeting shall be determined by the Planning Commission.

E. Study Sessions/Workshops
   1. The Commission may be convened as a whole or as a committee of the whole in the same manner as prescribed for the calling of a special meeting for the purpose of holding a study session provided that no official action shall be taken and no quorum shall be required.
   2. Such meetings and workshops shall be open to the public.

F. Appeals

   The City Council of the City of Greenfield is the city's legislative body. All final decisions on standard subdivisions, legislative acts such as ordinances, general plans, housing elements, zoning or re-zoning of properties lie with the City Council, with recommendations from the Planning Commission.

   When an applicant or other interested person is dissatisfied with the Commission's decision on a land-use matter, that person may appeal the Commission's decision to the City Council.

   The appeal is considered a "de novo" procedure, meaning that the entire case may be repeated anew. The appeal is not limited in scope to a review of the Commission's record. The right to appeal is not limited to a dissatisfied applicant. State land use law expresses the intent that planning agencies ensure participation by the public and, through that involvement, the ability to appeal.

G. Agenda
   1. An agenda for each meeting of the Commission shall be prepared by the Director or staff with the cooperation and approval of the Chair or, in his/her absence, the Vice-Chair.
   2. There shall be attached to each agenda a report of matters pending further action by the Commission.

3. A copy of the agenda shall be posted by the City in its "Public Notices" area for a full 3 calendar days not counting the day of the meeting or day of posting.

H. Order of Meetings

1. The Order of Business Shall be as Follows:
   a) The Chair shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Commission to order~~, provided a quorum is present~~. If a quorum is not present, the Commission may:
      1. Continue the meeting, including any scheduled public hearings, to a later definite time and date;
      2. Adjourn the meeting; or
      ~~a)~~3. Recess the meeting until a quorum is present.
   b) Members present and absent shall be recorded.
   c) The agenda shall be approved as submitted or revised after the Chair has called for any changes in the session's agenda from staff or Commissioners.
   d) The minutes of any preceding meeting not yet adopted shall be submitted for approval by a motion and vote of the Commission. Changes may also be proposed at this point.
   e) During the public comment period, announce that any member of the audience may comment on any matter not listed on the agenda. The Commission will take no action on these public comments except to direct staff, if warranted, to study the particular matter for setting on a future agenda.
   f) The public shall be advised of the procedures to be followed in the meeting, including time limits for comments, and use of the microphone.
   g) The Commission shall hear and act upon those proposals scheduled for consideration of public hearing, together with such other matters of business and report as the Commission or Planning Director finds to require Commission consideration.
   h) Adjournment.
2. Presentation or Hearing of Proposals—The following shall be the order of procedure for public hearings concerning planning and zoning matters:
   a) The Chair shall announce the subject of the public hearing, as advertised
   b) If a request is made for a continuance, a motion may be made and voted upon to continue the public hearing to a definite time and date.
   c) The staff shall be asked to present the substance of the application, their report and recommendation, and to answer technical questions of the Commission.
   d) Order of Testimony. The order of testimony shall be as follows:
      1. Chair opens the public hearing, stating the time it is opened.

2. Applicant's statement and other persons in favor of the proposal
3. Opponent(s) statements
4. If necessary, rebuttal from the applicant
5. Public hearing is closed
6. The Chair calls for deliberation to determine the matter or continue it for further review to another date and time certain.

e) Rules of Testimony. The rules of testimony shall be as follows:

1. Persons presenting testimony to the Commission are requested to stand at the podium so that their comments are adequately recorded, and give their name and address for the record. No testimony shall be taken from persons either standing or sitting in the audience without formally presenting themselves at the podium.
2. If numerous individuals are present in the audience who wish to participate in discussion of the issue, either in support or opposition, the Chair may inform the group that a spokesperson may be selected to speak for the entire group.
3. To avoid unnecessary cumulative evidence, the Chair may limit the number of witnesses or the time of testimony on a particular issue.
4. Irrelevant and off-the-subject comments will be ruled out of order.
5. The Chair will not permit any complaints regarding the staff or individual commissioners during a public hearing. The Chair shall inform any individuals that complaints should be submitted in writing to the Chair and will not be considered as an agenda item.
6. No person shall address the Commission without first securing the permission of the Chair to do so.
7. All comments shall be addressed to the Commission. All questions shall be placed through the Chair. Questions for the staff by applicants or other members of the audience shall be directed to staff through the Chair.
8. In the case an applicant does not have an adequate command of English, the staff shall inform the applicant well in advance of the hearing (perhaps with the agenda and staff report supplied to the applicant prior to the hearing) that s/he may wish to bring an interpreter for the proceedings. In no circumstances shall staff or a member of the Commission act as an interpreter for an applicant.

I. Motions

1. A motion to adjourn shall always be in order except during roll call.
2. The Chair or other presiding officer may make and second motions and debate from the Chair, subject only to such limitations of debate as are imposed on all members of the commission.

J. Voting

1. Voting Requirements
    a) A quorum shall consist of a majority of the membership~~four members~~.
    b) The affirmative vote of a majority of the membership ~~four (4) or more members of the Commission~~ is necessary to take action.
    c) Actions as required under federal or state law that require a super-majority. These will be dealt with as they arise.
2. Voting Order – The order of roll call voting, if required, will be rotated such that the Chair will always vote last.
3. Recording of Votes – Minutes of the Commission proceedings shall show the vote of each Commissioner, including whether s/he is absent or failed to vote on a considered matter.
4. Conflicts of Interest, Reasons for Disqualifications from Voting—A member shall disqualify himself or herself from voting in accordance with the state law concerning Conflict of Interest. When a person disqualifies him/herself, s/he shall state prior to the consideration of such matter by the Commission that s/he is disqualifying him/herself due to a possible conflict of interest, state the nature of the conflict and shall not participate in voting or discussion.
5. Allowable Actions of Commissioners who stand down from discussion, pursuant to item #4 above, are from the California Code of Regulations and are not subject to amendment by the Commission:
    a) A Commissioner may appear at a hearing or otherwise before the commission to represent personal items if the commissioner does so in her/his private capacity and if the matter in question relates only to the commissioner's private interests and not to his or her official duties. The purpose of this exclusion is to allow citizens to exercise their constitutional rights to communicate with their government. However, the exclusion is limited in that it applies to situations in which the decision will solely affect the commissioner's personal interests (e.g. real property or business solely owned by the commissioner or members of her/his immediate family).
    b) A commissioner is prohibited from in any way attempting to use his or her official position to influence a governmental decision when the official has a financial interest. This restriction is intended to ensure that public officials do not act directly to affect her or his private economic interests by utilizing their official status or activities. Contacts with agency personnel or other attempts to influence on behalf of a commissioner's business entity, client, or customers are prohibited.
    These commission regulations specifically exempt oral or written communications by an official as a member of the general public solely to represent his or her personal interests.
    Personal interests include:
        1. An interest in real property;

2. Or a business entity which is wholly owned by the commissioner or members of his or her immediate family;
3. Or a business entity over which the commissioner or the commissioner and his/her spouse exercise sole control.

c) "Rule of Necessity": If a commissioner is disqualified because of a conflict of interest, s/he does not count towards the quorum. This "rule of necessity" does not apply if the lack of quorum results from absent members. The rule arises when the lack of a quorum results from several members of the commission having a conflict of interest on the same issue.

6. Abstentions: When a member of the Commission abstains from voting for any reason (other than a conflict of interest), the abstention shall be counted with the affirmative vote.

K. Procedures for Chairing Meetings:

The following are the procedures for conducting the City of Greenfield Planning Commission meetings.

1. Call the meeting to order promptly at the appointed hour ~~(with a quorum present)~~. If a quorum is not present, the Commission may:
   a. Continue the meeting, including any scheduled public hearings, to a later definite time and date;
   b. Adjourn the meeting; or
   c. Recess the meeting until a quorum is present.

   The Commission shall take no other action unless a quorum is present.

   ~~1.~~
2. Roll Call. Ask staff to call roll.
3. Update the Agenda. Ask whether staff or commissioners have any proposed changes to the agenda and indicate when and how those new items will be considered.
4. Minutes. Minutes of any previous Commission meeting shall be approved (or changed, as appropriate), by motion and a vote of the Commission.
5. Communications—Public comments from the audience not on the agenda. Announce that this is the time on the agenda that any member of the audience may comment on any matter not listed on the agenda. No action by the Commissioners may be taken on any such item, but the Commission may direct staff to research comments for further review and setting on a future agenda.
6. Announce to the Audience certain Planning Commission procedures that may be adopted by the commission from time to time.

   Examples include:

   "In order to assist in completing the agenda items, please be brief and to the point—preferably 2 to 5 minute. The maximum time limit is 5 minutes, unless prior arrangements have been made."

   "Please use the microphone, state your name for the record, and write your name and address on the sign-in sheet provided at the podium.

7. Consent Items. All matters listed under consent items on the agenda are considered routine and will be acted upon (roll call vote) without discussion by the Commission unless any Commissioner or member of the audience have questions or wish to make a statement or discuss the item. In either event, the Chair will remove the item from the consent agenda and place it on the agenda for separate consideration. Take up such items next, as first regular agenda items.
8. Regular agenda items.
    a. Announce the item
    b. Ask the staff to present the staff report
    c. Ask the Commission if they have any questions for staff
    d. Open the public hearing. If it is necessary to continue the public hearing, make sure that the hearing is opened (and not closed) and continued to a specific time and date.
    e. Give the following instructions to the audience: "If you decide to speak, please start by giving your name and address and completing the sign-up sheet at the podium, then tell the commission your concerns. We want your views; don't worry about how to state them. If several people have spoken, please do not be repetitious, but state that your comments reflect those already presented. If there are several with the same concerns, please appoint a spokesperson. The Commission is particularly interested in the specific reason for or against a proposal because the Commission's decision needs to be based on specific reasons."
    f. Invite the Applicant to speak
    g. Invite others in favor of the application to speak.
    h. Invite those in opposition to speak.
    i. Ask the staff if any written communications have been received and, if so, have them either read into the record or summarized, as appropriate.
    j. Allow the applicant to make a rebuttal statement. This must be brief and limited to a rebuttal of the opposition.
    k. Close the Public Hearing
    l. Ask the Commission if they have any questions for staff or speakers.
    m. Turn the item over to the Commission for discussion. It may be appropriate to focus or structure the discussion regarding certain issues or questions. If the Commissioners do not volunteer comments, it may be necessary to ask individual Commissioners what they think about specific points. Normally, the Commission should first discuss land use and zoning issues and then deliberate on specific conditions and details rather than mixing the two or beginning with specific conditions and details.
    n. After a motion and second are made, restate the motion or at least get confirmation from the Commission that everyone is clear on the motion prior to voting.

o. Call the question (vote). A Roll Call Vote is needed for all decisions where a voice vote does not clearly indicate individual Commissioner's votes.
p. Following the vote, announce the Commission's action to the audience. Indicate whether the action is final or whether it is a recommendation to the City Council. Indicate when the City Council is scheduled to consider the matter, and encourage individual participation. Indicate, if there are any questions regarding this action and/or possible appeal procedure, that the Planning Department should be contacted as soon as possible for assistance. After announcing the Commission's decision, the Chair shall announce that the applicant or other interested person, if dissatisfied with the Commission's action, may appeal the Commission's decision to the City Council. The Planning Department should be contacted as soon as possible for instructions on appeals.

9. Public Hearings: Ask those who are for or against a proposal to speak at the public hearing in the following sequence:
    a. Staff Report of the background and recommendation
    b. Applicant's statement
    c. Proponent(s) of the proposal statements
    d. Opponent(s) of the proposal statements
    e. If necessary, a rebuttal from the applicant
10. Adjournment. Prior to adjourning the meeting, ask staff whether the meeting needs to be adjourned to a specific time or date.

Section III – Review and Amendments Procedure

A. These By-Laws shall be reviewed in January of each year by a subcommittee appointed by the Chair with the general agreement of the Commission. The review subcommittee shall present their recommendation to the full Commission for amending, or not amending, these By-Laws.

B. In addition, these By-Laws may be amended at any meeting of the Planning Commission by a majority of the membership of the Commission provided that notice of the proposed amendment is received by each Commissioner not less than 5 days prior to said meeting.