



**COUNTY OF EL DORADO
PLANNING AND BUILDING DEPARTMENT
ZONING ADMINISTRATOR
STAFF REPORT**

Date: July 16, 2025

Staff: Spencer McKenna

CONDITIONAL USE PERMIT

FILE NUMBER: CUP25-0001/Summit Veterinary Surgery

APPLICANT: CJ Wells

PROPERTY OWNER: EDH Suncast, LLC

REQUEST: Conditional Use Permit to establish and operate a veterinary surgery center in an existing 4,974-square-foot tenant space.

LOCATION: On the south side of Hillsdale Circle, west of the intersection with Robert J. Mathews Parkway, in the El Dorado Hills Business Park, located in the El Dorado Hills Community Region, in the El Dorado Hills area (Exhibit A).

**SUPERVISOR
DISTRICT:** 2

APN: 117-130-002 (Exhibit B)

ACREAGE: 0.12 acre

GENERAL PLAN: Research and Development (R&D), (Exhibit C)

ZONING: Research and Development – Planned Development Combined Zone (R&D-PD) (Exhibit D)

ENVIRONMENTAL DOCUMENT: This project has been found to be Categorically Exempt pursuant to Section 15301 (Class One, Existing Facilities), of the California Environmental Quality Act (CEQA) Guidelines. Class One consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or

topographical features involving negligible or no expansion of existing or former use.

RECOMMENDATION: Staff recommends the Zoning Administrator take the following actions:

1. Find Conditional Use Permit CUP25-0001 to be Categorically Exempt pursuant to Section 15301, Existing Facilities, of the CEQA Guidelines; and
2. Approve Conditional Use Permit CUP25-0001, based on the Findings and subject to the Conditions of Approval as presented.

EXECUTIVE SUMMARY

The proposed project would allow for the operation of a veterinary surgery center in a 4,974-square-foot tenant space in an existing single story medical office. Veterinary clinics are allowed as a conditional use in the Research and Development (R&D) zoning designation per Section 130.23.020 (Industrial/R&D Zones Use Matrix) of the Zoning Ordinance.

Per Section 130.52.040.F, Concurrent Applications, this Conditional Use Permit satisfies the Design Review Combining Zone requirement for a Design Review Permit.

EXISTING CONDITIONS/SITE CHARACTERISTICS

The 0.12-acre site is located on the west side of Hillsdale Circle, approximately 350 feet west of the intersection with Robert J. Mathews Parkway, in Building B of the El Dorado Hills Business Park (EDH Business Park, or Business Park), in the El Dorado Hills area. This structure at this site was approved by the Board of Supervisors on August 27, 1996 as a project that included multiple entitlements: a Parcel Map (P96-0005), Planned Development (PD96-0002), and a Rezone (Z96-0002). The project site building is its own parcel, along with three (3) similar commercial condominium parcel/building units within the surrounding Business Park parcel (Assessor's Parcel Number [APN]: 117-130-005-000), consisting of shared parking and landscaping. Parcels to the north, west, east, and southeast of the Business Park are similarly zoned R&D. The parcel to the southwest has been zoned Open Space under the Carson Creek Specific Plan (CC-OS) (Exhibit D).

PROJECT DESCRIPTION

The proposed project is a request for a Conditional Use Permit to allow the operation of a veterinary surgery center. The hospital will operate Monday through Saturday from 8:00 AM to 5:00 PM and will be closed on Sunday. The surgery center will operate with a staff of approximately four (4) to seven (7) people, consisting of two (2) to three (3) doctors, one (1) to (2) nurses, and one (1) to two (2) front desk staff. The surgery center will include a reception area, four (4) exam rooms, an on-site pharmacy/laboratory, administrative offices, surgery rooms, surgery laboratories/gurneys, a dog ward, along with facilities such as restrooms and a breakroom.

As this Conditional Use Permit application is requesting the approval of a veterinary surgical center in an existing structure on an R&D parcel, landscaping and lighting standards do not apply to this project because they were analyzed at the building permit application, issuance, and final inspections stages. No changes to the existing landscaping, lighting, or parking are being proposed as a part of this project.

STAFF ANALYSIS

Environmental Review: Staff has reviewed the project and has determined Conditional Use Permit CUP25-0001 is Categorically Exempt pursuant to Section 15301 (Existing Facilities), of the CEQA Guidelines. Class One categorical exemptions consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of existing or former use. Specifically, (a) includes “interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances.” Approval of this Conditional Use Permit would allow for internal uses for an existing structure.

Per CEQA Guidelines Section 15062, filing of a Notice of Exemption is required to initiate a 30-day statute of limitations on legal challenges to the County’s decision that the project is exempt from CEQA. Pursuant to Resolution No. 240-93, a \$50.00 processing fee is required by the County Recorder to file the Notice of Exemption. The applicant shall submit the **\$50.00** recording fee to Planning Division for the County Recorder to file the Notice of Exemption **within 48 hours** of any decision-making body approving the project. Checks shall be made payable to El Dorado County. If the fee is not received and the notice is not filed, a 180-day statute of limitations will apply.

General Plan Consistency: Staff has reviewed the project and has determined CUP25-0001 is consistent with all applicable General Plan policies and related requirements as discussed in more detail in Section 2.0 of the Findings below.

Zoning Ordinance Consistency: The project site is zoned R&D-PD. Section 130.23.010, Industrial and Research and Development Zones, of the County’s Zoning Ordinance states that the R&D Zone designates areas suitable for high technology, non-polluting manufacturing plants, research and development facilities, corporate/industrial offices, and support service facilities in a rural or campus-like setting, such as a business park environment. A veterinary clinic is permitted with a Conditional Use Permit within the R&D Zone.

Section 130.23.030, R&D Development Standards, of the Zoning Ordinance establishes development standards for projects within the R&D zone, including setbacks, maximum building height, and development density. As proposed, the project would be consistent with the development standards of the R&D zone district.

Agency Comments: The project was distributed to all applicable agencies and departments for review and comment. Comments were received from El Dorado County Department of Transportation and the California Department of Forestry and Fire Protection. Comments

received have been reviewed and, if applicable, incorporated as Conditions of Approval for the project.

Public Notice: No formal outreach was conducted, and a public outreach plan was not required for this project pursuant to the Zoning Ordinance. The project was duly noticed for a Zoning Administrator public hearing with a public notification range of 1,000 feet and a legal advertisement was published in applicable local newspapers. In addition, project notification was sent to the County's Zoning Administrator email subscription list and posted on the Planning Division's Zoning Administrator webpage. No physical sign posting is required for Conditional Use Permits.

STAFF ANALYSIS CONCLUSION

Planning Staff has analyzed proposed Conditional Use Permit CUP25-0001 and determined it to be consistent with the General Plan policies, Zoning Ordinance codes, and with the Final Findings and Conditions of Approval as discussed below.

SUPPORT INFORMATION

Attachments to Staff Report:

Findings

Conditions of Approval

Exhibit A.....Location Map

Exhibit B.....Assessor's Plat Map

Exhibit C.....General Plan Land Use Designation Map

Exhibit D.....Zoning Map

Exhibit E.....Site Plan & Floor Plan

FINDINGS

Conditional Use Permit CUP25-0001/Summit Veterinary Surgery Zoning Administrator/July 16, 2025

Based on the review and analysis of this project by staff and affected agencies, and supported by discussion in the Staff Report and evidence in the record, the following Findings can be made:

1.0 CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

- 1.1 This project has been found to be Categorically Exempt from the requirements of CEQA pursuant to Section 15301 (Existing Facilities) stating that, “Class One consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of existing or former use”. The project allows for internal uses for an existing structure, and thus it is consistent with this exemption classification under CEQA. There are no exceptions to Class One exemptions.
- 1.2 The documents and other materials which constitute the record of proceedings upon which this decision is based are in the custody of the Planning and Building Department at 2850 Fairlane Court, Placerville, CA.

2.0 GENERAL PLAN

2.1 The project is consistent with General Plan Policy 2.2.1.2.

General Plan Policy 2.2.1.2 states that the purpose of the Research and Development (R&D) land use designation is to provide areas for the location of high technology, non-polluting manufacturing plants, research and development facilities, corporate/industrial offices, and support service facilities in a rural or campus-like setting which ensures a high quality, aesthetic environment. This designation is highly appropriate for the business park/employment center concept. Lands designated as R&D can be located in Community Regions and in Rural Centers.

Rationale: The General Plan designates the subject site as R&D. This Conditional Use Permit is for a veterinary surgical center to be considered a support service facility for R&D. The requested use is specifically included for this zone with conditional use entitlement approval. This use is consistent with the intent of the R&D land use designation and is compatible with the existing landscape and surrounding uses.

2.2 The project is consistent with General Plan Policy 2.2.5.2.

General Plan Policy 2.2.5.2 requires that all applications for discretionary projects or permits shall be reviewed to determine consistency with the policies of the General Plan.

Rationale: Staff has prepared this section on General Plan Findings to document the project's consistency with the policies of the General Plan.

2.3 The project is consistent with General Plan Policy 2.2.5.21.

General Plan Policy 2.2.5.21 requires that development projects be located and designed in a manner that avoids incompatibility with adjoining land uses that are permitted by the policies in effect at the time the development project is proposed.

Rationale: The project site is surrounded with R&D land uses to the north, west, east, and southeast, and Open Space of the Carson Creek Specific Plan (CC-OS) to the southwest. Existing development on the business park property includes other office buildings that were built in 1996. All existing permitted uses in the business park are offices or research related. No substantial changes to the building are proposed. The parcel across Hillsdale Circle to the north has a business park that contains software and research offices, along with a pharmacy. The parcel to the west houses the regional Bureau of Land Management offices. The CC-OS area to the southwest is undeveloped with a bridge over a creek and has a pedestrian trail. Conditions of Approval limit the use of the facility area to internal uses only, maintaining compatibility with the surrounding area. Veterinary clinics are considered compatible with the surrounding R&D designated areas with approval of a Conditional Use Permit. Staff has determined the proposed project would be compatible with the surrounding land uses and would be consistent with this policy based on the pre-existence of buildings, landscaping, lighting, and the business's proposed hours of operation as specified.

2.4 The project is consistent with General Plan Policy 5.1.2.1.

General Plan Policy 5.1.2.1 requires a determination of the adequacy of the public services and utilities to be impacted by that development.

Rationale: This project was distributed to all applicable agencies. These agencies include El Dorado Air Quality Management District, El Dorado County Animal Services, El Dorado County Assessor's Office, El Dorado County Board of Supervisors District 2, El Dorado County Building Division, the Commission on Aging, El Dorado County Chamber of Commerce, El Dorado County Economic Development Division, El Dorado Hills Area Planning Advisory Committee (APAC), El Dorado Hills Business Park, El Dorado Hills Community Services District, El Dorado Hills Fire Protection District, El Dorado Irrigation District (EID), El Dorado County Environmental Management, El Dorado Local Agency Formation Commission (LAFCO), Pioneer Cemetery Commission, El Dorado County Recorder's Office, El Dorado County Sheriff's Office, El Dorado

County Stormwater Unit, and El Dorado County Department of Transportation (DOT), The California Department of Forestry and Fire Protection (CAL FIRE). No agencies made comment on any issues regarding utilities, utilities, or access. All utilities and services have been found to be available and adequate for the proposed development under the pre-existing building.

2.5 The project is consistent with General Plan Policy 5.2.1.2.

General Plan Policy 5.2.1.2 requires that an adequate quantity and quality of water for all uses, including fire protection, be provided with proposed development.

Rationale: The site is currently served by El Dorado Hills Fire Protection District (EDHFPD) for fire protection and by El Dorado Irrigation District (EID) for water service. A fire suppression system was installed at the time of the building's construction. No changes are anticipated with regards to the demand of potable or emergency water with implementation of this project. No comments were received regarding concerns about impacts to public services or utilities.

2.6 The project is consistent with General Plan Policy 6.2.3.2.

General Plan Policy 6.2.3.2, Adequate Access for Emergencies, requires that the applicant demonstrate that adequate access exists, or can be provided to ensure that emergency vehicles can access the site and private vehicles can evacuate the area.

Rationale: The structure was analyzed under the original building permit stage. DOT reviewed the project and determined that a Traffic Impact Study (TIS) and an On-Site Transportation (OSTR) study were not required. The on-site circulation was reviewed as part of previous approvals and on-site transportation review was completed for the proposed change in use. No additional site access or improvements to the existing roads are proposed or required. The project is in compliance with this General Plan Policy.

3.0 ZONING

3.1 The project is consistent with 130.23: Zones Established.

Industrial and R&D Zones are intended to provide for a full range of light and heavy manufacturing, including manufacturing, processing, distribution, and storage. In addition, an R&D Zone is established to provide areas for high technology, non-polluting manufacturing plants, research and development facilities, corporate/industrial offices, and support service facilities in a rural or campus-like setting, such as a business park environment.

Rationale: The parcel is zoned R&D. The matrix of allowed uses and permit requirements for the R&D zone establishes those uses that are permitted by right and those that require approval by a Conditional Use Permit in the R&D zone district. The matrix includes Animal Sales and Services: Veterinary Clinics, which are allowed by Conditional Use Permit.

This Conditional Use Permit has been analyzed in accordance with Zoning Ordinance Section 130.23.040 (Design Standards) as contained in the County's adopted design manual, the El Dorado Hills Business Park Design Guidelines, and Planned Development PD96-0002. The project is in compliance with the Zoning Ordinance.

3.2 **The proposed use is consistent with Chapter 130.37: Noise Standards.**

Chapter 130.37, Noise Standards, requires that noise created by new proposed non-transportation noise sources shall be mitigated so as not to exceed the noise level standards of Table 130.37.060.1 for noise-sensitive uses.

Rationale: This Conditional Use Permit does not propose any external uses. The nearest noise-sensitive land uses are residential uses to the southwest. Those structures are zoned as Carson Creek Residential (CC-SP). According to the Zoning Ordinance, non-transportation noise in Community Regions is limited to a time-averaged level of 55 dBA and maximum of 70 dBA from 7 AM to 7 PM, and an average of 50 dBA and maximum of 60 dBA from 7 PM to 10 PM. Furthermore, Zoning Ordinance 130.37.060.A.1 specifies that "recurring impulsive noises" reduce the above noise standards by 5dBA. The closest existing residence is approximately 670 feet to the southwest. Between the residence and the veterinary clinic are existing trees, a creek, a trail, and two (2) other buildings within the same business park.

The noise levels in a Community Region are measured at the property line. The business only intends to operate from 8:00 AM to 5:00 PM Monday through Saturday and will be closed on Sundays. The business does not share any walls with any neighboring tenants, all patients will remain under medical supervision, and no overnight boarding will occur except for extremely rare, emergency situations. The project is in compliance with the Zoning Ordinance.

4.0 CONDITIONAL USE PERMIT FINDINGS

4.1 The issuance of the permit is consistent with the General Plan.

Rationale: As discussed above in Section 2.0, General Plan Findings, the Conditional Use Permit is consistent with the applicable policies and requirements in the General Plan.

4.2 The proposed use would not be detrimental to the public health, safety and welfare, or injurious to the surrounding area.

Rationale: The use will not conflict with surrounding uses. The proposed use will comply with the development standards of the R&D zone district. The proposed use is consistent with the surrounding land uses which include existing R&D business parks on three (3) sides and open space creek lands in the southwest. The project would result in the installation and use of a new veterinary surgical clinic with strictly internal uses. As conditioned, the project is not anticipated to result in significant environmental, visual, or noise impacts to the surrounding area.

4.3 The proposed use is specifically permitted by Conditional Use Permit.

Rationale: Pursuant to Section 130.23.020 (Matrix of Allowed Uses), Animal Sales and Services: Veterinary Clinic is specifically permitted by Conditional Use Permit within an R&D zone district. The subject property is located in the R&D zone district. This application meets the requirement of the applicable provisions above for a Conditional Use Permit.

CONDITIONS OF APPROVAL

Conditional Use Permit CUP25-0001/Summit Veterinary Surgery Zoning Administrator/July 16, 2025

Planning Division

1. The Conditional Use Permit is based upon and limited to compliance with the project description, Conditions of Approval set forth below, and the hearing exhibits marked:

Exhibit ESite Plan & Floor Plan

The project is to install and use a new veterinary surgery center, which would be created in the existing building. No new lighting, signage, or landscaping are included as part of this Conditional Use Permit.

Any deviations from the project description, exhibits, or Conditions must be reviewed and approved by the County for conformity with this approval. Deviations may require approved changes to the permit and/or further environmental review. Deviations without the above-described approval will constitute a violation of permit approval.

The grading, development, use, and maintenance of the property, the size, shape, arrangement, and location of structures, parking areas and landscape areas, and the protection and preservation of resources shall conform to the project description and the hearing exhibits above and Conditions of Approval below. The property and any portions thereof shall be sold, leased, or financed in compliance with this project description and the approved hearing exhibits and Conditions of Approval hereto. All plans must be submitted for review and approval and shall be implemented as approved by the County.

2. **Planning Review of Plan Modifications:** Modifications shall be completed in conformance with the plans submitted and in conformance with the Conditions of Approval herein. Minor variations are allowed, however, any major changes in the design of buildings, location of buildings, access ways, and parking shall require review and approval by the Planning and Building Department Director.
3. **Permit Expiration:** In compliance with County Code Section 130.54.060 (Time Limits, Extensions, and Permit Expiration), implementation of the project must occur within 24 months of approval of this Conditional Use Permit, or the permit becomes null and void. It is the responsibility of the applicant to monitor the time limit and make diligent progress toward implementation of the project and compliance with the Conditions of Approval.
4. **Indemnity:** In the event of any legal action instituted by a third party challenging the validity of any provision of this approval, the developer and landowner agree to be responsible for the costs of defending such suit and shall hold County harmless from any legal fees or costs County may incur as a result of such action.

The developer and landowner shall defend, indemnify, and hold harmless El Dorado County and its agents, officers, and employees from any claim, action, or proceeding against El Dorado County or its agents, officers, or employees to attack, set aside, void, or annul an approval of El Dorado County concerning a Conditional Use Permit.

5. **Business License:** Prior to operation, the applicant shall obtain a business license from the County Treasurer-Tax Collector's Office.

California Department of Forestry and Fire Protection

6. **Emergency Access and Egress:** Roads and driveways, whether public or private, unless exempted under 14 CCR § 1270.02(d), shall provide for safe access for emergency wildfire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a wildfire emergency.
7. **Width:** All roads shall be constructed to provide a minimum of two (2) 10-foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article, or additional requirements are mandated by local jurisdictions or local subdivision requirements. Road grade not to exceed 16%. No more than 20% with mitigations.
8. **Roadway Surface:** Roadways shall be designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide an aggregate base. Project proponent shall provide engineering specifications to support design, if requested by the local Authority Having Jurisdiction (AHJ).
9. **Driveways:** Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart. A turnaround shall be provided on driveways over 300 feet in length and shall be within 50 feet of the building.
10. **Roadway/Driveway Grades:** The grade for all roads, streets, private lanes and driveways shall not exceed 16%. Grade may exceed 16%, not to exceed 20%, with approval from AHJ.
11. **Radius:** No road or road structure shall have a horizontal inside radius of curvature of less than 50 feet. An additional surface width of four (4) feet shall be added to curves of 50-100 feet radius; two (2) feet to those from 100-200 feet. The length of vertical curves in Roadways, exclusive of gutters, ditches, and drainage structures designed to hold or divert water, shall be not less than 100 feet.
12. **Turnarounds:** Turnarounds are required on driveways and dead-end roads. The minimum turning radius for a turnaround shall be 40 feet, not including parking. If a

hammerhead/T is used instead, the top of the “T” shall be a minimum of 60 feet in length. Each dead-end road shall have a turnaround constructed at its terminus.

13. **Addresses for Buildings:** All buildings shall be issued an address by the local jurisdiction which conforms to that jurisdiction's overall address system. Utility and miscellaneous Group U buildings are not required to have a separate address; however, each residential unit within a building shall be separately identified. (The size of letters, numbers, and symbols for addresses shall conform to the standards in the California Fire Code, California Code of Regulations title 24, part 9. Addresses for residential buildings shall be reflectorized.
14. **Address Installation, Location, and Visibility:** All buildings shall have a permanently posted address which shall be plainly legible and visible from the road fronting the property. Where access is by means of a private road and the address identification cannot be viewed from the public way, an unobstructed sign or other means shall be used so that the address is visible from the public way. Address signs along one-way roads shall be visible from both directions. Where multiple addresses are required at a single driveway, they shall be mounted on a single sign or post. In all cases, the address shall be posted at the beginning of construction and shall be maintained thereafter.
15. **Emergency Water:** Emergency water for wildfire protection shall be available, accessible, and maintained in quantities and locations specified in the statute and these regulations in order to attack a wildfire or defend property from a wildfire. Will be determined by local jurisdiction.
16. **Setback for Structure Defensible Space:** All parcels shall provide a minimum 30-foot setback for all Buildings from all property lines and/or the center of a Road, except as provided in the exception below. A reduction in the minimum setback shall be based upon practical reasons and shall provide for an alternative method to reduce Structure-to-Structure ignition by incorporating features such as, but not limited to:
 - a. **Maintenance of Defensible Space Measures:** California Public Resource Code (PRC) 4291 requires 100 feet of defensible space to the property line around structures to protect residents, first responders, and property. To ensure continued maintenance of commonly owned properties in conformance with these standards and to assure continued availability, access, and utilization of the defensible space provided by these standards during a wildfire, provisions for annual maintenance shall be provided in emergency access covenants or similar binding agreements.
 - b. **Disposal of Flammable Vegetation and Fuels:** Disposal, including chipping, burying, burning or removal to a site approved by the local jurisdiction, of flammable vegetation and fuels caused by site development and construction, road and driveway construction, and fuel modification shall be completed prior to completion of road construction or final inspection of a building permit.