PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

2850 Fairlane Court, Placerville, CA 95667
924 B Emerald Bay Road, South Lake Tahoe, CA 96150
Phone: (530) 621-5355 Email: planning@edcgov.us
https://www.eldoradocounty.ca.gov/Land-Use/Planning-Services

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EL DORADO COUNTY
PLANNING AND BUILDING DEPARTMENT

APPLICATION TYPE: Design Review **FILE#** DR25-0003

ASSESSOR'S PARCEL NO.(s) 009-180-018

PROJECT NAME/REQUEST: (Describe proposed use) Pony Express Station.

Remodel of existing Commercial Structure (Napa Auto Parts) providing a new coffee shop with drive through and convenience store for a new gas station. Canopy and gas dispensers shall be located as noted on the site plan.

APPLICANT/AGENT Agent, Steve Sutton & Associates, Inc. Steve Sutton

Mailing Address 6130 Freeport Blvd. #100-C Sacramento Ca., 95822
P.O. Box or Street City State & Zip

Phone (916) 476-3911 Email: suttonarch@yahoo.com

PROPERTY OWNER Singh Satnam

Mailing Address 6510 Pony Express Trail Pollock Pines, Ca. 95725
P.O. Box or Street City State & Zip

Phone (530) 391-1352 Email sukhbhangu43@gmail.com

LIST ADDITIONAL PROPERTY OWNERS ON SEPARATE SHEET IF APPLICABLE

ENGINEER/ARCHITECT Sutton & Associates, Inc., Patrice A. Stafford P.E.

Mailing Address 6130 Freeport Bvld. #100-C Sacramento Ca. 95822
P.O. Box or Street City State & Zip

Phone (916) 476-3911 Email pasdesign1@gmail.com, suttonarch@yahoo.com

LOCATION: The property is located on the South side of Pony Express Trail
N/E/W/S Street or Road

0 feet/miles east of the intersection with Sly Park Rd. & Pony Express Trail
N/E/W/S Major Street or Road

in the Pollock Pine area. Property Size: _____
acreage/square footage

X _____ Date 1-31-2025
Signature of property owner or authorized agent

FOR OFFICE USE ONLY

Date 2/5/25 Fee 2746.28 Receipt # 3026 RS0825 Rec'd by Spencer Census _____
Zoning CL GPD C Supervisor District 5 Sec 4 Twn 9 Rng 9

ACTION BY
_____ PLANNING COMMISSION
_____ ZONING ADMINISTRATOR
_____ PLANNING DIRECTOR

Hearing Date _____
Approved _____ Denied _____
Findings and/or conditions attached

X _____
Executive Secretary

ACTION BY BOARD OF SUPERVISORS

Hearing Date _____
Approved _____ Denied _____
Findings and/or conditions attached

APPEAL
Approved _____ Denied _____

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DESIGN REVIEW

PURPOSE

The design review process has been established in many areas of the County to ensure a proposed project is compatible with historical, scenic, or community values; provides for good site design and safety; is compatible with applicable General Plan policy; and conforms to applicable County ordinances.

This process is applied only to commercial, industrial, mixed-use, and multi-unit residential projects in the following areas:

1) Meyers Community Plan Area.
2) Land adjacent to designated State Scenic Highway Corridors.
3) Other areas where the Design Review-Community (-DC), Historic (-DH), or Scenic Corridor (-DS) Combining Zones have been applied (R2-DC, CP-DC, etc.).
4) Mixed use development projects in Community Regions.

(Also required for wineries exceeding 10,000 square feet that are visible from a county road.)

These projects are considered discretionary and are therefore subject to the procedures of the California Environmental Quality Act (CEQA). This process requires an extended review period to develop an initial study where environmental impacts are assessed, and to provide public notice of the project and its potential impacts on the environment.

MINOR PROJECTS EXEMPT FROM DESIGN REVIEW

Refer to Section 130.27.050 (Design Review – Community (-DC) Combining Zone), subsection D (Exemptions) and subsection E (Meyers Community Plan Design Review Exemptions and Requirements) of the El Dorado County Zoning Ordinance for listings of minor activities and structures which are exempt from the design review process.

PROJECTS EXEMPT FROM CEQA REVIEW

A few minor projects are exempt from the CEQA review process and therefore can be processed within a shorter time and with less processing fees. Please refer to Sections 15301, 15302, 15303 and 15311 of the CEQA Guidelines for further information.

DESIGN REVIEW COMMITTEES

Design Review Committees are appointed by the Board of Supervisors to serve as an advisory committee to the Planning and Building Director and Planning Commission. Three Design Review Committees have been appointed by the Board, and all multifamily, commercial, and industrial projects in their area of influence must be reviewed by them. The three Design Review Committees are:

CAMERON PARK

Meeting Dates: Scheduled by Planning Services as necessary on the 2nd and 4th Mondays of each month.

Meeting Address: Cameron Park Fire Station, 3200 Country Club Drive, Cameron Park

DIAMOND SPRINGS – EL DORADO

Meeting Dates: Scheduled by Planning Services as necessary on the 3rd Thursday of each month.

Meeting Address: 501 Main Street, Diamond Springs

POLLOCK PINES

Meeting Dates: Scheduled by Planning Services. Dates vary and are dependent on submittal of projects.

Meeting Address: Varies

NOTE: The El Dorado Hills Community Services District requires a site plan review for all projects within their jurisdiction. Call (916) 933-6624 for more information.

INITIAL PROCESS

1) Applicant/agent prepares all required submittal information and makes an appointment to submit the application to the Planning Division.
2) Planner is assigned and the application is distributed to affected agencies for comment and recommendation (up to 30-day agency review period set by State law).
3) Assigned planner and representative from the Department of Transportation meet on-site with the applicant/agent.
4) Draft environmental document is prepared, or project is found Categorically Exempt, and conditions of approval are drafted (or recommendation for denial is suggested).

Based upon the provisions set forth in the California Environmental Quality Act (CEQA), a Negative Declaration or Mitigated Negative Declaration may be prepared for a proposed project that *will not* have significant environmental effects, or where those effects can be mitigated to a less than significant level. However, if the project *will* have significant environmental effects that cannot be mitigated, an Environmental Impact Report (EIR) is required. Certain projects may be listed in CEQA as Statutorily or Categorically Exempt from those provisions, in which case the timing and processing of the project is expedited. If it is determined that an EIR is required for your project, processing of the application is placed on "hold" status. The project only proceeds if the applicant agrees to fund the costlier EIR process.

5) Applicant/agent meet with the Technical Advisory Committee (TAC – staff representatives of affected agencies) to discuss environmental review, conditions of approval (or recommendation for denial), and to confirm the hearing date.

NOTE: This is a critical meeting, and it is necessary for the applicant or agent to attend. If issues arise which cannot be resolved at this meeting, the application will either be placed on hold, or the meeting rescheduled until the issue is resolved.

6) Project is noticed in the local newspaper advertising the required 30-day public review period for Negative Declarations as set by State law, or noting the project is Categorically Exempt.

In addition to the initial process noted above, the following steps apply accordingly:

Applications Along State Highways – Planning Commission Review

1) Applicant receives the staff report at least two weeks prior to the public hearing which includes staff recommendation and proposed conditions of approval or mitigation measures.
2) Public hearing is conducted before the Planning Commission where a final decision is made unless appealed.
3) An appeal may be filed by either the applicant or affected party within ten (10) working days after decision.
4) A Board of Supervisors public hearing is held on the appeal and a final decision is made (about 30 days after the Planning Commission decision).

Applications Reviewed/Approvable by Planning and Building Director ("Director")

1) Applicant receives staff report with Director's decision that may include proposed conditions of approval or mitigation measures. This decision is final unless appealed.
2) An appeal may be filed by either the applicant or affected party within ten (10) working days after decision.
3) A Planning Commission public hearing is held on the appeal and decision is final unless appealed to the Board of Supervisors by the applicant or affected party.
4) A Board of Supervisors public hearing is held on the appeal and a final decision is made (about 30 days after the Planning Commission decision).

Process for Minor Applications – Categorically Exempt from CEQA

1) Applicant/agent prepares all required submittal information and makes an appointment to submit the application.
2) Planner is assigned and the application is distributed to affected agencies for comment and recommendation (15-day agency review period).
3) Planner meets on-site with applicant/agent, if necessary.
4) Applicant receives staff report with Director's decision that may include conditions of approval or mitigation measures. This decision is final unless appealed.
5) An appeal may be filed by either the applicant or affected party within ten (10) working days after decision.
6) A Planning Commission public hearing is held on the appeal and decision is final unless appealed to the Board of Supervisors by the applicant or affected party.
7) A Board of Supervisors public hearing is held on the appeal and a final decision is made (about 30 days after the Planning Commission decision).

TIMING

Each of the three types of applications requires a different process and resulting processing times. These are summarized as follows:

Applications Adjacent to State Highways: These applications will reach TAC within 60 days, and Planning Commission hearing within four to six months from day of submittal. If the matter is appealed to the Board of Supervisors, an additional 30 days will normally be required.

Applications Reviewed/Approvable by Director: These applications will reach TAC within 30 days, and Director's decision within three months from day of submittal. If the matter is appealed to the Planning Commission, an additional 30 days will normally be required. Further, if the Planning Commission decision is appealed to the Board of Supervisors, another 30 days will be required.

Minor Applications: These applications will usually result in a staff decision within 30 days from date of submittal. If the matter is appealed to the Planning Commission, an additional 30 days will normally be required. Further, if the Planning Commission decision is appealed to the Board of Supervisors, another 30 days will be required.

APPEALS

A decision of the Planning staff may be appealed to the Planning Commission. Action by the Planning Commission may be appealed to the Board of Supervisors. Appeals must be made within ten (10) working days from date of decision and filed with the Planning Division with an appeal fee, as adopted by the Board of Supervisors through fee resolution.

FEES

Current application and revision fees may be obtained by contacting Planning Services at (530) 621-5355 or by accessing the Planning Division's online fee schedule here.

Please refer to the current Planning and Building Policies & Procedures for the collection, administration, and refund of fees and/or charges associated with the Planning and Building department activities.

NOTE: In accordance with State Legislation (AB3158), you will be required to pay a State Department of Fish and Wildlife fee after approval of your application prior to the County filing the Notice of Determination on your project. This fee that increases annually, less $50.00 processing fee, is forwarded to the State Department of Fish and Wildlife and is used to help defray the cost of managing and protecting the State's fish and wildlife resources. If the project is found to have no effect on fish and wildlife resources or otherwise exempt, only the $50.00 processing fee is required to file the Notice of Exemption with the State. These fees are due immediately after project approval; checks payable to "El Dorado County" and submitted to the Planning Division for processing.

CONDITIONS OF APPROVAL

As an applicant, you should be aware that environmental mitigation measures or other requirements will likely be made conditions of approval. Depending on the nature of the application, conditions of approval might involve landscaping, protection of riparian areas, fencing, paving of parking or access road, limited hours of operation, etc.

If your application involves a building permit, you should be aware of other costs that may be part of the building permit process that typically follows approval of an application. In addition to normal building permit fees, you will likely be required to pay traffic impact mitigation (TIM) fees, school fees based on square footage of the proposed building, plus fire and solid waste fees. The County Building Division has an informational document on commercial projects which identifies the extent of fees that may be required. It is also beneficial to contact those departments or agencies requiring the fees to determine actual estimated costs.

DEED RESTRICTIONS

Please review and understand any private deed restrictions recorded against your property to ensure your proposed application does not violate such deed restrictions. If a conflict exists between the deed restrictions and your application, the County can still approve your application and issue necessary permits. **However, County approval does not absolve your obligation to comply with deed restrictions.**

APPOINTMENT

Applications are accepted by appointment only. Please call ahead for an appointment with a planner when you are ready to submit your application. Please have all required submittal information completed before your appointment. Appointments are generally made within 48 hours of your call to the Planning Division at (530) 621-5355.

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DESIGN REVIEW

The following items 1 through 9 must be provided with all applications. The remaining items shall be required where applicable. If all the required and applicable information is not provided, the application will be deemed incomplete and will not be accepted. For your convenience, please use the applicant column on the right to be sure you have all the required and applicable information. All plans and maps must be folded to 8½" x 11".

	REQUIRED SUBMITTAL INFORMATION	Applicant	County
1)	Completed and signed application form and Agreement for Payment of Processing Fees form.	X	✓
2)	Letter of authorization from all property owners authorizing agent to act as applicant, when applicable.	X	✓
3)	Proof of ownership (Grant Deed) if the property has changed title since the last tax roll.	N/A	✓
4)	A copy of the official Assessor's map, showing the property outlined in red.	X	✓
5)	An 8 ½" x 11" vicinity map showing the location of the project in relation to major roads, intersections, and town sites.	X	✓
6)	Completed and signed Environmental Questionnaire form.	X	✓
7)	Provide the name, mailing address, phone number, and email address of all property owners and their agents.	X	✓
8)	A record search for archaeological resources shall be conducted through the North Central Information Center located at CSU-Sacramento, 7667 Folsom Blvd., Folsom Hall, Suite 2042, Sacramento, CA 95826, phone number (916) 278-6217, email ncic@csus.edu. Email is preferred. If the record search identifies a need for a field survey, a survey shall be required. A list of Archaeological Consultants and survey requirements is available from the Planning Division. Archaeological surveys shall meet the "Guidelines for Cultural Resource Studies" approved by the Board of Supervisors and available from the Planning Division.	N/A	✓
9)	A traffic impact determination shall be provided utilizing El Dorado County's "Transportation Impact Study (TIS) – Initial Determination Form, located on the Planning Division website under "Applications".	N/A	✓
10)	If public sewer or water service is proposed, obtain, and provide a Facilities Improvement Letter if the project is located within the EID service area, or a similar letter if located in another sewer/water district.	N/A	✓
11)	If off-site sewer or water facilities are proposed to serve the project, provide four (4) copies of a map showing the location and size of proposed facilities. If ground water is to be used for domestic water, submit a report noting well production data for adjacent parcels, or submit a hydrological report prepared by a geologist noting the potential for water based on the nature of project site geology.	N/A	✓
12)	In an accompanying report, provide the following data for area on each proposed parcel which is to be used for sewage disposal:	N/A	✓

	a) The percolation rate and location of test on 4.5 acres or smaller.	N/A	✓
	b) The depth of soil and location of test.	N/A	
	c) The depth of groundwater and location of test.	N/A	
	d) The direction and percent of slope of the ground.	N/A	
	e) The location, if present, of rivers, streams, springs, areas subject to inundation, rock outcroppings, lava caps, cuts, fills, and easements.	N/A	
	f) Identify the area to be used for sewage disposal.	N/A	
	g) Such additional data and information as may be required by the Director of Environmental Management to assess the source of potable water, the disposal of sewage and other liquid wastes, the disposal of solid wastes, drainage, and erosion control.	N/A	
13)	Preceding parcel map, final map, or record of survey if any exists.	N/A	
14)	Preliminary grading, drainage plan, and report. The plan should be of sufficient detail to identify the scope of grading, including quantities, depths of cuts and fills (for roads and driveways where cuts/fills exceed 6 feet and mass pad graded lots), location of existing drainage, proposed modifications, and impacts to downstream facilities. See Section 110.14.200 of the County Grading Ordinance for submittal detail.	N/A	
15)	If located within on of the five Ecological Preserve – EP overlay zones (Mitigation Area 0) or in gabbro soils areas (Mitigation Area 1), rare plants may exist on-site. The State Department of Fish and Wildlife will require an on-site biological plant survey to determine the extent and location of rare plants on the project site. Such a survey can only occur from March 15 through August 15 when plants are readily visible. Therefore, if the State Department of Fish and Wildlife requires the plant survey, a substantial delay in the processing of your application could result. To avoid potential delays, you may choose to provide this survey with application submittal. A list of possible Botanical Consultants is available from the Planning Division.	N/A	
16)	Name and address of Homeowners' Association, CSA 9 Zone of Benefit, or other road maintenance entity if it exists in the project area.	N/A	
17)	A site-specific wetland investigation shall be required on projects with identified wetlands as delineated on the applicable U.S.G.S. Quadrangle and/or by site visit, when proposed improvements will directly impact the wetland (reduce the size of the wetland area) or lie near the wetlands. Available from the Planning Division are the U.S. Army Corps of Engineers requirements for a wetlands delineation study. A list of qualified consultants is also available.	N/A	
18)	An acoustical analysis shall be provided whenever a noise-sensitive land use (residences, hospitals, churches, libraries, etc.) are proposed adjacent to a major transportation source, or adjacent or near existing stationary noise sources. Such study shall define the existing and projected noise levels and define how the project will comply with the standards set forth in the General Plan.	N/A	
19)	Where potential for special status plant and/or animal habitats are identified on the parcel(s), an on-site biological study shall be required to determine if the site contains special status plant or animal species or natural communities and habitats.	N/A	✓

20)	An air quality impact analysis shall be provided utilizing the El Dorado County Air Quality Management District's "Guide to Air Quality Assessment".	N/A	✓

OAK TREE/OAK WOODLAND REMOVAL

The following supplemental information shall be required if any Oak Woodlands, Individual Native Oak Trees, or Heritage Trees, as defined in Section 130.39.030 (Definitions) will be impacted by the project (i.e., cut down) consistent with Section 130.39.070 (Oak Tree and Oak Woodland Removal Permits – Discretionary Development Projects).

	FORMS AND MAPS REQUIRED	Applicant	County
1)	Completed and signed Oak Resources Code Compliance Certificate.	N/A	✓
2)	Oak Resources Technical Report prepared by a qualified professional consistent with Section 2.5 (Oak Resources Technical Reports) of the Oak Resources Management Plan.	N/A	✓
3)	Completed Oak Resources Technical Report Checklist, including supplemental data for impacted Individual Native Oak Trees within Oak Woodlands, as applicable.	N/A	✓
4)	Security deposit for on-site oak tree/oak woodland retention and/or replacement planting (if proposed as part of project mitigation) consistent with Section 130.39.070.F (Security Deposit for On-Site Oak Tree/Oak Woodland Retention) and Section 130.39.070.G (Security Deposit for On-Site Oak Tree/Oak Woodland Replacement Planting).	N/A	✓
5)	Reason and objective for impact to oak trees and/or oak woodlands.	N/A	✓

SITE PLAN REQUIREMENTS

Five copies plus an electronic copy (CD-ROM or other medium) of the site plan detailing what exists on the site at time of application shall be submitted on 24'" x 36" sheets or smaller, drawn to scale, and of sufficient size to clearly show all details and required data. All plans must be folded to 8 ½" x 11", plus one 8½" x 11" reduction. No rolled drawings will be accepted. For your convenience, please check the Applicant column on the right to be sure you have all the required submittal information.

	FORMS AND MAPS REQUIRED	Applicant	County
1)	Project name, if applicable.	X	✓
2)	Name and address of applicant and designed, if applicable.	X	✓
3)	Date, north arrow, and scale.	X	~
4)	Entire parcel of land showing perimeter with dimensions.	X	✓
5)	All roads, alleys, streets, and their names.	X	
6)	Location of easements, their purpose and width.	X	
7)	All existing and proposed uses (i.e., buildings, driveways, dwellings, utility transmission lines, etc.).	X	
8)	Parking and loading stalls with dimensions, refer to Zoning Ordinance Chapter 130.35 – Parking and Loading, and the Community Design Standards – Parking and Loading Standards.	X	✓

9)	Trash and litter storage or collection areas, and propane tank location(s).	X	✓
10)	Total gross square footage of proposed buildings.	X	
11)	Existing and proposed fences or walls.	X	
12)	Sign locations and sizes, if proposed. Refer to Zoning Ordinance Chapter 130.16 – Signs (Ordinance No. 5025).	(E)	
13)	Pedestrian walkways, courtyards, etc., if proposed.	N/A	
14)	Exterior lighting, if proposed. Refer to Zoning Ordinance Chapter 130.34 and the Community Design Standards – Outdoor Lighting Standards.	(E)	
15)	Existing and proposed water, sewer, septic systems, and wells, if applicable.	X	
16)	Existing and proposed fire hydrants.	X	
17)	Tentative subdivision or parcel map, if applicable.		
18)	Adjacent parcel owner(s) Assessor's Parcel Number, unless this is included on the tentative map.	X	
19)	Public uses (schools, parks, etc.).	X	
20)	The location, if present, of rock outcroppings, lava caps, drainage courses, lakes, canals, reservoirs, rivers, streams, spring areas subject to inundation and wetlands. Show respective 100-foot and 50-foot septic system setbacks when a septic system is proposed.	X	
21)	Identify areas subject to a 100-year flood on perennial streams or creeks and show high water level (100-year) on map. Where this data is not readily available, January 1997 flood level can be shown if known. Refer to the Federal Emergency Management Agency (FEMA) website.	X	✓
22)	Note any proposed trails within the project, and where applicable, connection to existing or proposed trail systems.	N/A	

PRELIMINARY LANDSCAPE PLAN REQUIREMENTS

Required when parking facilities are proposed or otherwise at planner's discretion. Refer to Zoning Ordinance Chapter 130.35. Five copies plus an electronic copy (CD-ROM or other medium), folded to 8½" x 11", plus one 11" x 17" reduction.

	FORMS AND MAPS REQUIRED	Applicant	County
1)	Location, quantity, and a gallon size of proposed plant material. See Zoning Ordinance Chapter 130.33 – Landscaping Standards, and the Community Design Standards – Landscaping and Irrigation Standards.	N/A	✓
2)	Note quantity and type of trees to be removed.	X	✓
3)	Location, general type (pine, oak, etc.) and size of all existing trees, in those areas that are subject to grading or otherwise may be removed or affected by proposed improvements.	X	✓
4)	List of both common and botanical names of plant material, use of drought tolerant species is highly recommended. A recommended list of drought tolerant species is available from the Planning Division.	N/A	✓

5)	Location of irrigation proposed. **NOTE:** The final Landscape Plan will ultimately be required to meet the County's Water Conserving Landscape Standards. Copies are available from the Planning Division.	N/A	✓

PRELIMINARY GRADING AND DRAINAGE PLAN

Required whenever any grading is proposed. Five copies plus an electronic copy (CD-ROM or other medium), folded to 8½" x 11", plus one 11" x 17" reduction.

	FORMS AND MAPS REQUIRED	Applicant	County
1)	Contours or slope data, pursuant to Chapter 110.14 of the County Grading, Erosion, and Sediment Control Ordinance.	X	✓
2)	Drainage improvements, culverts, drains, etc.	N/A	✓
3)	Limits of cut and fill.	X	✓

PLAN OF BUILDING ELEVATIONS

Required whenever a new structure or addition is proposed. Five copies plus an electronic copy (CD- ROM or other medium), folded to 8½" x 11", plus one 11" x 17" reduction.

	FORMS AND MAPS REQUIRED	Applicant	County
1)	Building design, elevations of all sides.	X	✓
2)	Exterior materials, finishes, and colors.	X	✓
3)	Existing and proposed signs showing location, height, and dimensions. Include sign plan for project with multiple businesses.	X	✓

The Planning Division reserves the right to required additional project information as provided by Section 15060 of the California Environmental Quality Act, or as required by the General Plan development policies, when such is necessary to complete the environmental assessment.

EL DORADO COUNTY BUILDING SAFETY DIVISION

PERMIT APPLICATION SUPPLEMENT (PART 4)

DISCLOSURES & FORMS FOR OWNER-BUILDERS APPLYING FOR CONSTRUCTION PERMITS

ASSESSOR'S PARCEL NUMBER 009-180-018 **APPLICATION #** _____

IMPORTANT NOTICE TO PROPERTY OWNER

Dear Property Owner:

An application for a building permit has been submitted in your name, listing yourself as the builder of the property improvements specified at:

6510 Pony Express Trail	Pollock Pines	CA.	95725
Street	City	State	Zip

We are providing you with an Owner-Builder Acknowledgement and Information Verification Form to make you aware of your responsibilities and the possible risks you may incur by having this permit issued in your name as the Owner-Builder. **We will not issue a building permit until you have read, indicated your understanding of each provision, signed and returned this form to our office.** An agent of the owner cannot execute this notice unless you, the property owner, obtain prior approval from El Dorado County Building Safety Division.

1. OWNER'S ACKNOWLEDGEMENT AND VERIFICATION

Owner-Builder Acknowledgement And Verification Information
State of California Health and Safety Code Section 19825 -19829

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

_____ I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

_____ I understand building permits are not required to be signed by property owners unless they are *responsible* for the construction and are not hiring a licensed Contractor to assume this responsibility.

_____ I understand as an "Owner-Builder", I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.

_____ I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

_____ I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars ($500), including labor and materials, I may be considered an "employer" under state and federal law.

_____ I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

_____ I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures, cannot legally build them with the intent to offer them for sale, unless *all* work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under the contract with a licensed general building Contractor.

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EL DORADO COUNTY
PLANNING AND BUILDING DEPARTMENT

DR25-0003

_____ I understand as an Owner-Builder, if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

_____ I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand that I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

_____ I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the site location above.

_____ I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

_____ I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form.

Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage.

Before a building permit can be issued, this form must be completed and signed by the property owner and returned to El Dorado County Building Safety Division. Note: In order to verify the property owner's signature, you will be required to present a driver's license or other government-issued identification at permit issuance.

Property Owner's Signature: _____ Date: 1/24/2025

2. AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Note: The property owner must complete the following Authorization Form when designating an agent of the property owner to apply for a construction permit for the Owner-Builder.

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent, to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project. Scope of Construction Project (or Description of Work):

Face lift which includes a wainscot, color coating, mansard roofing thoughout and 3 new accent towers.

Property Location or Address: 6510 Pony Express Trail (Street) Pollock Pines (City) CA (State) 95725 (Zip)

Name of Authorized Agent: Steve Sutton Phone: 916-476-3911

Address of Authorized Agent: 6130 Freeport Blvd. Suite 100-C (Street) Sacramento (City) CA. (State) 95822 (Zip)

I declare, under penalty of perjury, that I am the owner of the property listed above at "Project Location or Address" and I personally completed the above information and certify its accuracy. Please Note: In order to verify your signature, you will be required to present a valid driver's license or other government-issued identification at permit issuance.

Property Owner's Signature: _____ Date: 1/24/2025

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EL DORADO COUNTY
PLANNING AND BUILDING DEPARTMENT

COUNTY OF EL DORADO
CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Application or Solicitation Number: _____

Application or Solicitation Title: _____

Was a campaign contribution, regardless of the dollar amount, made to any member of the El Dorado County Board of Supervisors or to any County Agency Officer on or after January 1, 2023, by the applicant, or, if applicable, any of the applicant's proposed subcontractors or the applicant's agent or lobbyist?

Yes ____ No X

If no, please sign and date below.

If yes, please provide the following information:

Applicant's Name: _____

Contributor or Contributor Firm's Name: _____

Contributor or Contributor Firm's Address: _____

Is the Contributor:

- o The Applicant Yes___ No ___
- o Subcontractor Yes___ No ___
- o The Applicant's agent/ or lobbyist Yes___ No ___

Note: Under California law as implemented by the Fair Political Practices Commission, campaign contributions made by the Applicant and the Applicant's agent/lobbyist who is representing the Applicant in this application or solicitation must be aggregated together to determine the total campaign contribution made by the Applicant.

Identify the Board of Supervisors Member(s) and County Agency Officer(s) to whom you, your subcontractors, and/or agent/lobbyist made campaign contributions on or after January 1, 2023, the name of the contributor, the dates of contribution(s) and dollar amount of the contribution. Each date must include the exact month, day, and year of the contribution.

Name of Board of Supervisors Member or County Agency Officer: _____

Name of Contributor: _____

Date(s) of Contribution(s): _____

Amount(s): _____

(Please add an additional sheet(s) to identify additional Board Members or County Agency Officer to whom you, your subconsultants, and/or agent/lobbyist made campaign contributions)

By signing below, I certify that the statements made herein are true and correct. I also agree to disclose to the County any future contributions made to Board Members or County Agency Officers by the applicant, or, if applicable, any of the applicant's proposed subcontractors or the applicant's agent or lobbyist after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the requested license, permit, or entitlement to use.

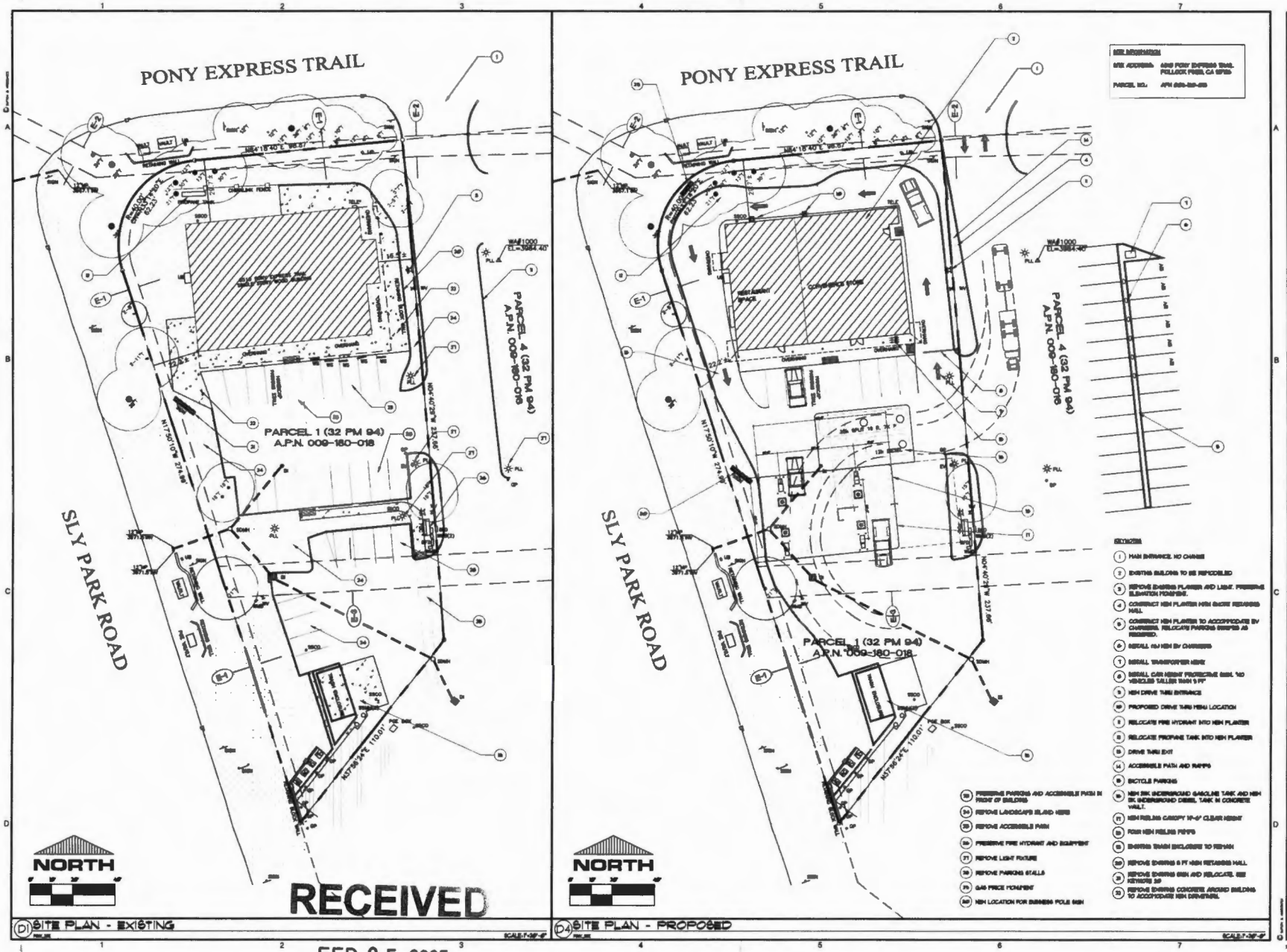
2/3/2025
Date

Signature of Applicant

Print Firm Name if applicable

Singh Satnam
Print Name of Applicant

DR25-0003



SUTTON & ASSOCIATES, INC.

6130 FREEPORT BLVD SUITE 100 C
SACRAMENTO, CA 95822
PHONE (916) 476-3011
suttonarch@yahoo.com

PONY EXPRESS STATION
6510 PONY EXPRESS TRAIL
POLLOCK PINES, CA 95726

SHEET
A1
OF SHEETS

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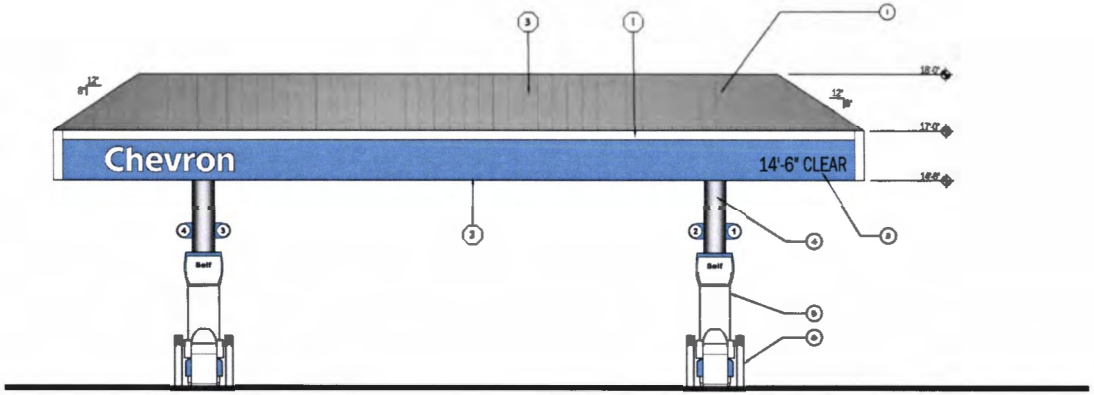
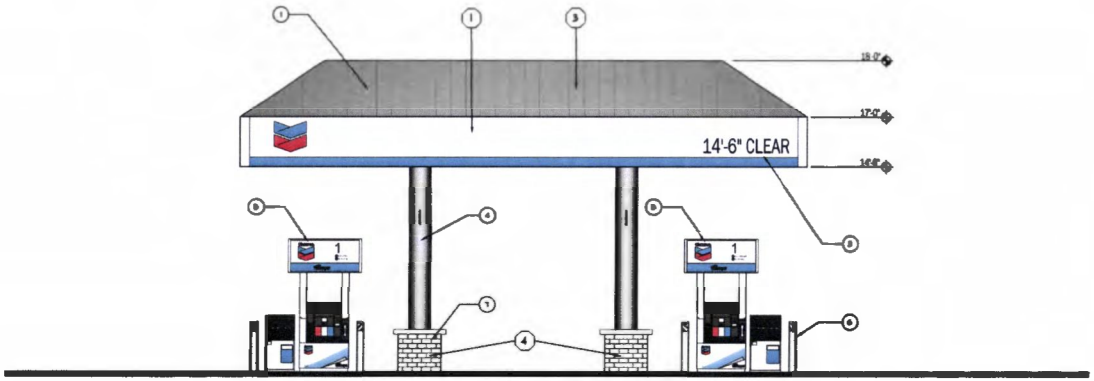
25-1249 B 14 of 22



B1 NORTH AND SOUTH CANOPY ELEVATIONS



D1 EAST AND WEST CANOPY ELEVATION

PROPOSED DRAFT ELEVATION REQUIRING OWNER TEAM REVIEW. COLORS AND FINAL MATERIALS STILL TO BE DETERMINED.

1. NEW MANSARD METAL ROOF CANOPY TO MATCH BUILDING
2. NOT USED
3. CLEAR HEIGHT LETTERING. CONTRASTING COLORS
4. NEW 12" SQUARE METAL COLUMN W/ 10" DIAMETER METAL COLUMN CLADDING
5. NEW GAS DISPENSERS OVER CONCRETE CURB
6. 4 BOLLARDS AT EACH DISPENSER
7. 3 FT HIGH BRICK WAINSCOT TO MATCH BUILDING AT EA. COLUMN

B1 CANOPY NOTES

1. JONES BLAIR HS3 W WHITE #4500-001/98951
2. JONES BLAIR HS3 W BLUE #4550-001/98951
3. STANDING SEAM METAL ROOF COLOR TO MATCH BUILDING
4. THIN BRICK (CASTLE GATE)

D1 CANOPY COLORS

SUTTON & ASSOCIATES, INC.
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SACRAMENTO, CA 95822
PHONE (916) 476-3811
suttonarch@yahoo.com

PATRICK A. SUTTON No. 61258 Exp. 6-30-2025 CIVIL STATE OF CALIFORNIA

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PONY EXPRESS STATION
650 PONY EXPRESS TRAIL
POLLOCK PINES, CA 95726
AGENT: SUTTON & ASSOCIATES, INC
6130 FREEPORT BLVD. SUITE 100-C
SACRAMENTO, CA 95822
PHONE: (916) 476-3811
CONTACT: STEVE SUTTON

REVISION	BY

DATE: SEPTEMBER 30, 2024
DRAWN BY: SDS
JOB NO. 2435

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CANOPY ELEVATIONS

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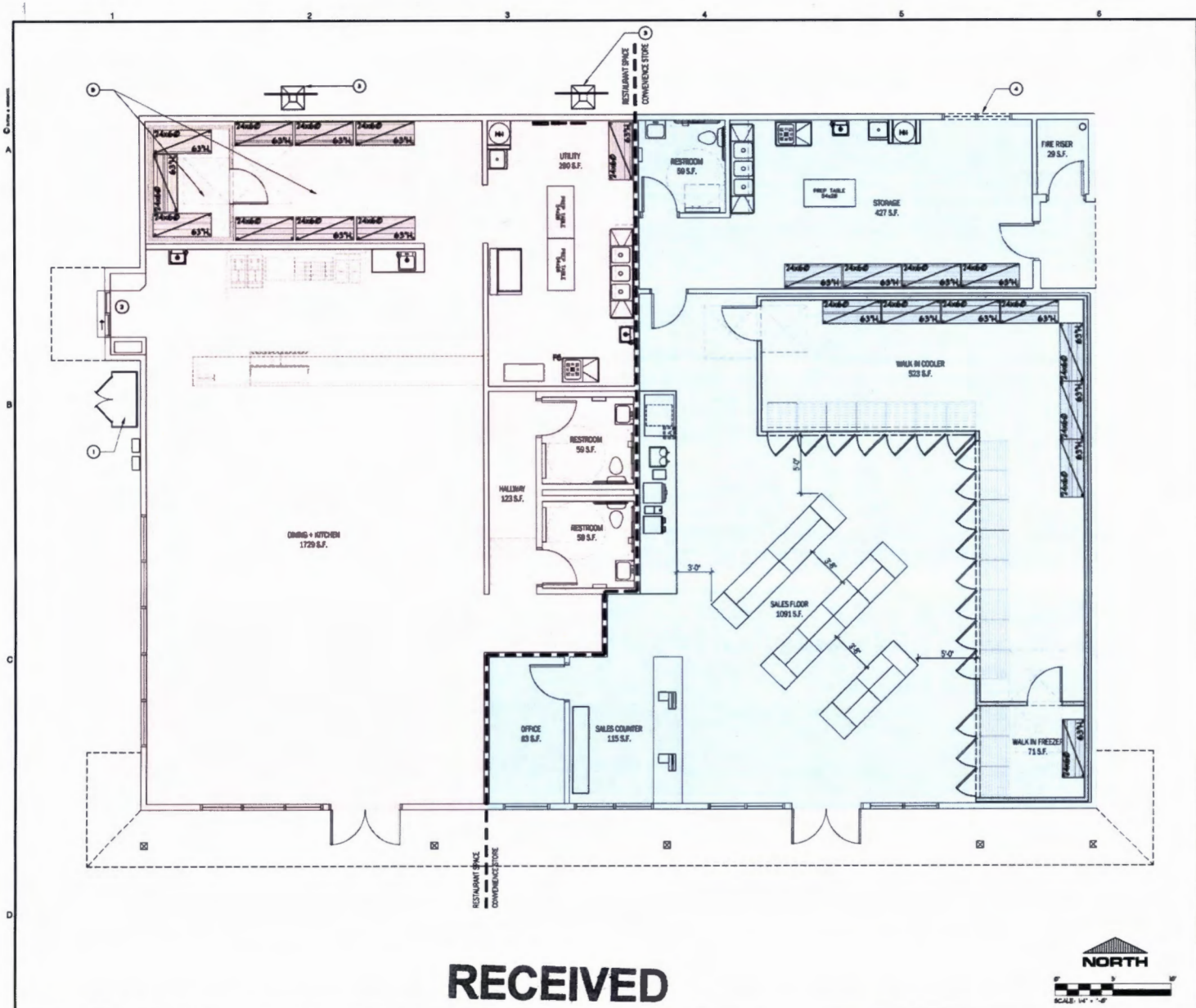

PROPOSED FLOOR PLAN

PROPOSED FLOOR PLAN SUMMARY

THIS FLOOR PLAN DIVIDES AND EXISTING BUILDING TO HOUSE BOTH A CONVENIENCE STORE AND RESTAURANT WITH AN OPTIONAL DRIVE-THRU. THIS FLOOR PLAN IS NOT FINAL AND REQUIRES OWNER INPUT. THE RESTAURANT SPACE IS DESIGNED TO BE FLEXIBLE AND ACCOMMODATE A VARIETY OF RESTAURANT LAYOUTS. SQUARE FOOTAGES LISTED ON THIS PLAN REFLECT AREAS WITHIN WALLS.

1. EXISTING ELECTRICAL EQUIPMENT
2. PROPOSED DRIVE THRU WINDOW LOCATION
3. PROPOSED LED DRIVE THRU SIGN LOCATIONS
4. NORTH FACING CLEARSTORY WINDOWS FOR NATURAL LIGHT.
5. PLAUSIBLE RESTAURANT STORAGE. LAYOUT TO BE DETERMINED BY NEW TENANT. SQUARE FOOTAGE INTENTIONALLY NOT LISTED.

ROOM AREAS
NOTE: AREAS REFLECT SPACE WITHIN INTERIOR WALLS.

STARBUCKS ROOM AREAS

DINING + KITCHEN	1729 S.F.	
HALLWAY	123 S.F.	
RESTROOM	59 S.F.	
RESTROOM	59 S.F.	
UTILITY	290 S.F.	
TOTAL	2260 S.F.	2395 S.F.

CONVENIENCE STORE AREAS

SALES COUNTER	115 S.F.	
SALES FLOOR	1019 S.F.	
WALK-IN COOLER	523 S.F.	
WALK-IN FREEZER	71 S.F.	
STORAGE	427 S.F.	
RESTROOM	59 S.F.	
OFFICE	83 S.F.	
FIRE RISER	29 S.F.	
TOTAL	2326 S.F.	2562 S.F.

B1 FLOOR PLAN NOTES
SCALE: N/A

SUTTON & ASSOCIATES, INC.
ENGINEERING, DESIGN, PLANNING
6130 FREEPORT BLVD SUITE 100 C
SACRAMENTO, CA 95822
PHONE (916) 476-3911
suttonarch@yahoo.com

REGISTERED PROFESSIONAL ENGINEER
PATRICK A. SCOTT
No. 61256
Exp. 06-30-2025
CIVIL
STATE OF CALIFORNIA

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C ----

A.P.N.: 0[illegible]

PONY EXPRESS STATION
6510 PONY EXPRESS TRAIL
POLLOCK PINES, CA 95725

AGENT: SUTTON & ASSOCIATES, INC
6130 FREEPORT BLVD., SUITE 100-C
SACRAMENTO, CA 95822
PHONE: (916) 476-3911 FAX: (916) 476-3825
CONTACT: STEVE SUTTON

REVISION	BY

DATE: [illegible]
DRAWN BY: HBM
JOB NO: 2435

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A2
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PROPOSED FLOOR PLAN

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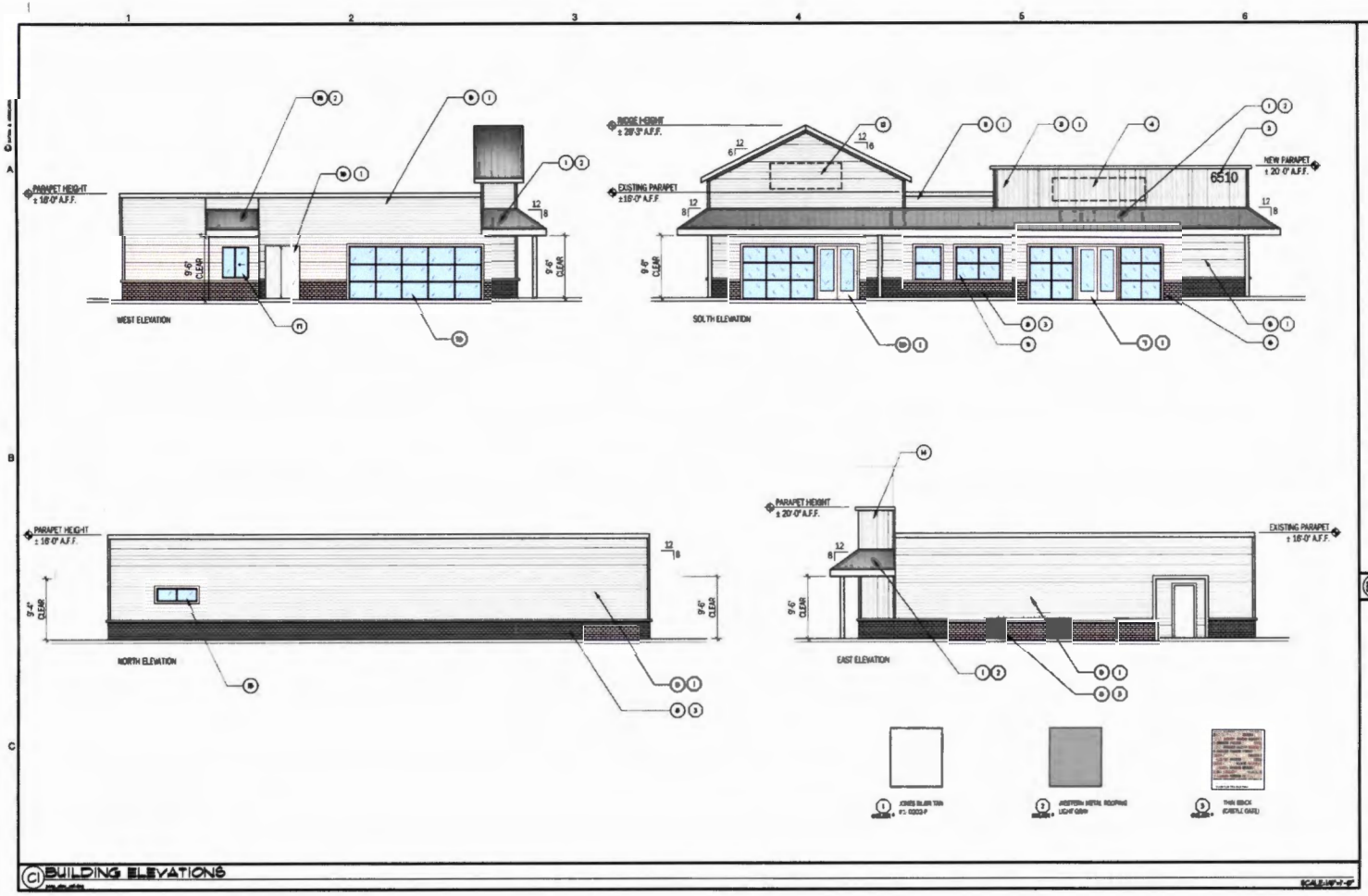

C1 BUILDING ELEVATIONS

PROPOSED DRAFT ELEVATION REQUIRING OWNER TEAM REVIEW. COLORS AND FINAL MATERIALS STILL TO BE DETERMINED.

1. NEW PORCH WITH METAL ROOF AT BUILDING FRONT. PORCH WRAPS AROUND FOR AESTHETICS.
2. BACK LIT ADDRESS SIGN. SAN SERIF FONT. 12 INCHES TALL OR GREATER.
3. CORRUGATED METAL SIDING AT NEW PARAPET ABOVE CONVENIENCE STORE.
4. SIGNAGE ILLUMINATED AND CENTERED ABOVE CONVENIENCE STORE ENTRANCE.
5. HORIZONTAL CEMENT BOARD SIDING
6. TIMBER POSTS WHERE INDICATED
7. CONVENIENCE STORE ENTRANCE
8. BRICK FACADE WHERE INDICATED
9. WINDOWS AT SALES COUNTER
10. RESTAURANT ENTRANCE
11. ORIGINAL PARAPET
12. NEW RESTAURANT SIGNAGE
13. ROOF BEYOND
14. NEW PARAPET WRAPS AROUND CORNER
15. NORTH FACING CLEARSTORY WINDOWS
16. PROPOSED RESTAURANT WINDOWS
17. DRIVE THRU WINDOW
18. EXISTING POWER PANEL

B1 FLOOR PLAN NOTES

SUTTON & ASSOCIATES, INC.

6130 FREEPORT BLVD SUITE 100 C
SACRAMENTO, CA 95822
PHONE (916) 476-3811
suttonarch@yahoo.com

REGISTERED PROFESSIONAL ENGINEER PATRICK A. SHAFFER No. 61256 Exp. 06-30-2025 CIVIL STATE OF CALIFORNIA

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PONY EXPRESS STATION
6510 PONY EXPRESS TRAIL
POLLOCK PINES, CA 95725

AGENT: SUTTON & ASSOCIATES, INC
6130 FREEPORT BLVD., SUITE 100-C
SACRAMENTO, CA 95822
PHONE: (916) 476-3811 FAX: (916) 476-3825
CONTACT: STEVE SUTTON

REVISION	BY

DATE: 10/10/24
DRAWN BY: MSM
JOB NO: 2435

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BUILDING ELEVATIONS

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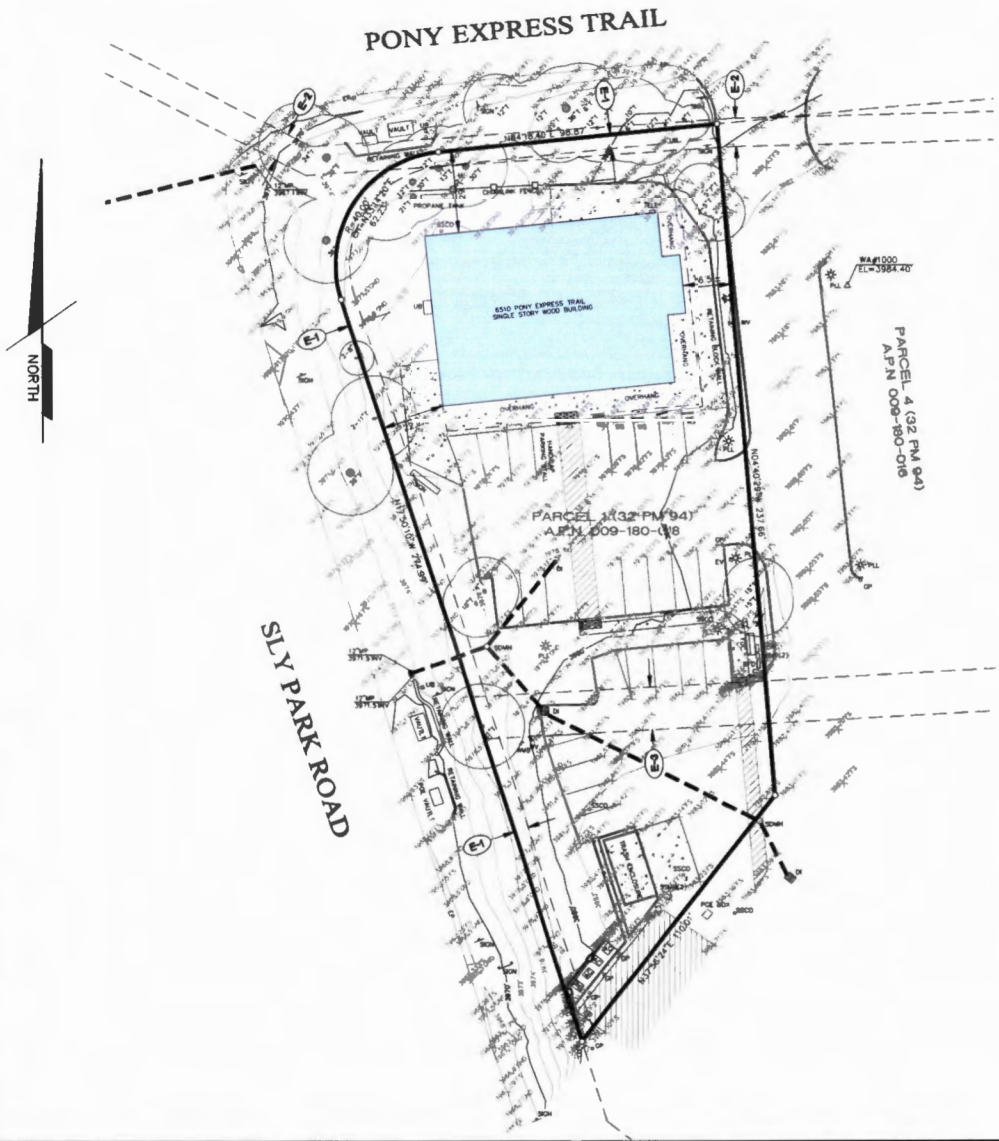


BASIS OF BEARINGS

THE BASIS OF BEARINGS OF THIS MAP ARE BASED ON FOUND MONUMENTS FOUND ON PARCEL MAP BOOK 32, PAGE 94. THAT BEARING BEING ASSUMED N789° 10' 12"E.

EASEMENTS

E-1 ... 5.0' WIDE NON-VEHICULAR ACCESS EASEMENT PER 32 P.M. 94

E-2 ... 10' WIDE PUBLIC UTILITIES EASEMENT TO P.T. & T PER BOOK 1997, PAGE 53, OF OFFICIAL RECORDS

E-3 ... APPROXIMATE 15.0' WIDE PUBLIC UTILITY EASEMENT PER 32 P.M. 94

SURVEYOR'S STATEMENT

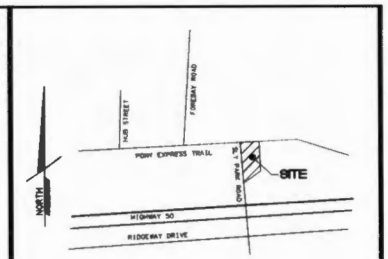
THIS DRAWING WAS PREPARED BY ME OR UNDER MY DIRECTION IN ACCORDANCE WITH SECTION 8761.1 OF THE PROFESSIONAL LAND SURVEYOR'S ACT.

GARY TIMOTHY WONG, P.L.S. 5035 DATE

NOTES

1. THE TYPES, LOCATION, SIZES AND /OR DEPTHS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS TOPOGRAPHIC SURVEY WERE OBTAINED FROM SOURCES OF VARYING RELIABILITY. IT IS CAUTIONED THAT ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. (A REASONABLE EFFORT HAS BEEN MADE TO LOCATE AND DELINEATE ALL KNOWN UTILITIES). HOWEVER, THE SURVEYOR ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF ITS DELINEATION OF SUCH UNDERGROUND UTILITIES NOR FOR EXISTENCE OF OTHER BURIED OBJECTS OR UTILITIES WHICH MAY BE ENCOUNTERED BUT WHICH ARE NOT SHOWN ON THIS PLAN.

2. THIS SURVEY WAS PREPARED WITHOUT THE AID OF A PRELIMINARY TITLE REPORT. EASEMENTS OF RECORD MAY EXIST WHICH MAY AFFECT THE PROPERTY SHOWN ON THIS SURVEY.



POLLOCK PINES, CA

VICINITY MAP
NOT TO SCALE

LEGEND

A. P. N.	ASSESSOR'S PARCEL NUMBER
B. M.	BOOK OF MAPS
P. M.	PARCEL MAPS
℄	CENTERLINE
[ ]	INDICATES CONCRETE
O	DIMENSION POINT; NOTHING FOUND OR SET
SP	SERVICE POLE
XX"T	SIZE OF TREE TRUNK IN INCHES
GP	GUARD POST
WV	WATER VALVE
WMB	WATER METER BOX
EP	EDGE OF PAVEMENT
FS	FINISHED SURFACE
PLL	PARKING LIGHT
DI	DRAIN INLET
SDMH	STORM DRAIN MANHOLE
SSMH	SANITARY SEWER MANHOLE
SSCO	SANITARY SEWER CLEANOUT
CO	CLEANOUT
AC	AIR CONDITIONING UNIT
UB	UTILITY BOX
WS	WHEEL STOP
EV	ELECTRICAL VALVE
TELE	TELEPHONE BOX CONNECTION

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PLANNING AND BUILDING DEPARTMENT

PRELIMINARY

BENCHMARK ELEVATION: 3984.40'(NAVD88)
THE ELEVATIONS SHOWN ARE ON THE NAVD88 DATUM AND WAS ESTABLISHED BASED ON THE TOPCON GIS NETWORK SYSTEM. THE CONTROL POINT #1000 IS A MAG NAIL WITH BRASS DISC AND IS SHOWN ON THIS DRAWING. ELEVATION = 3984.40' (NAVD88')

WONG & ASSOCIATES
ENGINEERING * SURVEYING * LAND PLANNING
11344 COLOMA ROAD, SUITE 235A
GOLD RIVER, CALIFORNIA 95670
TEL: (916) 283-4800 FAX: (916) 283-4809

DESIGNED: N/A
DRAWN: TW
CHECKED: GTW
SUBMITTED: GARY TIMOTHY WONG PLS 5035
SCALE: 1" = 20'

LICENSED LAND SURVEYOR GARY TIMOTHY WONG No. 5035 Expires 12-31-25 STATE OF CALIFORNIA

NO	DATE	REVISION	BY

TOPOGRAPHIC-BOUNDARY SURVEY
OF
6510 PONY EXPRESS TRAIL
A.P.N. 009-180-018
POLLOCK PINES COUNTY OF EL DORADO STATE OF CALIFORNIA

DATE: 09-13-2024
SHEET: 1 / 1
JOB NO. 2024-084

25-1249 B 18 of 22

DR25-0002

PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

2850 Fairlane Court, Placerville, CA 95667
924 B Emerald Bay Road, South Lake Tahoe, CA 96150
Phone: (530) 621-5355 Email: planning@edcgov.us
https://www.eldoradocounty.ca.gov/Land-Use/Planning-and-Building/Planning-Division

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EL DORADO COUNTY
PLANNING AND BUILDING DEPARTMENT

ENVIRONMENTAL QUESTIONNAIRE

File Number _____ Date Filed _____

Project Title	Pony Express Station	Lead Agency	
Name of Owner	Sukhwinder Singh Bhangu	Telephone	
Address	2649 Giorno Way, El Dorado Hills, CA 95762		
Name of Applicant	Steve Sutton	Telephone	(916) 476-3911
Address	6130 Freeport Blvd. #100-C		
Project Location	6510 Pony Express Trail, Pollock Pines		

Assessor's Parcel Number(s) 009-180-018 Acreage 0.70 Zoning CL

Please answer all of the following questions as completely as possible. Subdivisions and other major projects will require a Technical Supplement to be filed together with this form.

1. Type of project and description:
   Gas Station with Canopy and 4 Despensers - 8 fueling locations, Convenance store, and Coffee Shop with drive through.

2. What is the number of units/parcels proposed? N/A

GEOLOGY AND SOILS

3. Identify the percentage of land in the following slope categories:

   ☒ 0 to 10% ☐ 11 to 15% ☐ 16 to 20% ☐ 21 to 29% ☐ over 30%

4. Have you observed any building or soil settlement, landslides, rock falls or avalanches on this property or in the nearby surrounding area? None

5. Could the project affect any existing agriculture uses or result in the loss of agricultural land? No

DRAINAGE AND HYDROLOGY

6. Is the project located within the flood plain of any stream or river? No
   If so, which one? _____
7. What is the distance to the nearest body of water, river, stream, or year-round drainage channel?
   800 Name of the water body? El Dorado Irrigation Ditch
8. Will the project result in the direct or indirect discharge of silt or any other particles in noticeable amount into any lakes, rivers, or streams? No
9. Will the project result in the physical alteration of a natural body of water or drainage way?
   If so, in what way? No
10. Does the project area contain any wet meadows, marshes, or other perennially wet areas?
    None

VEGETATION AND WILDLIFE

11. What is the predominant vegetative cover on the site (trees, brush, grass, etc.)? Estimate percentage of each:
    This is an existing shopping center surrounded by so pines and native vegetation.
12. How many trees of 6-inch diameter will be removed when this project is implemented?
    None

FIRE PROTECTION

13. In what structural fire protection district (if any) is the project located? _____
14. What is the nearest emergency source of water for fire protection purposes (hydrant, pond, etc.)? on site fire Hydrant
15. What is the distance to the nearest fire station? 1,100 ft.
16. Will the project create any dead-end roads greater than 500 feet in length? None
17. Will the project involve the burning of any material including brush, trees, and construction materials? No

NOISE QUALITY

18. Is the project near an industrial area, freeway, major highway, or airport? Freeway
    If so, how far? 600 ft.
19. What types of noise would be created by the establishment of this land use, both during and after construction? light construction noise due to existing structure / Light car traffic.

AIR QUALITY

20. Would any noticeable amounts of air pollution, such as smoke, dust, or odors, be produced by this project? No

WATER QUALITY

21. Is the proposed water source ☒ public or ☐ private, ☒ treated or ☐ untreated?

22. What is the water use (residential, agricultural, industrial, or commercial)? Commercial

AESTHETICS

23. Will the project obstruct scenic views from existing residential areas, public lands, and/or public bodies of water or roads? No

ARCHAEOLOGY/HISTORY

24. Do you know of any archaeological or historical areas within the boundaries or adjacent to the project? (e.g., Indian burial grounds, gold mines, etc.) No

SEWAGE

25. What is the proposed method of sewage disposal? ☐ septic system ☒ sanitation district
Name of district:

26. Would the project require a change in sewage disposal methods from those currently used in the vicinity? No

TRANSPORTATION

27. Will the project create any traffic problems or change any existing roads, highways, or existing traffic patterns? No

28. Will the project reduce or restrict access to public lands, parks, or any public facilities?
No

GROWTH-INDUCING IMPACTS

29. Will the project result in the introduction of activities not currently found within the community?
No

30. Would the project serve to encourage development of presently undeveloped areas, or increases in development intensity of already developed areas (include the introduction of new or expanded public utilities, new industry, commercial facilities, or recreation activities)? Will the project require the extension of existing public utility lines? ____ If so, identify and give distances: ____

GENERAL

31. Does the project involve lands currently protected under the Williamson Act or an Open Space Agreement? No

32. Will the project involve the application, use or disposal of potentially hazardous materials, including pesticides, herbicides, other toxic substances, or radioactive material?

No

33. Will the proposed project result in the removal of a natural resource for commercial purposes (including rock, sand, gravel, trees, minerals or top soil)?

34. Could the project create new, or aggravate existing health problems (including, but not limited to, flies, mosquitoes, rodents, and other disease vectors)? No

35. Will the project displace any community residents? None

DISCUSS ANY YES ANSWERS TO THE PREVIOUS QUESTIONS (attach additional sheets if necessary)

MITIGATION MEASURES (attach additional sheets if necessary)

Proposed mitigation measures for any of the above questions where there will be an adverse impact:

Form Completed by: Steve Sutton Sutton & Associates, Inc. Date: 1/28/2025